

January 10, 2023

The Winnebago County Board of Supervisors met in session at 9:00 A.M. January 10, 2023 adjourned from January 3, 2023.

Present: Supervisors Smith, Durby, and Jensvold

Absent:

On a motion by Durby and seconded by Smith the Supervisors moved to approve the minutes for the January 3, 2023 Board Meeting and approve the agenda for January 10, 2023. All voted aye. Motion carried.

Roger Crews discussed last week with the Board extending the date for having his property cleaned out. On a motion by Smith and seconded by Durby the Supervisors moved to extend the date to February 16, 2023 as long as he continues to make progress. All voted aye. Motion carried.

Scott Meinders, Engineer and Ethan Schutter, Maintenance Superintendent discussed Secondary Road matters including stock piling rock and doing minor equipment repairs.

Kris Oswald, Drainage Clerk discussed drainage matters.

On a motion by Durby and seconded by Smith the Supervisors approved a credit card for Shanna Eastvold, Recorder. All voted aye. Motion carried.

On a motion by Smith and seconded by Durby the Supervisors move to approve the appointments to the County Boards except the Eminent Domain Commission. It is tabled until next week. All voted aye. Motion carried.

On a motion by Smith and seconded by Durby the Supervisors moved to approve the Recorder's Quarterly report. All voted aye. Motion carried.

On a motion by Smith and seconded by Durby the Supervisors moved to approve the Auditor's Quarterly report. All voted aye. Motion carried.

On a motion by Durby and seconded by Smith the Supervisors approved the Sheriff's Quarterly report. All voted aye. Motion carried.

On a motion by Smith and seconded by Durby the Supervisors moved to approve the following Auditor's transfers: #3902 from Rural Basic to Secondary Roads for \$15,426.73; #3903 from Rural Basic to Winnebago County Fair Association for \$581.77; #3904 from General Basic to Secondary Roads for \$1,692.47; #3905 from General Basic to Winn-Worth Betco for \$23,637.00; and #3906 from General Basic to Infrastructure IT for \$6,250.00. All voted aye. Motion carried.

The Supervisors tabled the Compensation Board recommendation.

On a motion by Durby and seconded by Smith the Supervisors moved to approve the update to the Capital Asset Policy. All voted aye. Motion carried.

## CAPITAL ASSET POLICY WINNEBAGO COUNTY

### POLICY

It is the policy of Winnebago County to have a comprehensive capital asset system. The Winnebago County Deputy Auditor shall be responsible for developing, implementing, and maintaining the capital assets.

### PURPOSE

The purpose of this policy is:

- to comply with General Accepted Accounting Principles (GAAP) mandated by the state.
- to comply with Governmental Accounting, Auditing and Financial Reporting (GAAFR).
- to have improved management control over valuable capital assets by assigning responsibility to specific departments.
- to have inventory data available in the event of fire or other natural disaster for insurance purposes.

### SCOPE

Capital assets include property, equipment and vehicles, and infrastructure (e.g. roads, bridges, curbs, gutters, sidewalk, and similar items which are immovable and of value only to the government). Reportable assets are defined by the County as assets with initial, individual costs in excess of the following thresholds and estimated useful lives in excess of two years:

Infrastructure	\$ 100,000
Land, Buildings and Improvements	50,000
Equipment and Vehicles	10,000
Right-To-Use Leased Assets	50,000

### VALUATION

Capital assets purchased with governmental fund expenditures shall be recorded at historical cost. The amount shall equal the purchase price or construction costs plus other costs necessary to place the asset into its intended use. These charges shall include costs such as freight and transportation, site preparation expenditures and professional fees.

Trade-ins	New assets reported in the Capital assets shall be shown at fair market value (cash plus net book value of traded asset) per GAAP; however, values reported by governmental funds shall reflect only the "net" method where value equals cash paid. Invoices for trade-ins shall indicate the purchase price and trade-in amount allowed.
Gifts	Assets given to Winnebago County shall be reported at fair market value (an amount determined mutually by the seller and purchaser).

### PHYSICAL INVENTORY

Physical inventories of capital assets shall be taken periodically to provide an internal audit of inventory records and to maintain the integrity of the capital asset system.

Policy effective July 1, 2022.

Authorized:



Chairman, Bill Jensvold  
Board of Supervisors

Attest:



Karla Weiss, Auditor  
Winnebago County County

On a motion by Smith and seconded by Durby the Supervisors moved to approve the following Right to Use Lease Asset Policy. All voted aye. Motion carried.

### **Winnebago County Right-To-Use Lease Asset Policy**

GASB Statement No. 87, "Leases", is effective beginning July 1, 2021. (FY2022). GASB 87 requires a lessee to recognize a lease liability and an intangible right-to-use lease asset.

For counties reporting on the accrual basis of accounting, the cumulative effect, if any, may require a restatement of beginning net position, fund balance, or fund net position (as applicable). This means leases in existence on June 30, 2021 will need to be reported as the beginning balance (July 1, 2021) for leases of FY2022.

A right-to-use lease asset is an intangible capital asset. The asset represents the right to use an underlying asset identified in a lease contract, as specified for a period of time. The County will recognize the intangible right-to-use lease asset when:

- (a) The contract conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction.
- (b) The minimum noncancelable contract term is greater than twelve months.
- (c) The contract does not transfer ownership of the underlying asset.
- (d) The underlying asset is used to conduct county business. (This will not apply to custodial funds.)

The following leases are not GASB 87 leases and are excluded from this policy:  
Leases of intangible assets, including rights to explore for or to exploit natural resources such as oil, gas, and minerals and similar nonregenerative resources; licensing contracts for items such as motion picture films, video recordings, plays, manuscripts, patents and copyrights; and licensing contracts for computer software.

- (a) Leases of biological assets, including timber, living plants, and living animals.
- (b) Leases of inventory.
- (c) Contracts that meet the definition of a service concession arrangements (as specified in GASB 60, paragraph 4).
- (d) Leases of assets financed with outstanding conduit debt, unless both the underlying asset and the conduit debt are reported by the lessor.
- (e) Supply contracts, such as power purchase agreements.

### Threshold for Capitalization of Right-To-Use Lease Assets

The establishment of a right-to-use lease asset capitalization threshold policy has been recommended. The threshold is to be consistently applied by all departments and offices of the County for financial reporting purposes. All right-to-use lease assets at or above \$50,000.00 must be reported.

As a general rule, the threshold should be applied to individual lease contracts.

Right-to-use lease asset classifications:

The lessee is required to disclose the amount of lease assets (and the related amortization) by major classes of underlying assets, separately from other capital assets.

At a minimum, the following major classes of underlying lease assets will be disclosed by the County.

- Right-to-use leased land.
- Right-to-use leased buildings.
- Right-to-use leased equipment.
- Right-to-use leased improvements other than buildings.

Measurement and amortization:

Measurement: A lessee should initially measure the lease asset as the sum of the following:

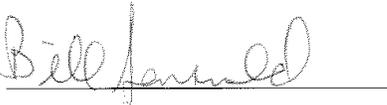
- (a) The amount of the initial measurement of the lease right-to-use asset. (A lessee should measure the lease liability and right-to-use asset at the present value of payments expected to be made during the lease term. (GASB 87, paragraph 21)) (For the year of implementation, the lease liability and right-to-use asset should be measured as of July 1, 2021.)
- (b) Lease payments made to the lessor at or before the commencement of the lease term, less any lease incentives received from the lessor at or before the commencement of the lease term
- (c) Initial direct costs that are ancillary charges necessary to place the lease asset into service.

Amortization: A lease asset should be amortized using the straight-line method over the shorter of the lease term or the useful life of the underlying asset (except if the lessee is reasonably certain a purchase option will be exercised). The amortization of the lease asset should be reported as amortization expense.

At a minimum, amortization should be calculated on a monthly basis.

Approved by the Winnebago County Board of Supervisors on the 10<sup>th</sup> day of January, 2023.

Authorized:



Bill Jensvold, Chairperson  
Board of Supervisors

Attest:



Karla Weiss, Auditor  
Winnebago County

The Supervisors had a lengthy discussion regarding the rural recycling program.

The following claims were approved and ordered to be paid:

Amazon Capital Services	Supplies	\$166.45
AT&T Mobility	Telephone	\$330.16
Black Hills Energy	Utilities	\$3,364.05
Bob Barker Co	Supplies	\$398.63
Bomgaars	Shop With a Cop	\$2,230.62
Brightree Home Health	Services	\$2,505.25
Counsel	Services	\$35.90
Galls LLC	Supplies	\$79.54
GRP & Associates	Services	\$42.00
Hanson Tire Service	Services	\$1,284.96
Hawkeye Communication	Services	\$141.00
Healthcare First	Services	\$104.74
IMWCA	Work Comp Premium	\$5,516.39
Iowa Prison Industries	Supplies	\$443.52
Iowa Secretary of State	Services	\$1,093.83
ISAC	Education	\$210.00
ISAC Group Unemployment Fund	Unemployment	\$3,145.19
KC Nielsen Ltd	Supplies	\$78.27
Keltek Inc	Supplies	\$13,339.61
KIOW	Advertising	\$192.00
Lake Mills Graphic Inc	Advertising	\$301.29
Lake Mills PT	Services	\$226.74
Mark Johnson	Rent	\$425.00
Next Generation Technologies	Services	\$4,170.90
North Central Sales & Service Inc	Services	\$300.00
ODP Business Solutions LLC	Supplies	\$89.85
Radiologists of North Iowa PC	Services	\$193.00
Shred-It USA	Services	\$55.13
Tyler Technologies	Services	\$4,316.30
Verizon Wireless	Telephone	\$619.65
WCTA	Telephone	\$3,542.92
Webspec Design	Services	\$240.00
Wex Bank	Fuel	\$156.21
Willemina Skellenger	Mileage	\$102.50

Jason Sturgal discussed EMS Advisory Council and what the objectives are of the Council. The first meeting of the EMS Advisory Council is Wednesday, January 11, 2023 at 5:00 P.M. The Supervisors discussed budget, by-laws, mission statement, and providing paramedics using county taxpayer dollars and how it will work.

The session was adjourned until 9:00 A.M. January 17, 2023.

---

Bill Jensvold, Chairperson

Attest: \_\_\_\_\_  
Karla Weiss, County Auditor