

Kaltag Activity Report

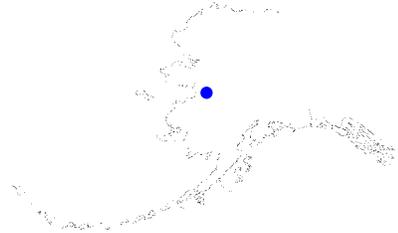
Community Overview

Lead RUBA Staff: Irene Catalone, Fairbanks Office

2001 Population: 230

Region: Interior

Local Governments: Second Class City



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

Piped water and sewer has existed since 1982 in Kaltag. Water is derived from a well and is treated. The majority of households are fully plumbed. A new 13-unit HUD subdivision was recently connected to the system, and an extension to 6th Avenue is under construction. A new washeteria was completed in January 1998. The City has requested funds to complete a Master Plan, and to relocate the landfill, construct an access road, and acquire a refuse vehicle and containers. The current landfill is not permitted.



General Information

Kaltag is having a plan put together by PDC, Inc. They have yet to schedule the 65% plan meeting which should take place in January. We provided comments to the 65% plan. Kaltag is one of three communities who will receive help from a pilot program funded with Denali Commission moneys.

Observations and Recommendations

Finances — The Council has adopted a budget for FY-2002. Monthly financial reports are being prepared and presented to the council. They currently have no cash flow problems. The Bank accounts are being reconciled monthly.

Accounting System — QuickBooks has been installed however the City Clerk continues to use the manual system. She is a competent bookkeeper and familiar with the QuickBooks system and is gradually getting everything input into the system.

Tax Problems — They are current with payroll tax reports and payments.

Personnel System –The administrator is receiving help from a youth position provided through TCC who is helping with inputting information to QuickBooks. They currently are using QuickBooks as well as the hand system.

Organizational Management — The community is aware that the city owns and operates the utility services. The council meets as required and on short notice as needed. The council meets and discusses many issues including utility services and sets policy for the utility. They do not have an Organizational Chart.

Operation of Utility —The primary operator is back from leave. They are currently advertising for an alternate to take the position full-time. They currently have two alternates who are not interested in working the position full-time. Not all the testing was done with the primary operator off for the summer, which resulted in Kaltag being included on the SNC list; they should be off the list with the primary operator’s return to work. The school water agreement has not been signed yet. This is due to difficulty getting the school superintendent out to Kaltag.

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

Continue to assist the City Clerk in developing an Organizational Chart.