

State of Minnesota



Office of the State Auditor

Julie Blaha
State Auditor

**Pike Lake Area Wastewater
Collection System
Duluth, Minnesota**

Year Ended December 31, 2019

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 100 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 Minnesota’s local 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.

Pike Lake Area Wastewater Collection System Duluth, Minnesota

Year Ended December 31, 2019



Audit Practice Division
Office of the State Auditor
State of Minnesota

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

TABLE OF CONTENTS

	Exhibit	Page
Introductory Section		
Organization		1
Financial Section		
Independent Auditor's Report		2
Basic Financial Statements		
Statement of Net Position	1	5
Statement of Revenues, Expenses, and Changes in Net Position	2	6
Statement of Cash Flows	3	7
Notes to the Financial Statements		8
Required Supplementary Information		
PERA General Employees Retirement Plan		
Schedule of Proportionate Share of Net Pension Liability	A-1	20
Schedule of Contributions	A-2	21
Notes to the Required Supplementary Information		22
Supplementary Information		
Combining Financial Statements		
Combining Statement of Net Position	B-1	25
Combining Statement of Revenues, Expenses, and Changes in Net Position	B-2	26
Combining Statement of Cash Flows	B-3	27
Management and Compliance Section		
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		28
Schedule of Findings and Recommendations		31
Corrective Action Plan		33
Summary Schedule of Prior Audit Findings		35

This page was left blank intentionally.

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**ORGANIZATION
DECEMBER 31, 2019**

<u>Board of Directors</u>	<u>Position</u>	<u>Township</u>	<u>Term Ending</u>
Steve Torgeson	Chair	Grand Lake	December 31, 2022
Kevin Comnick	Vice Chair	Canosia	March 31, 2023
Kurt Brooks	Treasurer	Canosia	March 31, 2021
Dan Golen	Supervisor	Canosia	March 31, 2022
Duayne Anderson	Supervisor	Grand Lake	December 31, 2020
Duane (Dewey) Johnson	Supervisor	Grand Lake	December 31, 2020

This page was left blank intentionally.

This page was left blank intentionally.



JULIE BLAHA
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
Pike Lake Area Wastewater Collection System
Duluth, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the Pike Lake Area Wastewater Collection System, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the System'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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 System'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 System's 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 Pike Lake Area Wastewater Collection System as of December 31, 2019, and the changes in its financial position 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 Required Supplementary Information as listed in the table of contents 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 (GASB), 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.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the GASB, 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. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Pike Lake Area Wastewater Collection System's basic financial statements. The Supplementary Information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. The Supplementary Information is the responsibility of management and was derived from and relates

directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2020, on our consideration of the Pike Lake Area Wastewater Collection System's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Pike Lake Area Wastewater Collection System's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Pike Lake Area Wastewater Collection System's internal control over financial reporting and compliance.

/s/Julie Blaha

JULIE BLAHA
STATE AUDITOR

December 11, 2020

/s/Dianne Syverson

DIANNE SYVERSON, CPA
DEPUTY STATE AUDITOR

This page was left blank intentionally.

BASIC FINANCIAL STATEMENTS

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT 1

**STATEMENT OF NET POSITION
DECEMBER 31, 2019**

Assets

Current assets

Cash	\$ 173,268
Taxes receivable	15,073
Accounts receivable	56,234
Due from other governments	810,331
Restricted cash	
Debt service	161,401
Capital replacement	9,749
	810,331

Total current assets **\$ 1,226,056**

Capital assets

Depreciable – net of accumulated depreciation 4,215,105

Total Assets **\$ 5,441,161**

Deferred Outflows of Resources

Deferred pension outflows **\$ 71**

Liabilities

Current liabilities

Accounts payable	\$ 23,156
Salaries payable	83
	23,239

Total Liabilities **\$ 23,239**

Deferred Inflows of Resources

Deferred pension inflows **\$ 3,655**

Net Position

Investment in capital assets	\$ 4,215,105
Restricted for	
Debt service	971,732
Capital replacement	9,749
Unrestricted	217,752
	217,752

Total Net Position **\$ 5,414,338**

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT 2

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Operating Revenues	
Charges for services	\$ <u>362,612</u>
Operating Expenses	
Wages and benefits	\$ 13,951
Western Lake Superior Sanitary District fees	75,482
Operations and maintenance	94,507
Supplies	1,867
Travel	59
Professional services	34,783
Insurance	2,916
Rent and storage	5,400
Telephone	4,743
Miscellaneous	5,355
Depreciation	<u>179,867</u>
Total Operating Expenses	\$ <u>418,930</u>
Operating Income (Loss)	\$ <u>(56,318)</u>
Nonoperating Revenues	
Interest income	\$ 2,311
Miscellaneous	<u>1,208</u>
Total Nonoperating Revenues (Expenses)	\$ <u>3,519</u>
Change in Net Position	\$ (52,799)
Net Position – January 1	<u>5,467,137</u>
Net Position – December 31	<u><u>\$ 5,414,338</u></u>

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT 3

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Cash Flows from Operating Activities	
Cash receipts from customers	\$ 341,236
Cash paid to suppliers	(215,162)
Payments to employees	(15,166)
	<hr/>
Net cash provided by (used in) operating activities	\$ 110,908
Cash Flows from Noncapital Financing Activities	
Special assessments received from towns	\$ 125,975
Principal paid on behalf of towns for long-term debt	(203,000)
Interest paid on behalf of towns for long-term debt	(4,692)
	<hr/>
Net cash provided by (used in) noncapital financing activities	\$ (81,717)
Cash Flows from Capital and Related Financing Activities	
Acquisition of capital assets	\$ (68,014)
	<hr/>
Cash Flows from Investing Activities	
Interest income	\$ 2,311
	<hr/>
Net Increase (Decrease) in Cash	\$ (36,512)
Cash – January 1	380,930
	<hr/>
Cash – December 31	\$ 344,418
	<hr/> <hr/>
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities	
Operating Income (Loss)	\$ (56,318)
	<hr/>
Adjustments to reconcile net operating income (loss) to net cash provided by (used in) operating activities	
Depreciation	\$ 179,867
Decrease (increase) in accounts receivable	(3,704)
Decrease (increase) in taxes receivable	968
Decrease (increase) in deferred pension outflows	599
Increase (decrease) in accounts payable	9,950
Increase (decrease) in salaries payable	11
Increase (decrease) in customer deposits	(18,640)
Increase (decrease) in deferred pension inflows	(1,825)
	<hr/>
Total adjustments	\$ 167,226
	<hr/>
Net Cash Provided by (Used in) Operating Activities	\$ 110,908
	<hr/> <hr/>

The notes to the financial statements are an integral part of this statement.

Page 7

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2019**

1. Summary of Significant Accounting Policies

The accounting policies of the Pike Lake Area Wastewater Collection System conform with accounting principles generally accepted in the United States of America.

A. Financial Reporting Entity

The Pike Lake Area Wastewater Collection System was formed February 3, 1998, pursuant to Minn. Stat. § 471.59, *Joint Exercise of Powers*. The System was created for the purpose of providing the equipment, services, and other items necessary and appropriate for the establishment, operation, and maintenance of a joint wastewater collection system for the mutual benefit of the Towns of Canosia and Grand Lake. The System is governed by a six-member Board, with three members appointed by each Town. All members have equal voting rights.

The Pike Lake Area Wastewater Collection System was constructed with general obligation revenue bonds from the Public Facilities Authority (PFA) and Wastewater Infrastructure grants. The Towns of Canosia and Grand Lake provided this funding to the Pike Lake Area Wastewater Collection System, which then administered the construction contracts. These expenditures were funded 69 percent by the Town of Canosia and 31 percent by the Town of Grand Lake. The Pike Lake Area Wastewater Collection System receives resources from System operations and special assessments levied by the Towns of Canosia and Grand Lake to repay the general obligation revenue bonds.

B. Basis of Presentation

The accounts of the Pike Lake Area Wastewater Collection System are presented as an enterprise fund. Enterprise funds are used to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

1. Summary of Significant Accounting Policies

B. Basis of Presentation (Continued)

Operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the System. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as grants and investment earnings, result from nonexchange transactions or incidental activities. The System's net position is reported in three parts: (1) investment in capital assets, (2) restricted net position, and (3) unrestricted net position.

C. Basis of Accounting

The Pike Lake Area Wastewater Collection System's financial statements are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when a liability is incurred, regardless of the timing of related cash flows.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, it is the System's policy to use restricted resources first.

D. Assets and Liabilities

Cash

Cash consists of an operations checking account, an operations savings account, a repair and replacement savings account, and a debt service savings account.

Accounts Receivable

Accounts receivable consists primarily of the December user charges. No allowance for uncollectible receivables has been provided because the System's policy is to certify delinquent accounts to St. Louis County for collection.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

1. Summary of Significant Accounting Policies

D. Assets and Liabilities (Continued)

Due From Other Governments

Due from other governments consists of the amounts that the Towns of Canosia and Grand Lake owe the Pike Lake Area Wastewater Collection System for the debt service payments made by the System on behalf of the Towns. The Towns of Canosia and Grand Lake turn over their assessments to the Pike Lake Area Wastewater Collection System, and these assessments are used to make the annual debt payments by the System on behalf of the Towns. The debt is not reported as the System's debt, but rather the Towns' debt. As of December 31, the balance of the PFA loan for the Towns of Canosia and Grand Lake are \$111,276 and \$49,431, respectively, for a total of \$160,707.

Restricted Assets

Restricted assets consist of customer deposits and monies specified for payment of collection system repair and replacement costs or debt service.

Capital Assets

The System defines capital assets as assets with an initial, individual cost of more than \$1,500. Such capital assets are stated at historical cost. Donated capital assets are recorded at acquisition value.

Depreciation is determined using the straight-line method for the estimated useful lives of the assets.

<u>Classification</u>	<u>Estimated Life</u>
Sewer lines	50 years
Lift stations	10 years
Equipment	10 years

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

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

1. Summary of Significant Accounting Policies

D. Assets and Liabilities (Continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense) until then. The System reports deferred outflows of resources associated with the pension plan.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time. The System has one type of deferred inflows, deferred pension inflows, associated with the pension plan.

Classification of Net Position

Net position is classified in the following categories:

Investment in capital assets – the amount of net position representing capital assets, net of accumulated depreciation.

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

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

1. Summary of Significant Accounting Policies

D. Assets and Liabilities (Continued)

Pension Plan

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association of Minnesota (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA, except that PERA's fiscal year-end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates, and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Plan investments are reported at fair value.

E. 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 certain estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources; 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.

2. Detailed Notes

A. Deposits

The System is authorized by Minn. Stat. § 118A.02 to deposit its cash and to invest in certificates of deposit in financial institutions designated by the System's Board. The System does not have a policy on custodial credit risk. At December 31, 2019, the System's deposits totaled \$397,388, all of which were cash deposits insured as required by Minnesota statutes. The carrying value of these deposits was \$344,418. During 2019, the System had an adequate amount of insurance and collateral pledged to cover its deposits.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes (Continued)

B. Capital Assets

A summary of the changes in capital assets for the year ended December 31, 2019, follows:

	Balance January 1	Additions	Deletions	Balance December 31
Capital assets depreciated				
Sewer lines	\$ 6,299,823	\$ 1,510	\$ -	\$ 6,301,333
Lift stations	1,814,683	-	-	1,814,683
Equipment	338,057	66,504	-	404,561
Total capital assets depreciated	\$ 8,452,563	\$ 68,014	\$ -	\$ 8,520,577
Less: accumulated depreciation for				
Sewer lines	\$ 2,315,586	\$ 126,026	\$ -	\$ 2,441,612
Lift stations	1,598,089	29,617	-	1,627,706
Equipment	211,930	24,224	-	236,154
Total accumulated depreciation	\$ 4,125,605	\$ 179,867	\$ -	\$ 4,305,472
Total Capital Assets, Net	\$ 4,326,958	\$ (111,853)	\$ -	\$ 4,215,105

C. Net Position

Net position is reported in three broad components—investment in capital assets, restricted, and unrestricted. In addition, the System’s Board has designated a portion of unrestricted net position for capital improvements. These designations are internal and can be changed by the System’s Board. The amount designated for capital improvements at December 31, 2019, was \$60,262.

D. Defined Benefit Pension Plan

1. Plan Description

All full-time and certain part-time employees of the Pike Lake Area Wastewater Collection System are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan (the General Employees

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan

1. Plan Description (Continued)

Plan), which is a cost-sharing, multiple-employer retirement plan. The plan is established and administered in accordance with Minn. Stat. chs. 353 and 356. PERA's defined benefit pension plan is a tax qualified plan under Section 401(a) of the Internal Revenue Code.

The General Employees Plan (accounted for in the General Employees Fund) has multiple benefit structures with members belonging to the Coordinated Plan, the Basic Plan, or the Minneapolis Employees Retirement Fund. Coordinated Plan members are covered by Social Security and Basic Plan and Minneapolis Employees Retirement Fund members are not. The Basic Plan was closed to new members in 1967. The Minneapolis Employees Retirement Fund was closed to new members during 1978 and merged into the General Employees Plan in 2015. All new members must participate in the Coordinated Plan, for which benefits vest after five years of credited service. No Pike Lake Area Wastewater Collection System employees belong to either the Basic Plan or the Minneapolis Employees Retirement Fund.

2. Benefits Provided

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefit provisions are established by state statute and can be modified only by the state legislature. Benefit increases are provided to benefit recipients each January.

Beginning January 1, 2019, General Employees Plan benefit recipients will receive a post-retirement increase equal to 50 percent of the cost of living adjustment announced by the Social Security Administration, with a minimum increase of at least 1.00 percent and maximum of 1.50 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase.

For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan

2. Benefits Provided (Continued)

increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under the Rule of 90 are exempt from the delay to normal retirement.

The benefit provisions stated in the following paragraph 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 their public service.

Benefits are based on a member's highest average salary for any 60 consecutive months of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for Coordinated Plan members. Members hired prior to July 1, 1989, receive 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 Coordinated Plan member is 1.20 percent of average salary for each of the first ten years of service and 1.70 percent of average salary for each remaining year. Under Method 2, the annuity accrual rate is 1.70 percent for Coordinated Plan members for each year of service. Only Method 2 is used for members hired after June 30, 1989.

For General Employees Plan members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90, and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66. Disability benefits are available for vested members and are based on years of service and average high-five salary.

3. Contributions

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. General Employees Plan members were required to contribute 6.50 percent of their annual covered salary in 2019.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan

3. Contributions (Continued)

In 2019, the System was required to contribute 7.50 percent of annual covered salary. The employee and employer contribution rates did not change from the previous year.

The System did not contribute to the General Employees Plan for the year ended December 31, 2019, due to the System not having any PERA eligible employees in 2019.

4. Pension Costs

At December 31, 2019, the System had no liability to report for its proportionate share of the General Employees Plan's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The System's proportion of the net pension liability was based on the System's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018, through June 30, 2019, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the System's proportion was 0.0000 percent. It was 0.0000 percent measured as of June 30, 2018. The System recognized pension expense of (\$1,226) for its proportionate share of the General Employees Plan's pension expense.

The System reported its proportionate share of the General Employees Plan's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan

4. Pension Costs (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 71	\$ -
Changes in actuarial assumptions	-	214
Difference between projected and actual investment earnings	-	249
Changes in proportion	-	3,192
	\$ 71	\$ 3,655
Total	\$ 71	\$ 3,655

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31	Pension Expense Amount
2020	\$ (1,717)
2021	(1,867)

5. Actuarial Assumptions

The total pension liability in the June 30, 2019, actuarial valuation was determined using the individual entry-age normal actuarial cost method and the following additional actuarial assumptions:

Inflation	2.50 percent per year
Active member payroll growth	3.25 percent per year
Investment rate of return	7.50 percent

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors, and disabilitants for all plans were based on RP-2014 tables for males or females, as appropriate, with slight adjustments. Cost of living benefit increases for retirees are assumed to be 1.25 percent.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan

5. Actuarial Assumptions (Continued)

Actuarial assumptions used in the June 30, 2019, valuation were based on the results of actuarial experience studies. The experience study for the General Employees Plan was dated June 30, 2015. Inflation and investment assumptions were reviewed in the experience study report for the General Employees Plan dated June 27, 2019.

The long-term expected rate of return on pension plan investments is 7.50 percent. The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness of the long-term expected rate of return on a regular basis using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	35.50%	5.10%
International equity	17.50	5.30
Fixed income	20.00	0.75
Private markets	25.00	5.90
Cash equivalents	2.00	0.00

6. Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent in 2019, which remained consistent with 2018. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rate specified in statute. Based on that assumption, the fiduciary net position of the General Employees Plan was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

2. Detailed Notes

D. Defined Benefit Pension Plan (Continued)

7. Changes in Actuarial Assumptions and Plan Provisions

The following changes in actuarial assumptions occurred in 2019:

- The mortality projection scale was changed from MP-2017 to MP-2018.

8. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in a separately issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, St. Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

3. Risk Management

The Pike Lake Area Wastewater Collection System is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The System has purchased commercial insurance to insure these risks. There were no significant reductions in insurance coverage from the previous year. There were no settlements in excess of insurance during the last three years.

REQUIRED SUPPLEMENTARY INFORMATION

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT A-1

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
PERA GENERAL EMPLOYEES RETIREMENT PLAN
DECEMBER 31, 2019**

Measurement Date	Employer's Proportion of the Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset) (a)	State's Proportionate Share of the Net Pension Liability Associated with the Pike Lake Area Wastewater Collection System (b)	Employer's Proportionate Share of the Net Pension Liability and the State's Related Share of the Net Pension Liability (Asset) (a + b)	Covered Payroll (c)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll (a/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2019	0.0000 %	\$ -	\$ -	\$ -	\$ -	0.00 %	0.00 %
2018	0.0000	-	-	-	-	0.00	0.00
2017	0.0001	6,384	41	6,425	4,240	150.57	75.90
2016	0.0001	8,120	105	8,225	7,653	106.10	68.91
2015	0.0001	5,183	N/A	5,183	6,993	74.12	78.19

This schedule is intended to show information for ten years. Additional years will be displayed as they become available.
The measurement date for each year is June 30.
N/A – Not Applicable

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT A-2

**SCHEDULE OF CONTRIBUTIONS
PERA GENERAL EMPLOYEES RETIREMENT PLAN
DECEMBER 31, 2019**

Year Ending	Statutorily Required Contributions (a)	Actual Contributions in Relation to Statutorily Required Contributions (b)	Contribution (Deficiency) Excess (b - a)	Covered Payroll (c)	Actual Contributions as a Percentage of Covered Payroll (b/c)
2019	\$ -	\$ -	\$ -	\$ -	0.00 %
2018	-	-	-	-	0.00
2017	116	116	-	1,547	7.50
2016	487	487	-	6,493	7.50
2015	559	559	-	7,453	7.50

This schedule is intended to show information for ten years. Additional years will be displayed as they become available. The Pike Lake Area Wastewater Collection System's year-end is December 31.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Defined Benefit Pension Plans – Changes in Significant Plan Provisions, Actuarial Methods, and Assumptions

The following changes were reflected in the valuation performed on behalf of the Public Employees Retirement Association for the year ended June 30:

General Employees Retirement Plan

2019

- The mortality projection scale was changed from MP-2017 to MP-2018.

2018

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase rate was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter, to 1.25 percent per year.
- The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024.
- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.
- Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.
- Contribution stabilizer provisions were repealed.
- Post-retirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90 percent funding to 50 percent of the Social Security cost of living adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

Defined Benefit Pension Plans – Changes in Significant Plan Provisions, Actuarial Methods, and Assumptions

General Employees Retirement Plan

2018 (Continued)

- For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to the Rule of 90 retirees, disability benefit recipients, or survivors.
- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017

- The Combined Service Annuity (CSA) loads were changed from 0.80 percent for active members and 60 percent for vested and non-vested deferred members (30 percent for deferred Minneapolis Employees Retirement Fund members). The revised CSA loads are now 0.00 percent for active member liability, 15 percent for vested deferred member liability, and 3.00 percent for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year for all years to 1.00 percent per year through 2044 and 2.50 percent per year thereafter.
- Minneapolis Employees Retirement Fund plan provisions change the employer supplemental contribution to \$21 million in calendar years 2017 and 2018 and returns to \$31 million through calendar year 2031. The state's required contribution is \$16 million in PERA's fiscal years 2018 and 2019 and returns to \$6 million annually through calendar year 2031.

2016

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2035 and 2.50 percent per year thereafter, to 1.00 percent for all future years.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

Defined Benefit Pension Plans – Changes in Significant Plan Provisions, Actuarial Methods, and Assumptions

General Employees Retirement Plan

2016 (Continued)

- The assumed investment rate was changed from 7.90 percent to 7.50 percent. The single discount rate was also changed from 7.90 percent to 7.50 percent.

- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed payroll growth and inflation were decreased by 0.25 percent. Payroll growth was reduced from 3.50 percent to 3.25 percent. Inflation was reduced from 2.75 percent to 2.50 percent.

This page was left blank intentionally.

SUPPLEMENTARY INFORMATION

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT B-1

**COMBINING STATEMENT OF NET POSITION
DECEMBER 31, 2019**

	<u>Town of</u>		<u>Total</u>
	<u>Canosia</u>	<u>Grand Lake</u>	
<u>Assets</u>			
Current assets			
Cash	\$ 236,318	\$ (63,050)	\$ 173,268
Taxes receivable	12,401	2,672	15,073
Accounts receivable	38,801	17,433	56,234
Due from other governments	586,535	223,796	810,331
Restricted cash			
Debt service	111,366	50,035	161,401
Capital replacement	6,727	3,022	9,749
Total current assets	\$ 992,148	\$ 233,908	\$ 1,226,056
Capital assets			
Depreciable – net of accumulated depreciation	2,907,321	1,307,784	4,215,105
Total Assets	\$ 3,899,469	\$ 1,541,692	\$ 5,441,161
<u>Deferred Outflows of Resources</u>			
Deferred pension outflows	\$ 49	\$ 22	\$ 71
<u>Liabilities</u>			
Current liabilities			
Accounts payable	\$ 15,978	\$ 7,178	\$ 23,156
Salaries payable	57	26	83
Total Liabilities	\$ 16,035	\$ 7,204	\$ 23,239
<u>Deferred Inflows of Resources</u>			
Deferred pension inflows	\$ 2,522	\$ 1,133	\$ 3,655
<u>Net Position</u>			
Investment in capital assets	\$ 2,907,321	\$ 1,307,784	\$ 4,215,105
Restricted for			
Debt service	697,902	273,830	971,732
Capital replacement	6,727	3,022	9,749
Unrestricted	269,011	(51,259)	217,752
Total Net Position	\$ 3,880,961	\$ 1,533,377	\$ 5,414,338

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT B-2

**COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Town of		Total
	Canosia	Grand Lake	
Operating Revenues			
Charges for services	\$ 250,203	\$ 112,409	\$ 362,612
Operating Expenses			
Wages and benefits	\$ 9,626	\$ 4,325	\$ 13,951
Western Lake Superior Sanitary District fees	52,083	23,399	75,482
Operations and maintenance	65,210	29,297	94,507
Supplies	1,288	579	1,867
Travel	41	18	59
Professional services	24,000	10,783	34,783
Insurance	2,012	904	2,916
Rent and storage	3,726	1,674	5,400
Telephone	3,273	1,470	4,743
Miscellaneous	3,695	1,660	5,355
Depreciation	124,108	55,759	179,867
Total Operating Expenses	\$ 289,062	\$ 129,868	\$ 418,930
Operating Income (Loss)	\$ (38,859)	\$ (17,459)	\$ (56,318)
Nonoperating Revenues (Expenses)			
Interest income	\$ 1,595	\$ 716	\$ 2,311
Miscellaneous	834	374	1,208
Total Nonoperating Revenues (Expenses)	\$ 2,429	\$ 1,090	\$ 3,519
Change in Net Position	\$ (36,430)	\$ (16,369)	\$ (52,799)
Net Position – January 1	3,917,391	1,549,746	5,467,137
Net Position – December 31	\$ 3,880,961	\$ 1,533,377	\$ 5,414,338

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

EXHIBIT B-3

**COMBINING STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Town of		Total
	Canosia	Grand Lake	
Cash Flows from Operating Activities			
Cash receipts from customers	\$ 233,934	\$ 107,302	\$ 341,236
Cash paid to suppliers	(148,462)	(66,700)	(215,162)
Payments to employees	(10,465)	(4,701)	(15,166)
Net cash provided by (used in) operating activities	\$ 75,007	\$ 35,901	\$ 110,908
Cash Flows from Noncapital Financing Activities			
Special assessments received from towns	\$ 95,640	\$ 30,335	\$ 125,975
Principal paid on behalf of towns for long-term debt	(140,000)	(63,000)	(203,000)
Interest paid on behalf of towns for long-term debt	(3,241)	(1,451)	(4,692)
Net cash provided by (used in) noncapital financing activities	\$ (47,601)	\$ (34,116)	\$ (81,717)
Cash Flows from Capital and Related Financing Activities			
Acquisition of capital assets	\$ (46,930)	\$ (21,084)	\$ (68,014)
Cash Flows from Investing Activities			
Interest income	\$ 1,595	\$ 716	\$ 2,311
Net Increase (Decrease) in Cash	\$ (17,929)	\$ (18,583)	\$ (36,512)
Cash – January 1	372,340	8,590	380,930
Cash – December 31	\$ 354,411	\$ (9,993)	\$ 344,418
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities			
Operating income (loss)	\$ (38,859)	\$ (17,459)	\$ (56,318)
Adjustments to reconcile net operating income (loss) to net cash provided by (used in) operating activities			
Depreciation	\$ 124,108	\$ 55,759	\$ 179,867
Decrease (increase) in receivables	(2,556)	(1,148)	(3,704)
Decrease (increase) in taxes receivable	(853)	1,821	968
Decrease (increase) in deferred pension outflows	413	186	599
Increase (decrease) in accounts payable	6,867	3,083	9,950
Increase (decrease) in salaries payable	8	3	11
Increase (decrease) in customer deposits	(12,862)	(5,778)	(18,640)
Increase (decrease) in deferred pension inflows	(1,259)	(566)	(1,825)
Total adjustments	\$ 113,866	\$ 53,360	\$ 167,226
Net Cash Provided by (Used in) Operating Activities	\$ 75,007	\$ 35,901	\$ 110,908

This page was left blank intentionally.

This page was left blank intentionally.



JULIE BLAHA
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)

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Independent Auditor's Report

Board of Directors
Pike Lake Area Wastewater Collection System
Duluth, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Pike Lake Area Wastewater Collection System as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the System's basic financial statements, and have issued our report thereon dated December 11, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Pike Lake Area Wastewater Collection System's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the System's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the System's internal control over financial reporting.

A deficiency in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control over financial reporting such that there is a reasonable possibility that a material misstatement of the System's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit the attention of those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. We did identify a deficiency in internal control over financial reporting, described in the accompanying Schedule of Findings and Recommendations as item 2019-001, that we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Pike Lake Area Wastewater Collection System's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Minnesota Legal Compliance

In connection with our audit, nothing came to our attention that caused us to believe that the Pike Lake Area Wastewater Collection System failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. 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 System's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

Pike Lake Area Wastewater Collection System's Response to Finding

The Pike Lake Area Wastewater Collection System's response to the internal control finding identified in our audit is described in the Corrective Action Plan. The System's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting, compliance, and the provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions* and the results of that testing, and not to provide an opinion on the effectiveness of the Pike Lake Area Wastewater Collection System's internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the System's internal control over financial reporting and compliance. Accordingly, this communication is not suitable for any other purpose.

/s/Julie Blaha

JULIE BLAHA
STATE AUDITOR

/s/Dianne Syverson

DIANNE SYVERSON, CPA
DEPUTY STATE AUDITOR

December 11, 2020

This page was left blank intentionally.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED DECEMBER 31, 2019**

**FINDINGS RELATED TO FINANCIAL STATEMENTS AUDITED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

INTERNAL CONTROL

Finding Number: 2019-001

Prior Year Finding Number: 2008-001

Repeat Finding Since: 2008

Internal Control/Segregation of Duties

Criteria: Management is responsible for establishing and maintaining internal control. This responsibility includes the internal control over the various accounting cycles, the fair presentation of the financial statements and related notes, and the accuracy and completeness of all financial records and related information. Also, management is responsible for controls over the period-end financial reporting process, including controls over procedures used to enter transaction totals in the general ledger; initiate, authorize, record, and process journal entries into the general ledger; and record recurring and nonrecurring adjustments to the financial statements. Adequate segregation of duties is a key internal control in an organization's accounting system.

Condition: The limited number of personnel results in a lack of segregation of accounting duties necessary to ensure adequate internal accounting control.

Context: It is not unusual for an organization the size of the Pike Lake Area Wastewater Collection System to be limited in the internal control that management can design and implement into the organization.

Effect: Inadequate segregation of duties could adversely affect the Pike Lake Area Wastewater Collection System's ability to prevent, or detect and correct, misstatements in a timely manner by personnel in the normal course of performing their assigned functions.

Cause: The size of the Pike Lake Area Wastewater Collection System and its staffing limits the internal control that management can design and implement into the organization.

**PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019**

Recommendation: Management should be aware that segregation of duties is not adequate from an internal control point of view. We recommend the Board of Directors and management be mindful that limited staffing causes inherent risks in safeguarding the Pike Lake Area Wastewater Collection System's assets and the proper reporting of its financial activity. We recommend the Board of Directors and management continue to implement oversight procedures and monitor those procedures to determine if they are still effective internal controls.

View of Responsible Official: Concur



**REPRESENTATION OF
THE PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED DECEMBER 31, 2019**

Finding Number: 2019-001

Finding Title: Internal Controls/Segregation of Duties

Name of Contact Person Responsible for Corrective Action:

Board Chair

Corrective Action Planned:

Due to limited number of personnel, segregation of accounting duties necessary to ensure adequate internal accounting controls is not possible.

The Pike Lake Area Wastewater Collection System Joint Powers Board is very aware of the importance of segregation of duties to insure internal controls. Due to the size and limited resources of our organization, we have Duluth Accounting handling many of the financial duties of Pike Lake Area Wastewater Collection System. We have implemented several procedures to monitor our financial activities and records.

Our Treasurer receives the bank statements and compares them with e-mailed reconciliations from Duluth Accounting each month.

The Board receives a complete package of financial statements including a recap of bills being paid. All receipts are reviewed by the Board when signing checks at the monthly Board meeting. Duluth Accounting also attends the meetings to be available to answer any questions the Board may have.

The payment of bills is approved at the Board meeting each month, the check numbers are recorded in our minutes, we have three people from the Board sign the checks and then the secretary mails them out.

An annual budget is approved each year and the actual costs and year to date budget projections and deviations are reviewed and discussed each month. Operating, Capital, and Debt Service Fund balances and remaining loan balances are also compared and monitored on a monthly basis.

The Board provides an effective level of oversight to protect the PLAWCS's resources and to manage risks to our townships and our PLAWCS customers.

Anticipated Completion Date:

Ongoing



**REPRESENTATION OF
THE PIKE LAKE AREA WASTEWATER COLLECTION SYSTEM
DULUTH, MINNESOTA**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Finding Number: 2008-001

Finding Title: Internal Controls/Segregation of Duties

Summary of Condition: The limited number of personnel results in a lack of segregation of accounting duties necessary to ensure adequate internal accounting control.

Summary of Corrective Action Previously Reported: Due to the limited number of personnel, segregation of internal accounting control is not possible.

The Pike Lake Area Wastewater System Joint Powers Board is very aware of the importance of segregation of duties to insure internal controls. Due to the size and limited resources of our organization, we have Duluth Accounting handling many of the financial duties of Pike Lake Area Wastewater Collection System. We have implemented several procedures to monitor our financial activities and records.

Our Treasurer receives the bank statements and compares them with e-mailed reconciliations from Duluth Accounting each month.

The Board receives a complete package of financial statements including a recap of bills being paid. All receipts are reviewed by the Board when signing checks at the monthly Board meeting. Duluth Accounting also attends the meetings to be available to answer any questions the Board may have.

The payment of the bills is approved at the Board meeting each month, the check numbers are recorded in our minutes, we have three people from the Board sign the checks and then the secretary mails them out.

An annual budget is approved each year and the actual costs and year to date budget projections and deviations are reviewed and discussed each month. Operating, Capital, and Debt Service Fund balances and remaining loan balances are also compared and monitored on a monthly basis.

The Board provides an effective level of oversight to protect the PLAWCS's resources and to manage risks to our townships and our PLAWCS customers.

Status: Not Corrected. The Pike Lake Area Wastewater Collection System understands the risk and is willing to assume the responsibility.

Was corrective action taken significantly different than the action previously reported?

Yes _____ No X