

**Best Practices Score  
Goodnews Bay  
Fall 2021**

Category	O&M Scoring Criteria	Possible	Score	Explanation of Score	How to Improve Score	Contact	
Technical	<b>Operator Certification</b>	Utility has more than one operator certified to the level of the water system	10	3	System Classification: Water Treatment 2 Primary Operator: <i>Larry Small</i> Certification Level: <i>WT 1</i> Backup Operator: <i>Lester Galila</i> Certification Level: <i>Small Treated</i>  Larry Small holds certification but not at the correct level. Lester Galila and Homer Galila hold no certifications.	Larry Small will need 3.0 CEUs by 12/31/22 to renew his certificate in 2022. Larry Small needs to take and pass the WT 2 exam. Lester Galila and Homer Galila need 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				
	<b>Preventive Maintenance Plan</b>	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.	Bob White YKHC RMW 543-6428
		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				
	<b>Compliance</b>	Utility had no Monitoring and Reporting violations during the past year	10	0	The utility had 11 Drinking Water Monitoring and Reporting violations in 2021.	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.	Doug Zellmer ADEC Drinking Water Program 269-3068
		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	<b>Utility Management Training</b>	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	Carla Nanok and others attended Financial Management for Rural Utilities training on 1/28/2021.	To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.	Melody Nibeck DCRA RUBA Program 842-5135
	<b>Meetings of the Governing Body</b>	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	Meeting minutes were provided for the following months during this reporting period: April and May 2021. The utility operator provides a report, but not enough meeting minutes were submitted to the RUBA program for review.	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	<b>Budget</b>	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	The contracted managing entity has adopted a budget, but not enough meeting minutes were provided to the RUBA program; therefore, a review of the financial reports has not been sufficiently demonstrated.	Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is consistently reviewing accurate monthly financial reports from the city and ARUC.	Melody Nibeck DCRA RUBA Program 842-5135
		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				
	<b>Revenue</b>	Utility is collecting revenue sufficient to cover the Utility's operating expenses and to contribute to a repair and replacement account	20	20	Revenues surpass expenses and a reasonable repair and replacement account is funded in most months.	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				
	<b>Worker's Compensation Insurance</b>	Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place	5	2	Policy verified on 6/30/2021 Current coverage for the utility owner and managing entity was confirmed; however, the utility owner did not have coverage from February through March 2020; and June 2020 through March 2021.	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					
<b>Payroll Liability Compliance</b>	Utility has no past due tax liabilities and is current with all tax obligations	5	5	The utility and contractor has no past-due tax liabilities and is current with all tax obligations.	Full points have been awarded. Continue to submit timely reports and payments to maintain these points.		
	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	10	SDS O&M Score	11	TOTAL SCORE	70		