

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 January 10th, 2018

The January 10th, 2018 regular meeting of the Woodbury County E-911 Service Board was called to order by Chairman Gary Merkel at 6:30 p.m. on January 10th, 2018 at the Disaster Services Meeting room in Climbing Hill. The cities, towns and agencies represented were: Bronson, Correctionville, Cushing, Lawton, Merville, Oto, Pierson, Salix, Sgt. Bluff, Sioux City, Sloan, Emergency Management, Disaster Services and the Secretary.

Approve Minutes of the November 8th, 2017 Regular Meeting

Salix made a motion to approve the minutes, Bronson seconded the motion, and all were in favor.

Open Public Hearing for FY19 Operating Budget set for 6:30 pm

Sioux City made a motion to open the Public Hearing, Sgt Bluff seconded the motion, and all were in favor

Close the Public Hearing for FY19 Operating Budget

Pierson made a motion to close the Public Hearing, Sgt. Bluff seconded the motion, and all were in favor

Approve the Proposed FY19 operating Budget with the following Capital Improvement projects.

\$500,000.00 Microwave radio replacement
\$200,000.00 Dispatch Center Radio Console furniture replacement
\$ 60,000.00 Radio Console Consollette replacement

“see attached proposed FY19 operating budget”

Sloan made a motion to approve the FY19 operating budget, Pierson seconded the motion, and all were in favor.

No Outstanding Claims presented

Treasurer’s Report

Ending fund balance as of December 31st, 2017, is \$595,725.08

Pierson made a motion to accept the Treasure’s report, Emergency Management seconded the motion, and all were in favor.

Approve the purchase of Sioux City Fire Station Alerting system

Mark Aesoph with the Sioux City Fire Department presented to the Board the proposed Fire Station alerting system from US Digital Designs in the amount of \$272,624.02, with a CAD interface from HTE in the amount of \$14,100.00.

Pierson made a motion to purchase the system and the Cad interface , Salix seconded the motion, and all were in favor

Approve the purchase of a microwave radio system for the Sioux City Fire Department

Glenn Sedivy informed the Board a microwave radio system is needed from the WIT tower to Fire Station 6 to connect the new Fire Station Alerting system to the network, he presented a cost of \$19,288.67 from Calhoun Communications

Sloan made a motion to purchase the Microwave radio system, Bronson seconded the motion, and all were in favor

Set Public Hearing to amend the current FY18 Operating Budget for March 14th, 2018 at 6:30 pm.

Salix made a motion to set the hearing for this date and time, Lawton seconded the motion, and all were in favor

Update on County Fire paging system

Glenn Sedivy informed the Board that the 410 pagers have been delivered to the departments with an activation date of February 1st, 2018.

Update on County Fire 800 radio system

Glenn Sedivy informed the Board that the 250 portables have been delivered to the departments with an activation date of February 1st, 2018

Open items

No Open Items

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

NEXT REGULAR MEETING March 14th, 2018 at 6:30 PM

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET	JOINT E911 SERVICE BOARD:
Fiscal Year July 1, 2018 - June 30, 2019	Woodbury County E911 Service Board

The E911 Service Board of the above named jurisdiction will conduct a public hearing on the proposed fiscal year budget as follows:

Meeting Date:	Meeting Time:	Meeting Location:
01/10/18	6:30 pm	121 Deer Run Trail Climbinghill Iowa

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of budgeted receipts and expenditures on file with the E911 Service Board Secretary. Copies of the Supplemental Budget Detail (Schedule E911-3.1 and E911-3.2) will be furnished upon request.

E911 Service Board Contact Telephone Number:	E911 Service Board Contact Name:
712-279-6959	Glenn Sedivy

PROPOSED BUDGET SUMMARY

FUND (Use Whole Dollars)	B Expenditures			D Transfers Out	E Estimated Ending Fund Balance June 30, 2019	F Estimated Beginning Fund Balance July 1, 2018	G Estimated Other Receipts	H Transfers In	I Estimated Amount To Be Raised By Surcharge
	A	C							
	FYE 6-30-17 Actual	FYE 6-30-18 Re-Estimated	FYE 6-30-19 Proposed						
1. Surcharge Fund	1,305,281	1,099,676	875,617	0	277,632	361,249	492,000		300,000
2. Operating Fund	0	0	0		0	0	0		
3. TOTAL	1,305,281	1,099,676	875,617	0	277,632	361,249	492,000	0	300,000

ADOPTED BUDGET AND CERTIFICATE OF TAXES Fiscal Year July 1, 2018 - June 30, 2019	JOINT E911 SERVICE BOARD: Woodbury County E911 Service Board
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File one copy of the Adopted Budget Summary, the Supplemental Detail, and Proof of Publication with the County Auditor by March 15.

Date Budget Approved:	Contact Name:	Contact Telephone Number:	Contact Address:
1/10/2018	Glenn Sedivy	712-279-6959	P.O. Box 447 Sioux City, Iowa 51102

ADOPTED BUDGET SUMMARY

FUND (Use Whole Dollars)	Expenditures			D Transfers Out	E Estimated Ending Fund Balance June 30, 2019	F Estimated Beginning Fund Balance July 1, 2018	G Estimated Other Receipts	H Transfers In	I Estimated Amount To Be Raised By Surcharge
	A FYE 6-30-17 Actual	B FYE 6-30-18 Re-Estimated	C FYE 6-30-19 Proposed						
1. Surcharge Fund	1,305,281	1,099,676	875,617	0	277,632	361,249	492,000		300,000
2. Operating Fund	0	0	0		0	0	0		
3. TOTAL	1,305,281	1,099,676	875,617	0	277,632	361,249	492,000	0	300,000

CERTIFICATION

To the County Auditor and the Board of Supervisors of the above-named jurisdiction, in the State of Iowa:
At a meeting of the E911 Service Board for the above-named jurisdiction, on the date indicated above,
the budget for the fiscal year stated above was adopted as summarized above.

Secretary Signature of Certification

COUNTY AUDITOR'S CERTIFICATION

Proof of Publication filed and compared for statutory compliance.

Adopted expenditure amounts shown in column C, line 3 do not exceed published amounts.

County Auditor Signature of Certification

SUPPLEMENTAL DETAIL

1. E911 SURCHARGE FUND ---

Woodbury County E911 Service Board

RESOURCES: BEGINNING FUND BALANCE and RECEIPTS	Line	(A) Actual FYE June 30, 2017	(B) Estimate FYE June 30, 2018	(C) Budget FYE June 30, 2019
BEGINNING FUND BALANCE:				
Reserved(Nonspend/Restrict/Committed)	1		0	0
Assigned Fund Balance	2		373,615	300,000
Unassigned Fund Balance	3	706,172	355,310	61,249
Total Beginning Fund Balance	4	706,172	728,925	361,249
TELEPHONE SURCHARGE	5	398,883	300,000	300,000
OTHER REVENUES:				
Interest	6			
Misc. Refunds & Reimbursements	7			
Wireless E911 Surcharge	8	418,097	432,000	432,000
Iowa Consolidation Grant TDMA project	9	200,000		
Iowa Wireless Carry over funds	10			60,000
City of Sioux City Radio Console Upgrdae	11	155,527		
Woodbury Co Radio Console Upgrade	12	155,527		
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			
	21			
	22			
Subtotal Other Revenues	23	929,151	432,000	492,000
DEBT SERVICE:				
Iowa Finance Authority	24			
Other	25			
	26			
Subtotal Debt Service	27			
Subtotal (Lines 4, 5, & 23)	28	2,034,206	1,460,925	1,153,249
TRANSFERS IN	29			
TOTAL RESOURCES (Lines 28 & 29)	30	2,034,206	1,460,925	1,153,249

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

Reserved FYE 2017:	
Assigned FYE 2017:	
Reserved FYE 2018:	
Assigned FYE 2018:	
Reserved FYE 2019:	
Assigned FYE 2019:	

REQUIREMENTS: EXPENDITURES and ENDING FUND BALANCE	Line	(A) Actual FYE June 30, 2017	(B) Estimate FYE June 30, 2018	(C) Budget FYE June 30, 2019
EXPENDITURES:				
Administration:				
Personnel Costs Database Mgmt/Addressing	31	0	0	0
Office Supplies	32	0	0	0
Postage	33	0	0	0
Advertising & Promotion	34	131	175	175
Insurance	35	0	0	0
Training Expense	36	2,077	6,000	6,000
Other	37	366	500	500
Communications:				
E911 Telephone Expense	38	66,731	78,000	78,000
Other Telephone Expense	39	9,437	2,000	10,000
Data Processing:				
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
Addressing:				
Mapping Expense	43	20,942	20,942	20,942
Sign Expense	44	880	0	0
Equipment Repair & Maintenance:				
Telephone Equipment Repair & Maintenance	45	200	0	0
Radio Equipment Repair & Maintenance	46	143	61,059	0
Other Equipment Repair & Maintenance	47	155,145	30,000	0
Contracted Services:				
Consultant Fees	48	0	0	0
City Governments	49	0	0	0
County Governments	50	0	0	0
Telephone Companies	51	0	0	0
Capital Expenditures:				
Communications Towers & Equipment	52	2,270	20,000	500,000
Vehicle & Portable Radios	53	0	500,000	0
PSAP** Telephone Equipment	54	0	0	0
PSAP** Other Equipment	55	1,046,959	81,000	260,000
Addressing (signs)	56	0	0	0
Other	57	0	300,000	0
Debt Service:				
Iowa Finance Authority	58	0	0	0
Other	59	0	0	0
Subtotal Expenditures	60	1,305,281	1,099,676	875,617
TRANSFERS OUT	61	0	0	0
ENDING FUND BALANCE:				
Reserved(Nonspendable/Restricted/Committed)	62	0	0	0
Assigned Fund Balance	63	373,615	300,000	200,000
Unassigned Fund Balance	64	355,310	61,249	77,632
Total Ending Fund Balance	65	728,925	361,249	277,632
TOTAL REQUIREMENTS (Lines 60, 61 & 65)	66	2,034,206	1,460,925	1,153,249

SUPPLEMENTAL DETAIL

2. E911 OPERATING FUND ---

Woodbury County E911 Service Board

RESOURCES: BEGINNING FUND BALANCE and RECEIPTS	Line	(A) Actual FYE June 30, 2017	(B) Estimate FYE June 30, 2018	(C) Budget FYE June 30, 2019
BEGINNING FUND BALANCE:				
Reserved(Nonspend/Restrict/Committed)	1			
Assigned Fund Balance	2			
Unassigned Fund Balance	3		0	0
Total Beginning Fund Balance	4	0	0	0
TELEPHONE SURCHARGE				
	5			
OTHER REVENUES:				
Interest	6			
County Contribution	7			
City Contributions	8			
	9			
	10			
	11			
	12			
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			
	21			
	22			
Subtotal Other Revenues	23	0	0	0
DEBT SERVICE:				
Iowa Finance Authority	24			
Other	25			
	26			
Subtotal Debt Service	27	0	0	0
Subtotal (Lines 4, 23, & 27)	28	0	0	0
TRANSFERS IN	29			
TOTAL RESOURCES (Lines 28 & 29)	30	0	0	0

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

Reserved FYE 2017:				
Assigned FYE 2017:				
Reserved FYE 2018:				
Assigned FYE 2018:				
Reserved FYE 2019:				
Assigned FYE 2019:				

REQUIREMENTS: EXPENDITURES and ENDING FUND BALANCE	Line	(A) Actual FYE June 30, 2017	(B) Estimate FYE June 30, 2018	(C) Budget FYE June 30, 2019
EXPENDITURES:				
Administration:				
Salaries & Benefits	31			
Office Supplies	32			
Postage	33			
Advertising & Promotion	34			
Insurance	35			
Training Expense	36			
Other	37			
Communications:				
E911 Telephone Expense	38			
Other Telephone Expense	39			
Data Processing:				
E911 Data Base/MSAG* (Telephone Co.)	40			
E911 Data Base/MSAG* (Other)	41			
Other Data Processing	42			
Addressing:				
Mapping Expense	43			
Sign Expense	44			
Equipment Repair & Maintenance:				
Telephone Equipment Repair & Maintenance	45			
Radio Equipment Repair & Maintenance	46			
Other Equipment Repair & Maintenance	47			
Contracted Services:				
Consultant Fees	48			
City Governments	49			
County Governments	50			
Telephone Companies	51			
Capital Expenditures:				
Communications Towers & Equipment	52			
Vehicle & Portable Radios	53			
PSAP** Telephone Equipment	54			
PSAP** Other Equipment	55			
Addressing (signs)	56			
Other	57			
Debt Service:				
Iowa Finance Authority	58			
Other	59			
Subtotal Expenditures	60	0	0	0
TRANSFERS OUT	61			
ENDING FUND BALANCE:				
Reserved(Nonspendable/Restricted/Committed)	62			
Assigned Fund Balance	63			
Unassigned Fund Balance	64	0	0	0
Total Ending Fund Balance	65	0	0	0
TOTAL REQUIREMENTS (Lines 60, 61 & 65)	66	0	0	0

INSTRUCTIONS

Both the Notice of Public Hearing and Proposed Budget Summary are to be published. Schedules E911-3.1 & E911-3.2, the Supplemental Detail, are to be completed prior to the completion of Form E911-1 as the numbers for the proposed budget Summary are to be derived from the Detail. Schedules E911-3.1 & E911-3.2 must be made available to any interested citizen or taxpayer and must also be attached to the certified budget. File one copy of the proof of publication with the County Auditor. Individual amounts published in Column C, Form E911.1 represent the maximum expenditures authorized by law for certification. Adopted surcharge amounts cannot exceed what is published in Column I, Form E911.1.

ENTRY RECORD OF CONSIDERATION AND FILING OF ESTIMATE

The E911 Service Board has met to consider and approve for filing and publication the proposed budget for the ensuing fiscal year. A quorum was present and the time and place for the public hearing was set as indicated on Form E911-1. The Secretary was directed to publish the notice of Public Hearing and Proposed Budget Summary as required by law.

Chairperson's Signature

Secretary's Signature