

Hydaburg Activity Report

Community Overview

Lead RUBA Staff: Gina Shirey, Juneau Office

2001 Population: 382

Region: Southeast

Local Governments: First Class City



The City of Hydaburg operates and manages the piped water & sewer system. The City Council is the policy making body for the utility.

The Hydaburg River provides water, which is treated and piped throughout the City. Piped gravity sewage is treated at a secondary treatment plant, with an 800' outfall to Sukkwaw Strait. Over 95% of all homes are plumbed. Funds have been requested to construct a new dam to increase the water supply. The City is exploring options to improve waste disposal. Alaska Power & Telephone Co., based in Skagway, owns and operates diesel power systems in Hydaburg and Craig which provide electricity to many Island communities.

The City is concerned with two aspects of their current water and wastewater infrastructure. First, there is a beaver dam about a ½ mile upstream from the City's dam. This is causing contaminants in the city's water supply. Additionally, there are dead trees in the stream above the City's dam and reduces the flow of water to the City's water supply and occasionally causes the City to almost run out of water. Second, the City is concerned with their sludge pond, which appears to be full. This causes the City to have to flush the lines once or twice a year and unplug sewer lines, which sometimes leaves residents without sewage disposal for a couple of days.

General Information

The Juneau Office continued to provide technical assistance to Hydaburg via the phone on a variety of issues. The Juneau Office met with City Clerk Pansy Edenshaw at the Municipal Clerks Institute in Juneau in February 2002.

Observations and Recommendations

Finances — The collection rate appears to be stable at 80%. They have sent about ten past due accounts to small claims and have received a default judgment. They plan to send more past due accounts to small claims in the near future. To collect on the judgments, the City plans on filing against Permanent Fund Dividends. Monthly financial reports are being prepared for the Council; however, it doesn't appear that a monthly manager's report is presented to the Council.

Accounting Systems — The City is still using QuickBooks. It appears that the City is meeting almost all of the minimum requirements except for a purchasing system that requires approval prior to purchase and comparison to budgeted amounts.

Tax Problems — There are no reports of payroll tax problems.

Personnel System — The City hasn't adopted a personnel policy or organizational chart. There is no written employee evaluation process. The City does have worker's compensation insurance.

Organizational Management — The City owns and operates the utility. The policy making body meets as required. It doesn't appear that the governing body is active in making policy for the utility. The City Clerk is also the Bookkeeper. She is learning her job and receiving some training for it. She attended the Municipal Clerks Institute in Juneau in February 2002. The operator is certified to the correct level.

Operation of Utility — There appears to be no problem with the operation of the utility.

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

The Juneau Office anticipates traveling to Hydaburg sometime during April, May or June 2002 to monitor the monitor the collection rate on their past due accounts, and provide assistance to the City.