

Best Practices Score
Point Hope
Fall 2022

| 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 | 10 | System Classification: Water Treatment 2 Primary Operator: <i>Greg Ratzlaff</i> Certification Level: <i>WT 3</i> Backup Operator: <i>Val Harrington</i> Certification Level: <i>WT 3</i> The North Slope Borough contracts with a private entity to provide water system operations. The community has more than one operator certified at the correct level. | The full points have been awarded in this category. Operators should continue to pursue the required continuing education and be prepared to renew certifications when necessary. | 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 | 0 | The utility is not performing the required maintenance or isn't keeping records of maintenance. | 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. | John Johnson RMW 269-7605 |
| | | 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 2022. Excellent job - keep up the good work! | | Karen Garland ADEC Drinking Water Program 451-2137 |
| | | 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 | 0 | No one associated with the utility has attended a RUBA training in the past five years. | RUBA provides free training several times per year. Contact your RUBA specialist for more information. | Andy Durny DCRA RUBA Program 451-2756 |
| | 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 | Minutes were provided for the following months during this reporting period: December 2021, January, February, March, and April 2022. The water operator report was consistently included in the meeting minutes. | To maintain full points, the governing body must continue to meet according to ordinance/bylaw and provide RUBA with meeting minutes. | |
| | | 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 | The utility owner has adopted an overall realistic and balanced budget. Accurate monthly financial reports have been documented in the meeting minutes. | Additional points can be earned by creating a separate enterprise account for the utility. This will allow for better tracking of the utility's revenues and expenses. | |
| | | 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 | 5 | Utility financial reports indicate utility is collecting revenue but did not include expenditures. | To receive additional points, the utility needs to provide monthly financial reports to RUBA and demonstrate sufficient revenue and 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 | Continuous coverage for the utility owner and managing entity was confirmed by a Department of Labor and Workforce Development database query on 07/13/22. | Full points have been awarded. The utility owner must maintain an active worker's compensation policy to continue receiving these points. | |
| | | 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 | Authorization to request federal tax information for contractor was not available to RUBA during this reporting period. | Please provide RUBA with a completed authorization form to 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 | | | TOTAL SCORE | 48 | | | |