

## REGULAR SESSION

MARCH 13, 2023

The Union County Board of Supervisors met in Regular Session on Monday March 13, 2023. The meeting was called to order at 9:00AM with the following members present; Rick Friday, Dennis Hopkins and Dennis Brown.

**AGENDA:** Motion by Hopkins and seconded by Brown to approve the agenda. All voting aye, motion carried.

**MINUTES:** Motion by Brown and seconded by Hopkins to approve the minutes from March 6, 2023. All voting aye, motion carried.

**OPEN FORUM:** No one spoke in open

**ENGINEER:** Al Hysell, Union County Roads Superintendent, presented and discussed the weekly maintenance activity report. **Grading Agreement:** Motion by Brown and seconded by Hopkins to approve a grading agreement between Union County and Dennis Leith for ditching along with dozing the fence line with tree and brush removal on the west side of Nighthawk Ave in Section 17 of Dodge Township. All voting aye, motion carried.

**CLERK'S REPORT:** Motion by Hopkins and seconded by Brown to accept the Clerk's Report as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

**HOMESTEAD/MILITARY AND FAMILY FARM CREDIT ALLOWANCES:** Motion by Hopkins and seconded by Brown to approve the Homestead/Military and Family Farm Credit Allowances as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

**HOMESTEAD/MILITARY CREDIT DIS-ALLOWANCES:** Motion by Hopkins and seconded by Brown to approve the Homestead/Military Credit Dis-Allowances as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

**RESOLUTION #29 FYR 22/23 - WITHDRAWING 28E AGREEMENT WITH WORKFORCE DEVELOPMENT BOARD:** Motion by Brown and seconded by Hopkins to approve Resolution #29 FYR 22/23-Withdrawing from 28E Agreement with the Workforce Development Board as follows: A Resolution to withdraw from the articles of agreement which formed the Workforce Development Chief Elected Official Consortium for the Workforce Innovation and Opportunity Act of 2014.

WHEREAS, Union County previously signed a resolution to approve the Articles of Agreement creating the Workforce Development Chief Elected Official Consortium (CEO) together with 7 other counties in Southwest, Iowa known as the "South West Iowa Local Workforce Development Area" or SWIALWDA; and, WHEREAS, this 28E Agreement was filed with the Iowa Secretary of State on October 2, 2020 and assigned filing number M512996; and, WHEREAS, Article 13 of the Agreement allows counties, at their sole option, to withdraw from the Agreement at least 90 days prior to the beginning of the fiscal year (April 1 or any year); and, WHEREAS, at their meeting on March 2, 2023, the CEO Board discussed the 28E Agreement, weighing the roles and responsibilities of counties as a result of the Agreement and impacts to services offered to their citizens both under the agreement and in absence of the Agreement; and, WHEREAS, the CEO Board voted 8-0 at this meeting, after this discussion, to dissolve the 28E Agreement. NOW, THEREFORE BE IT RESOLVED by the Union County Board of Supervisors that:

1 It does hereby invoke Article 13 of the Articles of Agreement which formed the Workforce Development Chief Elected Official Consortium for the Workforce Innovation and Opportunity Act of 2014 and withdraws from the Agreement at the end of the day June 30, 2023.

2. It understands and is its intention withdrawal of the Agreement by all 8 counties will terminate the Agreement.

Roll call vote: Brown aye, Hopkins aye, Friday aye, motion carried.

**RESOLUTION #30 FYR 22/23 - GASB51 INTANGIBLE ASSETS POLICY:** Motion by Hopkins and seconded by Brown to approve the GASB51-Intangible Assets Policy as follows:

GASB Statement 51, *Accounting and Financial Reporting for Intangible Assets*, is effective **beginning July 1, 2009** (FY 2010). For counties reporting on the accrual basis of accounting, the cumulative effect, if any, of applying this Statement will require a restatement of beginning net assets, fund balances, or fund net assets (as appropriate). **This means that certain intangible assets (and related amortization) in existence from July 1, 1980 to June 30, 2009 may need to be reported as**

**the beginning (July 1) balance for intangible assets for FY 2010.** See section entitled "Retroactive Reporting" for further details.

### **Identifiable**

An intangible asset should be recognized in the statement of net assets only if it is **identifiable** which means the asset is either:

- a) separable (i.e. it can be separated/divided from the government and sold, transferred, licensed, rented or exchanged) or
- b) arose from contractual or other legal rights, regardless of whether those rights are transferable or separable.

### **Criteria**

GASB Statement 51 defines intangible assets as assets that are **identifiable** and possess all of the following characteristics:

- lack of physical substance,
- nonfinancial nature (not in monetary form like cash or investment securities) and
- initial useful life extending beyond a single reporting period.

Examples of intangible assets include easements, land use rights (i.e. water rights, timber rights and mineral rights), patents, trademarks and copyrights. **In addition, intangible assets include computer software that is purchased, licensed or internally generated (including websites) as well as outlays associated with an internally generated modification of computer software.**

Intangible assets can be purchased or licensed, acquired through nonexchange transactions or internally generated.

All intangible assets subject to the provisions of GASB Statement 51 should be classified as capital assets. Accordingly, existing authoritative guidance related to the accounting and financial reporting for capital assets (i.e. recognition, measurement, presentation, disclosure, etc.) should be applied to intangible assets as applicable.

### **Exclusions**

GASB Statement 51 applies to all intangible assets except: (a) assets acquired or created primarily for purposes of directly obtaining income or profit (these intangible assets should be considered investments), (b) assets from capital lease transactions reported by lessees, except licensing agreements to lease commercially available computer software, and (c) goodwill created through the combination of a government and another entity.

### **Threshold for Capitalization**

The establishment of an intangible asset capitalization threshold policy has been recommended by the County Finance Committee. The policy should be approved by the Board of Supervisors. The threshold is to be consistently applied by all departments and offices of the County for financial reporting purposes. All intangible assets **at or above** \$65,000 must be reported for the Annual Financial Report (AFR), all other intangible assets are excluded.

### **Measurement/Recognition**

**Effective July 1, 2009**, intangible assets exceeding the County's threshold should be recorded at actual historical cost. For business-type activities and enterprise funds capitalized interest and ancillary charges, if any, should be included in the historical cost.

Only direct costs will be capitalized (indirect costs will not be included).

Intangible assets received in a nonexchange transaction (i.e. donated) are to be recorded at their estimated fair value at the time of acquisition.

- The fair value of an asset is the amount at which the asset could be exchanged in a current transaction between willing parties, other than in forced or liquidation sale. Therefore, it would be inappropriate to arbitrarily assign a nominal value to a donated intangible asset without applying a rational technique to estimate its fair value.

The threshold for intangible assets applies to individual assets and it is not acceptable to account for items in aggregate to meet the threshold limitations.

For **internally generated intangible assets** (see next page), outlays incurred by the government's personnel, or by a third-party contractor on behalf of the government, for development of internally generated intangible assets should be capitalized.

For **internally generated computer software**, outlays incurred during the application development stage (see next page) will be capitalized if they exceed the threshold. These outlays include the initial purchase of the computer software/license and modifications made to the software before it is placed into operation. The initial purchase of the software/license and modifications made should be analyzed **separately** for capitalization purposes (do not aggregate).

- Costs incurred prior to July 1, 2009, for internally generated computer software projects in the application development stage will not be capitalized. However, costs incurred July 1, 2009 and beyond, for these projects will be capitalized if exceeding the County's threshold.

Computer software licenses purchased/renewed will not be aggregated. Each individual license purchased/renewed will be measured against the County's threshold and the useful life must extend beyond a single reporting period in order for the license to be capitalized.

### **Internally Generated Intangible Assets**

Internally generated intangible assets are created or produced by the government or an entity contracted by the government, or they are acquired from a third party but require more than minimal incremental effort on the part of the government to begin to achieve their expected level of service capacity.

Outlays related to the development of an internally generated intangible asset that is **identifiable** should be capitalized only upon the occurrence of all three of the following:

#### **Specified-Conditions Criteria**

- a) Determination of the specific objective of the project and the nature of the service capacity that is expected to be provided by the intangible asset upon completion of the project.
- b) Demonstration of the technical or technological feasibility for completing the project so that the intangible asset will provide its expected service capacity.
- c) Demonstration of the current intention, ability, and presence of effort to complete or, in the case of a multiyear project, continue development of the intangible asset.

Only outlays incurred subsequent to meeting the above criteria should be capitalized; outlays incurred prior to this point should be expensed.

### **Internally Generated Computer Software**

Computer software is considered internally generated if it is developed in-house by the government's personnel or by a third-party contractor on behalf of the government.

Commercially available software that is purchased or licensed by the government and modified using *more than minimal incremental effort* before being put into operation should be considered internally generated.

The development and installation of internally generated computer software can be grouped into three stages:

- 1) **Preliminary Project Stage:** involves conceptual formulation and evaluation of alternatives, determination of the existence of needed technology and final selection of alternatives for development of the software. *Expense* all outlays in this stage.
- 2) **Application Development Stage:** includes the design of the chosen path (i.e. software configuration, software interfaces), coding, installation to hardware, and testing. Data conversion activities could be included in this phase if those activities are deemed necessary to make the software operational. *Capitalize* all outlays incurred during this stage once the *Specified-Conditions Criteria* are met. (Note: the *Specified-Conditions Criteria* are considered met when the Preliminary Project Stage is complete and management authorizes/commits to funding the project.) Capitalization should cease when the computer software is substantially complete and operational.
- 3) **Post-Implementation/Operation Stage:** includes application training and software **maintenance**. Data conversion activities would be included in this stage if not deemed necessary to make the software operational. *Expense* all outlays in this stage. Outlays associated with an internally generated modification of computer software that is already in operation should be capitalized if the modification results in any of the following:
  - a) increase in functionality of the software (able to perform tasks that it was previously incapable of performing),
  - b) increase in efficiency of the software (increase in level of service provided without the ability to perform additional tasks) or
  - c) extension of the estimated useful life.

If the modification does not result in any of the three outcomes, the modification should be considered maintenance and expensed accordingly.

### **Amortization (Use Straight-Line Method)**

The useful life of an intangible asset that arises from contractual or other legal rights should not exceed the period to which the service capacity of the asset is limited by those contractual or legal provisions. Contract renewal periods may be considered in determining the useful life of the intangible asset if there is evidence the government will seek and be able to achieve renewal and the anticipated outlay for renewal is nominal in relation to the level of service capacity obtained.

If there are no legal, contractual, regulatory, technological or other factors that limit the useful life of an intangible asset, then the intangible asset should be considered to have an indefinite useful life and no amortization should be recorded.

A useful life that must be estimated does not mean indefinite useful life. See the Adair County Financial Report Policy under Estimated Useful Lives of Capital Assets for further information.

### **Impairment**

If changes in factors and conditions result in the useful life of an intangible asset no longer being indefinite, the asset should be tested for impairment because a change in the expected duration of use of the asset has occurred. The carrying value of the intangible asset, if any, following the

recognition of any impairment loss should be amortized in subsequent reporting periods over the remaining estimated useful life of the asset.

A common indicator of impairment for internally generated intangible assets is development stoppage, such as stoppage of development of computer software due to changes in the priorities of management.

**Retroactive Reporting**

Adair County will not retroactively report the following intangible assets:

- 1) Those considered to have indefinite useful lives as of June 30, 2009 or
- 2) Those that would be considered internally generated as of June 30, 2009.
- 3) Costs incurred prior to July 1, 2009, for **internally generated computer software projects** in the application development stage will not be capitalized. However, costs incurred July 1, 2009 and beyond, for these projects will be capitalized if exceeding the County’s threshold.

Intangible assets (and related amortization) requiring retroactive reporting (for the period July 1, 1980 through June 30, 2009) will be reported at actual historical cost. **This includes purchased software that is still in use, even if fully amortized as of June 30, 2009. [Note: Phase 3 counties are not required to retroactively report any intangible assets.]**

**NOTE:** If actual historical cost cannot be determined for these intangible assets due to lack of sufficient records, estimated historical cost will be used.

**Miscellaneous**

This policy must be applied to all intangible assets. If an intangible asset that meets the threshold criteria is fully amortized, the asset must be reported at the historical cost and the applicable accumulated amortization must also be reported. It is not appropriate to “net” the intangible asset and amortization to avoid reporting.

When intangible assets are sold or disposed of, it is necessary to calculate and report a gain or loss in the statement of activities. The gain/loss is calculated by subtracting the net book value (historical cost less any accumulated amortization) from the net amount realized on the sale or disposal.

Roll Call Vote: Brown aye, Hopkins aye, Friday aye, motion carried.

**CLAIMS:** Motion by Hopkins and seconded by Brown to approve Claim #149463 - Claim #149583 for a grand total of \$475,690.61 as follows:

A&A TRUCK & TRAILER REPAIR	441.50	LAMB, JOEL	52.50
ACCESS SYSTEMS LEASING	156.10	LAWSON PRODUCTS	81.00
ACCESS SYSTEMS IT	1,775.31	MASTERCARD/ISSB	258.18
ADAMS CO SHERIFFS OFFICE	1,320.00	MEDIACOM	234.88
AFTON COMMUNITY CLUB	25.00	MEDICAP PHARMACY	62.75
AFTON STAR ENTERPRISE	477.85	METRO WASTE AUTHORITY	21,543.91
AGRIVISION GROUP LLC	9.24	MICHAEL TODD & CO INC	1,339.35
AKIN BUILDING CENTER	641.40	MIDWEST WHEEL CO	111.36
ALLIANT ENERGY	9,813.47	MMIT BUSINESS	34.10
AUSTIN'S CARPET CLEANING	856.00	MOODY'S INVESTORS SERV	19,000.00
BLACKSTRAP INC	4,107.15	MURPHY TRACTOR & EQUIP	600.87
BLAZEK, GARY	384.49	NAPA	2,264.22
BRETT STREET POWERWASHING	10.70	NEW HORIZONS	5,330.00
BROWN, WYN	20.00	NORTH RISK PARTNERS	1,240.00
BUENA VISTA CO SHERIFF'S OFFICE	67.76	NOSEKABEL, LORI	140.00
BUSCH, KELLY	242.35	OSCEOLA CAB LLC	110.00
BUTTERFIELD SALES & EQUIP	21.03	PITNEY BOWES RESERVE ACCT	500.00
CALHOUN-BURNS & ASSOC INC	2,562.50	PJ GREUFE & ASSOCIATES	1,500.00
CARE	11,400.00	POKORNY BP & AUTO SERVICE	135.50
CENTRAL IA DETENTION CENTER	941.85	POWERS FUNERAL HOME	1,340.00
CENTURY LINK	114.93	QUALITY GLASS	692.50
CHAT MOBILITY	46.02	RANEY, KAMI	20.00
CHEERS, DAVID	20.00	RED OAK WELDING SUPPLIES	22.80
CHEERS, ED	20.00	RICE, JEFF	20.00
CINTAS CORPORATION	396.69	RIPPERGER, PENNY	20.00
CITY LAUNDERING CO	263.78	ROLANDS LAW OFFICE	630.00
CITY OF AFTON	372.51	RUSTIC GRAPHIC CREATIONS	325.00
CITY OF CRESTON	13,785.80	SCC NETWORKS	41.78
CLARKE CO SHERIFFS OFFICE	8,282.57	SCHILDBERG CONSTRUCTION INC	29,419.38
COTT SYSTEMS INC	1,660.69	SCHNEIDER GEOSPATIAL LLC	2,712.00

CREST HAVEN CARE CENTER	2,249.00	SERVICE TECHS INC	303.98
CRESTON MUNICIPAL UTILITIES	675.88	SHARP CONSTRUCTION	23,276.00
CRESTON PUBLISHING CO	370.69	SMITH FERTILIZER & GRAIN	2,493.68
CULLIGAN	158.84	SIRWA	14.91
DALLAS CO SHERIFF OFFICE	85.00	SOUTHERN IA TROLLEY	846.88
EHM, AMY	20.00	STAPLES	559.98
FARMERS ELECTRIC COOP	1,677.22	SWANSON, LISA	45.00
FASTENAL COMPANY	3.56	T&S INDUSTRIES INC	392.00
FIRST COMMUNICATIONS LLC	35.90	THATCHER, CARL V	50.00
FIRSTNET/AT&T MOBILITY	667.51	TOWNSEND VENTURES, LLC	191,300.00
FRANKS SERVICE	1,738.30	TRASH TRANSIT	47,005.63
GALLS LLC	43.89	TRIPP, DAVID	20.00
GARDEN & ASSOCIATES LTD	1,352.31	TRIPP, PEGGY	20.00
GOOBS REPAIR INC	140.00	UNION COUNTY ENGINEER	397.67
GRMC	5,234.46	UNION COUNTY LEC FUND	3,043.68
GRMC	3,574.04	UNITED FARMERS COOP	15,681.40
GREEN VALLEY PEST CONTROL	192.70	UNITED STATES TREASURY	1,592.16
GRH BUSINESS HLTH/WELLNESS	290.00	UNITY POINT CLINIC	42.00
GRP & ASSOCIATES INC	108.00	US BANK EQUIPMENT FINANCE	141.36
HEARTLAND TIRE & AUTO	97.90	US CELLULAR	182.94
HUDDLESON TREE SERVICE	255.00	VEATCH, HAL	20.00
HYSELL, SANDY	145.28	VISA CARD SERVICE	1,131.21
HY-VEE	332.07	VISA/ISSB	391.33
INNOVATIVE INDUSTRIES	2,522.51	WASTE MANAGEMENT	2,489.79
IOWA PRISON INDUSTRIES	630.00	WELCHANS, JACQUE	300.00
IA STATE SHERIFFS/DEPUTY ASSOC	25.00	WINDSTREAM	394.21
JIMS SANITATION & TRUCK REPAIR	317.00	WORISEK, JENNIFER M	300.00
KELLY, VERNON	20.00	ZIEGLER INC	10,273.97

All voting aye, motion carried.

**BUDGET WORK SESSION:** Board worked on the Fiscal Year 23/24 Budget.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 1:03PM

BY: \_\_\_\_\_  
**RICK FRIDAY, CHAIRMAN**

ATTEST: \_\_\_\_\_  
**SANDY HYSELL, AUDITOR**