

Best Practices Score
Arctic Village
Spring 2025

| 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 | 0 | System Classification: Water Treatment 2 Primary Operator: <i>Brewster Johnson</i> Certification Level: <i>Operator holds no current certification</i> Backup Operator: <i>No record of a backup operator</i> Certification Level: <i>N/A</i> Brewster Johnson holds no certification. There is no backup operator identified. | Brewster Johnson 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. | Duane Burnham TCC RMW 452-8251 ext. 3266 |
| | | 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 | 0 | The utility had 37 Drinking Water Monitoring and Reporting violations in 2024. | 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 violations during the past year | | 5 | | | | |
| | | Utility had more than five Monitoring and Reporting violations 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 | Anthony Wiehl attended Financial Management for Rural Utilities training on 9/16/2024. | To maintain the full points, consider sending someone to one of the free RUBA trainings each year. | Brendan Smyth DCRA RUBA Program 451-2744 |
| | 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 | 2 | To receive additional points, the governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA. The minutes should document that a report to the council was made by the operator for a majority of the scoring period. Contact your assigned LGS for assistance. | To receive additional points, the governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA. The minutes should document that a report to the council was made by the operator for a majority of the scoring period. Contact your assigned LGS for assistance. | |
| | | 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 | Documentation was not provided to RUBA during this reporting period. | Provide RUBA with an adopted, realistic, and balanced budget; monthly financial reports that are submitted to the council and documented in meeting minutes. Contact your assigned LGS for advice and assistance. | Brendan Smyth DCRA RUBA Program 451-2744 |
| | | 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 | Documentation was not provided to RUBA during this reporting period. | Provide RUBA with accurate monthly financial reports that shows the utility is collecting sufficient revenue to cover operating expenses. Contact your assigned LGS for advice and assistance. | |
| | | 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 | 0 | A Department of Labor and Workforce Development database query on 12/31/24 indicated the utility owner does not have coverage. | The utility owner must obtain workers' compensation consistent with state and federal laws. Contact your assigned LGS for advice and assistance. | |
| | | 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 owner has no past due State of Alaska payroll tax liabilities and is current with all ESC 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 | | 0 | | | TOTAL SCORE | 37 | | |