SUMMIT
CONSULTING SERVICES Inc.

REMOTE CONSTRUCTION MANAGEMENT AND DESIGN
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- Originally from Chignik Lake
- Graduated Business Computer Applications
- Station Manager, Chevron
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- Rural Community Planning Coordinator
Summit Consulting Services, Inc

Founded in 1995; based on over 30 years of successful “hands on” rural Alaska project design, engineering, and construction management experience, both force account and private sector.

Summit offers a broad range of design and construction management services. These services are specially tailored for each project to meet the needs and preferences of the client to the greatest extent possible.
Need for Improved Solid Waste Management and Equipment

• In 2000 SCS designed a #10 prototype Burn Box and placed it in Togiak in 2001.
• Since, now offers a broad range of Burn Boxes and Solid Waste Management Equipment
Old Landfill Site “Before”
Old Landfill Site “After”
Utility Management
Sewer
Solid Waste
Water
Waste
Utility Ordinance

An ordinance is a law enacted by a local government that usually governs the behavior of people within the community or establishes the rules for the operation of the local government. To be valid, the governing body must properly enact the ordinance and it cannot conflict with state or federal law.
Ordinance Development/Amendment

- Establish The Need for Law
- Develop Draft (Planning Committee)
- Council Introduction
- Corrections/Additions/Revisions
- Public Hearing
- Community/Council Vote
- Amend as Necessary (Review Annually)
Utility Ordinance Content

• Article 1. General Provisions
  – Section 1. Combined Utilities
    » A. All utility services of the City are identified in Ordinance Chapters 36 & 37 are organized into one administrative group known as the Nondalton Utilities to be administered by the Utility Manager.
  – Section 2. Definitions
    » The following words and phrases, whenever used in Chapter 38, of this code shall be construed as defined in this section unless from the context a different meaning in intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases.
Article 1. General Provisions (continued)

– Section 3. Account Responsibilities

  » A. Regardless of who occupies a residence or other structure, and
  regardless of who receives the benefit of the utility service, the real
  property owner is liable for all Nondalton Utility charges for
  service to the property, including without limitation monthly
  charges, connect and disconnect fees, other charges, penalties, and
  interest.

  » B. Change in ownership will not relieve the property owner of
  liability for accruing utility charges until Nondalton Utilities
  actually receives from the property owner a notice to terminate all
  services, or receives and approves a new application for service
  from a new property owner.

  » C. A tenant or other occupant of real property may either enter into
  arrangements for services wit Nondalton Utilities only upon written
  authorization signed by the real property owner on a form provided
  by the City.
Article 1. General Provisions (continued)

- Section 4. Application and Agreement for Services
  - A. The owner of real property or other person authorized under Section 3 desiring any service from the Nondalton Utilities shall apply in writing on forms provided by Nondalton Utilities. No service will be provided until a properly completed application is approved by the Utility Manager and has paid all applicable connect fees, deposits, and other charges required prior to the initiation of the requested service(s).
  - B. Regardless of whether the customer makes written application, the acceptance of services from Nondalton Utilities constitutes the customer’s binding agreement to pay for all services and to comply with all requirements of this Chapter of the code of ordinances.
Article 1. General Provisions (continued)

– Section 5. Additional Regulations
  – The Mayor may adopt additional written regulation, to inconsistent with this chapter, as necessary for the administration and enforcement of this chapter. The Mayor shall advise the City Council of all regulations adopted pursuant to this section at the next regular meeting following the date of adoption. At any time the City Council by resolution repeal all or any portion of regulations by adoption of amendments of this chapter.

– Section 6. Inspections
  – The Utilities Manager or designee may make inspections of customer locations, at reasonable times upon reasonable notice the property owner, to determine satisfactory compliance with this ordinance and regulations adopted under this ordinance.
Article 2. Billing and Collections

– Section 7. Billing Combined
  – A. Nondalton Utilities will issue to the customer an itemized, combined billing for all services provided to each service location.
  – B. In the event that any customer tenders as payment an amount insufficient to pay in full all of the charges billed, credit shall be given in the following priority, and designation to the contrary by the customer must be disregarded:
    » First--------Any Outstanding Penalties
    » Second----Any Accrued Interest
    » Third------Solid Waste Disposal Charges
    » Fourth-----Sewage Charges
    » Fifth-------Water Charges
Article 2. Billing and Collections (Continued)

- C. If an account becomes delinquent for any service location, all Nondalton Utilities services to that service location may be terminated as provided in this chapter of the code of ordinances and discontinued until all delinquent penalties, interest, and charges have been paid in full.

- Section 8. Billing Due Dates; late penalties; interest
  - A. Monthly Bills: All bills will be mailed on or before the 20th of each month. (etc.)
  - B. Delinquent Bills: All bills not paid by the 20th of the following month of billing will be considered delinquent. (etc.)
  - C. Delinquent Notice: At the discretion of the City Council, a notice of delinquency shall be mailed to each delinquent account on or after seven days from the date the account becomes delinquent.
Article 2. Billing and Collections (Continued)

- D. Water Turn Off Notice: After a water utility bill has not been paid a week after the Delinquency Notice, the City shall hand deliver a Water Turn Off Notice to the customer, stating the date and time at which the service may be terminated. (Etc.)

- E. Deposit for Reconnection: In all cases if service has been disconnected due to delinquency, the customer must again meet the security deposit requirements set forth in this chapter, before services will be reconnected.

- F. Responsibility for Payment of Utility Bills: In all cases the person signing the utility application form is responsible for utility bills regardless of who owns the property served.
Article 2. Billing and Collections (Continued)

– Section 10. Schedule of Fees
  – A. The Charges, deposits, and other fees for each of the services provided by Nondalton Utilities are set forth in this section. The charges, deposits, and fees for each service used by the customer are cumulative.
  – B. The Fees set forth in this subsection apply to all services:
    » Non-sufficient funds check $25
Solid Waste Fee Schedule
Chapter #38, Section 10

- Residential “A” (Households 1-4 persons) $30.00
- Residential “B” (Households 5+ Persons) $38.00
- Daily Pick-Up “A” (5 Day Mon-Fri) $700.00
- Daily Pick-Up “B” (7 Day Service) $800.00
- Commercial (Small Business) $75.00
- Contractors (Seasonal Projects) $300.00
Article 2. Billing and Collections (Continued)

Items for disposal of items such as, kitchen appliances, furniture, tires, batteries, paints, and thinners, automobiles, ATV’s, snow machines, televisions, VCR’s, etc. shall be stored in a separate area of the landfill as posted. A charge of $10.00 per item listed above for disposal in solid waste site.
Article 2. Billing and Collections (Continued)

– Section 11. Service Classification
  – Residential “A”
  – Residential “B”
  – Daily Pick Up “A”
  – Daily Pick Up “B”
  – Commercial
  – Contractors
  – Other (appliances, furniture, etc. as previously listed)

Be Clear, Cover All Potential Users
Section 11. Solid Waste Services

A. Improper disposal of solid waste prohibited: It is unlawful for any person to dispose of solid waste on or in the ground water ways, or air within the city by a method other than the use of a Department of Environmental Conservation approved permitted solid waste disposal facility.

B. Mandatory Service

1. Every occupied property in the city that generates any quantity of solid waste must establish an account with Nondalton Utilities for solid waste services.

2. If a customer does not promptly establish an account for an occupied property, the Utility Manager may establish the account in the property owner’s name and bill for services at the appropriate rate. The property owner is liable for payment.
Article 2. Billing and Collections (Continued)

– C. Responsibility for collection: Each customer shall be provided with a solid waste disposal container and shall abide by the signed agreement for the use of the container.

– D. Fees set forth in this subsection apply for water and sewer services.

– A-1 Security Deposit (Page 8 of 16 Nondalton Utilities)
Water & Sewer Fee Schedule

• Residential Service
  – Water $20.00 (Per Month)
  – Sewer $20.00 (Per Month)

• School Service
  – Water & Sewer $3600.00 (Annual)

• Commercial Service
  – Water & Sewer $80.00 (Per Month)

• Contractor Service
  – Water & Sewer Determined by Contractor & City

• Septic Pumper Service ($20.00 per load if done by Customer)
  – (+actual labor costs if done by City Employees)
Non Recurring Utility Fees

- Water Service Reconnect: $20.00
- Water Meter Installation customer’s request: Actual cost of labor and materials.
- Customer request disconnect fee: $0.00
- Water & Sewer Initial hook up: Actual cost of labor and materials.
Article 2. Billing and Collections (Continued)

- Section 11. Service Deposits
- Section 12. Non-Sufficient Funds
- Section 13. Alternative Payment Agreements
- Section 14. Reconnection Charge

Be Clear, Consider all potential issues, charges, events that may occur
Article 3. Involuntary Termination of Service

- Section 15. Involuntary termination of service
  - 1. For delinquent, unpaid charges
  - 2. For use of any utility service for property other than the property identified as the service location or for purpose not allowed by this ordinance
  - 3. For willful waste of water through improper or imperfect piping, equipment, or otherwise
  - 4. When a customer service equipment does not meet applicable city standards (example)
  - 5. For tampering with property of Nondalton Utilities
  - 6. For abandonment of the service location
  - 7. For use of the Utility service in a manner that adversely affects Nondalton Utilities services and customers
Article 3. Involuntary Termination of Service (Continued)

- Section 15. Involuntary termination of service (Continued)
  - 8. For fraud in obtaining or using service
  - 9. In the event the customer turns or attempts to turn water, sewer, on or off without written authorization from the Utilities Manager, except in case of emergency
  - 10. For knowingly or repeatedly making payment with a non-sufficient check
  - 11. For violation of the requirements of this Ordinance and regulations adopted under the authority of this Ordinance.

Again,
Consider ALL instances that may occur
Article 3. Involuntary Termination of Service (Continued)

• Section 16. Procedures for Termination

• Section 17. Reconnection of Service: Service account brought current, all other fees paid in full, reconnect fee paid, or a repayment agreement updated, signed, and filed in customer file. Reconnection must be done during regular business hours, after hour service is available but at an additional cost.
Article 3. Involuntary Termination of Service (Continued)

- Section 18. Water and Sewer Services:
  - A. Use of sewage system required generally:
  - B. Discharge of sewage onto ground prohibited:
  - C. Responsibility for maintenance of plumbing system:
  - D. Individual disposal systems restricted: unless
  - E. Connection Procedures:
  - F. Installation of Service Lines: (material + labor)
  - G. Turning on Service
  - H. Disbursement of monies collected

- Section 19. Repeal: Ordinance available to the public
- Section 20. Service Area Boundaries
- Section 21. Severability
Developing a Fee Structure

• Local Ordinance
  – Provide a Realistic Service to Sustain
    – Establish a level of service
  – Actual Cost of Service Provided
  – Accommodate the Median Household Income
  – Address Collection & Enforcement
  – Policies & Procedures for the Administration and Operator
Fee Structure

• Conduct a Rates Analysis
  – Identify all potential users
  – Residents
  – Commercial / Contractor
  – Government

• Consider Median Household Income

• Establish a Level of Service

• Establish a Realistic Rate

• Base your budget on 80% Collections
User Fees

- Provide Employment
- Operations & Maintenance Costs
- Repair & Replacement Costs
- Sustainable Service
- Extended life of existing landfill facility
- RUBA Compliant, FUNDING
Nondalton Revenue Source Based on 85% Collections

Water, Sewer, Solid Waste $50,688.00
Mail Contract $ 7750.00
Land Lease (GCI) $ 6000.00
Utility Debt Payments $ 4000.00

Total Revenue $69,000.00
Operations and Maintenance Budget

- Administration / Payroll Taxes $  
- Operator Wages  (Include Alternate) $35,360.00 
- Payroll Tax (estimate 25% of Total Wage) $ 8,840.00 
- Workers Compensation Insurance $ 530.00 
- Electric $10,000.00 
- Heating Oil $ 4,200.00 
- Repairs and Maintenance $ 500.00 
- Chemicals $ 1,000.00 
- Freight $ 500.00 
- Equipment $ 500.00 
- Vehicle/Equipment Maintenance $  
- Diesel & Gasoline $ 500.00 
- Utility Repair & Replacement Acct. (10% of Budget) $ 2,400.00 
- Training Fees (operator certification) $ 2,500.00 
- Water Testing $ 1,800.00 
- **Total Utility Budget based on 80% Collections** $68,630.00
BE CREATIVE!
COVERALL POINTS OF VIEW!
Thank You