

Nunapitchuk Activity Report

Johnny Evan, LGS/RUBA, Bethel Regional Office

General Information:

In January, a Utility Management Assessment was done by Johnny Evan, RUBA staff in the Bethel office, to determine the action plan for the quarter. A RUBA Work plan was initiated and implemented for the utility services for the community.

In February, the city council met with VSW, Arctic Slope Consulting Group, and Duane Miller Associates. DMA would begin the planning process to fill the bunkers with excess landfill from another contractor. VSW reviewed and edited the boardwalk plan with city council. The city council requested that a rate study be initiated on the water treatment plant to determine how much it would cost to produce a gallon of water. OIT Training was scheduled for the latter part of the month with an outside consultant instructing the future water operators. They are into the second phase of the twelve week course.

In March, Johnny Evan requested asset information from the City for use in the rate study. Internet training was provided to the city staff, they are now capable of using their e-mail system. Further training is set to a later date.

Observations and Recommendations:

Finances — The finances are stable in this quarter.

Accounting Systems — Manually kept, but some parts of the bookkeeping system is handled through excel program. The city is looking to reviewing the QuickBooks Pro program with intent to computerizing their accounting system.

Tax Problems — They are current with their tax liabilities.

Personnel System — The Personnel Policies will be reviewed at later date after the priorities are completed. The City Administrator stated that they would need a Utility Manager in the future to handle the utility services. This would alleviate supervision problem they had in the past.

Organizational Management — The City council is coordinating and communicating well with the outside assistance they are getting for the improvements to their utility services.

Leadership/Governance — The City council is actively involved in all aspects of the planning process in the management of its governing body.

Operation of Utility — The City understands that they will need a utility manager to operate the utility services for the community. A rate study will be initiated for the flush haul

system. Many more residents are planning to connect to the system. There are many projects planned to improving the utility services to the community.

Ranking

1 = Inadequate

4 = Adequate to meet minimum requirements

7 = Exceeds requirements

Category	1	4	7
Finances		X	
Accounting Systems		X	
Tax Problems			X
Personnel System		X	
Organizational Management			X
Leadership/Governance			X
Operation of Utility		X	