

ORDINANCE NO. 0-C-21-8

AN ORDINANCE AMENDING ORDINANCE NO. O-C-97-8 AND O-C-19-6

WHEREAS, the Perry County Commissioners adopted Ordinance No. O-C-97-8 entitled An Ordinance Establishing a Fixed Asset Capitalization Policy on or about November 3, 1997; and

WHEREAS, said Ordinance was amended by the Perry County Commissioners in Ordinance No. O-C-19-6 on or about December 30, 2019; and

WHEREAS, it is necessary to further amend the Ordinances as set forth herein.

IT IS THEREFORE ORDAINED by the County Commissioners of Perry, Indiana as follows:

1. Section 40.17 Machinery and Equipment shall be modified as follows:

“This County will capitalize and tag items with an individual value equal to or greater than \$2,500.00. Machinery combined with other machinery to form one unit with a total value greater than the above mentioned limit will be one unit.”

2. Section 40.20 Recording and Accounting shall be amended to add subsection (C) as follows:

“The County Auditor will depreciate the capital assets of the County by using the straight-line method or the composite/group method of depreciation. Land is not depreciated according to generally accepted accounting principles. Depreciable property must meet the following qualifications. The asset must have a useful life of more than two (2) years and the asset must wear out or lose value over time.

3. Section 40.20 Recording and Accounting shall be further amended to add subsection (D) as follows:

“Useful life is defined for each asset class as follows:

Land: Not depreciated

Buildings: 50 years

Improvements other than buildings: 15 years

Construction work in progress: Not depreciated

Machinery and equipment: 10 years, unless otherwise specified below:

- Distributor trucks and motor graders: 25 years
- Wheel loaders, dirt loaders, asphalt compactor rollers; snow plows; sanders and chainsaws: 20 years

Sanitation trucks: 15 years

Dump trucks, pickups and excavators: 10 years

boom mowers and tractors: 8 years

Patrol cars: 5 years

Infrastructure assets:

- Roads: 50 years
- Bridges: 75 years

4. Section 40.20 Recording and Accounting shall be further amended to add Section (E) as follows:

“Infrastructure Recording Keeping and Reconciliation.

1. The County Highway Superintendent shall be responsible for maintaining accurate records regarding all county infrastructures. If roads or bridges are permanently closed, or new roads are accepted into the county road system by the County Board of Commissioners, such changes shall be recorded by the County Auditor in the year that such changes occur. If a gravel road is paved, or if a road is totally redone by milling and paving, or chip sealing, such improvement shall be considered a capital asset if the cost is \$5,000.00 or greater.
2. Normal department operating activities regarding infrastructures, such as feasibility studies, preliminary engineering, and design, will be expensed rather than capitalized.”

5. Section 40.21 Safeguarding of Assets shall be modified to state in its entirety as follows:


“Accounting controls shall be designed and implemented to provide reasonable assurances as follows:

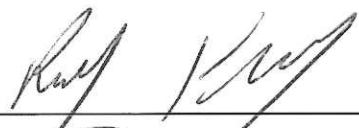
- a. Capital expenditures made by the County and its various departments shall be in accordance with the actions documented in the minutes;
- b. Adequate detail records shall be maintained to assure accountability for county-owned assets. All machinery and equipment, as defined in Section 40.17, shall be placed into inventory and adequate detail records shall be maintained of such inventory to assure accountability for county-owned assets;
- c. Access to assets shall be permitted in accordance with the appropriate authorizations;

- d. For the maintenance of the capital asset accounting report and inventory, the department heads shall have the responsibility to report additions, retirements, and transfers in detail to the County Auditor in accordance with procedures set out by the County Auditor. Details shall include such data elements as asset description, location, make, model, serial number, date of acquisition, cost, life and other information deemed relevant. Reports shall be made in a timely manner, as the capital asset record and inventory must be updated annually. Property shall not be transferred, turned in for auction or disposed of without the approval of the Board of Commissioners. Department heads shall report all disposed items to the County Auditor, who shall remove the items from the county capital asset inventory. All lost or stolen items shall be reported to the County Auditor by the department heads; and
- e. A physical inventory of capital assets and other inventory shall be conducted by each department head as near as practicable to year-end. The County Auditor will make available a list of the inventory on file and department heads will then compare physical observations of assets to the listing noting whether the assets exist, the location if not apparent otherwise, and relevant factors. If the condition of an asset has deteriorated to the point its useful life has been impaired, the facts should be noted, and the reasons for such omissions should be re-documented to the extent possible. Department heads shall be accountable for the capital asset inventory charged to their department.
6. The remaining portions of the Fixed Asset Capitalization Policy adopted by Ordinance No. O-C-97-8 shall remain in full force and effect as if fully set forth herein.

Passed and Adopted this 2nd day of December, 2021 by the Board of Commissioners, Perry County, Indiana.

BOARD OF COMMISSIONERS OF THE
COUNTY OF PERRY, INDIANA

By: 

By: 

By: 

ATTEST:

Pamela L. Goffinet
Pam Goffinet, Perry County Auditor