

Quorum Court Minutes

5/22/17

Resolution 2017-6 – PASSED

Ordinance 2017-5 - PASSED

FILED
MAY 23 2017
KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

AGENDA
CRAIGHEAD COUNTY QUORUM COURT
MAY 27, 2017
5:30 P.M.

ASSEMBLY AND PLEDGE OF ALLEGIANCE

OPENING PRAYER

- I. Roll Call
- II. Approval of minutes for April, 2017
- III. Committee Reports:
 - a. Public Service Committee Report.
 - b. Finance and Administration Committee Report.
 - c. Roads and Transportation Report.
- IV. Old Business:

None
- V. New Business:
 - a. Reappointment of Kevin Bailey to a second term
On the MAPC Board of Directors.
 - b. An Ordinance to amend Ordinance No. 2014-3
which consists of the Craighead County
Employment/ Personnel Policy Handbook.

May 22, 2017 Quorum Court Meeting

13 Justices of the Peace Present

Judge Ed Hill called the meeting to order at 5:30pm.

Justice Barbara Weinstock moved to approve the minutes from the meetings occurring during April 2017 with no changes, this was seconded by Justice Steve Cline. All voted to approve the motion.

Justice Richard Rogers read the Public Service Committee report. – *Appendix 1*

Justice Jim Bryant read the Finance Committee report. – *Appendix 2*

Input was received from Tax Collector Wes Eddington and Juvenile Director Lewis Davis on the suggested changes in financial structure to add additional deputies to each office. It was the favor of the court to have this formalized in an Appropriation Ordinance for consideration at the next meeting.

Justice Cline read the Road and Transportation Committee report. – *Appendix 3*

Circuit Clerk Candace Edwards advised the Court about the birth of County Assessor Hannah Towell's newborn child letting everyone know child and mother were doing fine.

Resolution 2017-6 was read to appoint a member to the Board of Directors for the MAPC. Justice Ken Stacks motioned for the adoption of the resolution, seconded by Justice Cline. All voted in favor. – *Appendix 4*

Ordinance 2017-5 was read to amend the Personnel Policy to include a Conflicts of Interest, Ethic, and Nepotism section; as well as, an Internal Transfer Policy. Justice Weinstock motioned for the adoption of the resolution, seconded by Justice Billie Sue Hoggard. All voted in favor. – *Appendix 5*

Some discussion ensued by members of the court to have the Nepotism policy expanded from what was just passed and this was met with agreeance by Garrett Barnes who serves as a council member for the Bono City Council. He suggested that the Quorum Court look at the state's current overarching policy and consider implementing something as many of the cities look to what the county is doing for guidance. Justice Rogers stated that this would be discussed at the next Public Service Committee meeting further.

With no other business to be discussed, Justice Rogers motioned to adjourn the meeting with a second from Justice Cline. All were in favor and the meeting stood adjourned at 5:55pm.

Also attached are letters of support for the additional position acquired by Tax Collector Eddington. – *Appendix 6*

Craighead County Quorum Court Meeting
Public Service Committee
May 08, 2017
5:30 p.m.

Public Service Committee assembled after the opening of the court meeting and briefing from Judge Ed Hill.

Chair Richard Rogers called the meeting to order. Those present included Justice Rogers, and Justices Fred Bowers, and Aaron Harris. Billie Sue Hoggard was absent.

1. Brief discussion concerning the amendment of the Personnel Policy regarding the following changes:
 - a. The insertion of a section that would address a “conflict of Interest and Ethics” guideline to ensure that employee does not use his/her connection to influence a deal with the County.
 - b. An Amendment to set rules regarding separation from Craighead County’s employment was discussed. Chair Richard Rogers made a motion to approve the draft, Fred Bowers seconded the motion. All of the three members who were present; Justices Rogers, Bowers, and Harris agreed with the motion made.

With no other business at hand, the meeting adjourned at 5:50 p.m.

Minutes prepared by Jeanne Taylor, Craighead County Judge’s Office

Finance Committee Meeting

May 8, 2017

Finance Committee Members present: Chairman Jim Bryant, Vice Chair Barbara Weinstock, and Justices Dan Pasmore and Ken Stacks.

Justice Josh Longmire was absent

Others present: Al Haines, County Treasurer Terry McNatt, County Clerk Kade Holliday, Tax Collector Wes Eddington, Circuit Court Clerk Candace Edwards, Juvenile Director Lewis Davis, and other guests.

Justice Bryant called the Finance Committee Meeting to order at 5:40 PM after the full court Assembly.

Justice Bryant asked Treasurer McNatt to bring the committee up to date on revenues and expenditures. McNatt noted that the County General is down slightly from a year ago and that could be due to timing of revenue received in and expenses going out. County road fund is up slightly from a year ago. The general fund has received approximately 21.6% of anticipated revenue while the road fund has received approximately 27.3% of revenue.

Tax Collector Wes Eddington brought the committee up to date on tax collections. He noted that he will be handing over to the Treasurer in a few days a check in the amount of \$11.3 million with more collections to follow in a few weeks. He as so advised the Committee his need for an additional deputy to assist in delinquent accounts and he noted that he did reduce his current staff by two employees at the beginning of the year. No action was taken on this request at this time.

McNatt and County Clerk Kade Holliday advised the committee that by restructuring the finance accounting mechanism, with funding through the final tax settlement, that the employee at the Lake City Courthouse could be moved from the Lake City budget into the Tax Collectors General budget thereby allowing the bulk of that cost be picked up by schools and other taxing entities. By implementing this restructuring process will free up funding in the general fund to allow the Juvenile Court Department to add one additional employee to assist in state mandated juvenile assessments that was initially requested during the budget process and requested again by Juvenile Director Lewis Davis during this meeting. Also, the state will reimburse \$15,000 to the county for this individual upon meeting qualification standards. It was noted that this will not be a complete wash of funding and that County General will make up the remaining undetermined costs.

Chairman Bryant, with the approval of the committee, advised that Eddington and Davis make contact with the schools and make them aware of these possible changes and report back to the full court at the next upcoming court meeting for consideration of these changes.

With no other business to be discussed, the meeting stood adjourned at 6:05 PM.

Craighead County Quorum Court Meeting
May 8, 2017
Roads and Transportation Committee

Members of the Roads and Transportation Committee assembled after the meeting of the full court. Members present included: Steve Cline, Terry Couch, Max Render, and David Tennison.

Others present included Eugene Neff and Judge Hill.

Justice Cline called the meeting to order after the meeting of the full court:

1. Eugene Neff updated the committee on the monthly road report also distributed during the meeting of the full court, highlighting the tile and box culvert work being completed on CR 134.
2. Substantial discussion then centered around the Cache River Flooding from the recent rain event, especially the impact on farmers in the western side of the county. A meeting is scheduled for May 9th in Bono to address some of the concerns with local, state, and federal officials.
3. Discussion was also held regarding the river level and anticipated level of the St. Francis in Lake City. No major flooding was anticipated based upon projections.
4. Construction continues at the Bono Bridge Project with the contractor making good progress on the project. It was also noted that NO flooding occurred in Bono after the recent major rain event, especially areas that would traditionally see flooding before lake construction.

With no other business, the committee stood adjourned.

RESOLUTION NO. 2017-6

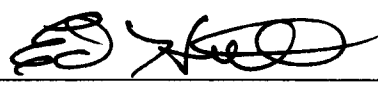
A RESOLUTION APPROVING THE APPOINTMENT OF A BOARD MEMBER TO THE METROPOLITAN AREA PLANNING COMMISSION BOARD OF DIRECTORS.

WHEREAS, ACT 742 of the General Assembly of the State of Arkansas, states that the County Judge of each County is the appropriate person to appoint and reappoint board members to the (MAPC) Metropolitan Area Planning Commission Board of Directors.

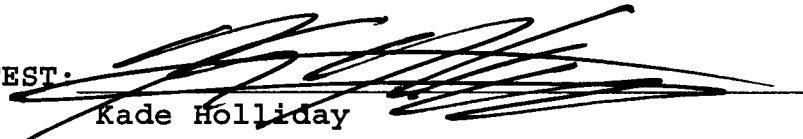
WHEREAS, Kevin Bailey, 101 CR 130, Bono, AR 72416 has been recommended to serve a second term on the MAPC Board of Directors. This term will become effective upon passage and filing of this resolution, and will be his second term. Term will begin April 28, 2017, and will expire on April 28, 2020.

BE IT HERBY RESOLVED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS, THAT THE ABOVE DESCRIBED REAPPOINTMENT WILL BECOME EFFECTIVE UPON PASSAGE AND FILING OF THIS DOCUMENT IN THE COUNTY CLERK'S OFFICE REGARDING THE REAPPOINTMENT OF KEVIN BAILEY.

Dated this 22nd day of May, 2017.

APPROVED: 

Judge Ed Hill
Craighead County Judge

ATTEST: 

Kade Holliday
Craighead County Clerk

FILED
MAY 23 2017
KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

FILED

MAY 23 2017

KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

ORDINANCE NO. 2017-15

BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORDINANCE NO. 2014-3 TO AMEND THE COUNTY EMPLOYMENT/PERSONNEL POLICY HANDBOOK."

Section 1. Section 14 of the Craighead County Employment/Personnel Policy Handbook entitled "Personnel Policies is hereby amended to read as follows:

I. Conflicts of Interest, Ethics, and Nepotism

An actual or potential conflict of interest occurs when an employee is in a position to influence a decision that may result in a personal gain for that employee or for a family member as a result of business dealings with Craighead County. For the purposes of this policy, a family member is mother, father, mother-in-law, father-in-law, son, daughter, foster or stepchildren, husband, wife, brother, sister, brother-in-law, sister-in-law, uncle, aunt, nephew, niece, grandfather, grandmother, grandson, and granddaughter.

No "presumption of guilt" is created by the mere existence of a relationship with outside firms. However, if employees have any influence on transactions involving purchases, contracts, or leases, it is imperative that they disclose it to his/her supervisor/elected official and Purchasing Department as soon as possible the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.

Personal gain may result not only in cases where an employee or family member has a significant ownership interest in a firm with which Craighead County does business, but also when an employee or family member receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealing involving Craighead County. Craighead County recognizes the right of employees to engage in activities outside of their employment which are of a private nature and unrelated to OUR activities. However, the employee must disclose conflicts so that Craighead County may assess and prevent potential conflicts of interest from arising. For more information, refer to A.C.A §14-14-1202.

Section 2. Section 17 of the Craighead County Employment/Personnel Policy Handbook entitled "Personnel Policies is hereby amended to read as follows:

D. Internal Transfers

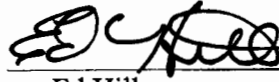
Notice of Termination is to be submitted with a specific date of separation with the signature of an authorized official to the Payroll Clerk. Employment with the County will terminate at the close of business of the specific date of separation (See Section 17.C).

The termination will be considered an internal transfer only when official notification from an elected official or authorized representative hire the terminated employee into a budgeted position before the close of business on their specific date of separation. Once close of business occurs, the separation of employment is official and any further employment with the County will be treated as a new hire.

Section 3. EMERGENCY CLAUSE. There now exists in the Craighead County Employment/Personnel Policy Handbook an immediate need to amend the policy regarding Conflicts of Interest, Ethics and Nepotism. Therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect upon its date of passage.


Dated this 22nd day of May 2017.

APPROVED



Ed Hill
County Judge

ATTEST:



Kade Holliday
County Clerk



Jonesboro Public Schools
2506 Southwest Square
Jonesboro, AR 72401

Office of the Superintendent
kim.wilbanks@jonesboroschools.net

870-933-5800
Fax: 870-933-5838

TO: Members of the Quorum Court
FROM: Dr. Kim Wilbanks, Superintendent of Jonesboro Schools
SUBJECT: Additional Staff Member in Wes Eddington's Office
DATE: May 12, 2017

Dear Madam or Sir:

I am writing this letter on behalf of the Jonesboro School District in support of Mr. Wes Eddington, Craighead County Tax Collector adding an additional employee to his staff.

After observing the workload Mr. Eddington's current staff is responsible for, we feel confident that an additional staff member is needed. Our district depends on this office to efficiently collect and disperse funds and this can only be accomplished by hiring an additional staff member.

Sincerely,

A handwritten signature in cursive script that reads "Kim Wilbanks".

Dr. Kim Wilbanks
Superintendent

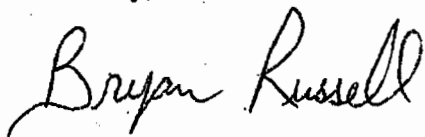
Valley View Public School
OFFICE OF SUPERINTENDENT
2131 VALLEY VIEW DRIVE
JONESBORO, ARKANSAS 72404

May 10, 2017

To whom it may concern:

I would like to recommend on behalf of the Craighead County Superintendent's Association and on behalf of Valley View Public Schools, that Mr. Wes Eddington be allowed to hire an additional employee to help handle the workload in his office as funding is available for such a hire. The local school districts budget upon and depend upon the payment of property taxes in a timely manner. This can only be accomplished if the tax statements are generated and mailed out as early as possible. To that end Mr. Eddington expressed to the Superintendent's Association that his office could really use an additional employee. We appreciate your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Bryan Russell".

Bryan Russell, Superintendent Valley View Schools
President of Craighead County Superintendent's Association

NETTLETON SCHOOL DISTRICT

Office of the Superintendent
3300 One Place · Jonesboro, AR 72404
Telephone: 870-910-7800
Fax: 870-910-7854

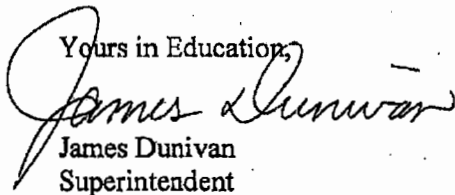
TO: Members of the Quorum Court
FROM: James Dunivan, Superintendent of Nettleton Schools
SUBJECT: Additional Staff Member in Wes Eddington's Office
DATE: May 12, 2017

Please consider this communication as support for Wes Eddington to add an additional employee to his office.

After meeting with Mr. Eddington and observing the workload his current staff has, we believe it is in the county's best interest to add another staff member. It is very important that the duties of this office be carried out in a timely manner. Many of us depend on the efficiency of this office when it comes to collecting and dispersing funds and we feel they are currently under-staffed.

Thank you for your consideration of this request.

Yours in Education,



James Dunivan
Superintendent

