

**Dickinson County Board of Supervisors
February 25, 2025**

9:00 A.M. Present are Supervisors Kim Wermersen, Stephen Dullard, Levi Markwardt, Steve Clark vice-chairperson, and Chairperson Bill Leupold.

The pledge of allegiance to the flag was recited by those present.

Rachael Millage, ISG Graduate Engineer, present telephonically with a Analysis Report on the DD19 Main Open Ditch. Millage explained that there were some items that would be covered by FEMA and others that would need to be paid for by the district. Millage discussed with the board that the district was in adequate condition but some of the deficiencies were due to woody vegetation growing on the channel slopes and sloughing that could compromise the channel slope or obstruct the flow of water. After further discussion, it was moved by Wermersen, seconded by Clark to tentatively approve the report as filed. Roll call vote: Wermersen-aye, Clark-aye, Dullard-aye, Markwardt-aye, and Leupold-aye.

Moved by Wermersen, seconded by Dullard, to direct ISG to perform a cost estimate on the project and a public hearing will be scheduled after that report is filed. Roll call vote: Wermersen-aye, Dullard-aye, Markwardt-aye, Clark-aye, and Leupold-aye.

Bob Jones, DD31 Landowner, present with further discussion on his concerns of his private drainage. Steve Goodlow, County Attorney, explained to the Bob that due to the closing of the project, our supervisors are not able to approve any further investigation because the project was done according to drainage law.

Moved by Clark, seconded by Dullard, to approve the February 18, 2025 board meeting minutes as amended. Roll call vote: Clark-aye, Dullard-aye, Wermersen-aye, Markwardt-aye, and Leupold-aye.

Moved by Wermersen, seconded by Clark, to approve the claims as listed on the February 25, 2025, Claims Listing. Roll call vote: Wermersen-aye, Clark-aye, Dullard-aye, Markwardt-aye, and Leupold-aye.

Vendor Name	Total Payments
ADVANTAGE ADMINISTRATORS	10424.72
AIRGAS USA, LLC	126.92
ALLIANT ENERGY	2450.59
ALPHA WIRELESS COMM CO	150.62
AMAZON CAPITAL SERVICES	1173.87
AMERICAN GLASS COMPANY	2000
ASHER MOTOR CO.INC.	712.7
ASPHALT PAVING ASSOC.OF IOWA	750
ATLAS STAMP & SEAL COMPANY	23.5
BANK MIDWEST	25
BAN-KOE COMPANIES, INC	774.05
BECK ENGINEERING INC.	13456
BETH WILL	23.99
BLACK HILLS ENERGY	1376.87
BOMGAARS SUPPLY INC.	456.27
BUSINESS TODAY	103
CERTIFIED POWER, INC. COMPANIES	149.39
COLE KNUDSON	680.86
COOPERATIVE ENERGY COMPANY	617.77
CRYSTEEL TRUCK EQUIP INC	74.21
CULLIGAN OF SPENCER	15.5
CUSTOM CREATIONS	174
DES MOINES STAMP MFG CO	94.3

DICKINSON CO TREASURER	158.1
DICKINSON CO.PUBLIC HEALTH	16333.33
DICKINSON COUNTY CLEANING & MAINTENANCE, LLC	14369.7
DICKINSON COUNTY NEWS	347.35
DISCOVERY HOUSE INC.	900
DR BRETT OLSON	290
EYECARE CENTRE	200
FIDELITY PETROLEUM IOWA, LLC	116.96
GALLS, LLC	420.99
GOOSMANN LAW FIRM PLC	1127.5
GRAHAM TIRE COMPANY	50
HOLIDAY INN DES MOINES AIRPORT	806.4
HY-VEE ACCOUNTS RECEIVABLE	41.61
IA DEPT OF PUBLIC SAFETY-TB	2011.5
IA EMERGENCY MGMT ASSOC.	225
IA LAKES ELECTRIC COOP	3173.94
IA LAW ENFORCEMENT ACADEMY	625
IA NARCOTICS OFFICERS ASSOC.	300
IOWA INFORMATION INC.	114.95
IP PATHWAYS	2861.65
ISAC	100
ISAC	210
ISG, INC.	3635
JASON DALEN	85
JCL SOLUTIONS/SPENCER OFFICE SUPPLIES	650.4
JIM KESSLER	18.48
JOHN MILLER	53
JOHNSON FEED, INC	4462.91
JOSHUA LEE	62.65
KARL EMERGENCY VEHICLES	3120.66
KEVIN MAUGHAN	275
LAKE PARK AUTO PARTS	240.31
LAKES REGIONAL HEALTHCARE	4623.56
LEVI MARKWARDT	58.27
MARCO TECHNOLOGIES, LLC	10801.71
MARK LAWSON	100
MARSHA CARLSON	45
MATHESON TRI-GAS INC.	40.92
MEDIACOM	900
MENARDS - SPENCER	14.98
MILFORD COMMUNICATIONS	310.7
MILFORD MUN UTILITIES	211.28
NEW COOPERATIVE, INC	1849.78
NORTHWEST DISTRICT ISAA	375
NUSS TRUCK & EQUIPMENT	153.4
OFFICE OF AUDITOR OF STATE	10068.5
PEARSON LAKES ART CENTER	2422.5
PITNEY BOWES GLOBAL, FINANCIAL SERVICES LLC	238.02
PITNEY BOWES-RESERVE ACCOUNT	6000
PREMIER BIOTECH LLC	420

PREMIER COMMUNICATIONS	64.18
PRO COOPERATIVE	174.51
RENT-ALL INC	990
RISE DOOR COMPANY	1339.31
SARAH J DITTMER, CSR, RPR	501.5
SCHUMACHER ELEVATOR CO.	18708
STATE HYGIENIC LABORATORY	81
SUPER 8 SPIRIT LAKE	71.5
TERRIL TELEPHONE COOPERATIVE	45.95
TERRIL, CITY OF	61.04
TITAN MACHINERY	5.8
TODD WEE	222.29
TOWN & COUNTRY DISPOSAL	504.33
TRANE U.S. INC	1241.32
TRANSWEST	1132.66
TRI-STATE LITHO LTD	354
TRUE VALUE-MILFORD	163.17
UNITY POINT CLINIC-OCCUP.MED.	210
US BANK	3401.13
VANDER WINDT & SONS, INC	50112.5
VANGUARD APPRAISALS INC	5395
VERIZON WIRELESS	613.78
WARNER FUNERAL HOME	1098
WEDEKING PIT & PLANT INC.	3682.8
WEST DES MOINES MARRIOTT	376.32
YMCA OF THE OKOBOJIS	5000
ZIEGLER INC.	750
TOTAL PAYMENTS	228155.23

Moved by Wermersen, seconded by Clark, to approve Greg Feldman and Melvin Wernimont as reclassification commissioners for DD92. Roll call vote: Wermersen-aye, Clark-aye, Dullard-aye, Markwardt-aye, and Leupold-aye.

Moved by Wermersen, seconded by Markwardt, to approve the Liquor License Application for the Main Event Bar and Eatery. Roll call vote: Wermersen-aye, Markwardt-aye, Dullard-aye, Clark-aye, and Leupold-aye.

Moved by Clark, seconded by Dullard, to set the public hearing time and date on the proposed property tax levy to be held on March 31st, 2025 at 9:00 a.m. Roll call vote: Clark-aye, Dullard-aye, Wermersen-aye, Markwardt-aye, and Leupold-aye.

Moved by Dullard, seconded by Markwardt, to approve resolution 2025-7 Right-to-Use Lease Asset Policy. Roll call vote: Dullard-aye, Markwardt-aye, Wermersen-aye, Clark-aye, and Leupold-aye.

RESOLUTION 2025-7

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. (GASB 87, paragraph 4)
- (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:
(GASB 87, paragraph 8)

- (a) 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.
- (b) Leases of biological assets, including timber, living plants, and living animals.
- (c) Leases of inventory.
- (d) Contracts that meet the definition of a service concession arrangements (as specified in GASB 60, paragraph 4).
- (e) Leases of assets financed with outstanding conduit debt, unless both the underlying asset and the conduit debt are reported by the lessor.
- (f) 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 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 and should overall capture most right-to-use lease contracts. All right-to-use lease assets at or above \$5000.00 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. (GASB 87, paragraph 37)

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: (GASB 87, paragraph 30)

- (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. (GASB 87, paragraph 31).

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

Moved by Clark, seconded by Markwardt, to approve resolution 2025-8 Dickinson County Subscription based information technology agreement policy. Roll call vote: Clark-aye, Markwardt-aye, Wermersen-aye, Dullard-aye, and Leupold-aye.

Resolution No. 2025-8

DICKINSON COUNTY SUBSCRIPTION BASED INFORMATION TECHNOLOGY AGREEMENTS POLICY

GASB Statement No. 96, “**Subscription Based Information Technology Agreements**” (SBITA), is effective **beginning July 1, 2022**. (FY2023). GASB 96 requires a right-to-use subscription assets and corresponding subscription liability to be recorded.

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 SBITA in existence on June 30, 2022 will need to be reported as the beginning balance (July 1, 2022) for SBITA of FY2023.**

A Subscription Based Information Technology Agreements is an intangible capital asset. The asset represents the right to use an underlying asset identified in a SBITA, as specified for a period of time. The County will recognize the intangible Subscription Based Information Technology Agreements when:

- (a) The contract conveys control of the right to use another entity’s IT software, alone or in combination with tangible capital assets, as specified in a 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 SBITAs are not GASB 96 SBITAs and are excluded from this policy:

- (a) Governments acting as SBITA vendors (No lessors)
- (b) Contracts that meet the definition of a P3 in GASB Statement 94
- (c) Perpetual software licenses (If the software is paid up front for the license and can be used forever and updates don’t have to be purchased).

Threshold for Capitalization of Right-To-Use Subscription Assets

The establishment of a right-to-use subscription asset capitalization threshold policy has been recommended. 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 and should overall capture most right-to-use subscription contracts. All right-to-use subscription assets at or above \$10,000.00 must be reported.

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

Right-to-use subscription asset classifications:

The lessee is required to disclose the amount of subscription assets (and the related amortization) separately from other capital assets.

The major class of underlying subscription assets will be disclosed by the County.

- Right-to-use subscription assets

Measurement and amortization:

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

- (a) The amount of the initial measurement of the subscription right-to-use asset. (A lessee should measure the subscription liability and right-to-use asset at the present value of payments expected to be made during the SBITA term. (For the year of implementation, the SBITA liability and right-to-use asset should be measured as of July 1, 2022.)
- (b) SBITA payments made to the lessor at or before the commencement of the SBITA term, less any incentives received from the lessor at or before the commencement of the SBITA term.
- (c) Initial direct costs that are ancillary charges necessary to place the subscription asset into service.

Amortization: A SBITA asset should be amortized using the straight-line method over the shorter of the SBITA term or the useful life of the underlying asset. The amortization of the SBITA asset should be reported as amortization expense. Useful life will range from 3-20 years.

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

Moved by Markwardt, seconded by Dullard, to approve resolution 2025-9 Transparency and Accountability. Roll call vote: Markwardt-aye, Dullard-aye, Wermersen-aye, Clark-aye, and Leupold-aye.

2025-9 Transparency and Accountability Resolution

WHEREAS, the Dickinson County Board of Supervisors (BOS) supports transparency and accountability of appointed board members, government employees and elected officials (Ch. 21 and 22 of Iowa Code).

BE IT RESOLVED, that the Dickinson County BOS outlines its focus on transparency and accountability.

BE IT FURTHER RESOLVED that open meetings of the Dickinson County Board of Supervisors shall be recorded and made available on the County's Website at: www.dickinsoncountyiowa.gov;

Written meeting minutes will be saved in accordance with county records policy and video recordings will be a part of the county's permanent archive records.

Moved by Clark, seconded by Dullard, to approve the amendment to the conflict of interest policy. Roll call vote: Clark-aye, Dullard-aye, Wermersen-aye, Markwardt-aye, and Leupold-aye.

Erin Reed, Trails Director, present. Moved by Wermersen, seconded by Markwardt, to approve the Electric Line Easement, Guy and Anchor Easement, and Side letter with ITC Midwest, LLC. Roll call vote: Wermersen-aye, Markwardt-aye, Dullard-aye, Clark-aye, and Leupold-aye.

Jeff Rose, County Engineer, present. Moved by Wermersen, seconded by Markwardt, to approve the letter language being sent to the competitive highway bridge program to the DOT. Roll call vote: Wermersen-aye, Markwardt-aye, Dullard-aye, Clark-aye, and Leupold-aye.

Jeff Rose stated they are still waiting for communication from the City of Milford on FEMA but their conversation with FEMA on February 12, 2025 has started the ninety day count down for further Correspondence from FEMA.

The Board gave their board and committee reports and continued into general discussion. There being no further items presented to the board, moved by Markwardt, seconded by Dullard, to adjourn. All voted aye. The meeting adjourned to the call of the Chairperson at 9:56 a.m.

_____ William Leupold, Chairperson

_____ Lori Pedersen, Auditor