



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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NEWS RELEASE

FOR RELEASE

January 19, 2018

Contact: Andy Nielsen
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Auditor of State Mary Mosiman today released an audit report on the Shelby County Area Solid Waste Agency.

The Agency had total receipts of \$811,743 during the year ended June 30, 2017, a 13.3% increase over the prior year. The receipts included tonnage fees and gate charges of \$563,314 and county and city contributions of \$208,875.

Disbursements for the year ended June 30, 2017 totaled \$740,817, a 2.3% increase over the prior year, and included \$434,938 for solid waste disposal fees and \$175,715 for salaries and benefits.

The significant increase in receipts is primarily due to an increase in tonnage fees and gate charges and city contributions received during fiscal year 2017. The increase in disbursements during fiscal year 2017 is primarily due to increases in insurance, recycling and building and grounds disbursements.

A copy of the audit report is available for review at the Shelby County Area Solid Waste Agency, in the Office of Auditor of State and on the Auditor of State's web site at <https://auditor.iowa.gov/reports/1714-2345-B00F>.

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SHELBY COUNTY AREA SOLID WASTE AGENCY

**INDEPENDENT AUDITOR'S REPORTS
FINANCIAL STATEMENT
AND OTHER INFORMATION
SCHEDULE OF FINDINGS**

JUNE 30, 2017

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Shelby County Area Solid Waste Agency

Officials

<u>Name</u>	<u>Title</u>	<u>Representing</u>
Roger Schmitz	Chairperson	Shelby County Board of Supervisors
Gene Gettys	Member	City of Harlan
Barry Deuel	Member	Rural Shelby County
Rick Ohlinger	Member	Shelby County Planning Commission
Kenneth Blackwell	Member	City of Irwin
Allison Manz	Non-Voting	City of Harlan
Daniel Ahart	Manager	

Shelby County Area Solid Waste Agency



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Independent Auditor's Report

To the Members of the Shelby County Area Solid Waste Agency:

Report on the Financial Statement

We have audited the accompanying financial statement of the Shelby County Area Solid Waste Agency as of and for the year ended June 30, 2017, and the related Notes to Financial Statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of the financial statement in accordance with the cash basis of accounting described in Note 1. This includes determining the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Agency's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statement referred to above presents fairly, in all material respects, the cash basis financial position of the Shelby County Area Solid Waste Agency as of June 30, 2017, and the changes in its cash basis financial position for the year then ended in accordance with the basis of accounting described in Note 1.

Basis of Accounting

As described in Note 1, the financial statement was prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles. Our opinion is not modified with respect to this matter.


Other Matters

Other Information

The other information, Management's Discussion and Analysis, the Schedule of the Agency's Proportionate Share of the Net Pension Liability and the Schedule of Agency Contributions on pages 7 through 9 and 23 through 26, has not been subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated January 9, 2018 on our consideration of the Shelby County Area Solid Waste Agency's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Shelby County Area Solid Waste Agency's internal control over financial reporting and compliance.


MARY MOSIMAN, CPA
Auditor of State

January 9, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Shelby County Area Solid Waste Agency (Agency) provides this Management's Discussion and Analysis of its financial statement. This narrative overview and analysis of the financial activities of the Agency is for the year ended June 30, 2017. We encourage readers to consider this information in conjunction with the Agency's financial statement, which follows.

2017 FINANCIAL HIGHLIGHTS

- Operating receipts increased 13.8%, or \$94,322, from fiscal year 2016 to fiscal year 2017.
- Operating disbursements increased 2.3%, or \$16,637, from fiscal year 2016 to fiscal year 2017.
- The Agency's cash balance increased 18.2%, or \$70,926, from June 30, 2016 to June 30, 2017.

USING THIS ANNUAL REPORT

The Agency has elected to present its financial statement on the cash basis of accounting. The cash basis of accounting is a basis of accounting other than U.S. generally accepted accounting principles. Basis of accounting refers to when financial events are recorded, such as the timing for recognizing revenues, expenses and the related assets and liabilities. Under the cash basis of accounting, revenues and expenses and the related assets and liabilities are recorded when they result from cash transactions.

As a result of the use of the cash basis of accounting, certain assets and their related revenues and liabilities and their related expenses are not recorded in this financial statement. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

The annual report is presented in a format consistent with the presentation of Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the cash basis of accounting.

This discussion and analysis is intended to serve as an introduction to the financial statement. The annual report consists of the financial statement and other information, as follows:

- Management's Discussion and Analysis introduces the financial statement and provides an analytical overview of the Agency's financial activities.
- The Statement of Cash Receipts, Disbursements and Changes in Cash Balance presents information on the Agency's operating receipts and disbursements, non-operating receipts and disbursements and whether the Agency's cash basis financial position has improved or deteriorated as a result of the year's activities.
- Notes to Financial Statement provide additional information essential to a full understanding of the data provided in the financial statement.
- Other Information further explains and supports the Agency's proportionate share of the net pension liability and related contributions.

FINANCIAL ANALYSIS OF THE AGENCY

Statement of Cash Receipts, Disbursements and Changes in Cash Balance

The purpose of the statement is to present the receipts received by the Agency and the disbursements paid by the Agency, both operating and non-operating. The statement also presents a fiscal snapshot of the cash balance at year end. Over time, readers of the financial statement are able to determine the Agency's cash basis financial position by analyzing the increase or decrease in the Agency's cash balance.

Operating receipts are received for tonnage fees and gate charges from accepting solid waste and assessments from the members of the Agency. Operating disbursements are disbursements paid to operate the landfill. Non-operating receipts are for interest on investments and land rent. A summary of cash receipts, disbursements and changes in cash balance for the years ended June 30, 2017 and June 30, 2016 is as follows:

	Changes in Cash Balance	
	Year ended June 30,	
	2017	2016
Operating receipts:		
County contributions	\$ 60,660	60,660
City contributions	148,215	91,545
Tonnage fees and gate charges	563,314	524,238
Miscellaneous	6,644	8,068
Total operating receipts	778,833	684,511
Operating disbursements:		
Salaries and benefits reimbursed to Shelby County	175,715	174,840
Insurance	19,198	15,396
Utilities	8,621	8,809
Office supplies	140	766
Recycling	51,269	45,794
Engineering and testing	10,089	20,577
Equipment maintenance	7,289	6,007
Solid waste disposal fees	434,938	429,096
Building and grounds	16,411	7,383
Miscellaneous	17,147	15,512
Total operating disbursements	740,817	724,180
Excess (deficiency) of operating receipts over (under) operating disbursements	38,016	(39,669)
Non-operating receipts (disbursements):		
Interest on investments	2,758	1,489
Land rent	30,152	30,001
Net non-operating receipts (disbursements)	32,910	31,490
Change in cash balance	70,926	(8,179)
Cash balance beginning of year	388,935	397,114
Cash balance end of year	\$ 459,861	388,935
Cash Basis Fund Balance		
Restricted for closure care	\$ 15,000	15,000
Unrestricted	444,861	373,935
Total cash basis fund balance	\$ 459,861	388,935

In fiscal year 2017, operating receipts increased \$94,322, or 13.8%, from fiscal year 2016. In fiscal year 2017, operating disbursements increased \$16,637, or 2.3%, from fiscal year 2016. Non-operating disbursements increased as a result of an increase in investment income during fiscal year 2017.

A portion of the Agency's cash balance, \$15,000 (3%), is restricted for closure care. State and federal laws and regulations require the Agency to commit to perform certain closing functions as a condition for the right to operate the transfer station in the current year. The remaining cash balance, \$444,861 (97%), is unrestricted and can be used to meet the Agency's obligations as they come due. The unrestricted cash balance increased \$70,926, or 19%, during the year.

LONG-TERM DEBT

At June 30, 2017, the Agency had no long-term debt outstanding.

ECONOMIC FACTORS

The Agency's financial position increased during the current fiscal year. The current condition of the economy in the state continues to be a concern for Agency officials. Some of the realities that may potentially become challenges for the Agency to meet are:

- Facilities and equipment require constant maintenance and upkeep.
- The ongoing challenge to maintain the current tipping fees as well as the city and county per capita assessment while operating costs continue to increase for salaries, health insurance premiums, transportation associated with hauling waste to the Carroll County landfill facility and landfill disposal fees for waste hauled to Carroll County.
- Annual processing costs for recycling are faced with fluctuating market demand and prices.

CONTACTING THE AGENCY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers and creditors with a general overview of the Agency's finances and to show the Agency's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Shelby County Area Solid Waste Agency (SCASWA), 1411 Industrial Parkway, Harlan, Iowa 51537.

Financial Statement

Shelby County Area Solid Waste Agency

Statement of Cash Receipts, Disbursements and
Changes in Cash Balance

Year ended June 30, 2017

Operating receipts:	
County contributions	\$ 148,215
City contributions	60,660
Tonnage fees and gate charges	563,314
Miscellaneous	6,644
Total operating receipts	<u>778,833</u>
Operating disbursements:	
Salaries and benefits reimbursed to Shelby County	175,715
Insurance	19,198
Utilities	8,621
Office supplies	140
Recycling	51,269
Engineering and testing	10,089
Equipment maintenance	7,289
Solid waste disposal fees	434,938
Building and grounds	16,411
Miscellaneous	17,147
Total operating disbursements	<u>740,817</u>
Excess of operating receipts over operating disbursements	<u>38,016</u>
Non-operating receipts:	
Interest on investments	2,758
Land rent	30,152
Non-operating receipts	<u>32,910</u>
Change in cash balance	70,926
Cash balance beginning of year	<u>388,935</u>
Cash balance end of year	<u>\$ 459,861</u>
Cash Balance	
Restricted for closure care	\$ 15,000
Unrestricted	<u>444,861</u>
Total cash balance	<u>\$ 459,861</u>

See notes to financial statement.

Shelby County Area Solid Waste Agency

Notes to Financial Statement

June 30, 2017

(1) Summary of Significant Accounting Policies

The Shelby County Area Solid Waste Agency was formed in 1972 pursuant to the provisions of Chapter 28E of the Code of Iowa. The purpose of the Agency is to develop, operate and maintain solid waste and recycling facilities for the political subdivisions of Shelby County.

The governing body of the Agency is composed of five members. Each member of the Agency has one vote and is appointed by the Shelby County Board of Supervisors as follows: one member shall be a resident of the City of Harlan, one member shall be a resident of Shelby County, but not a resident of any city, one member shall be from the Shelby County Board of Supervisors, one member shall be from the Shelby County Planning Commission and one member shall be from a city other than the City of Harlan. The member cities are Harlan, Earling, Elk Horn, Defiance, Portsmouth, Kirkman, Irwin, Panama, Westphalia, Shelby and Tennant.

A. Reporting Entity

For financial reporting purposes, the Shelby County Area Solid Waste Agency has included all funds, organizations, agencies, boards, commissions and authorities. The Agency has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the Agency are such that exclusion would cause the Agency's financial statement to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the Agency to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the Agency. The Agency has no component units which meet the Governmental Accounting Standards Board criteria.

B. Basis of Presentation

The accounts of the Agency are organized as an Enterprise Fund. Enterprise Funds are utilized to finance and account for the acquisition, operation and maintenance of governmental facilities and services supported by user charges.

Enterprise Funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with an Enterprise Fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

C. Basis of Accounting

The Agency maintains its financial records on the basis of cash receipts and disbursements and the financial statement of the Agency is prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items, including the estimated payables for closure care costs. Accordingly, the financial statement does not present the financial position and results of operations of the Agency in accordance with U.S. generally accepted accounting principles.

D. Cash Basis Fund Balance

Funds set aside for payment of closure care are classified as restricted.

(2) Cash and Investments

The Agency's deposits in banks at June 30, 2017 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to ensure there will be no loss of public funds.

The Agency is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Agency; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The Agency maintains an account with the Shelby County Treasurer and periodically transfers funds to Shelby County. The County pays claims and payroll for the Agency. The Agency balance on hand with the Shelby County Treasurer at June 30, 2017 was \$68,246.

The Agency had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 72.

(3) Compensated Absences

Agency employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, retirement or death. Agency employees also accumulate a limited amount of earned but unused sick leave hours for subsequent use or for payment upon retirement. Upon retirement, full-time employees receive payment equal to 50% of the number of days of sick leave that has been accumulated multiplied by the current hourly rate of pay. These accumulations are not recognized as disbursements by the Agency until used or paid. The Agency's approximate liability for earned vacation and sick leave hours payable to employees at June 30, 2017 was \$11,000. This liability has been computed based on rates of pay in effect at June 30, 2017.

(4) Pension Plan

Plan Description – IPERS membership is mandatory for employees of the Agency, except for those covered by another retirement system. Employees of the Agency are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by the Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at 7401 Register Drive PO Box 9117, Des Moines, Iowa 50306-9117 or at www.ipers.org.

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits – A Regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary, except members with service before June 30, 2012 will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member's earliest normal retirement age. For service earned on or after July 1, 2012, the reduction is 0.50% for each month the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

Disability and Death Benefits – A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions – Contribution rates are established by IPERS following the annual actuarial valuation which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits contribution rate increases or decreases each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2017, pursuant to the required rate, Regular members contributed 5.95% of covered payroll and the Agency contributed 8.93% of covered payroll, for a total rate of 14.88%.

The Agency's contributions to IPERS for the year ended June 30, 2017 totaled \$12,565.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2017, the Agency had a liability of \$123,392 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Agency’s proportion of the net pension liability was based on the Agency’s share of contributions to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2016, the Agency’s proportion was .0019607%, which was an decrease of .000023% from its proportion measured as of June 30, 2015.

For the year ended June 30, 2017, the Agency’s pension expense, deferred outflows or resources and deferred inflows of resources totaled \$14,635, \$35,822 and \$16,742, respectively.

There were no non-employer contributing entities to IPERS.

Actuarial Assumptions – The total pension liability in the June 30, 2016 actuarial valuation was determined using the following actuarial assumptions applied to all periods included in the measurement:

Rate of inflation (effective June 30, 2014)	3.00% per annum.
Rates of salary increase (effective June 30, 2010)	4.00 to 17.00%, average, including inflation. Rates vary by membership group.
Long-term investment rate of return (effective June 30, 1996)	7.50%, compounded annually, net of investment expense, including inflation.
Wage growth (effective June 30, 1990)	4.00% per annum, based on 3.00% inflation and 1.00% real wage inflation.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of actuarial experience studies with dates corresponding to those listed above.

Mortality rates were based on the RP-2000 Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on IPERS’ investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Asset Allocation	Long-Term Expected Real Rate of Return
Core plus fixed income	28%	1.90%
Domestic equity	24	5.85
International equity	16	6.32
Private equity/debt	11	10.31
Real estate	8	3.87
Credit opportunities	5	4.48
U.S. TIPS	5	1.36
Other real assets	2	6.42
Cash	1	(0.26)
Total	100%	

Discount Rate – The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the Agency will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS’ fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive employees. Therefore, the long-term expected rate of return on IPERS’ investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Agency’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Agency’s proportionate share of the net pension liability calculated using the discount rate of 7.50%, as well as what the Agency’s proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.50%) or 1% higher (8.50%) than the current rate.

	1% Decrease (6.50%)	Discount Rate (7.50%)	1% Increase (8.50%)
Agency's proportionate share of the net pension liability	\$ 199,631	123,392	59,045

Pension Plan Fiduciary Net Position – Detailed information about IPERS’ fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS’ website at www.ipers.org.

(5) Salary Reimbursement to Shelby County

Shelby County processes payroll for the employees of the Shelby County Area Solid Waste Agency. The Shelby County Area Solid Waste Agency then reimburses Shelby County for the wages and benefits for these employees paid through the County’s payroll system. During the year ended June 30, 2017, the Agency reimbursed the County \$175,715 for wages and benefits paid through the County’s payroll system.

(6) Landfill Closure

The landfill closed on June 30, 1994 and started to operate as a transfer station on July 1, 1994. Closure costs were incurred by the Agency in prior years for a final cover. Because the landfill closed before the effective date of state and federal rules and regulations, the Agency is not required to meet certain postclosure care requirements or demonstrate financial assurance for closure and postclosure care. However, state law requires the Agency to conduct ground water monitoring at the landfill for 30 years.

(7) Transfer Station Closure Care

To comply with state regulations, the Agency is required to complete a closure plan detailing how the transfer station will comply with proper disposal of all solid waste and litter at the site, cleaning the transfer station building, including the rinsing of all surfaces that have come in contact with solid waste or washwater, cleaning of all solid waste transport vehicles that will remain on site, including the rinsing of all surfaces that have come in contact with solid waste, and the removal and proper management of all washwater in the washwater management system.

To comply with state regulations, the Agency is required to maintain a closure account as financial assurance for the closure care costs. The effect of the state requirement is to commit landfill owners to perform certain closing functions as a condition for the right to operate the transfer station in the current period.

At June 30, 2017, the total closure care costs for the Agency have been estimated at \$10,725. A balance of \$15,000 has been restricted for this purpose, fully funding total estimated closure care costs at June 30, 2017.

(8) Solid Waste Disposal Agreement

The Agency entered into a solid waste disposal agreement with the Carroll County Solid Waste Management Commission. The Commission has reserved capacity at the Carroll County landfill for the disposal of waste generated within Shelby County. Effective January 1, 2013, the Agency pays \$24 per ton for the solid waste delivered from the Shelby County transfer station. The agreement extends through June 30, 2027.

(9) Recyclable Materials Processing Agreement

The Agency entered into a recycling agreement with the Carroll County Solid Waste Management Commission. The Agency has built a recyclable materials transfer station capable of receiving commingled recyclable materials from private haulers and transferring those materials to an off-site processing facility in Carroll County. The Agency pays the Commission for marketing the processed recyclable materials and for educating the public on recycling issues. The Agency paid a flat rate of \$954 per month for July 2016 through June 2017. The agreement commenced on July 1, 1995 and extends through June 30, 2017, with a maximum rate of \$1,706 per month.

(10) Risk Management

The Agency is a member of the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 753 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual casualty operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual property operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The Agency's property and casualty contributions to the Pool are recorded as a disbursement from its operating fund at the time of payment to the Pool. The Agency's contributions to the Pool for the year ended June 30, 2017 was \$9,914.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$500,000 per claim. Claims exceeding \$500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the Agency's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to \$250,000 each occurrence, each location. Property risks exceeding \$250,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the Agency's risk-sharing certificate.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the Agency's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any reinsurance and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred. As of June 30, 2017, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

The Agency also carries commercial insurance purchased from other insurers for coverage associated with workers compensation and employee dishonesty in the amounts of \$500,000 and \$10,000, respectively. The Agency assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

(11) Other Postemployment Benefits (OPEB)

Plan Description – The Agency operates a single-employer health benefit plan which provides medical/prescription drug benefits for employees, retirees and their spouses. There are 2 active and no retired members in the plan. Retired participants must be age 55 or older at retirement.

The medical/prescription drug benefits are provided through a fully-insured plan with Wellmark.

Funding Policy – The contribution requirements of plan members are established and may be amended by the Agency. The Agency currently finances the benefit plan on a pay-as-you-go basis. The most recent active member monthly premiums for the Agency and plan members are \$745 for single coverage and \$1,675 for family coverage. The same monthly premiums would apply to retirees. For the year ended June 30, 2017, the Agency contributed \$9,078 and plan members eligible for benefits did not make a contribution to the plan.

(12) Prospective Accounting Change

The Governmental Accounting Standards Board has issued Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. This Statement will be implemented for the fiscal year ending June 30, 2018. The revised requirements establish new financial reporting requirements for state and local governments which provide their employees with postemployment benefits other than pensions, including additional note disclosures and required supplementary information.

Shelby County Area Solid Waste Agency

Other Information

Shelby County Area Solid Waste Agency

Shelby County Area Solid Waste Agency

Schedule of the Agency's Proportionate Share of the Net Pension Liability

Iowa Public Employees' Retirement System
For the Last Three Years *

Other Information

	2017	2016	2015
Agency's proportion of the net pension liability	0.0019607%	0.0019836%	0.0019177%
Agency's proportionate share of the net pension liability	\$ 123,392	98,000	76,053
Agency's covered-employee payroll	\$ 134,793	135,756	125,498
Agency's proportionate share of the net pension liability as a percentage of its covered-employee payroll	91.54%	72.19%	60.60%
IPERS' net position as a percentage of the total pension liability	81.82%	85.19%	87.61%

* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

See accompanying independent auditor's report.

Shelby County Area Solid Waste Agency

Schedule of Agency Contributions

Iowa Public Employees' Retirement System
For the Last Ten Years

Other Information

	2017	2016	2015	2014
Statutorily required contribution	\$ 12,565	12,037	12,123	11,207
Contributions in relation to the statutorily required contribution	(12,565)	(12,037)	(12,123)	(11,207)
Contribution deficiency (excess)	\$ -	-	-	-
Agency's covered-employee payroll	140,705	134,793	135,756	125,498
Contributions as a percentage of covered-employee payroll	8.93%	8.93%	8.93%	8.93%

See accompanying independent auditor's report.

2013	2012	2011	2010	2009	2008
11,893	11,246	9,542	8,360	7,989	7,549
(11,893)	(11,246)	(9,542)	(8,360)	(7,989)	(7,549)
-	-	-	-	-	-
137,174	139,356	137,295	125,714	125,811	124,777
8.67%	8.07%	6.95%	6.65%	6.35%	6.05%

Shelby County Area Solid Waste Agency

Notes to Other Information – Pension Liability

Year ended June 30, 2017

Changes of Benefit Terms

Legislation enacted in 2010 modified benefit terms for Regular members. The definition of final average salary changed from the highest three to the highest five years of covered wages. The vesting requirement changed from four years of service to seven years. The early retirement reduction increased from 3% per year measured from the member's first unreduced retirement age to a 6% reduction for each year of retirement before age 65.

Legislative action in 2008 transferred four groups – emergency medical service providers, county jailers, county attorney investigators, and National Guard installation security officers – from Regular membership to the protection occupation group for future service only.

Changes of Assumptions

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25% to 3.00%.
- Decreased the assumed rate of interest on member accounts from 4.00% to 3.75% per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Reduced retirement rates for sheriffs and deputies between the ages of 55 and 64.
- Moved from an open 30-year amortization period to a closed 30-year amortization period for the UAL (unfunded actuarial liability) beginning June 30, 2014. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20-year period.

The 2010 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted retiree mortality assumptions.
- Modified retirement rates to reflect fewer retirements.
- Lowered disability rates at most ages.
- Lowered employment termination rates.
- Generally increased the probability of terminating members receiving a deferred retirement benefit.
- Modified salary increase assumptions based on various service duration.



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Independent Auditor's Report on Internal Control
over Financial Reporting and on Compliance and Other Matters
Based on an Audit of a Financial Statement Performed in Accordance with
Government Auditing Standards

To the Members of the Shelby County Area Solid Waste Agency:

We have audited in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statement of the Shelby County Area Solid Waste Agency as of and for the year ended June 30, 2017, and the related Notes to Financial Statement, and have issued our report thereon dated January 9, 2018. Our report expressed an unmodified opinion on the financial statement which was prepared on the basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered the Shelby County Area Solid Waste Agency's internal control over financial reporting to determine the audit procedures appropriate in the circumstances for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the Shelby County Area Solid Waste Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Shelby County Area Solid Waste Agency's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying Schedule of Findings, we identified deficiencies in internal control we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the Shelby County Area Solid Waste Agency's financial statement will not be prevented or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings as items (A) and (B) to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Shelby County Area Solid Waste Agency's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters which are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of non-compliance or other matters which are described in the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the Agency's operations for the year ended June 30, 2017 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statement of the Agency. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.


The Shelby County Area Solid Waste Agency's Responses to the Findings

The Shelby County Area Solid Waste Agency's responses to the findings identified in our audit are described in the accompanying Schedule of Findings. The Shelby County Area Solid Waste Agency's responses were not subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Shelby County Area Solid Waste Agency during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.


MARY MOSIMAN, CPA
Auditor of State

January 9, 2018

Shelby County Area Solid Waste Agency

Schedule of Findings

Year ended June 30, 2017

Finding Related to the Financial Statement:

INTERNAL CONTROL DEFICIENCY:

(A) Segregation of Duties

Condition – During our review of internal control, the existing procedures are evaluated in order to determine incompatible duties, from a control standpoint, are not performed by the same employee. This segregation of duties helps to prevent losses from employee error or dishonesty and, therefore, maximizes the accuracy of the Agency’s financial statement. One individual has custody of receipts and performs all record-keeping pertaining to receipts for the Agency, including maintaining the accounts receivable records.

Cause – The Agency has a limited number of employees and procedures have not been designed to adequately segregate duties or provide compensating controls through additional oversight of transactions and processes.

Effect – Inadequate segregation of duties could adversely affect the Agency’s ability to prevent or detect and correct misstatements, errors or misappropriation on a timely basis by employees in the normal course of performing their assigned functions.

Recommendation – We realize segregation of duties is difficult with a limited number of office employees. However, the operating procedures should be reviewed to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including Agency officials.

Response – Due to the limited number of staff available to perform these duties, options available are limited. However, we will continue to look at different procedures to correct this.

Conclusion – Response accepted.

(B) Recycling Contract

Condition – There was no written contract between R & S Waste Systems and the Shelby County Waste Agency for the \$75/ton recycling charges.

Cause – Agency procedures have not been established to require review of vendor contracts to ensure a current contract is established with all vendors.

Effect – Lack of policies and procedures resulted in the Agency not establishing a current contract with R & S Waste Systems.

Recommendation – The Shelby County Waste Agency should establish a written contract for recycling charges with R & S Waste Systems.

Response – An agreement for recycling charges with R & S Waste Systems was established October 28, 2017.

Conclusion – Response accepted.

Shelby County Area Solid Waste Agency

Schedule of Findings

Year ended June 30, 2017

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

Other Findings Related to Required Statutory Reporting:

(1) Questionable Disbursements

We noted certain expenditures that may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 and August 28, 1986 and Chapter 15A of the Code of Iowa since the public benefits to be derived have not been clearly documented. These disbursements are detailed as follows:

Paid to	Purpose	Amount
Dan Ahart	Reimbursement for Coffee and Donuts for Board Meeting	\$18.28

According to the opinions, it is possible for certain expenses to meet the test of serving a public purpose under certain circumstances, although such expenses will certainly be subject to a deserved close scrutiny. The line to be drawn between a proper and an improper purpose is very thin.

Also, in accordance with Chapter 15A of the Code of Iowa and an Attorney General's opinion dated August 28, 1986, government financing of economic development may, in appropriate circumstances, serve a public purpose. These provisions stipulate that the governing body should evaluate the public benefits to be obtained and discuss specific criteria to be considered in documenting the public purpose.

Recommendation – The Council should thoroughly consider and document the public purpose and propriety of these expenses or if appropriate, request reimbursement. If this practice is continued, the Agency should establish written policies and procedures, including the requirement for proper documentation.

Response – A check has been written to the Shelby County Solid Waste Agency for \$18.28 by Daniel Ahart. This one time incident will not be repeated. It is not worth the time and effort to develop and defend a policy.

Conclusion – Response accepted.

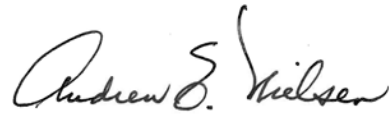
- (2) Travel Expense – No disbursements of Agency money for travel expenses of spouses of Agency officials or employees were noted.
- (3) Agency Minutes – No transactions were found that we believe should have been approved in the Agency minutes but were not.
- (4) Deposits and Investments – No instances of non-compliance with the deposit and investment provisions of Chapter 12B and Chapter 12C of the Code of Iowa and the Agency's investment policy were noted.

Shelby County Area Solid Waste Agency

Staff

This audit was performed by:

Deborah J. Moser, CPA, Manager
Michael Holowinski, Staff Auditor

A handwritten signature in black ink that reads "Andrew E. Nielsen". The signature is written in a cursive style with a large initial "A" and "N".

Andrew E. Nielsen, CPA
Deputy Auditor of State