

Best Practices Score
Noatak
Fall 2020

| 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>Paul Walton</i> Certification Level: <i>WT 1</i> Backup Operator: <i>John Williams</i> Certification Level: <i>Small Treated</i> Paul Walton holds the correct level of certification. John Williams and Floyd Mills both hold certification but not at the correct level. | Paul Walton needs 3.0 CEUs before 12/31/22 to renew his WT 1 certificate. John Williams has the required CEU to renew his ST certificate now, he also has a passing WT P exam score and needs to apply for WT P certification now. Floyd Mills has the CEU required to renew his ST certificate now and needs to take and pass the WT 1 exam. Please see the enclosed flyer 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 | 25 | The operator is performing important maintenance on a regular basis and keeping records. Each month, the operator is submitting maintenance records to the assigned RMW. | Full points have been awarded in this category. Continue to perform maintenance according to the PM plan and send monthly records to the assigned RMW. | Bruce Nelson MHC RMW 442-7042 | |
| | | 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 2019. 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. | Teslyn Visscher ADEC Drinking Water Program 451-3038 | |
| | | 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 | Martha Woods attended Financial Management for Rural Utilities training on 3/22/2019. | To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year. | | |
| | 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 | RUBA has not been provided any meeting minutes for the period being scored. | 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 | 0 | No annual budget has been submitted. | Provide RUBA with an adopted, realistic budget. Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is reviewing the monthly financial reports. | Fred Smith DCRA RUBA Program 442-3696 | |
| | | 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 | 0 | RUBA has not been provided any record of revenues. | To receive additional points, the utility needs to provide monthly financial reports in cash basis to RUBA staff and demonstrate sufficient revenue and/or subsidy to cover the utility's expenses. | | |
| | | 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 | Policy verified on 7/23/2020 | 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 | no current 8821, ESC compliant | Provide RUBA with a completed authorization form so they may confirm compliance with tax liabilities. | | |
| | | 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 | | 0 | SDS O&M Score | 8 | TOTAL SCORE | | 52 | | |