

# **WOODBURY COUNTY E911 SERVICE BOARD**

**Chairman Gary Merkel  
Vice-Chairman Max Dunnington  
Executive Member Jeff Redmond  
Executive Member David Amick  
Treasurer Wendi Hess  
Secretary Glenn Sedivy**

## **Minutes November 9, 2016**

The November 9, 2016 regular meeting of the Woodbury County E-911 Service Board was called to order by Chairman Gary Merkel at 7:30 p.m. on November 9, 2016 at the Disaster Services Meeting room in Climbing Hill. The cities, towns and agencies represented were: Anthon, Bronson, Correctionville, Cushing, Lawton, Merville, Pierson, Salix, Sgt. Bluff, Sioux City, Sloan, County Supervisors, Disaster Services and the Secretary.

### **Approve Minutes of the July 13, 2016 Regular Meeting**

Pierson made a motion to approve the minutes, Anthon seconded the motion, and all were in favor.

### **Approve Minutes of the September 14<sup>th</sup>, 2016 Regular Meeting (quorum not met)**

Pierson made a motion to approve the minutes, Anthon seconded the motion, and all were in favor.

### **Approve and Outstanding claims**

No outstanding claims presented

### **Treasurer's Report**

#### **Ending fund balance as of August, 31st 2016 is \$604,497.40**

Correctionville made a motion to accept the Treasurer's report, Lawton seconded the motion, and all were in favor.

### **Proposed FY18 Operating Budget**

This proposed budget includes capital projects of purchasing 432 - 800 Mhz pagers for County Fire/EMS in the amount of \$386,636.00, Sioux City Fire Station alerting system in the amount of \$255,000.00 and replacing the Comm Centers old existing 12 radio console consolletpes in the amount of \$112,000.00.

Sioux City made a motion to approve the proposed FY18 operating budget as attached, Pierson seconded the motion, and all were in favor.

### **Set FY18 Operating Budget Public Hearing for January 11<sup>th</sup>, 2017 at 7:30 pm**

Sioux City made a motion to set the Public hearing for the proposed FY18 operating budget as stated, Anthon seconded the motion, and all were in favor.

### **Election of Chairman for years 2017 and 2018**

Salix made a motion to appoint Gary Merkel to this position for the terms stated, Sloan seconded the motion, and all were in favor.

### **Election of Vice Chairman for years 2017 and 2018**

Sioux City made a motion to appoint Max Dunnington to this position for the terms stated, County Supervisors seconded the motion, and all were in favor.

### **Election of 2 Executive Board Members for years 2017 and 2018**

Sioux City made a motion to appoint David Amick and Jeff Redmond to these positions for the terms stated, Salix seconded the motion, and all were in favor.

### **Appointment of Secretary for years 2017 and 2018**

Sloan made a motion to appoint Glenn Sedivy to this position for the terms stated, Sioux City seconded the motion, and all were in favor.

### **Appointment of Treasure for years 2017 and 2018**

Sioux City made a motion to appoint Wendi Hess to this position for the terms stated, Sloan seconded the motion, and all were in favor.

### **Starcomm radio installation for Volunteer Fire/EMS agencies**

Sgt. Bluff made a motion to authorize Electronic Engineering to install the existing used 800 Mhz radios in the rural fire/EMS units in the amount of \$40,000.00, Bronson seconded the motion, and all were in favor.

### **Starcomm radio installation for Volunteer Fire/EMS agencies**

Sgt. Bluff made a motion to authorize Electronic Engineering to install the existing used 800 Mhz radios in the rural fire/EMS units in the amount of \$40,000.00, Bronson seconded the motion, and all were in favor.

### **911 Center DSS Logging recorder upgrade to Voice over IP connection**

Pierson made a motion to move forward with upgrading the existing DSS recorder to connect the new Motorola radio VOIP console as this upgrade is included in the current FY17 operating budget, Salix seconded the motion, and all were in favor.

### **Open items**

Glenn Sedivy, asked if he could purchase 5 new computers through the City-County IT department in the amount of \$6,500.00 for the backup radio room, Salix made a motion to approve the purchase, Pierson seconded the motion, and all were in favor.

**ADJOURN** Salix made a motion to adjourn, Pierson seconded the motion, and all were in favor.

**NEXT REGULAR MEETING January 11<sup>th</sup> , 2017 at 7:30 PM**

SUPPLEMENTAL DETAIL

1. E911 SURCHARGE FUND ---

Woodbury County E911 Service Board

RESOURCES: BEGINNING FUND BALANCE and RECEIPTS	Line	(A) Actual FYE June 30, 2016	(B) Estimate FYE June 30, 2017	(C) Budget FYE June 30, 2018
<b>BEGINNING FUND BALANCE:</b>				
Reserved(Nonspend/Restrict/Committed)	1		0	0
Assigned Fund Balance	2		373,615	350,000
Unassigned Fund Balance	3	661,173	338,241	527,989
Total Beginning Fund Balance	4	661,173	711,856	877,989
<b>TELEPHONE SURCHARGE</b>	5	337,412	300,000	300,000
<b>OTHER REVENUES:</b>				
Interest	6			
Misc. Refunds & Reimbursements	7			
Wireless E911 Surcharge	8	330,551	420,220	420,000
Wireless Carryover funds	9	100,000	200,000	
Woodbury County --Radio Consoles	10		155,527	
Sioux City --Radio Consoles	11		155,527	
	12			
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			
	21			
	22			
Subtotal Other Revenues	23	430,551	931,274	420,000
<b>DEBT SERVICE:</b>				
Iowa Finance Authority	24			
Other	25			
	26			
<b>Subtotal Debt Service</b>	27			
<b>Subtotal (Lines 4, 5, &amp; 23)</b>	28	1,429,136	1,943,130	1,597,989
<b>TRANSFERS IN</b>	29			
<b>TOTAL RESOURCES (Lines 28 &amp; 29)</b>	30	1,429,136	1,943,130	1,597,989

\*MSAG: Master Street Address Guide \*\*PSAP: Public Safety Answering Point  
ENDING FUND BALANCE RESERVED AND ASSIGNED ITEMIZATIONS

Reserved FYE 2016:	
Assigned FYE 2016:	
Reserved FYE 2017:	
Assigned FYE 2017:	FY18 Operating Costs
Reserved FYE 2018:	FY19 Operating Costs
Assigned FYE 2018:	

REQUIREMENTS: EXPENDITURES and ENDING FUND BALANCE	Line	(A) Actual FYE June 30, 2016	(B) Estimate FYE June 30, 2017	(C) Budget FYE June 30, 2018
<b>EXPENDITURES:</b>				
<b>Administration:</b>				
Personnel Costs Database Mgmt/Addressing	31	0	0	0
Office Supplies	32	0	0	0
Postage	33	0	0	0
Advertising & Promotion	34	285	175	175
Insurance	35	0	0	0
Training Expense	36	1,256	6,000	6,000
Other	37	92	500	500
<b>Communications:</b>				
E911 Telephone Expense	38	76,590	78,000	78,000
Other Telephone Expense	39	74	2,000	2,000
<b>Data Processing:</b>				
E911 Data Base/MSAG* (Telephone Co.)	40	0	0	0
E911 Data Base/MSAG* (Other)	41	0	0	0
Other Data Processing	42	0	0	0
<b>Addressing:</b>				
Mapping Expense	43	0	0	0
Sign Expense	44	0	0	0
<b>Equipment Repair &amp; Maintenance:</b>				
Telephone Equipment Repair & Maintenance	45	2,873	0	0
Radio Equipment Repair & Maintenance	46	428	0	0
Other Equipment Repair & Maintenance	47	28,930	30,000	30,000
<b>Contracted Services:</b>				
Consultant Fees	48	0	0	0
City Governments	49	0	0	0
County Governments	50	0	0	0
Telephone Companies	51	0	0	0
<b>Capital Expenditures:</b>				
Communications Towers & Equipment	52	22,667	589,466	100,000
Vehicle & Portable Radios	53	0	40,000	386,646
PSAP** Telephone Equipment	54	289,387	0	0
PSAP** Other Equipment	55	217,141	119,000	112,000
Addressing (signs)	56	0	0	
Other	57	0	200,000	255,000
<b>Debt Service:</b>				
Iowa Finance Authority	58	0	0	0
Other	59	77,557	0	0
<b>Subtotal Expenditures</b>	60	717,280	1,065,141	970,321
<b>TRANSFERS OUT</b>	61	0	0	0
<b>ENDING FUND BALANCE:</b>				
Reserved(Nonspendable/Restricted/Committed)	62	0	0	0
Assigned Fund Balance	63	373,615	350,000	350,000
Unassigned Fund Balance	64	338,241	527,989	277,668
<b>Total Ending Fund Balance</b>	65	711,856	877,989	627,668
<b>TOTAL REQUIREMENTS (Lines 60, 61 &amp; 65)</b>	66	1,429,136	1,943,130	1,597,989