

Tanana (Too'gha) Activity Report

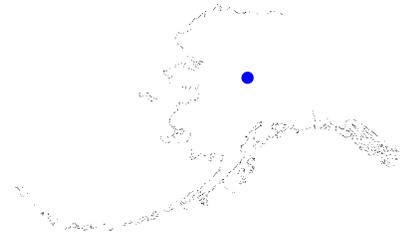
Community Overview

Lead RUBA Staff: Eileen Kozevnikoff, Fairbanks Office

2001 Population: 308

Region: Interior

Local Governments: First Class City



Water and sewer utilities are operated by Too'gha, Inc., a non-profit. Water is derived from three wells near the Yukon River, and four watering points are available. In 1970, 55 individual wells were drilled, but due to permafrost and poor water quality, the project essentially failed. Nearly all residents now haul their own water from the washeteria and use privies and honeybuckets. In 1976, a piped water and sewer system was constructed to serve the school, teacher's quarters, clinic, senior center, and IRA Council building. Funds have been provided to overhaul portions of the City's piped systems. A new washeteria and water treatment plant were recently completed. Construction has begun to replace the failing pipes in 40 homes downtown. The landfill uses an incinerator, and provides recycling services.



General Information

The grant they were expecting to get did not occur. However, Too'gha opened their new facility on February 20th. Eileen assisted in getting new office equipment ordered by getting price quotes and necessary equipment information. Then submitted the information to VSW prior to the open house. As with all new buildings they are experiencing problems and addressing them as they develop.

Observations and Recommendations

Finances — With the opening of the new washeteria, board members are aware that more people are using the facility. However no one has seen any financial reports.

Accounting Systems — No reports have been received since May. Too'gha uses the Quick Books program for record keeping. They have a chart of accounts; accounts

receivable/payable; payroll system; cash receipts and disbursements system; do monthly bank reconciliations; and use a purchase order system.

Tax Problems — All tax reports and payments have been filed and are on schedule.

Personnel System — Too’gha has two operators; one works very few hours and the other is putting in a lot of hours working out the kinks in the new system. The Utility Manager is hardly ever at work due to illness. Too’gha has an adopted personnel policy; written job descriptions, written hiring policy; and maintains personnel files on all employees. They do not have a written Organizational Chart nor do they have a personnel evaluation process.

Organizational Management — The community of Tanana knows that Too’gha owns the community utility system. The Board meets on a monthly basis and complies with the Open Meetings Act. The Board is very active in policy making, setting rates, passing budgets timely, adopting policies, implementing plans and considers other matters brought before them. They operate with qualified staff and ensure that they get staff the training they need.

Operation of Utility — With the opening of the new facility they are working out the kinks. Both operators are certified. The operator provides status reports to the Manager on a routine basis. They do not have an inventory control list nor do they have a critical spare parts list.

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

- ◆ Work with TCC/OEH in getting the Inventory Control and Spare Parts lists compiled.
- ◆ Work with the Board in getting reports done and work with the Manager or someone in the office to do the companies business.