

EEK Activity Report

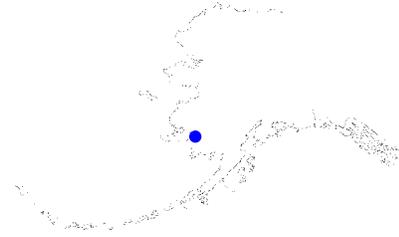
Community Overview

Lead RUBA Staff: Johnny Evan, Bethel Office

2001 Population: 280

Region: Lower Kuskokwim

Local Governments: Second Class City, Traditional Council



The City of Eek, Public Works Department, operates the main watering point and provides honey bucket bins and the sewage lagoon to the community. The City Council is the policy making body for the utility.

Water is derived from the Eek River; is filtered, treated, and stored in a holding tank at the water treatment plant/washeteria. A new water treatment plant, with new water tanks is under construction and was slated to compete Fall 2001, but due to the material mis-sent to several villages, it will take longer than anticipated. The City of Eek, with Village Safe Water, is formulating and developing the Sanitation Master Plan.

General Information

The Container Haul System is inoperable as of November 2001. The washeteria construction is still in process and the Airport construction is still on hold for settling. The two local governments, City and Tribal, are sharing the expenses of a new building in the vicinity of the old washeteria. The two local governments jointly purchased a satellite dish for internet services and are on the waiting list for installation. The City Administrator is still drafting the sanitation master plan with Alaska Native Tribal Health Consortium (ANTHC). The community is slated to receive five new HUD homes this coming Spring and the City is planning to work with the Tribal Council and ANTHC for a Piped Demonstration Project.

Observations and Recommendations

Finances — The finances are stable with major contributions from gaming operations for utility services. The City operates in accordance with their adopted Fiscal Year operating budget.

Accounting Systems — The City manages their accounting through Peachtree accounting software and through Excel spreadsheets. The City purchased QuickBooks Pro, but still use it for practice purposes only. The new financial software still needs to be installed to computerize their accounting system. All the financial management principles are exercised with the exception of the Chart of Accounts.

Tax Problems — The City forgot to complete the 941 for the five (5) casual laborers in the month of November 2001. The liability was filed as an amendment and should not pose a threat to their tax situation.

Personnel System —The City still needs to develop new job descriptions for the organizational staff, formulate and develop pay rate schedule, initiate the evaluation process, and develop the organizational chart.

Organizational Management — The City Council acts as the utility board and is actively involved in all utility issues. The City Council plans to pursue the Piped System for possible future selection. The City still needs to formulate and develop a Sanitation Planning Committee to speed up the planning process.

Operation of Utility — The container haul system is inoperable effective November 2001. The utility organization still does not charge a user rate for the container haul system or for the water. The City hired an alternate water operator and they were sent to attend the November 2001 small water wastewater training at Bethel.

Category	Inadequate	Meets Minimum Requirements	Exceeds Minimum Requirements
Finances		X	
Accounting Systems	X		
Payroll Taxes	X		
Personnel System	X		
Organizational Management		X	
Operation of Utility	X		

Anticipated Activity

- Coordinate with Alaska Native Tribal Health Consortium on the Sanitation Master Planning for the community.
- Work with the City Administrator in developing the organizational chart, job descriptions, and provide pay rate samples.
- Develop a tax liability spreadsheet with the City Clerk.