

Quorum Court Meeting

3/23/2015

FILED
MAR 24 2015
KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

AGENDA
CRAIGHEAD COUNTY QUORUM COURT
March 23, 2015
7:00 P.M.

Assembly and Pledge of Allegiance

OPENING PRAYER

~~I.~~ Roll Call

~~II.~~ Approval of minutes for February, 2015 meeting.

~~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. Annual Clean-up Ordinance for 2014 Budget year reconciliation.**

NOTE: QUORUM COURT MEETING ON MARCH 23,
2015 WILL BE AT THE LAKE CITY COURTHOUSE.
7:00 P.M. (107 COBEAN, LAKE CITY, AR 72437)

March 23, 2015 Quorum Court Meeting in Lake City

10 Justices of the Peace Present, Justice Billie Sue Hoggard, Max Render, and Richard Rogers were absent.

Judge Ed Hill called the meeting to order at 7pm.

Justice Barbara Weinstock moved to approve the minutes from the meetings occurring during February 2015 with no changes, this was seconded by Justice Bowers. All voted to approve the motion and accept the minutes from the February 2015 meeting.

Justice David Tennison read the Public Service Committee report. – *Appendix 1*

Justice Ken Stacks read the Finance Committee report. – *Appendix 2*

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

County Judge Ed Hill brought the county annual clean up ordinance before the court. Before the ordinance could be read Justice Ken Stacks made a motion which was seconded by Justice Garry Meadows to refer the ordinance to the Finance Committee for further study and understanding. This concern was reiterated about the Justice Josh Longmire. Justice Steve Cline suggested we should pass the ordinance to close out 2014 while still looking for a better understanding of the ordinance and explanations at the following meeting. Following some additional conversation about the ordinance it was voted 9-1 to refer the ordinance to the Finance committee at the following meeting and for the Finance committee to meet at 5:30pm on April 13 before the following meeting to gain a better understanding of the ordinance line item by line item. It was also asked by many Justices that the elected officials and department heads be on hand to discuss their individual departments.

Eastern District Deputy Clerk Leisa Couch thanked the quorum court for allowing the Lake City Courthouse to be the pilot site for the proposed LED efficient lighting movement within Craighead County and stated that they lights are much improved and provide a much improved worksite as opposed to previous lighting options.

Brief discussion with all issues concerning the HR position occurred with the majority of the emphasis being placed on the positions overall job description and the attempts to find the financial means to implement such a position before we move forward. Justice David Tennison stated that he had been in contact with some counties which have these positions currently and have gathered copies of their job description to be discussed at the next Public Service committee meetings on April 13. Additionally, the issue of the 60/40 road split was brought up to be considered at either the upcoming or next meeting following the upcoming meeting for consideration.

With no further business to be discussed Justice Jim Bryant motioned to adjourn the meeting with a second from Justice Ray Kidd, all were in favor and the meeting stood adjourned at 7:45pm.

Craighead County Quorum Court Meeting
Public Service Committee
March 9, 2015

Public Service Committee assembled after briefing by Judge Ed Hill.

Members present: Chairperson David Tennison, Richard Rogers, Fred Bowers, and Billie Sue Hoggard.

David Tennison called the meeting to order. There was discussion concerning whether or not a Human Resource employee is needed for Craighead County. Brief discussion concerning whether or not they should look at a part-time or full-time position. Also, members agreed that it might be helpful to contact other counties who currently employ an HR employee and what their duties and job description contain. No action was taken at this time.

With no other business to discuss, the Committee adjourned at approximately 7:45 p.m.

Finance Committee Meeting

March 9, 2015

Finance Committee Members present: Chairman Ken Stacks, Vice Chair Josh Longmire, and Justices Jim Bryant, Barbara Weinstock, and Garry Meadows.

Press: None

Others present: Al Haines, County Treasurer Terry McNatt, County Collector Marsha Phillips, County Clerk Kade Holliday, Circuit Clerk Candace Edwards, Assessor Hanna Towell, and other guests.

Justice Stacks called the Finance Committee Meeting to order at 7:15 PM after the full court meeting and discussed the following:

Reviewed revenue and expenditure reports for February 2015.

Justice Stacks asked each committee member if they had any particular issue they needed to bring before the committee. McNatt addressed a question from Justice Weinstock about E911 Services. Justice Stacks asked McNatt if he could provide a 12 month snapshot of various revenues for a more realistic pattern of revenues. McNatt will comply with request.

McNatt advised the committee that a bill in the Legislature will address the Game & Fish Education funding, and if approved, funding will no longer pass thru the Counties, but will be distributed through Rural Service to schools.

Justice Longmire asked about the Bono Lake Project and noted that there was a small balance in the fund. Haines advised that there is possibly one more outstanding bill that will be paid to the Project Engineer.

Justice Longmire asked the committee to revisit the local sales tax split of 60% to roads and 40% to the general fund. He would like for the local sales tax proceeds be divided on a 50/50 split between road and general fund. The committee unanimously voted to present to the full court a recommendation to change the local sales tax split to a 50/50 split between road and general funds. McNatt estimated this split would increase the general fund by approximately \$300,000 annually. A time line of May 1st is requested by the committee for implementation.

The next item of business for discussion was brought to the committee by Justice Meadows. He believes that the county has a great and very necessary need for a Human Resources person or department. This person would be vital in addressing all issues and helping all elected official in day to day operations in regards to labor laws, insurance issues, orientation issues, and a host of other valuable information. Meadow's investigation indicates that most all businesses with more than 100 employees have a full time HR staff.

Edwards asked who would an HR person answer to and she believes the Quorum Court may be the correct answer. Justice Stacks was not sure if that would be possible. Justice Meadows said an HR person would be a "right arm" for departments in solving issues before a problem is created. He believes that the county will be receiving approximately \$80,000 from the state if a bill in the legislature is passed. Assessor Towell inquired if the county would employ and full time HR person or have one on retainer. The committee felt that any HR would be a full time position. Meadows estimated that it would cost \$100,000 per year for a full time, benefits, and possible a part time assistant.

Justice Meadows made a motion, seconded by Justice Longmire to recommend that the Finance committee secure the funding for this HR position with the Public Service Committee addressing the parameters, guidelines, duties, qualifications, and other criteria related to such a position.

Justice Longmire suggested that the budget process begin early in the year regarding health insurance and other issues. Holliday suggested that the county look at setting October as the enrollment date for health insurance to avoid last minute enrollment issues. Justice Meadows suggested that the county have safety programs and other types of training in order to reduce the Modification Number related to insurance costs.

McNatt advised the committee to keep an eye on legislation pending in the legislature. Based on information, the general fund could lose \$120,000 by changing revenue from the commissary fund to the Sheriff's Communication Fund. Also, he advised that legislation is also pending to extend the time to file for local sales tax rebates from the current 6 months to 3 years. If approved, this could reduce sales tax revenue.

Justice Bryant seconded by Justice Weinstock to adjourn the meeting.
Meeting stood adjourned at 8:15PM

Craighead County Quorum Court Meeting
March 9, 2015
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, Ray Kidd, and Max Render.

Others present included Eugene Neff, Judge Hill, and Tony Thomas.

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

1. Justice Kidd asked for an update on the bids that were recently opened for the purchase of an excavator. Judge Hill indicated the bids for the John Deere had been selected.
2. Eugene Neff updated the committee on the monthly road reported distributed during the meeting of the full court.
 - a. An update was provided on the recent operations during the inclement weather.
 - b. The two new graders have been added to the fleet.
 - c. Neff indicated no change on the bridge closure on CR602. The County is still waiting to hear from the Highway Department on this project and Eugene Neff will reach out to personnel in the coming days. Paved roads in the area are experiencing an increased use, so it is important to get this resolved as soon as possible.
 - d. Updated the committee on some closure of roads around the Cache River due to flooding.
3. Judge Hill indicated the Bono Bridge right of way has been finalized with the paperwork being submitted to the Highway Department. This should get the bridge in their bid letting process soon. Justice Cline discussed the benefits of this project for the area.

With no other business, the committee adjourned.