

# Scammon Bay Activity Report

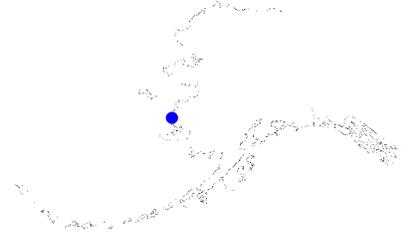
## Community Overview

Lead RUBA Staff: Paul Chimiugak, Bethel Office

2001 Population: 465

Region: Lower Yukon

Local Governments: Second Class City, Tribal Council



The City operates the piped water and sewer system. Water is derived from an infiltration gallery located on a small stream south of the City, is treated and stored in a 100,000-gal. tank. The City Council is the policy making body for the utility.

Nearly all homes and the school are connected to the piped water and sewer system and are plumbed. Only a few residents use honeybuckets, typically due to frozen pipe damage. There is no washeteria. A new landfill and access road were recently completed, but funds are needed for equipment. AVEC and the City are interested in developing a small hydroelectric plant.



Community Hall (1994)

## General Information

The city is functioning and continues to improve their administrative and financial management. The city has yet to undergo their municipal elections. The October election was nullified due to discrepancies and electioneering. The city awaits a reply from Dept. of Justice, requesting pre-clearance to hold a special election.

The Water Treatment Plant has been renovated, the doors were winterized and new boilers put into place. The renovation was done through emergency funding from ANTHC.

The city manager has requested that someone from the Bethel regional office attend one of their public meeting to address the issue of the importance of customers supporting their water and sewer utilities.

## Observations and Recommendations

Finances—The finances of the City Utility continues to be an issue. We are unsure of the level of problems, as we have requested copies of the financial reports and customer billing records, but they have not been received. The verbal report is that they have a collection rate of about 15%. It has also been reported that the City Utility is very low on cash. They requested information on getting an advance on their State Revenue Sharing to fund operations for the rest of the 2002 fiscal year.

Accounting Systems — The accounting system is all computerized. The system they are using is QuickBooks Pro. Their system has chart of accounts and is reportedly able to produce reports as needed at any time of the operation.

Tax Problems — The latest report from the IRS Revenue Officer was favorable, the City owes no back taxes and are current.

Personnel System — A new City Manager and Clerk were hired this quarter. The City Clerk is a former council member, who resigned from her position to work fulltime for the City. The Bookkeeper will leave for college in January of 2002. He is proficient in computer accounting and will be missed. The City office staff has an organizational chart for their operation.

Organizational Management —The City Council is the utility policy making board. However, rate setting and the financial situation still needs to be addressed to a point of having a fully functional utility.

A utility clerk was hired to work five hours a day the latter part of October 2001, under AVCP's Employment and Training/Work Experience Program. The Manager said that the clerk's wages are part of the program and they were given funding to last until May 2002.

The City is still waiting to get pre-clearance from the U.S. Department of Justice (DOL) for a special municipal election. Once this is pre-cleared, election procedures will go in effect to hold their City election. The current Council is still active in the function of the City.

City of Scammon Bay has received a notice of delinquency and termination of insurance from AML/JIA. The City made part payment, but the payment was applied towards the delinquency and did not ensure the continuation of the insurance.

Operation of Utility — Now that the renovations are done, the water treatment plant should be functional and heating the pipelines within the City. There were a couple of leaks within the City, one was below the City offices and one above the City offices. The latter has to be confirmed by the operator.

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 Activities

- Work with the Manager to ensure that requirements/criteria for future projects are identified and corrected.
- Conduct a rate study with the Manager and the Bookkeeper and present to the Council.
- Review the organizational management of the utility.
- Keep in contact with the engineer to assess the progress of the utility management.
- Assist the Manager in special election preparation once pre-clearance is received from the U.S. Department of Justice (DOL).