

STATE OF MINNESOTA

Office of the State Auditor



Rebecca Otto
State Auditor

**TRI-COUNTY SOLID WASTE
MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

YEAR ENDED DECEMBER 31, 2013

Description of the Office of the State Auditor

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

Audit Practice - conducts financial and legal compliance audits of local governments;

Government Information - collects and analyzes financial information for cities, towns, counties, and special districts;

Legal/Special Investigations - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

Pension - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

Tax Increment Financing - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

Office of the State Auditor
525 Park Street, Suite 500
Saint Paul, Minnesota 55103
(651) 296-2551
state.auditor@osa.state.mn.us
www.auditor.state.mn.us

This document can be made available in alternative formats upon request. Call 651-296-2551 [voice] or 1-800-627-3529 [relay service] for assistance; or visit the Office of the State Auditor's web site: www.auditor.state.mn.us.

**TRI-COUNTY SOLID WASTE
MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

Year Ended December 31, 2013



**Audit Practice Division
Office of the State Auditor
State of Minnesota**

This page was left blank intentionally.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

TABLE OF CONTENTS

	<u>Exhibit</u>	<u>Page</u>
Introductory Section		
Organization		1
Financial Section		
Independent Auditor's Report		2
Management's Discussion and Analysis		4
Basic Financial Statements		
Statement of Net Position	1	7
Statement of Revenues, Expenses, and Changes in Net Position	2	8
Statement of Cash Flows	3	9
Notes to the Financial Statements		10
Management and Compliance Section		
Independent Auditor's Report on Minnesota Legal Compliance		18

This page was left blank intentionally.

This page was left blank intentionally.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

ORGANIZATION
2013

<u>Board of Directors</u>	<u>Position</u>	<u>County</u>	<u>Term Expires</u>
Felix Schmiesing	Chair	Sherburne	December 31, 2013
Mark Bromenschenkel	Vice Chair	Stearns	December 31, 2013
Joe Wollak	Member	Benton	December 31, 2013
Jake Bauerly	Member	Benton	December 31, 2013
John Riebel	Member	Sherburne	December 31, 2013
Leigh Lenzmeier	Member	Stearns	December 31, 2013
Jeff Mergen	Member	Stearns	December 31, 2013
<u>Coordinator</u>			
Jerry Johnson*			Indefinite

*Jerry Johnson retired in January 2014.

This page was left blank intentionally.

This page was left blank intentionally.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Tri-County Solid Waste Management Commission
St. Cloud, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the Tri-County Solid Waste Management Commission as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Commission's preparation and fair presentation of the financial statements 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 Commission

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 statements.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Tri-County Solid Waste Management Commission as of December 31, 2013, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

/s/Rebecca Otto

REBECCA OTTO
STATE AUDITOR

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

November 14, 2014

MANAGEMENT'S DISCUSSION AND ANALYSIS

This page was left blank intentionally.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2013
(Unaudited)**

The Tri-County Solid Waste Management Commission's (Commission) Management's Discussion and Analysis (MD&A) provides an overview of the Commission's financial activities for the fiscal year ended December 31, 2013. Since this information is designed to focus on the current year's activities, resulting changes, and currently known facts, it should be read in conjunction with the Commission's financial statements.

The Commission is a joint powers enterprise operation of Benton, Sherburne, and Stearns Counties, created with the intention of the Counties to cooperate in a joint venture to provide the greatest public benefit possible for the entire contiguous three-county area in planning, management, and implementation of methods to deal with solid waste in Central Minnesota.

OVERVIEW OF THE FINANCIAL STATEMENTS

This MD&A is intended to serve as an introduction to the basic financial statements. The Commission's basic financial statements consist of two parts: the financial statements and the notes to the financial statements. The MD&A (this section) is required to accompany the basic financial statements and, therefore, is included as required supplementary information.

The financial statements present different views of the Commission's financial activities and consist of the following:

- The statement of net position compares the assets and liabilities to give an overall view of the financial health of the Commission.
- The statement of revenues, expenses, and changes in net position provides information on an aggregate view of the Commission's finances. All of the current year's revenues and expenses are taken into account regardless of when the cash was received or paid.
- The statement of cash flows provides sources and uses of cash for the Commission.

FINANCIAL ANALYSIS

Net Position

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>Percent (%) Change</u>
Assets				
Current and other assets	\$ 601,796	\$ 498,600	\$ 103,196	20.70
Capital assets, net	<u>40,000</u>	<u>98,432</u>	<u>(58,432)</u>	<u>(59.36)</u>
Total Assets	<u>\$ 641,796</u>	<u>\$ 597,032</u>	<u>\$ 44,764</u>	<u>7.50</u>
Liabilities				
Current liabilities	\$ 58,071	\$ 64,147	\$ (6,076)	(9.47)
Noncurrent liabilities	<u>9,694</u>	<u>10,902</u>	<u>(1,208)</u>	<u>(11.08)</u>
Total Liabilities	<u>\$ 67,765</u>	<u>\$ 75,049</u>	<u>\$ (7,284)</u>	<u>(9.71)</u>
Net Position				
Investment in capital assets	\$ 40,000	\$ 98,432	\$ (58,432)	(59.36)
Unrestricted	<u>534,031</u>	<u>423,551</u>	<u>110,480</u>	<u>26.08</u>
Total Net Position	<u>\$ 574,031</u>	<u>\$ 521,983</u>	<u>\$ 52,048</u>	<u>9.97</u>

The Commission's total net position for the year ended December 31, 2013, was \$574,031. Unrestricted net position, totaling \$534,031, is available to finance the Commission's day-to-day operations.

Changes in Net Position

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>Percent (%) Change</u>
Operating Revenues				
Charges for services	\$ 720	\$ -	\$ 720	100.00
Miscellaneous	<u>7,500</u>	<u>6,496</u>	<u>1,004</u>	<u>15.46</u>
Total Operating Revenues	<u>\$ 8,220</u>	<u>\$ 6,496</u>	<u>\$ 1,724</u>	<u>26.54</u>
Operating Expenses				
Administration and overhead	\$ 384,016	\$ 407,417	\$ (23,401)	(5.74)
Disposal of waste	143,383	158,705	(15,322)	(9.65)
Depreciation	<u>9,476</u>	<u>17,900</u>	<u>(8,424)</u>	<u>(47.06)</u>
Total Operating Expenses	<u>\$ 536,875</u>	<u>\$ 584,022</u>	<u>\$ (47,147)</u>	<u>(8.07)</u>
Operating Income (Loss)	<u>\$ (528,655)</u>	<u>\$ (577,526)</u>	<u>\$ 48,871</u>	<u>8.46</u>

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>Percent (%) Change</u>
Nonoperating Revenues (Expenses)				
Intergovernmental	\$ 94,397	\$ 95,472	\$ (1,075)	(1.13)
Contributions from counties	395,584	346,969	48,615	14.01
Gain on sale/disposal of capital assets	<u>90,722</u>	<u>992</u>	<u>89,730</u>	9,045.36
Total Nonoperating Revenues (Expenses)	<u>\$ 580,703</u>	<u>\$ 443,433</u>	<u>\$ 137,270</u>	30.96
Change in Net Position	<u>\$ 52,048</u>	<u>\$ (134,093)</u>	<u>\$ 186,141</u>	138.81

CAPITAL ASSETS

Capital Assets (Net of Depreciation)

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>Percent (%) Change</u>
Land	\$ 40,000	\$ 40,000	\$ -	-
Buildings	-	57,381	(57,381)	(100.00)
Machinery, furniture, and equipment	<u>-</u>	<u>1,051</u>	<u>(1,051)</u>	(100.00)
Total Capital Assets	<u>\$ 40,000</u>	<u>\$ 98,432</u>	<u>\$ (58,432)</u>	(59.36)

CONTACTING THE COMMISSION'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Commission's finances and to show the Commission's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Coordinator, Doug Lien, 3601 - 5th Street South, Waite Park, Minnesota 56387.

This page was left blank intentionally.

BASIC FINANCIAL STATEMENTS

This page was left blank intentionally.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

EXHIBIT 1

**STATEMENT OF NET POSITION
DECEMBER 31, 2013**

Assets

Current assets

Cash and investments	\$ 600,446
Accounts receivable	1,350

Total current assets	\$ 601,796
-----------------------------	-------------------

Noncurrent assets

Nondepreciable capital assets	40,000
-------------------------------	--------

Total Assets	\$ 641,796
---------------------	-------------------

Liabilities

Current liabilities

Accounts payable	\$ 253
Salaries payable	12,741
Due to other governments	3,750
Compensated absences payable - current	41,327

Total current liabilities	\$ 58,071
----------------------------------	------------------

Noncurrent liabilities

Compensated absences payable - long-term	9,694
--	-------

Total Liabilities	\$ 67,765
--------------------------	------------------

Net Position

Investment in capital assets	\$ 40,000
Unrestricted	534,031

Total Net Position	\$ 574,031
---------------------------	-------------------

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

EXHIBIT 2

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2013**

Operating Revenues	
Charges for services	\$ 720
Miscellaneous	7,500
	<hr/>
Total Operating Revenues	\$ 8,220
	<hr/>
Operating Expenses	
Administration and overhead	\$ 384,016
Disposal of waste	143,383
Depreciation	9,476
	<hr/>
Total Operating Expenses	\$ 536,875
	<hr/>
Operating Income (Loss)	\$ (528,655)
	<hr/>
Nonoperating Revenues (Expenses)	
Intergovernmental	\$ 94,397
Contributions from counties	395,584
Gain on sale/disposal of capital assets	90,722
	<hr/>
Total Nonoperating Revenues (Expenses)	\$ 580,703
	<hr/>
Change in Net Position	\$ 52,048
	<hr/>
Net Position - January 1	521,983
	<hr/>
Net Position - December 31	\$ 574,031
	<hr/> <hr/>

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

EXHIBIT 3

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2013
Increase (Decrease) in Cash and Cash Equivalents**

Cash Flows from Operating Activities	
Receipts from customers and users	\$ 6,870
Payments to suppliers	(215,854)
Payments to employees	(318,829)
	<hr/>
Net cash provided by (used in) operating activities	\$ (527,813)
Cash Flows from Noncapital Financing Activities	
Intergovernmental	\$ 94,397
Contributions	395,584
	<hr/>
Net cash provided by (used in) noncapital financing activities	\$ 489,981
Cash Flows from Capital and Related Financing Activities	
Proceeds from the sale of capital assets	\$ 139,678
	<hr/>
Net Increase (Decrease) in Cash and Cash Equivalents	\$ 101,846
Cash and Cash Equivalents at January 1	498,600
	<hr/>
Cash and Cash Equivalents at December 31	\$ 600,446
	<hr/> <hr/>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities	
Operating income (loss)	\$ (528,655)
	<hr/>
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities	
Depreciation expense	\$ 9,476
(Increase) decrease in accounts receivable	(1,350)
Increase (decrease) in accounts payable	(2,587)
Increase (decrease) in salaries payable	1,138
Increase (decrease) in due to other governments	(2,508)
Increase (decrease) in compensated absences payable	(3,327)
	<hr/>
Total adjustments	\$ 842
	<hr/>
Net Cash Provided by (Used in) Operating Activities	\$ (527,813)
	<hr/> <hr/>

This page was left blank intentionally.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2013**

1. Summary of Significant Accounting Policies

The Tri-County Solid Waste Management Commission's financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as of and for the year ended December 31, 2013. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The more significant accounting policies established in GAAP and used by the Commission are discussed below.

A. Financial Reporting Entity

The Tri-County Solid Waste Management Commission is a joint powers authority between Benton, Sherburne, and Stearns Counties (the Counties) formed under a joint powers agreement entered into pursuant to Minn. Stat. § 471.59, the Joint Powers Act.

Each of the Counties is authorized and obligated pursuant to Minn. Stat. chs. 115A and 400 to provide for the management and disposal of solid waste. It is the intention of the Counties to cooperate in a joint venture to provide the greatest public benefit possible for the entire contiguous three-county area in planning, management, and implementation of methods to deal with solid waste in central Minnesota.

The Commission is governed by a Board of Directors composed of eight members. Each county is entitled to no less than two and no more than four of its own Commissioners on the Board. Population of the member counties determines how many Commissioners sit on the Board. Each member county chooses its respective members and one staff person as an ex officio (non-voting) member.

The Commission is a separate entity independent of the counties which formed it. No single county retains control over the operations or is financially accountable for the Commission. In accordance with generally accepted accounting principles, the Commission's financial statements are not included as a component unit in any member county's financial statements. However, Stearns County accounts for all transactions of the Commission and presents the Commission as an agency fund in its financial statements.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

1. Summary of Significant Accounting Policies (Continued)

B. Basic Financial Statements

The accounts of the Commission are organized as an enterprise fund. The fund operating revenues result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as intergovernmental revenues and contributions from counties, result from nonexchange transactions or incidental activities. The Commission's net position is reported in two parts: (1) investment in capital assets and (2) unrestricted net position. The Commission first utilizes restricted resources to finance qualifying activities.

C. Measurement Focus and Basis of Accounting

The Commission's financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first and then unrestricted resources as needed.

D. Assets, Liabilities, and Net Position

1. Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash and cash equivalents include all cash and pooled investments. The Commission's cash is pooled and invested with Stearns County. The County obtains collateral to cover deposits in excess of insurance coverage.

2. Receivables

All receivables are shown net of an allowance for uncollectibles.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Position (Continued)

3. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the financial statements. The Commission defines capital assets as assets with an estimated useful life in excess of one year and with an individual cost of more than \$1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets is included as part of the capitalized value of the assets constructed. During the current period, the Commission did not have any capitalized interest.

Property, plant, and equipment of the Commission are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Furniture	7
Equipment	5
Buildings	15

4. Compensated Absences

The Commission uses Stearns County's non-union personnel policies regarding paid leave. Paid leave is granted in varying amounts based on employee length of service. Unused accumulated paid leave is paid to employees in varying degrees upon termination based upon the severance option chosen by the employee.

Earned but unpaid vacation, vested sick leave, and sick leave expected to vest are shown on the statement of net position as compensated absences. Unvested sick leave is not included as a liability.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Position (Continued)

5. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

6. Classification of Net Position

Net position in the financial statement is classified in the following categories:

Investment in capital assets - the amount of net position representing capital assets, net of accumulated depreciation, and reduced by outstanding debt attributed to the acquisition, construction, or improvement of the assets.

Restricted net position - the amount of net position for which external restrictions have been imposed by creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position - the amount of net position that does not meet the definition of restricted or investment in capital assets.

2. Detailed Notes

A. Assets

1. Cash

Cash transactions are administered by the Stearns County Auditor/Treasurer, who is, according to Minn. Stat. §§ 118A.02 and 118A.04, authorized to deposit cash in financial institutions designated by the County Board. Minnesota statutes require that all county deposits be covered by insurance, surety bond, or collateral.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

2. Detailed Notes

A. Assets (Continued)

2. Receivables

The Commission has no receivables scheduled to be collected beyond one year.

3. Capital Assets

Capital asset activity for the year ended December 31, 2013, was as follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets not depreciated				
Land	\$ 40,000	\$ -	\$ -	\$ 40,000
Capital assets depreciated				
Buildings	\$ 456,337	\$ -	\$ 386,437	\$ 69,900
Machinery, furniture, and equipment	7,796	-	1,443	6,353
Total capital assets depreciated	\$ 464,133	\$ -	\$ 387,880	\$ 76,253
Less: accumulated depreciation for				
Buildings	\$ 398,956	\$ 8,425	\$ 337,481	\$ 69,900
Machinery, furniture, and equipment	6,745	1,051	1,443	6,353
Total accumulated depreciation	\$ 405,701	\$ 9,476	\$ 338,924	\$ 76,253
Total capital assets depreciated, net	\$ 58,432	\$ (9,476)	\$ 48,956	\$ -
Total Capital Assets, Net	\$ 98,432	\$ (9,476)	\$ 48,956	\$ 40,000

B. Liabilities

Changes in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2013, was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Compensated absences	\$ 54,348	\$ -	\$ 3,327	\$ 51,021	\$ 41,327

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

3. Pension Plans - Defined Benefit Plans

A. Plan Description

All full-time and certain part-time employees of the Tri-County Solid Waste Management Commission are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Fund, which is a cost-sharing, multiple-employer retirement plan. The plan is established and administered in accordance with Minn. Stat. chs. 353 and 356.

General Employees Retirement Fund members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security, and Basic Plan members are not. All new members must participate in the Coordinated Plan and benefits vest after three years of credited service (five years for those first eligible for membership after June 30, 2010).

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefits are established by state statute. Defined retirement benefits are based on a member's highest average salary for the five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first ten years of service and 2.7 percent for each remaining year. For a Coordinated Plan member, the annuity accrual rate is 1.2 percent of average salary for each of the first ten years and 1.7 percent for each remaining year. Using Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service.

For General Employees Retirement Fund members hired prior to July 1, 1989, whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 65 or 66 (depending on date hired) for General Employees Retirement Fund members. A reduced retirement annuity is also available to eligible members seeking early retirement.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

3. Pension Plans - Defined Benefit Plans

A. Plan Description (Continued)

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not yet receiving them are bound by the provisions in effect at the time they last terminated public service.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the General Employees Retirement Fund. That report may be obtained on the internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, Saint Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

B. Funding Policy

Pension benefits are funded from member and employer contributions and income from the investment of fund assets. Rates for employer and employee contributions are set by Minn. Stat. ch. 353. These statutes are established and amended by the State Legislature. The Commission makes annual contributions to the pension plans equal to the amount required by state statutes. General Employees Retirement Fund Basic Plan members and Coordinated Plan members are required to contribute 9.10 and 6.25 percent, respectively, of their annual covered salary.

The Commission is required to contribute the following percentages of annual covered payroll in 2013:

General Employees Retirement Fund	
Basic Plan members	11.78%
Coordinated Plan members	7.25

The Commission's contributions for the years ending December 31, 2013, 2012, and 2011, for the General Employees Retirement Fund were:

	<u>2013</u>	<u>2012</u>	<u>2011</u>
General Employees Retirement Fund	\$ 17,297	\$ 18,294	\$ 20,439

These contributions are equal to the contractually required contribution rates for each year as set by state statute.

**TRI-COUNTY SOLID WASTE MANAGEMENT COMMISSION
ST. CLOUD, MINNESOTA**

4. Risk Management

The Commission is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters for which the Commission carries commercial insurance. To cover these risks, the Commission has entered into a joint powers agreement with Minnesota counties to form the Minnesota Counties Intergovernmental Trust (MCIT) to protect against liabilities from workers' compensation and property and casualty. There were no significant reductions in insurance from the previous year or settlements in excess of insurance for any of the past three years.

The Workers' Compensation Division of MCIT is self-sustaining based on the contributions charged, so that total contributions plus compounded earnings on these contributions will equal the amount needed to satisfy claims liabilities and other expenses. MCIT participates in the Workers' Compensation Reinsurance Association with coverage at \$470,000 per claim in 2013 and \$480,000 per claim in 2014. Should the MCIT Workers' Compensation Division liabilities exceed assets, MCIT may assess the Commission in a method and amount to be determined by MCIT.

The Property and Casualty Division of MCIT is self-sustaining, and the Commission pays an annual premium to cover current and future losses. MCIT carries reinsurance for its property lines to protect against catastrophic losses. Should the MCIT Property and Casualty Division liabilities exceed assets, MCIT may assess the Commission in a method and amount to be determined by MCIT.

This page was left blank intentionally.



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Directors
Tri-County Solid Waste Management Commission
St. Cloud, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the accompanying financial statements of the Tri-County Solid Waste Management Commission as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements and have issued our report thereon dated November 14, 2014.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, contains six categories of compliance to be tested in connection with the audit of the Tri-County Solid Waste Management Commission's financial statements: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our audit considered all of the listed categories, except that we did not test for compliance with the provisions for public indebtedness because the Commission has no long-term debt other than compensated absences.

In connection with our audit, nothing came to our attention that caused us to believe that the Tri-County Solid Waste Management Commission failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Commission's noncompliance with the above referenced provisions.

This report is intended solely for the information and use of the Board of Directors and management of the Tri-County Solid Waste Management Commission and the State Auditor and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

REBECCA OTTO
STATE AUDITOR

/s/Greg Hierlinger

GREG HIERLINGER, CPA
DEPUTY STATE AUDITOR

November 14, 2014

Page 18