

## **BAXTER COUNTY QUORUM COURT AGENDA**

**JANUARY 3, 2017**

THE BAXTER COUNTY QUORUM COURT WILL MEET FOR REGULAR SESSION ON **TUESDAY, JANUARY 3, 2017 AT 6:00 PM** IN THE 2<sup>ND</sup> FLOOR COURTROOM OF THE COURTHOUSE, WITH JUDGE MICKEY PENDERGRASS PRESIDING.

- CALL TO ORDER
- DISPOSITION OF MINUTES FROM PREVIOUS MEETING
- COMMITTEE REPORTS
- NEW BUSINESS
  1. AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2017 AND 2018.
  2. AN ORDINANCE DESIGNATING THE BAXTER COUNTY SHERIFF'S DEPARTMENT AS THE COLLECTOR OF ALL FINES ASSESSED IN CIRCUIT COURT AND ALL COUNTY FINES ASSESSED IN DISTRICT COURT.
  3. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS RECEIVED IN THE MONTH OF NOVEMBER TO THE SHERIFF'S DEPARTMENT 2016 BUDGET.
- ANNOUNCEMENTS
- ADJOURNMENT

**ORDINANCE NO. 2017 - \_\_\_\_\_**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, AN EMERGENCY ORDINANCE TO BE ENTITLED:**

**AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2017 AND 2018.**

**WHEREAS**, the Baxter County Quorum Court is required by Arkansas Code Annotated §14-14-904 to determine its rules of procedure in order to properly conduct the business of county government.

**NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF BAXTER COUNTY, ARKANSAS THAT:**

**Section 1.** The Quorum Court of Baxter County, Arkansas adopts in its entirety the rules of procedure as stated in the *Procedural Guide for Arkansas County Quorum Court Meetings*, published by the Association of Arkansas Counties. In those instances where this guide does not explicitly address the situation, Robert's Rules of Order Newly Revised (RONR) shall be the standard procedural guide for all meetings.

**Section 2. Meeting Dates**

- (a) The regular monthly meetings of the Baxter County Quorum Court shall be held on the first Tuesday of each month, beginning at 6:00 pm, in the 2<sup>nd</sup> floor courtroom of the Baxter County Courthouse, except for the month of July, 2017, which shall be held on the second Tuesday of the month, July 11<sup>th</sup>, due to the Fourth of July holiday occurring on the first Tuesday of that month.
- (b) If the date of the regular meeting needs to be rescheduled, the County Judge is authorized and empowered to choose another date for the Quorum Court to meet. The County Judge shall notify the County Clerk of the date, and the County Clerk shall notify all members of the Quorum Court not less than four (4) days prior to the new meeting date.

**Section 3. Order of Business**

- (a) The following Order of Business shall apply to regular and special called meetings of the Quorum Court:
  - (1) Call to Order and Roll Call
  - (2) Pledge of Allegiance and Moment of Silent Prayer
  - (3) Disposition of Minutes from Previous Meeting
  - (4) Committee Reports
  - (5) Unfinished Business
  - (6) New Business
  - (7) Comments/Questions from the Public
  - (8) Announcements
  - (9) Adjournment
- (b) The procedure for distribution of the Quorum Court Agenda was established in Baxter County Ordinance 2013-01, Section 4: The office of the County Clerk shall distribute, via electronic or US Mail, the Quorum Court agenda and supporting documentation at least seven (7) days prior to the Quorum Court meeting.

**Section 4. Committee Appointments**

- (a) The following standing committees have been established:
  - (1) Budget Committee, comprised of five (5) members
  - (2) Building Committee, comprised of five (5) members
  - (3) Environmental Committee, comprised of five (5) members
  - (4) Economic Development Committee, comprised of five (5) members
  - (5) Legislative Affairs Committee, comprised of five (5) members
  - (6) Personnel Committee, comprised of five (5) members
  - (7) Rural Fire Committee, comprised of all justices in whose district there exists a rural fire department
  
- (b) The County Judge shall appoint members to the standing committees and to the ad hoc committees from the members of the Quorum Court. Appointments shall be made at the beginning of the Quorum Court’s new term and before the February meeting of that term.

**Section 5. Per Diem**

- (a) All justices of the peace of the quorum court shall receive a per diem of \$300.00 for each regular scheduled meeting. *(see Section 2(a))*
  
- (b) All justices of the peace who attend their assigned committee meetings shall receive a per diem of \$50.00 per meeting.
  
- (c) In the event a member of the Quorum Court incurs expenses in the pursuit of official county business, he/she may request reimbursement for such expenses. To receive reimbursement, the member must submit to the County Judge the original, itemized receipts for all expenses and provide a description and explanation of the county business conducted. Approval for overnight expense reimbursement must be obtained from the County Judge in advance of the activity.

**Section 6. Repealer.** This ordinance shall repeal that part of any previous ordinance with which it conflicts.

**Section 7. Emergency Clause.** This Ordinance shall be effective immediately upon passage by the Quorum Court.

APPROVED:

\_\_\_\_\_

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

CANDA J. REESE, COUNTY CLERK

Sponsor: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Votes: For: \_\_\_\_\_ Against: \_\_\_\_\_

Abstain: \_\_\_\_\_ Present: \_\_\_\_\_ Absent: \_\_\_\_\_

**ORDINANCE NO. 2017 - \_\_\_\_\_**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:**

**AN ORDINANCE DESIGNATING THE BAXTER COUNTY SHERIFF'S DEPARTMENT AS THE COLLECTOR OF ALL FINES ASSESSED IN CIRCUIT COURT AND ALL COUNTY FINES ASSESSED IN DISTRICT COURT.**

**WHEREAS**, Act 1262 of 1995, Section 9, of the Arkansas General Assembly requires that each county quorum court designate a county official, agency, department, or private contractor to be responsible for the collection of fines assessed upon defendants in the circuit courts of the state of Arkansas; and

**WHEREAS**, ACA 16-13-709 (2)(A) requires "that each governing body of a political subdivision which contributes to the expenses of a district court shall designate a county, town, or city official, agency, or department who shall be primarily responsible for the collection of fines assessed in the district courts of the state of Arkansas."

**WHEREAS**, the Baxter County Sheriff's Department has agreed to continue serving as the collector of all such fines assessed in the Circuit Court and all County fines assessed in the District Court of Baxter County.

**NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF BAXTER COUNTY, ARKANSAS THAT:**

**Section 1.** The Baxter County Sheriff's Department is hereby designated as the collector of all fines assessed in the Circuit Court and all County fines assessed in the District Court of Baxter County for fiscal year 2017.

APPROVED:

\_\_\_\_\_  
MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CANDA J. REESE, COUNTY CLERK

Sponsor: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Votes: For: \_\_\_\_\_ Against: \_\_\_\_\_

Abstain: \_\_\_\_\_ Present: \_\_\_\_\_ Absent: \_\_\_\_\_

**APPROPRIATION ORDINANCE NO. 2017 - \_\_\_\_\_**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:**

**AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS RECEIVED IN THE MONTH OF NOVEMBER TO THE SHERIFF'S DEPARTMENT 2016 BUDGET.**

**WHEREAS**, the Sheriff's Department has collected the following fees, reimbursements and donations in excess of the anticipated budgeted revenue amount in the month of November, 2016:

- \$ 127.50 received from DWI Fines from District Court
- \$ 150.00 received from Drug Enforcement Fines
- \$ 25.00 received from VIN checks
- \$ 795.00 received from Act 770 fees
- \$ 100.00 fees from Black Powder Prints
- \$ 154.37 reimbursement for Travel
- \$ 327.66 reimbursement for ADC invoices and Inmate Prescriptions
- \$ 277.50 reimbursement for Inmate Postcards and 309's Cable Bill
- \$ 400.00 reimbursement for Inmate Social Security
- \$ 112.97 received for Inmates' Medical Reimbursement
- \$ 118.40 received for Restitution-Extradition/Prisoner Transport
- \$ 25.00 received for Restitution-Extradition/Reserve Per Diem
- \$ 10.00 received for Retired Law Enforcement Qualification
- \$ 288.61 received from Rebate/Refund
- \$ 900.00 received from Donation

**WHEREAS**, it is necessary to appropriate said monies totaling **\$3,812.01** to the appropriate line items in the Sheriff's Department 2016 budget for future expenditure.

**Section 1.** There is hereby appropriated from the 2016 County General Fund (#1000) the following designated sums of money for the following designated expenditures:

- \$ 920.00 to GL# 1000-0400-2001 (General Supplies)
- \$ 245.90 to GL# 1000-0400-2007 (Fuel, Oil, Lubricants)
- \$ 154.37 to GL# 1000-0400-3030 (Travel)
- \$ 10.00 to GL# 1000-0400-3101 (Training & Education)
- \$ 25.00 to GL# 1000-0418-1099 (Jail: Transport for Prisoners)
- \$ 327.66 to GL# 1000-0418-2004 (Jail: Medicine & Drugs)
- \$ 277.50 to GL# 1000-0418-2011 (Jail: General Supplies)
- \$ 512.97 to GL# 1000-0418-3006 (Jail: Medical & Hosp.)

**Section 2.** There is hereby appropriated from the 2016 Sheriff's Special Projects Fund (#3400) the following designated sums of money for the following designated expenditures:

- \$ 150.00 to GL# 3400-0400-2001 (General Supplies)
- \$ 288.61 to GL# 3400-0400-2020 (Bldg Materials/Supplies)
- \$ 900.00 to GL# 3400-0400-2058 (School Resource Officer)

APPROVED:

\_\_\_\_\_  
 MICKEY D. PENDERGRASS, COUNTY JUDGE  
 Date Signed:\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
 CANDIA J. REESE, COUNTY CLERK  
 Sponsor: \_\_\_\_\_  
 Date Adopted: \_\_\_\_\_  
 Votes: For:\_\_\_\_\_ Against:\_\_\_\_\_  
 Abstain:\_\_\_\_\_ Present:\_\_\_\_\_ Absent:\_\_\_\_\_