

Best Practices Score  
Gambell  
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	3	System Classification: Water Treatment 2 Primary Operator: <i>Kenneth Koozaata</i> Certification Level: <i>Small Treated</i> Backup Operator: <i>Duane Apatiki</i> Certification Level: <i>Operator holds no current certification</i>	Kenneth Koozaata has the required CEUs to renew in 2027 and needs to take and pass the WT 1 exam. Duane Apatiki 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		Kenneth Koozaata holds certification but not at the correct level. Duane Apatiki holds no certification.			
	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	15		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.	Monti Tarawneh NSHC RMW 443-3403
		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 6 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	Erica Apatiki attended Clerk's Management for Rural Utilities training on 2/16/2024.	To maintain the full points, 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	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	10	The utility owner has adopted an overall realistic and balanced budget, but not enough accurate monthly financial reports have been documented in the meeting minutes.	Provide RUBA with accurate monthly financial reports that are submitted to the council and documented in the meeting minutes.	Lena Mathlaw DCRA RUBA Program 443-5457	
		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	Financial reports show the utility is not collecting sufficient revenue to cover expenses; a fee schedule or collection policy is on file with RUBA.	The utility needs to provide accurate monthly financial reports to RUBA and demonstrate sufficient revenue to cover the utility's 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	2	Current coverage for utility owner was confirmed on 12/31/24, but the insurance provider reported a break in coverage prior on 09/10/23 to 12/11/23.	Full points can be awarded after the utility owner demonstrates that a workers' compensation policy has been in place for all employees 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	Utility owner is not current with state tax reporting and/or payment requirements.	To receive points, the utility must either become current on all outstanding tax liabilities and filings, or enter into a repayment agreement for outstanding liabilities and remain current on payments.		
		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	42			