

Best Practices Score
Savoonga
FALL 2019

Category		O&M Scoring Criteria		Possible	Score	Explanation of Score	How to Improve Score	Contact	
Technical	Operator Certification	Utility has more than one operator certified to the level of the water system		10	7	System Classification: Water Treatment 1 Primary Operator: <i>Scott Kingeekuk</i> Certification Level: <i>WT 2</i> Backup Operator: <i>Freeman Kingeekuk</i> Certification Level: <i>WT P</i> Scott Kingeekuk holds the correct level of certification. Freeman Kingeekuk and Scott Toolie both hold certification but not at the correct level.	Scott Kingeekuk and Freeman Kingeekuk have the required CEUs needed renew their certificates in 2020. Freeman Kingeekuk needs to submit an application for WT1 when he has accrued one year of operator experience. Scott Toolie has the required CEU to renew his ST certificate in 2020 and needs to take and pass the WT1 exam. Please see the enclosed flier with more information about certification.	ADEC Operator Certification Program 465-1139	
		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					
	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	The operator is performing important maintenance on a regular basis and keeping records. Each quarter, the operator is submitting maintenance records to the assigned RMW.	To receive the full points in this category, the operator must have a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter.	Luke Smith NSHC RMW 443-3403	
		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	10	The utility had 0 Drinking Water Monitoring and Reporting violations in 2018. Excellent job - keep up the good work!	The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner.	Mike Sharp ADEC Drinking Water Program 451-2178	
		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					
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	Elvin Noongwook and others attended Organizational training on 02/11/2019.	To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.	Lena Mathlaw DCRA RUBA Program 443-5457	
	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	0	No meeting minutes submitted.	The governing body needs to meet according to local ordinance and submit minutes to RUBA. The meeting minutes should document that a report was made by the operator to the governing board.		
		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	10	Utility owner balanced budget but need amendments, utility manager has adopted a budget. No meeting minutes or monthly financial reports from utility owner.	Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is reviewing the monthly financial reports.	Lena Mathlaw DCRA RUBA Program 443-5457	
		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	20	Utility manager/ARUC 4 out of 6 months and year to date expenses exceed revenue but is deliberately spending reserves. Repair and replacement account.	Full points have been awarded. Keep up the great work.		
		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	RUBA has verified that the utility has had a current Worker's Compensation Policy in place for all employees for at least two years.	Full points can be awarded after the community demonstrates that a Worker's Compensation Policy has been in place for two full years.		
		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	0	Form 8821 not submitted. ESC tax clearance not granted.	To receive additional points in this category, the utility must either become current on all outstanding tax liabilities, or must enter into a repayment agreement for outstanding tax liability, and remain current on payments.		
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		12	SDS O&M Score	12	TOTAL SCORE		72		