

## 2017 Best Practices Score

### Chefornak

August 22, 2017

| Category  |  | O&M Scoring Criteria   | Possible      | Score |             |    |
|---|--|--|---------------|-------|-------------|----|
| Technical   | Operator Certification   | Utility has more than one operator certified to the level of the water system  | 10            | 5     |             |    |
|   |  | Primary operator is certified to the level of the water system and the backup operator holds some level of certification in water treatment or distribution  | 7             |       |             |    |
|   |  | Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator   | 5             |       |             |    |
|   |  | Utility has one or more operators certified at some level in water treatment or distribution   | 3             |       |             |    |
|   |  | Utility has no certified operators   | 0             |       |             |    |
|   | System Classification: Small Untreated<br>Primary Operator: <i>Thomas Mael</i> Certification Level: <i>Small Treated</i><br>Backup Operator: <i>Kasey Panruk</i> Certification Level: <i>Operator holds no current certification</i> |  |               |       |             |    |
|   | Preventive Maintenance Plan  | Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified  | 25            | 15    |             |    |
|   |  | Utility has a written PM plan; performance of PM and record keeping are not consistent   | 15            |       |             |    |
|   |  | Utility has no PM plan or performs no PM   | 0             |       |             |    |
|   | Compliance   | Utility had no Monitoring and Reporting violations during the past year  | 10            | 5     |             |    |
| Utility had up to five Monitoring and Reporting violation during the past year                            |  | 5  |               |       |             |    |
| Utility had more than five Monitoring and Reporting violation during the last year                        |  | 0  |               |       |             |    |
| <i>2 Monitoring and Reporting Violations in 2016</i>  |  |  |               |       |             |    |
| Managerial  | Utility Management Training  | A person who holds a position of responsibility for management of the utility has completed a DCRA approved Utility Management course or other utility management training course within the last five years | 5             | 5     |             |    |
|   | Attendee: <i>Raychelle Terchik</i><br>Course: <i>Clerks</i> Date: <i>9/9/2016</i>  |  |               |       |             |    |
|   | Meetings of the Governing Body   | The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator  | 5             | 5     |             |    |
| The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements |  | 2  |               |       |             |    |
| The utility owner's governing body does not meet  |  | 0  |               |       |             |    |
| Financial   | Budget   | Utility owner and the Utility have each adopted a realistic budget and budget amendments are adopted as needed; Accurate monthly budget reports are prepared and submitted to the governing body             | 15            | 13    |             |    |
|   |  | Either the Utility or the Utility owner has adopted and implemented a budget, the other has not  | 13            |       |             |    |
|   |  | Either the Utility or the Utility owner has adopted a budget, but it is not being implemented  | 10            |       |             |    |
|   |  | Utility owner and the Utility have not adopted a budget  | 0             |       |             |    |
|   | Revenue  | Utility is collecting revenue sufficient to cover the Utility's operating expenses and to contribute to a repair and replacement account   | 20            | 15    |             |    |
|   |  | Utility is collecting revenue sufficient to cover expenses   | 15            |       |             |    |
|   |  | Utility has a fee schedule and a collection policy that is followed  | 5             |       |             |    |
|   |  | Utility has no fee structure or collection policy  | 0             |       |             |    |
|   | Worker's Compensation Insurance  | Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place  | 5             | 5     |             |    |
|   |  | Utility has a current worker's compensation policy in place for all employees  | 2             |       |             |    |
| Utility has no worker's compensation policy   |  | 0  |               |       |             |    |
| Payroll Liability Compliance  | Utility has no past due tax liabilities and is current with all tax obligations  | 5  | 5             |       |             |    |
|   | Utility owes back taxes, but has a signed payment agreement, is current on that agreement, and is up-to-date with all other tax obligations  | 2  |               |       |             |    |
|   | Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed  | 0  |               |       |             |    |
| CIP O&M Score   |  | 13   | SDS O&M Score | 12    | TOTAL SCORE | 73 |