

**Quorum Court Minutes**

**6.22.15**

**APPROPRIATION ORDINANCE 2015-4 – PASSED**

**APPROPRIATION ORDINANCE 2015-5 – PASSED**

**APPROPRIATION ORDINANCE 2015-6 – PASSED**

**FILED**  
**JUN 23 2015**  
**KADE HOLLIDAY**  
**COUNTY & PROBATE COURT CLERK**

**AGENDA**  
**CRAIGHEAD COUNTY QUORUM COURT**  
**5:30 P.M.**  
**JUNE 22, 2015**

**Assembly and Pledge of Allegiance**

**OPENING PRAYER**

**Briefing by Judge Ed Hill to Court Members.**

**1. Roll Call**

**II. Approval of minutes for May, 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**

- 1. Appropriation Ordinance regarding Child Support Cost Fund.**
- 2. Appropriation Ordinance to add Fund 3568 to include Hazard Mitigation Project Grant Monies.**
- 3. Appropriation Ordinance amending 2015 Annual Operating Budget to add Fund 3598. Dept. 422, Courthouse Security Grant Fund.**

June 22, 2015 Quorum Court Meeting

12 Justices of the Peace Present, Justice Garry Meadows was absent.

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

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

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

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

Various discussion ensued about Ken Stacks report. One issue that was addressed by Justice Ken Stacks to move all the employees from automation funds to County General so that the costs could be shared amongst the taxing entities. Assistant to the Judge Tony Thomas stated that this should be looked at more closely as this will cost all of the taxing entities additional money which will ultimately cost the tax payer as certain funds can only be used for certain things. It was decided that all elected officials will discuss their statues pertaining to their automation funds at the next finance committee meeting. After this, Mr. Carter of the audience voiced concern about the idea of lobbying about raising court fees as justice should be free at the tax payers expense. Circuit Clerk Candace Edwards updated the court stating that her office is not losing money as was previously stated; however, due to misappropriate spending that the office is spending more than she is taking in. Recorder money is adequate to pay for what it should pay for, but the issue will have to be looked at closer during the 2016 budget process.

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

Appropriation Ordinance 2015-4 was read to appropriate funds to the Child Support Cost Fund. Justice Barbara Weinstock moved to approve the resolution, seconded by Justice Billie Sue Hoggard. All voted in favor of the motion and the resolution was passed. – *Appendix 4*

Appropriation Ordinance 2015-5 was read to appropriate funds to the Hazard Project Mitigation Grant. Justice Ken Stacks moved to approve the resolution, seconded by Justice Steve Cline. Jeff Presley questioned the choice that was made in the bid process to bid out the plan and warned the quorum court that there needs to be additional look at this project as it is vital to the full use of this plan. Additionally, he stated that due to the fact that the county does not have a plan in place all entities are losing out on millions of dollars in lost grant money and funding opportunities. Assistant to the County Judge Tony Thomas stated that the county made the decision that Craighead County was working with the firm that scored the highest in the research process of both companies in question. All further questions need to be directed to County Judge Ed Hill as he is the ultimate executor of all contractual obligations. Assistant to the Judge Tony Thomas stated that the overall cost to the county will be minor as the cost will be split amongst the taxing entities. Other minor discussion about the issue occurred, after that discussion, all voted in favor of the motion and the resolution was passed. – *Appendix 5*

Appropriation Ordinance 2015-6 was read to appropriate funds to the Courthouse Security Grant. Justice Terry Couch moved to approve the resolution, seconded by Justice David Tennison. All voted in favor of the motion and the resolution was passed. – *Appendix 6*

Justice Barbara Weinstock asked if we would be able to incorporate a committee of the whole in the coming months in order to discuss where all committees are in addition to upcoming issues the court will need to address.

With no further business to be discussed Justice Jim Bryant motioned to adjourn the meeting with a second from Justice Richard Rogers, all were in favor and the meeting stood adjourned at 6:40 pm.

Craighead County Quorum Court Meeting  
Public Service Committee  
June 8, 2015  
5:30 p.m.

Public Service Committee assembled after briefing by Judge Ed Hill.

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

Tiz Bowers from the Payroll Department and Mary Ann Nimmo from Accounts Payable Department were also present.

Brief discussion between Public Service members concerning the issue of a Human Resource Person for the County. Tiz Bowers and Mary Ann Nimmo spoke briefly to the committee.

No action taken at this time; and, issue was tabled with all in agreement until further notice.

Meeting adjourned at approximately 6:10 p.m.

**Finance Committee Meeting**

June 8, 2015

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

Press: Hunter Field, Jonesboro Sun

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

Justice Stacks called the Finance Committee Meeting to order at 5:55 PM after the full court meeting to review the monthly revenue and expenditure reports.

Justice Stacks stressed that the salary survey prepared by County Clerk Kade Holliday was very informative. Stacks reviewed the survey in detail referencing salaries of elected officials and chief deputies of respective offices and noted percentages of salaries of Craighead County officials as compared to other respective counties as well as maximum salaries allowed by the state salary schedule. Survey indicated that Craighead County elected officials and chief deputy's salaries are below survey percentages, and salaries for employees are within recommended percentages. Stacks estimated that to bring all elected officials up to state law maximum would cost approximately \$125,000 plus added benefits cost.

Holliday indicated that the County could save \$250,000 to \$300,000 by moving employees from automation funds to county general and letting the taxing units pick up the full cost of those offices, thereby allowing those automation funds to increase for automation upgrades.

The Finance Committee unanimously voted to ask County Judge Ed Hill to request health insurance quotes for the year 2016 be submitted on or before October 1, 2015 to facilitate the implementation insurance data into the 2016 budget.

Circuit Clerk Edwards submitted circuit court cost analysis to the committee. The cost of opening a case file is \$165 and after costs and fees mandated by the State are deducted, leaves \$0 revenue for the county, thereby leaving the cost of the circuit court to be funded by the recorders cost fund. The committee unanimously recommended that a resolution be drafted and submitted to the full court asking the legislators to increase the filing fees or reduce state deductions in order that Craighead County can recoup costs associated with the operation of the circuit court system.

McNatt updated the committee on incoming revenue from various sources. He noted that sales tax revenue varies from month to month, and was down the last month.

With no other business to be discussed, the committee stood adjourned at 7:00 PM.

Craighead County Quorum Court Meeting  
June 8, 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 Scotty Simino, Judge Hill, and Tony Thomas.

Justice Kidd called the meeting to order after 5:55 PM after the meeting of the full court:

1. Scotty Simino updated the committee regarding the monthly road reported distributed during the meeting of the full court.
2. Judge Hill and Scotty updated the committee of another joint project for paving between the City of Jonesboro, Valley View Public Schools, and Craighead County.
3. Justice Couch discussed road issues in his area and was provided updates on the equipment and crew rotation in the area.
4. Justice Cline brought up the idea about a different sign color for accepted and non-accepted County Roads. He also received an update on a repair on Hasbrook Road.
5. Judge Hill indicated the Bono Bridge letting is now set for July bidding after the recent delays in federal funding. He is hopeful there are no further delays for this project.

With no other business, the committee adjourned at 6:20 pm.

APPROPRIATION ORDINANCE NO. 2015-4

BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS; AN ORDINANCE TO BE ENTITLED:

An Ordinance amending the 2015 Annual Operating Budget to add funds into Fund 3012, Child support Cost Fund, Dept 102 to allow for costs related to child support be charged to that fund.

**SECTION 1.** That during the 2015 budget process, the Child Support Fund and Line item expenditure codes were incorporated into the annual operating budget with \$0 dollar spending amounts entered.

**SECTION 2.** That the Circuit Clerk will separate and charge expenses for the operation related to the Child Support duties from this fund. Monies are available in the Child Support Fund for this these anticipated expenditures.

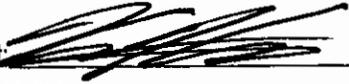
**SECTION 3.** That appropriation of monies into this fund for costs related to the operation of the child support duties. be approved as described below.

<b>Fund 3012</b>	Child Support Cost Fund	<u>New</u>	<u>Change</u>	<u>Old</u>
Dept 102	Child Support Cost Fund	\$0.00	\$0.00	\$0.00
<u>Acct. #</u>	<u>Description</u>	<u>New</u>	<u>Change</u>	<u>Old</u>
2001	General Office Supplies	\$2,000.00	\$2,000.00	\$0.00
2002	Small Equipment	\$1,000.00	\$1,000.00	\$0.00
3021	Postage	\$800.00	\$800.00	\$0.00
3100	Other Miscellaneous	\$10.00	\$10.00	\$0.00
3102	Computer Software, Support/Maint/Recovery	\$10.00	\$10.00	\$0.00
4004	Machinery & Equipment	\$10.00	\$10.00	\$0.00
		Total Amount	\$3,830.00	

There is hereby appropriated \$3,830.00 into Fund 3012, Dept 102, Child Support Cost Fund to pay costs associated with the operation of the Child Support costs. These additional appropriated funds shall be entered into the accounts payable appropriations journal by the County Clerk as described, upon passage of this appropriation ordinance.

Dated this 22 day of June, 2015.

Approved:   
 Ed Hill  
 Craighead County Judge

Attest:   
 Kade Holliday  
 Craighead County Clerk

**FILED**  
 JUN 23 2015  
 KADE HOLLIDAY  
 COUNTY & PROBATE COURT CLERK

APPROPRIATION ORDINANCE NO. 2015-5

BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY,  
ARKANSAS; AN ORDINANCE TO BE ENTITLED:

An Ordinance amending the 2015 Annual Operating Budget to add Fund 3568, Department 500 to include Hazard Mitigation Project Grant monies that have become available to Craighead County through the Federal Emergency Management Agency (FEMA) and administered through the Arkansas Department of Emergency Management (ADEM) to update the Craighead County Hazard Mitigation Plan and should be incorporated into the Craighead County Annual Operating Budget for proper tracking and disbursements of funds.

**SECTION 1.** That Hazard Mitigation Project Grant monies includes a 25% county match (\$33,750 federal share, \$11,250 local share) will be used to pay for contractual services to gather data and develop a fully approved hazard mitigation plan. This Project plan update will allow the Federal Emergency Management Agency to continue to assist Craighead County when disasters occur and will allow the County to help prevent potential disasters by pre-planning and taking preventative measures.

**SECTION 2.** That a new fund will be created in the Annual Operating Budget to allow for accurate tracking, disbursing, and accounting of the Hazard Mitigation Project Grant monies by the Office of Emergency Management and will be included in projected revenues and budget totals as described below.

		<u>New</u>	<u>Change</u>	<u>Old</u>
	Special Revenue Projections	\$45,000.00	\$45,000.00	\$0.00
Fund 3568	Hazard Mitigation Project Grant Fund	<u>New</u>	<u>Change</u>	<u>Old</u>
Dept 500	Hazard Mitigation Project	\$45,000.00	\$45,000.00	\$0.00
<u>Acct. #</u>	<u>Description</u>	<u>New</u>	<u>Change</u>	<u>Old</u>
3009	Other Professional Services(Mitigation Contract)	\$44,990.00	\$44,990.00	\$0.00
3100	Other Miscellaneous	\$10.00	\$10.00	\$0.00
	Total Change		\$45,000.00	

There is hereby appropriated \$45,000 into Fund 3568, Dept 500, Hazard Mitigation Project Grant Fund for the intent and purposes as described above, from special revenue unappropriated funds. These funds shall be established in the chart of accounts by the County Treasurer and entered into the accounts payable appropriations journal by the County Clerk as describe, upon passage of this appropriation ordinance.

Dated this 22 of June, 2015

Approved: Ed Hill  
Ed Hill  
Craighead County Judge

Attest: Kade Holliday  
Kade Holliday  
Craighead County Clerk

**FILED**  
**JUN 23 2015**  
**KADE HOLLIDAY**  
COUNTY & PROBATE COURT CLERK

APPROPRIATION ORDINANCE NO. 2015-6

BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS; AN ORDINANCE TO BE ENTITLED:

An Ordinance amending the 2015 Annual Operating Budget to add Fund 3598, Dept 422, Courthouse Security Grant Fund as funded and administered through the Administrative Office of the Courts, Security and Emergency Preparedness Division, and these funds have become available to Craighead County for courthouse security for the purchase and implementation of security cameras and access control systems and should be incorporated into the annual operating budget.

SECTION 1. That these grant monies in the amount of \$14,400 have been received and deposited with the County Treasurer and will be used by the local Security and Emergency Preparedness Planning Committee for courthouse security purposes.

SECTION 2. That these grant monies are considered to be special revenue funds and must be expended for purpose so indicated in the grant specifications outlined in the Courthouse Security Grant Program. Grant funds received will be used by Craighead County to pay for equipment and expenditures that will be incurred.

SECTION 3. That this new fund, department, and line categories will be created in the 2015 Annual Operating Budget to allow for accurate accounting of incoming grant monies and expenditures, and listing increases in projected special revenues as described below.

		<u>New</u>	<u>Change</u>	<u>Old</u>
	Special Revenue Projections	\$14,400.00	\$14,400.00	\$0.00
<b>Fund 3598</b>	Courthouse Security Grant Fund	<u>New</u>	<u>Change</u>	<u>Old</u>
Dept 422	Courthouse Security Grant Fund	\$14,400.00	\$14,400.00	\$0.00
<u>Acct. #</u>	<u>Description</u>	<u>New</u>	<u>Change</u>	<u>Old</u>
2002	Small Equipment	\$8,000.00	\$8,000.00	\$0.00
3100	Other Miscellaneous	\$900.00	\$900.00	\$0.00
3102	Computer Software, Support/Maint/Recovery	\$2,500.00	\$2,500.00	\$0.00
4004	Machinery & Equipment	\$3,000.00	\$3,000.00	\$0.00
	Total Amount		\$14,400.00	

There is hereby appropriated \$14,400 into Fund 3598, Dept 422, Courthouse Security Grant Fund for the intent and purposes as described above, from special revenue unappropriated funds. These funds shall be established in the chart of accounts by the County Treasurer and entered into the accounts payable appropriations journal by the County Clerk as described, upon passage of this appropriation ordinance.

Dated this 22 day of June, 2015

Approved: Ed Hill  
Ed Hill  
Craighead County Judge

Attest: Kade Holliday  
Kade Holliday  
Craighead County Clerk

**FILED**  
**JUN 23 2015**  
**KADE HOLLIDAY**  
COUNTY & PROBATE COURT CLERK