

# STATE OF MINNESOTA

## Office of the State Auditor



**Rebecca Otto**  
**State Auditor**

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE**  
**ROCHESTER, MINNESOTA**

FOR THE YEAR ENDED DECEMBER 31, 2010

## **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.

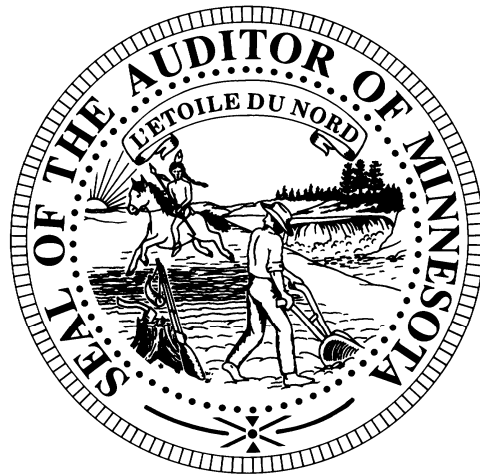
The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

**For the Year Ended December 31, 2010**



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

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

ORGANIZATION  
DECEMBER 31, 2010

<u>Name</u>		<u>Representing</u>
Board Members		
Mark Piepho		Blue Earth County
Dave Hansen		Dodge County
Linda Tuttle <sup>1</sup>		Freeborn County
David Hillier		Mower County
Ken Brown - (Bier alternate)		Olmsted County
Jake Gillen - (Plaisance alternate)		Rice County
Doug Johnson	2010 Chair	Steele County
James Peterson	2010 Vice Chair	Waseca County
Technical Committee		
Jean Lundquist		Blue Earth County
Terry Selthun		Dodge County
Randy Tuchtenhagen		Freeborn County
Jeff Weaver		Mower County
Scott Martin		Olmsted County
Paul Pieper		Rice County
Mary Overlee Olson		Steele County
Lee Williams		Waseca County
Officer		
Sharon Schriever	Executive Director	

<sup>1</sup>Resigned August 1, 2010

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REBECCA OTTO  
STATE AUDITOR

# STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
Southeast Minnesota Recyclers' Exchange Joint Powers Board

We have audited the accompanying basic financial statements of the Southeast Minnesota Recyclers' Exchange Joint Powers Board as of and for the year ended December 31, 2010, as listed in the table of contents. These financial statements are the responsibility of the Southeast Minnesota Recyclers' Exchange Joint Powers Board's management. 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 includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion the financial statements referred to above present fairly, in all material respects, the respective financial position of the Southeast Minnesota Recyclers' Exchange Joint Powers Board as of December 31, 2010, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis (MD&A) 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. In accordance with auditing standards generally accepted in the

United States of America, we have applied certain limited procedures to the MD&A, 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. The Southeast Minnesota Recyclers' Exchange Joint Powers Board has not included in the MD&A condensed financial information derived from the financial statements comparing the current year to the prior year. Our opinion on the financial statements is not affected by this omission.

*/s/Rebecca Otto*

REBECCA OTTO  
STATE AUDITOR

October 31, 2011

*/s/Greg Hierlinger*

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2010  
(Unaudited)**

The Southeast Minnesota Recyclers' Exchange (SEMREX) Management's Discussion and Analysis (MD&A) is designed to: (a) assist the reader in focusing on significant financial issues, (b) provide an overview of SEMREX's financial activity, (c) identify changes in SEMREX's financial position (its ability to address the next and subsequent year challenges), and (d) identify individual fund issues or concerns.

Since the MD&A is designed to focus on the current year's activities, resulting changes, and currently known facts, please read it in conjunction with SEMREX's financial statements.

**FINANCIAL HIGHLIGHTS**

- SEMREX's net assets decreased by \$29,717 (or 53 percent) during 2010. Net assets were \$55,693 and \$25,976 for 2009 and 2010, respectively.
- The operating revenue increased by \$469,201 (or 125 percent) during 2010 and was \$374,126 and \$843,327 for 2009 and 2010, respectively.
- The total operating expenses increased by \$480,878 (or 123 percent) during 2010. Total operating expenses were \$392,370 and \$873,248 for 2009 and 2010, respectively.
- Net operating loss increased by \$11,667 (or 64 percent) during 2010. Operating loss was \$18,244 and \$29,921 for 2009 and 2010, respectively.

Membership

In 2010, SEMREX members consisted of eight full County members and six "marketing-only" members. Marketing-only membership was up because the City of Red Wing and Cabela's began marketing through SEMREX.

Commodities Marketed

Total tons marketed increased 996 tons (or 21 percent) in 2010. Total tons marketed were 5,798 and 4,801 for 2009 and 2010, respectively. The increase is attributed to the aforementioned joining of Red Wing and Cabela's to SEMREX, adding a combined total of 1,006 tons to materials marketed.

Overall, 2010 prices were considerably higher than 2009. The average price for old corrugated cardboard (54 percent of the commodity value shipped in 2010) was up 138 percent from 2009 prices. A similar trend was seen across all of the commodities marketed through SEMREX.

### Marketing Fees

SEMREX increased the old corrugated cardboard quantity by lowering the marketing fee associated with the commodity 6 percent to \$5 per ton.

### Basic Financial Statements

The basic financial statements are designed to provide readers with a broad overview of SEMREX's finances in a manner similar to a private-sector business. SEMREX's financial statements use the full accrual basis of accounting and the economic resources measurement focus.

These Statements include a Statement of Net Assets, which is similar to a Balance Sheet. The Statement of Net Assets reports all financial resources for SEMREX. The statement is presented in the format where assets less liabilities equal "Net Assets," formerly known as equity. Assets and liabilities are presented in order of liquidity. The focus of the Statement of Net Assets (the unrestricted net assets) is designed to represent the net available liquid (non-capital) assets, net of liabilities, for SEMREX.

The basic financial statements also include a Statement of Revenues, Expenses, and Changes in Net Assets (similar to an Income Statement). This Statement includes revenues, such as sale of materials and interest on investments, and expenses, such as administrative and cooperative marketing. The focus of the Statement of Revenues, Expenses, and Changes in Fund Net Assets is the change in net assets, which is similar to net income or loss.

Finally, a Statement of Cash Flows is included, which discloses net cash provided by, or used for, operating activities and investing activities.

## **BASIC FINANCIAL STATEMENTS**

### Major Factors Affecting the Statement of Net Assets

Current assets increased by \$16,937, and current liabilities increased by \$46,654. Current assets (primarily cash and investments) will be used to extinguish the current liabilities.

### Major Factors Affecting the Statement of Revenue, Expenses, and Changes in Net Assets

The revenue from sale of materials increased in 2010. The contributing factors were improved market prices, due to international buying, and the resulting demand in recyclable material available.

Cooperative marketing disbursements increased in 2010. The increase is proportionate to the sale of materials and is due to material being marketed and significantly higher prices.

## **ECONOMIC FACTORS**

Significant economic factors affecting SEMREX are as follows:

- fluctuations in demand and market price for recycled materials all on a local, regional, and global basis; and
- outside pressure from commodity brokers led SEMREX to re-evaluate the terms used in marketing old corrugated cardboard. This left SEMREX better equipped to compete in the open market for available materials.

## **FINANCIAL CONTACT**

The individual to be contacted regarding this report is Justin Tank, Solid Waste Accountant of Olmsted County Public Works Department, at (507) 328-7057. Specific requests may be submitted to Justin Tank, Olmsted County - Public Works, 2122 Campus Drive S.E., Rochester, Minnesota 55904-4744.

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## **BASIC FINANCIAL STATEMENTS**

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

*EXHIBIT 1*

**STATEMENT OF NET ASSETS  
DECEMBER 31, 2010**

**Assets**

Current assets	
Cash and pooled investments	\$ 39,232
Accounts receivable - net	84,330
Due from other governments	4,851
	<hr/>
<b>Total Assets</b>	<b>\$ 128,413</b>

**Liabilities**

Current liabilities	
Accounts payable	\$ 27,982
Due to other governments	74,455
	<hr/>
<b>Total Liabilities</b>	<b>\$ 102,437</b>

**Net Assets**

Unrestricted	<b>\$ 25,976</b>
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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

*EXHIBIT 2*

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

<b>Operating Revenues</b>	
Charges for services	\$ 830,624
Miscellaneous	12,703
	<hr/>
<b>Total Operating Revenues</b>	<b>\$ 843,327</b>
	<hr/>
<b>Operating Expenses</b>	
Contracted services	\$ 41,226
Other services and charges	20,147
Payments to individuals	252,928
Payments to other governments	558,947
	<hr/>
<b>Total Operating Expenses</b>	<b>\$ 873,248</b>
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<b>Operating Income (Loss)</b>	<b>\$ (29,921)</b>
	<hr/>
<b>Nonoperating Revenues (Expenses)</b>	
Interest income	204
	<hr/>
<b>Change in net assets</b>	<b>\$ (29,717)</b>
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<b>Net Assets - January 1</b>	<b>55,693</b>
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<b>Net Assets - December 31</b>	<b>\$ 25,976</b>
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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

*EXHIBIT 3*

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
Increase (Decrease) in Cash and Cash Equivalents**

<b>Cash Flows from Operating Activities</b>	
Receipts from customers and users	\$ 804,139
Payments to suppliers	<u>(826,594)</u>
<b>Net cash provided by (used in) operating activities</b>	<b>\$ (22,455)</b>
<b>Cash Flows from Investing Activities</b>	
Investment earnings received	<u>204</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>\$ (22,251)</b>
<b>Cash and Cash Equivalents at January 1</b>	<b><u>61,483</u></b>
<b>Cash and Cash Equivalents at December 31</b>	<b><u><u>\$ 39,232</u></u></b>
 <b>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</b>	
<b>Operating income (loss)</b>	<b><u>\$ (29,921)</u></b>
 <b>Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities</b>	
(Increase) decrease in accounts receivable	\$ (37,391)
(Increase) decrease in due from other governments	(1,797)
Increase (decrease) in accounts payable	17,463
Increase (decrease) in due to other governments	<u>29,191</u>
<b>Total adjustments</b>	<b><u>\$ 7,466</u></b>
<b>Net Cash Provided by (Used in) Operating Activities</b>	<b><u><u>\$ (22,455)</u></u></b>

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2010**

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1. Summary of Significant Accounting Policies

The Southeast Minnesota Recyclers' Exchange's (SEMREX) financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as of and for the year ended December 31, 2010. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989, (when applicable) that do not conflict with or contradict GASB pronouncements. Although SEMREX has the option to apply FASB pronouncements issued after that date to its activities, SEMREX has chosen not to do so. The more significant accounting policies established in GAAP and used by SEMREX are discussed below.

A. Financial Reporting Entity

SEMREX is an organization of counties focused on recycling and waste reduction. Informally allied since 1989, SEMREX was restructured in August 1997 as a Joint Powers Board, as provided by Minn. Stat. § 471.59. The Board has a chair and is composed of one representative from each of the nine members. The Board contracted with Olmsted County to act as fiscal agent and provide administrative services.

B. Financial Statement Presentation

SEMREX reports only one fund, which is used to account for all the financial resources of SEMREX. The financial statements include a Statement of Net Assets; a Statement of Revenues, Expenses, and Changes in Fund Net Assets; and a Statement of Cash Flows. The fund operating revenues, such as charges for services, 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 interest income, result from nonexchange transactions or incidental activities.

**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

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1. Summary of Significant Accounting Policies (Continued)

C. Basis of Accounting and Measurement Focus

Basis of accounting refers to the time at which revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. SEMREX's enterprise fund is accounted for using the accrual basis of accounting and the economic resources measurement focus. Sales of materials are recognized when the sale occurs. Materials sold are generated by the cooperative marketing program. The cooperative marketing program markets recyclable materials for private recyclers and government programs. It was developed to overcome the obstacles facing rural recyclers by providing the increased bargaining power and transportation efficiencies of large volumes, so that greater sales revenues can be obtained. SEMREX is funded by a five to ten percent brokerage fee on each load marketed through the program. Expenses for administration and cooperative marketing are recognized when the liability is incurred.

D. Cash and Cash Equivalents

Cash and cash equivalents are amounts SEMREX has on deposit with Olmsted County.

E. Net Assets

The unrestricted net asset account indicates the portion of net assets available for future period expenses.

F. 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.

**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

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2. Detailed Notes

Deposits and Investments

SEMREX's total cash and investments of \$39,232 are on deposit with Olmsted County and are included in Olmsted County's pooled cash and investments.

3. Summary of Significant Contingencies and Other Items

Risk Management

SEMREX is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. General liability is covered with a policy from the Minnesota Counties Intergovernmental Trust. This insurance was first purchased in 1998 with no changes since that time. Settled claims have not exceeded this coverage for the past three years.

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**SOUTHEAST MINNESOTA RECYCLERS' EXCHANGE  
ROCHESTER, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

**INTERNAL CONTROL**

**PREVIOUSLY REPORTED ITEM RESOLVED**

**Audit Adjustments (09-1)**

During our audit, we proposed audit adjustments, which were reviewed and approved by the appropriate staff and were reflected in the financial statements.

**Resolution**

The Southeast Minnesota Recyclers' Exchange Joint Powers Board did not have any proposed audit adjustments to the financial statements for the current year.

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## REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Commissioners  
Southeast Minnesota Recyclers' Exchange Joint Powers Board

We have audited the basic financial statements of the Southeast Minnesota Recyclers' Exchange Joint Powers Board as of and for the year ended December 31, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions* contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our study included all of the listed categories, except that we did not test for compliance in deposits and investments and claims and disbursements, because these items were tested as part of the Olmsted County audit, and public indebtedness, because the Southeast Minnesota Recyclers' Exchange Joint Powers Board has no public debt.

The results of our tests indicate that, for the items tested, the Southeast Minnesota Recyclers' Exchange Joint Powers Board complied with the material terms and conditions of applicable legal provisions.

This communication is intended solely for the information and use of the Joint Powers Board, management, and others within the Southeast Minnesota Recyclers' Exchange Joint Powers Board 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

October 31, 2011

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