



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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Auditor of State

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NEWS RELEASE

Contact: Brian Brustkern
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FOR RELEASE

November 7, 2024

Auditor of State Rob Sand today released an audit report on the Shelby County Area Solid Waste Agency.

FINANCIAL HIGHLIGHTS:

The Agency had total receipts of \$909,404 during the year ended June 30, 2024, a 3.11% increase. Disbursements for the year ended June 30, 2024 totaled \$873,353, a 7.77% decrease. The significant decrease in disbursements is due primarily to the timing of solid waste disposal fee billings and payments.

AUDIT FINDINGS:

Sand reported two findings related to the receipt and disbursement of taxpayer funds. They are found on pages 30 and 31 of this report. The findings address issues such as a lack of segregation of duties and lack of publication of Agency minutes. Sand provided the Agency with recommendations to address the findings.

One of the findings discussed above is repeated from the prior year. The Agency has a fiduciary responsibility to provide oversight of the Agency's operations and financial transactions. Oversight is typically defined as the "watchful and responsible care" a governing body exercises in its fiduciary capacity.

A copy of the audit report is available for review on the Auditor of State's website at [Audit Reports – Auditor of State](#).

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SHELBY COUNTY AREA SOLID WASTE AGENCY

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

JUNE 30, 2024

Shelby County Area Solid Waste Agency



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0006
Telephone (515) 281-5834

October 7, 2024

Officials of the Shelby County Area Solid Waste Agency
Carroll, Iowa

Dear Board Members:

I am pleased to submit to you the financial and compliance audit report for the Shelby County Area Solid Waste Agency for the year ended June 30, 2024. The audit was performed pursuant to Chapter 11.6 of the Code of Iowa and in accordance with U.S. auditing standards and the standards applicable to financial audits contained in Government Auditing Standards.

I appreciate the cooperation and courtesy extended by the officials and employees of the Shelby County Area Solid Waste Agency throughout the audit. If I or this office can be of any further assistance, please contact me or my staff at 515-281-5834.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Sand", written in a cursive style.

Rob Sand
Auditor of State

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Shelby County Area Solid Waste Agency

Officials

| <u>Name</u> | <u>Title</u> | <u>Representing</u> |
|-------------------------------------------|--------------|------------------------------------|
| Gene Gettys | Chairperson | City of Harlan |
| Bryce Shaben | Member | Shelby County Board of Supervisors |
| Rick Ohlinger | Member | Rural Shelby County |
| Kenneth Blackwell | Member | City of Irwin |
| Stacy Ferry | Member | Shelby County Planning Agency |
| Brandon Burmeister (Resigned Jan 2024) | Manager | |
| Chris Fredericksen (Hired Jan 2024) | 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 Audit of the Financial Statement

Opinion

We have audited the accompanying financial statement of the Shelby County Area Solid Waste Agency as of and for the year ended June 30, 2024 and the related Notes to Financial Statement which collectively comprise the Shelby County Area Solid Waste Agency's basic financial statement as listed in the table of contents.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the respective cash basis financial position of the Shelby County Area Solid Waste Agency as of June 30, 2024, and the respective changes in cash basis financial position for the year then ended in accordance with the basis of accounting described in Note 1.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Financial Statement section of our report. We are required to be independent of Shelby County Area Solid Waste Agency, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. The financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1, and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for 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 Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- Obtain an understanding of internal control relevant to the audit 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 Shelby County Area Solid Waste Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Shelby County Area Solid Waste Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Information

Management is responsible for the other information included in this report. The other information comprises the Schedule of the Agency's Proportionate Share of the Net Pension Liability and the Schedule of Agency Contributions on pages 22 through 27 but does not include the basic financial statement and our auditor's report thereon. Our opinion on the basic financial statement does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the financial statement, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statement, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 7, 2024 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.



Brian R. Brustkern, CPA
Deputy Auditor of State

October 7, 2024

Shelby County Area Solid Waste Agency

Basic Financial Statement

Shelby County Area Solid Waste Agency

Shelby County Area Solid Waste Agency

Statement of Cash Receipts, Disbursements and
Changes in Cash Balance

As of and for the year ended June 30, 2024

| | |
|----------------------------------------------------------------|-------------------|
| Operating receipts: | |
| County contributions | \$ 58,305 |
| City contributions | 117,898 |
| Tonnage fees and gate charges | 666,947 |
| Miscellaneous | 14,668 |
| Total operating receipts | <u>857,818</u> |
| Operating disbursements: | |
| Salaries and benefits reimbursed to Shelby County | 233,997 |
| Insurance | 21,199 |
| Utilities | 15,182 |
| Office supplies | 1,922 |
| Recycling | 42,809 |
| Engineering and testing | 12,803 |
| Equipment maintenance | 18,330 |
| Solid waste disposal fees | 501,233 |
| Building and grounds | 8,988 |
| Miscellaneous | 16,890 |
| Total operating disbursements | <u>873,353</u> |
| Deficiency of operating receipts under operating disbursements | <u>(15,535)</u> |
| Non-operating receipts: | |
| Interest on investments | 5,145 |
| Land rent | 46,441 |
| Total non-operating receipts | <u>51,586</u> |
| Change in cash balance | 36,051 |
| Cash balance beginning of year | <u>382,723</u> |
| Cash balance end of year | <u>\$ 418,774</u> |
| Cash Basis Fund Balance | |
| Restricted for closure care | \$ 15,000 |
| Unrestricted | <u>403,774</u> |
| Total cash basis fund balance | <u>\$ 418,774</u> |

See notes to financial statement.

Shelby County Area Solid Waste Agency

Notes to Financial Statement

June 30, 2024

(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 Agency 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, 2024 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, 2024 was \$113,624.

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, 2024 was \$7,145. This liability has been computed based on rates of pay in effect at June 30, 2024.

(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 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 2024, pursuant to the required rate, Regular members contributed 6.29% of covered payroll and the Agency contributed 9.44% of covered payroll, for a total rate of 15.73%.

The Agency’s contributions to IPERS for the year ended June 30, 2024 totaled \$16,135.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2024, the Agency had a liability of \$87,846 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023 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, 2023, the Agency’s proportion was 0.001946%, which was a decrease of 0.000028% from its proportion measured as of June 30, 2022.

For the year ended June 30, 2024, the Agency’s collective pension expense, deferred outflows of resources and deferred inflows of resources totaled \$7,465, \$68,769 and \$53,564, respectively.

There were no non-employer contributing entities to IPERS.

Actuarial Assumptions – The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions applied to all periods included in the measurement:

| | |
|------------------------------------------------------------------|---------------------------------------------------------------------------------|
| Rate of inflation (effective June 30, 2017) | 2.60% per annum. |
| Rates of salary increase (effective June 30, 2017) | 3.25 to 16.25% average, including inflation. Rates vary by membership group. |
| Long-term investment rate of return (effective June 30, 2017) | 7.00% compounded annually, net of investment expense, including inflation. |
| Wage growth (effective June 30, 2017) | 3.25% per annum, based on 2.60% inflation and 0.65% real wage inflation. |

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of a quadrennial experience study covering the period of July 1, 2017 through June 30, 2021.

Mortality rates used in the 2023 valuation were based on the PubG-2010 mortality tables with future mortality improvements modeled using Scale MP-2021.

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 geometric 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 |
|--------------------------|------------------|----------------------------------------|
| Domestic equity | 21.0% | 4.56% |
| International equity | 16.5 | 6.22 |
| Global smart beta equity | 5.0 | 5.22 |
| Core plus fixed income | 23.0 | 2.69 |
| Public credit | 3.0 | 4.38 |
| Cash | 1.0 | 1.59 |
| Private equity | 17.0 | 10.44 |
| Private real assets | 9.0 | 3.88 |
| Private credit | 4.5 | 4.60 |
| Total | <u>100.0%</u> | |

Discount Rate – The discount rate used to measure the total pension liability was 7.00%. 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 7.00%, 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 (6.00%) or 1% higher (8.00%) than the current rate.

| | 1% Decrease (6.00%) | Discount Rate (7.00%) | 1% Increase (8.00%) |
|--------------------------------------------------------------|---------------------------|-----------------------------|---------------------------|
| Agency's proportionate share of the net pension liability | \$ 186,780 | 87,846 | 4,938 |

IPERS' 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, 2024, the Agency reimbursed the County \$233,997 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, 2024, the total closure care costs for the Agency have been estimated at \$11,848. A balance of \$15,000 has been restricted for this purpose, fully funding total estimated closure care costs at June 30, 2024.

(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 July 1, 2021, the Agency pays \$27 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 \$767 per month for July 2023 through June 30, 2024. The agreement is renewable annually and extends through June 30, 2024, with a maximum rate of \$767 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 803 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, employment practices liability, public officials liability, cyber liability, law enforcement liability, and property. 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 disbursements 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, 2024 were \$17,387.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, employment practices, law enforcement, cyber 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 \$500,000 each occurrence, each location. Property risks 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.

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 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, 2024, 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 benefit plan which provides medical, prescription drug and dental benefits for employees, retirees and their spouses. Group insurance benefits are established under Iowa Code Chapter 509A.13. The Agency currently finances the benefit plan on a pay-as-you-go basis. For the year ended June 30, 2024, the Agency contributed \$30,346 and plan member eligible for benefits contributed \$3,798 to the plan. At June 30, 2024, no assets have been accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

OPEB Benefits – Individuals who are employed by the Shelby County Area Solid Waste Agency and are eligible to participate in the group health plan are eligible to continue healthcare benefits upon retirement. Retirees under age 65 pay the same premium for the medical, prescription drug and dental benefits as active employees, which results in an implicit rate subsidy.

Retired participants must be age 55 or older at retirement. At June 30, 2024, the following employees were covered by the benefit terms:

| | |
|--------------------------------------------------------------------------|----------|
| Inactive employees or beneficiaries currently receiving benefit payments | - |
| Active employees | <u>2</u> |
| Total | <u>2</u> |

Shelby County Area Solid Waste Agency

Other Information

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 Ten Years *

Other Information

| | 2024 | 2023 | 2022 | 2021 |
|--------------------------------------------------------------------------------------------------|------------|-----------|-----------|-----------|
| Agency's proportion of the net pension liability | 0.001946% | 0.001974% | 0.000828% | 0.001927% |
| Agency's proportionate share of the net pension liability | \$ 87,846 | 74,578 | 2,859 | 135,388 |
| Agency's covered payroll | \$ 158,983 | 165,508 | 152,955 | 153,845 |
| Agency's proportionate share of the net pension liability as a percentage of its covered payroll | 55.25% | 45.06% | 1.87% | 88.00% |
| IPERS' net position as a percentage of the total pension liability | 90.13% | 91.40% | 100.81% | 82.90% |

* 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.

| 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|-----------|-----------|-----------|-----------|-----------|-----------|
| 0.002022% | 0.002167% | 0.001993% | 0.001961% | 0.001984% | 0.001918% |
| 117,058 | 137,102 | 132,789 | 123,392 | 98,000 | 76,053 |
| 154,036 | 148,802 | 140,705 | 134,793 | 135,756 | 129,262 |
| 75.99% | 92.14% | 94.37% | 91.54% | 72.70% | 56.02% |
| 85.45% | 83.62% | 82.21% | 81.82% | 85.19% | 87.61% |

Shelby County Area Solid Waste Agency

Schedule of Agency Contributions

Iowa Public Employees' Retirement System
For the Last Ten Years

Other Information

| | <u>2024</u> | <u>2023</u> | <u>2022</u> | <u>2021</u> |
|-----------------------------------------------------------------------|-----------------|-----------------|-----------------|-----------------|
| Statutorily required contribution | \$ 16,135 | 15,008 | 15,624 | 14,439 |
| Contributions in relation to the statutorily required contribution | <u>(16,135)</u> | <u>(15,008)</u> | <u>(15,624)</u> | <u>(14,439)</u> |
| Contribution deficiency (excess) | <u>\$ -</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Agency's covered payroll | \$ 170,922 | 158,983 | 165,508 | 152,955 |
| Contributions as a percentage of covered payroll | 9.44% | 9.44% | 9.44% | 9.44% |

See accompanying independent auditor's report.

| 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|----------|----------|----------|----------|----------|----------|
| 14,523 | 14,541 | 13,288 | 12,565 | 12,037 | 12,123 |
| (14,523) | (14,541) | (13,288) | (12,565) | (12,037) | (12,123) |
| - | - | - | - | - | - |
| 153,845 | 154,036 | 148,802 | 140,705 | 134,793 | 135,756 |
| 9.44% | 9.44% | 8.93% | 8.93% | 8.93% | 8.93% |

Shelby County Area Solid Waste Agency

Shelby County Area Solid Waste Agency
Notes to Other Information – Pension Liability
Year ended June 30, 2024

Changes of benefit terms:

There are no significant changes in benefit terms.

Changes of assumptions:

The 2022 valuation incorporated the following refinements after a quadrennial experience study:

- Changed mortality assumptions to the PubG-2010 mortality tables with mortality improvements modeled using Scale MP-2021.
- Adjusted retirement rates for Regular members.
- Lowered disability rates for Regular members.
- Adjusted termination rates for all membership groups.

The 2018 valuation implemented the following refinements as a result of a demographic assumption study dated June 28, 2018:

- Changed mortality assumptions to the RP-2014 mortality tables with mortality improvements modeled using Scale MP-2017.
- Adjusted retirement rates.
- Lowered disability rates.
- Adjusted the probability of a vested Regular member electing to receive a deferred benefit.
- Adjusted the merit component of the salary increase assumption.

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.



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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 auditing standards generally accepted in the United States of America 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, Iowa, as of and for the year ended June 30, 2024, and the related Notes to Financial Statement, which collectively comprise the Agency's basic financial statement, and have issued our report thereon dated October 7, 2024. 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.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered Shelby County Area Solid Waste Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are 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 Shelby County Area Solid Waste Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of Shelby County Area Solid Waste Agency's internal control.

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 that a material misstatement of the Agency's financial statement will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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 were not identified. We identified a deficiency in internal control, described in the accompanying Schedule of Findings as item 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Shelby County Area Solid Waste Agency's financial statement is free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. 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 noncompliance or other matters which are required to be reported under Government Auditing Standards. However, we noted an immaterial instance of noncompliance or other matters which is 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, 2024 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.

Shelby County Area Solid Waste Agency's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Shelby County Area Solid Waste Agency's responses to the findings identified in our audit and described in the accompanying Schedule of Findings. Shelby County Area Solid Waste Agency's responses were not subjected to the other auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on the responses.

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 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.



Brian R. Brustkern, CPA
Deputy Auditor of State

October 7, 2024

Shelby County Area Solid Waste Agency

Schedule of Findings

Year ended June 30, 2024

Finding Related to the Financial Statement:

INTERNAL CONTROL DEFICIENCY:

2024-001 Segregation of Duties

Criteria – Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the Agency’s financial statement.

Condition – One individual has custody of receipts and performs all record-keeping pertaining to receipts for the Agency, including maintaining the accounts receivable records. Additionally, the change fund is not counted by an independent person.

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, to provide additional controls through review of financial transactions, reconciliations and financial reports. These independent reviews should be documented by the signature or initials of the reviewer and date of the review. In addition, the change fund should be counted by an independent person.

Response – Due to the limited number of staff we will do our best to segregate duties and continue to look for ways to improve this.

Conclusion – Response accepted.

INSTANCES OF NONCOMPLIANCE:

No matters were noted.

Shelby County Area Solid Waste Agency

Schedule of Findings

Year ended June 30, 2024

Other Findings Related to Required Statutory Reporting:

2024-A Questionable Disbursements – No disbursements we believe may not meet the requirements of public purpose as defined in an Attorney General’s opinion dated April 25, 1979 were noted.

2024-B Travel Expense – No disbursements of Agency money for travel expenses of spouses of Agency officials or employees were noted.

2024-C Restricted Donor Activity – No transactions were noted between the Agency, Agency officials, Agency employees and restricted donors in compliance with Chapter 68B of the Code of Iowa.

2024-D Agency Minutes – No transactions were found that we believe should have been approved in the Agency minutes but were not. However, the minutes of two meetings were not published as required by Chapter 28E.6(3) of the Code of Iowa.

Recommendation – The Agency should ensure the minutes from all meetings are published as required.

Response – Due to change in management the minutes were not sent. These have been sent to the newspaper to be published.

Conclusion – Response accepted.

2024-E Deposits and Investments – No instances of noncompliance with the deposit and investment provisions of Chapters 12B and Chapter 12C of the Code of Iowa and the Agency’s investment policy were noted.

2024-F Financial Assurance – The Agency has elected to demonstrate financial assurance for closure care by establishing a local government dedicated fund as provided in Chapter 567-113.14(6) of the Iowa Administrative Code. Financial assurance is demonstrated as follows:

| | |
|--------------------------------------------------------------------------------|-----------------------------------------|
| | <u>Transfer Station Closure</u> |
| Total estimated costs for closure care | <u>\$ 11,848</u> |
| Amount Agency has restricted and reserved for closure care at June 30, 2024 | <u>\$ 15,000</u> |

Iowa Department of Natural Resources rules and regulations require deposits into the closure account be made at least annually within 30 days of the close of each fiscal year. No deposit was required during the year ended June 30, 2024 because the Agency has restricted sufficient funds to pay the total estimated costs for closure care.

Shelby County Area Solid Waste Agency

Staff

This audit was performed by:

Brian R. Brustkern, CPA, Deputy
Tammy A. Hollingsworth, CIA, Manager
Brandon L. Weddell, Staff Auditor