

Best Practices Score
Aleknagik
Spring 2023

| 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: No public water system Primary Operator: <i>No certified operator required</i> Certification Level: <i>N/A</i> Backup Operator: <i>No certified operator required</i> Certification Level: <i>N/A</i> No certified operator required | N/A | 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. | Kenny Parker BBAHC RMW 842-9624 |
| | | 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. The community does not operate a public water system. | | Heather Murray ADEC Drinking Water Program 269-7619 |
| | | 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 | Virginia Andrews attended Clerk's Management for Rural Utilities training on 2/24/2022. | 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 | Minutes were provided for the following months during this reporting period: June, September, October 2022. Not enough meeting minutes were submitted to RUBA for review. | 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. 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 | 10 | The utility owner has adopted a balanced and realistic budget, but not enough meeting minutes were not provided to RUBA during this reporting period; therefore, a review of the financial reports has not been demonstrated. | Provide RUBA with accurate monthly financial reports that are submitted to the council and documented in the meeting minutes. | Melody Nibeck DCRA RUBA Program 269-5939 |
| | | 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 | 15 | The financial reports show the utility is collecting sufficient revenue to cover expenses, but the utility does not contribute to a repair and replacement account. | To received additional points, the utility must establish a utility repair and replacement account and make regular contributions to be prepared for future needs. | |
| | | 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 was confirmed by a Department of Labor and Workforce Development database query on 12/31/22. | Full points have been awarded. The utility owner must maintain an active workers' 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 | 5 | The utility owner 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 | | 25 | SDS O&M Score | | TOTAL SCORE | 85 | | |