

BAXTER COUNTY QUORUM COURT AGENDA

JUNE 6, 2017

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

- CALL TO ORDER
- DISPOSITION OF MINUTES FROM PREVIOUS MEETING
- COMMITTEE REPORTS
- NEW BUSINESS
 1. *(2nd Reading)* AN ORDINANCE TO ADOPT CHANGES TO THE BAXTER COUNTY PERSONNEL POLICY MANUAL, DATED JULY 2015, FOR THE PURPOSE OF REVISING AND UPDATING CERTAIN SECTIONS.
 2. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS RECEIVED IN THE MONTH OF APRIL TO THE SHERIFF'S DEPARTMENT 2017 BUDGET.
 3. AN ORDINANCE APPROPRIATING GRANT FUNDS IN THE AMOUNT OF \$3,500.00 INTO THE SHERIFF'S JUSTICE ASSISTANCE GRANT (JAG) BUDGET.
 4. AN ORDINANCE APPROPRIATING REVENUES IN THE AMOUNT OF \$10,301.39 FROM THE BAXTER COUNTY NURSING HOME FUND INTO THE BUILDINGS & GROUNDS BUDGET.
 5. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$210,843.00 FROM THE SALE OF VEHICLES AND EQUIPMENT TO THE ROAD & BRIDGE DEPARTMENT BUDGET.
 6. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$15,574.77 FROM THE SALE OF MATERIALS TO THE ROAD & BRIDGE BUDGET.
 7. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$289.75 FROM THE SALE OF MATERIALS TO THE BUILDINGS & GROUNDS BUDGET.
 8. AN ORDINANCE RE-APPROPRIATING FUNDS IN THE AMOUNT OF \$1,000.00 WITHIN THE HUMAN RESOURCES DEPARTMENT BUDGET.
 9. A RESOLUTION EXPRESSING SUPPORT FOR THE APPLICATION OF AN AUTOMATED RECORDS SYSTEM GRANT BY THE BAXTER COUNTY & CIRCUIT CLERK, AS THE EX-OFFICIO RECORDER.
 10. A RESOLUTION CONFIRMING THE APPOINTMENT OF BEN STRIDER BY THE COUNTY JUDGE TO THE COTTER-GASSVILLE RURAL FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS.
 11. A RESOLUTION CONFIRMING THE APPOINTMENT OF ALAN SOLLIS TO THE TRACY AREA FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS.
 12. A RESOLUTION CONFIRMING THE RE-APPOINTMENT OF STUART FRIEND AND THE APPOINTMENT OF HEATHER CRUNKLETON TO THE BAXTER COUNTY BOARD OF EQUALIZATION.
- ANNOUNCEMENTS
- ADJOURNMENT

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 TO ADOPT CHANGES TO THE BAXTER COUNTY PERSONNEL POLICY MANUAL, DATED JULY 2015, FOR THE PURPOSE OF REVISING AND UPDATING CERTAIN SECTIONS.

WHEREAS, the Baxter County Personnel Committee met on Monday, April 24, 2017, and approved revisions and updates to the Baxter County Personnel Policy Manual, dated July 2015 (*see attachment*).

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

Section 1. The attached Baxter County Personnel Policy Manual, dated April 2017, is hereby approved;

Section 2. Codification. This Ordinance shall be referenced in the Baxter County Code of Ordinances, Section 240.00, Personnel Policy.

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed:_____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: Baxter County Personnel Committee

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 APRIL TO THE SHERIFF'S DEPARTMENT 2017 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 April, 2017:

- \$ 80.00 received from DWI Fines from District Court
- \$ 255.00 received from Drug Enforcement Fines
- \$ 1,874.40 received from Act 770 fees
- \$ 90.00 fees from Black Powder Prints
- \$ 75.00 fees from VIN checks
- \$ 764.13 reimbursement for Inmates' Prescriptions
- \$ 310.40 reimbursement for Inmates' Postcards and 309's Cable Bill
- \$ 75.77 received for Inmates' Medical Reimbursement
- \$ 400.00 received for Inmates' Social Security
- \$ 95.00 received for Restitution-Extradition/Prisoner Transport
- \$ 45.00 received for Restitution-Horses
- \$ 180.00 received for Retired Law Enforcement Qualification
- \$ 200.00 received from Donations
- \$ 51.45 received from Sale of Scrap Metal

WHEREAS, it is necessary to appropriate said monies totaling **\$4,496.15** to the appropriate line items in the Sheriff's Department 2017 budget for future expenditure.

Section 1. There is hereby appropriated from the 2017 County General Fund (#1000) the following designated sums of money for the following designated expenditures:

- \$ 45.00 to GL# 1000-0400-1005 (Overtime/Other Premium Comp.)
- \$2,039.40 to GL# 1000-0400-2001 (General Supplies)
- \$ 175.00 to GL# 1000-0400-2007 (Fuel, Oil, Lubricants)
- \$ 180.00 to GL# 1000-0400-3101 (Training & Education)
- \$ 764.13 to GL# 1000-0418-2004 (Jail: Medicine & Drugs)
- \$ 310.40 to GL# 1000-0418-2011 (Jail: General Supplies)
- \$ 475.77 to GL# 1000-0418-3006 (Jail: Medical & Hosp.)

Section 2. There is hereby appropriated from the 2017 Sheriff's Special Projects Fund (#3400) the following designated sum of money for the following designated expenditure:

\$ 255.00 to GL# 3400-0400-2001 (General Supplies)

\$ 251.45 to GL# 3400-0400-2020 (Bldg. Materials & Supplies)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: Edna Fusco, JP-8

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 GRANT FUNDS IN THE AMOUNT OF \$3,500.00 INTO THE SHERIFF'S JUSTICE ASSISTANCE GRANT (JAG) BUDGET.

WHEREAS, the Sheriff's Office applied for and was awarded a Local Law Enforcement Block Grant (LLEBG) for the purchase of equipment to facilitate improved radio communications; and

WHEREAS, these funds have been deposited with the County Treasurer and are available for appropriation into the Sheriff's Justice Assistance Grant (JAG) budget for the proper assignment of expenditures.

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

Section 1. The IT Manager is authorized to make the following appropriation from the Sheriff's Justice Assistance Grant Fund (#3502) into the following designated budget line item in the Sheriff's Justice Assistance Grant budget:

\$ 3,500.00 appropriated to GL# 3502-0400-4004 (Capital Outlay: Machinery & Equipment)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE
Date Signed:_____

ATTEST:

CANDA J. REESE, COUNTY CLERK
Sponsor: Edna Fusco, JP-8
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 REVENUES IN THE AMOUNT OF \$10,301.39 FROM THE BAXTER COUNTY NURSING HOME FUND INTO THE BUILDINGS & GROUNDS BUDGET.

WHEREAS, the County has incurred an emergency expense in the amount of \$10,301.39 that involved the repair and re-routing of the roof drains at the Baxter County Court Complex to prevent the repeated backup of sewer water flooding parts of the building; and

WHEREAS, the cost of the necessary repairs was not included in the Buildings & Grounds budget for 2017 and the County Judge is recommending that available funds in the Baxter County Nursing Home Fund be used to cover the cost of this emergency expense from the Buildings & Grounds budget.

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

Section 1. The County Treasurer is hereby authorized to transfer \$10,301.39 from the Nursing Home Fund (#1001) into the County General Fund (#1000); and

Section 2. After the transfer in Section 1, the IT Manager is hereby authorized to make the following new appropriation:

\$10,301.39 into GL# 1000-0111-2020 (Bldg Materials & Supplies)

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 FUNDS IN THE AMOUNT OF \$210,843.00 FROM THE SALE OF VEHICLES AND EQUIPMENT TO THE ROAD & BRIDGE DEPARTMENT BUDGET.

WHEREAS, the following county-owned vehicles and equipment were sold at auction for a net profit of \$210,843.00:

<u>Asset #</u>	<u>Description</u>	<u>Serial/VIN #</u>
0872	Bomag BW213PD Single Drum Compactor	101400170180
0873	Bomag BW161AD Double Drum Compactor	101640500133
0962	Caterpillar 140G Motor Grader	72V14123
0964	Caterpillar 140G Motor Grader	72V17594
2929	Caterpillar 140H Motor Grader	CAT0140HACCA01851
1189	1989 Ford F-350 Truck w/ Versalift Bucket	1FDKF37G9KNB47706
1682	1990 Ford L9000 Truck	1FTYY95W7LVA27619

WHEREAS, these funds have been deposited with the County Treasurer and are available for appropriation to the Road & Bridge Department.

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

Section 1. There is hereby appropriated from the Road & Bridge revenue fund (#2000-8711) the following sum of money into the following designated budget line item:

\$210,843.00 appropriated to GL# 2000-0200-4004 (Capital Outlay: Machinery & Equipment)

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 FUNDS IN THE AMOUNT OF \$15,574.77 FROM THE SALE OF MATERIALS TO THE ROAD & BRIDGE BUDGET.

WHEREAS, the Road & Bridge Department has received funds in the amount of \$15,574.77 from the sale of road materials and signs from January through April, 2017; and

WHEREAS, these funds have been deposited with the County Treasurer and are available for appropriation to the Road & Bridge Department.

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

Section 1. There is hereby appropriated from the Road & Bridge revenue fund (#2000-8712) the following sum of money into the following designated budget line item:

\$15,574.77 to GL# 2000-0200-2020 (Road Construction Materials/Supplies)

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 FUNDS IN THE AMOUNT OF \$289.75 FROM THE SALE OF MATERIALS TO THE BUILDINGS & GROUNDS BUDGET.

WHEREAS, the Buildings & Grounds Department has received funds in the amount of \$289.75 from the sale of surplus items sold at auction; and

WHEREAS, these funds have been deposited with the County Treasurer and are available for appropriation to the Buildings & Grounds Department budget.

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

Section 1. There is hereby appropriated from Revenue Fund #1000-8712 the following sum of money into the following designated budget line item:

\$289.75 to GL# 1000-0200-2001 (General Supplies)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RE-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 RE-APPROPRIATING FUNDS IN THE AMOUNT OF \$1,000.00 WITHIN THE HUMAN RESOURCES DEPARTMENT BUDGET.

WHEREAS, it is necessary to transfer funds within the Human Resources Department budget for the proper assignment of expenditures; and

WHEREAS, there are sufficient funds available within the Human Resources Department budget for said transfer.

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

Section 1. The Baxter County Quorum Court authorizes the IT Manager to make the following re-appropriation within the Human Resources Department budget:

\$1,000.00 from #1000-0140-3009 (Other Prof. Svcs) to #1000-0140-2001 (General Supplies)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed:_____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: _____

Date Adopted: _____

Votes: For:_____ Against:_____

Abstain:_____ Present:_____ Absent:_____

RESOLUTION NO. 2017 - _____

A RESOLUTION EXPRESSING SUPPORT FOR THE APPLICATION OF AN AUTOMATED RECORDS SYSTEM GRANT BY THE BAXTER COUNTY & CIRCUIT CLERK, AS THE EX-OFFICIO RECORDER.

BE IT RESOLVED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, THAT:

WHEREAS, Baxter County is a Class 4 county in the State of Arkansas, and is therefore eligible to apply for a grant from the Automated Records Systems Fund managed by the Association of Arkansas Counties and administered by the Automated Records Systems Fund Committee; and

WHEREAS, the Baxter County & Circuit Clerk's grant application is for funds to be used to scan and digitize old deed books, which will improve efficiency in research and sharing of information for office personnel, the Assessor, abstractors, bank personnel, attorneys, as well as the general public; and

WHEREAS, this project will help reduce future space issues and will help secure permanent accessibility to the land records of Baxter County by replication of the documents and provision of off-site back-up to the digital copies.

NOW, THEREFORE, BE IT RESOLVED, that the Baxter County Quorum Court expresses full support for the County Recorder's application for an Automated Records System Grant. We resolve that any approved grant funds will be credited to a fund created on the books of the County Treasurer to be known as the Automated Records System Grant Fund. This Court further resolves that the funds will be expended in compliance with the grant application and will be used during the time frame allowed and that the Certification of Completion will be filed in a timely manner by the County Judge and Circuit Clerk/Recorder.

APPROVAL:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2017 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF BEN STRIDER BY THE COUNTY JUDGE TO THE COTTER-GASSVILLE RURAL FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS.

BE IT RESOLVED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, THAT:

WHEREAS, a member of the Cotter-Gassville Rural Fire Protection District Board of Commissioners, Jay Dukes, is unable to complete his three-year term on the Board.

Section 1. The Quorum Court hereby confirms the following person to complete the three-year term on the Cotter-Gassville Rural Fire Protection District Board of Commissioners, set to expire February, 2020:

BEN STRIDER

Section 2. This resolution shall be in full force and effect from and after its passage and approval.

APPROVAL:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed:_____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsors: Tink Albright, JP-6 & Kevin Litty, JP-10

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2017 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF ALAN SOLLIS TO THE TRACY AREA FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS.

BE IT RESOLVED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, THAT:

Section 1. The following member of the Tracy Area Fire Protection District Board of Commissioners, having been appointed by the County Judge for a term of three (3) years to expire June 2020, is hereby confirmed by the Quorum Court:

ALAN SOLLIS

Section 2. This resolution shall be in full force and effect from and after its passage and approval.

APPROVAL:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: Edna Fusco, JP-8

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2017 - _____

A RESOLUTION CONFIRMING THE RE-APPOINTMENT OF STUART FRIEND AND THE APPOINTMENT OF HEATHER CRUNKLETON TO THE BAXTER COUNTY BOARD OF EQUALIZATION.

BE IT RESOLVED BY THE QUORUM COURT OF BAXTER COUNTY, ARKANSAS, THAT:

Section 1. The following member of the Baxter County Board of Equalization, having been re-appointed by the Quorum Court for a term of three (3) years to expire June, 2020 is hereby confirmed by the Quorum Court:

STUART FRIEND

Section 2. The following member of the Baxter County Board of Equalization, having been appointed by the Superintendents of Baxter County Schools for a term of three (3) years to expire June, 2020 is hereby confirmed by the Quorum Court:

HEATHER CRUNKLETON

Section 3. This resolution shall be in full force and effect from and after its passage and approval.

APPROVAL:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Dated Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

DONATION AND DISPOSAL OF NON-INVENTORIED SURPLUS ITEMS

June 6, 2017

In accordance with A.C.A. §14-16-106, the Quorum Court is hereby notified that the following non-inventoried surplus items are of no value to the County and have either been donated or disposed of according to the recommended guidelines for electronic waste:

Buildings & Grounds

1 Acer Keyboard	1 IBM Monitor/Keyboard
2 Acer Monitors	2 IBM Typewriters
1 APC Computer Tower	2 Keytronic Keyboards
1 Canon Fax Machine	1 Kodak Scanner
1 Canon Printer	1 Lexmark Fax Machine
2 CTL Monitors	2 Lexmark Printers
2 Dell Fax Machines	6 Logitech Keyboards
2 Dell Printers	5 Microsoft Keyboards
12 Dell Keyboards	2 Mitsumi Keyboards
15 Dell Monitors	1 Neovo Monitor
2 GBC Paper Shredders	1 Panasonic Fax Machine
2 Hewlett Packard Keyboard	1 Rockwell Fax Machine
3 Hewlett Packard Monitors	1 Samsung Fax Machine
6 Hewlett Packard Printers	1 Universal Paper Shredder
1 Hewlett Packard Scanner	3 V-Con Video Players

Sheriff's Office

14 Motorola Mobile Analog Radios
8 Motorola MTS 2000 Portable Analog Radios
2 Motorola Portacom Mobile Analog Radios
2 Patriot Mobile Analog Radios
2 GX5800T Mobile Analog Radios
Wiring and Mounts for Analog Radios
47 Midland Mobile Analog Radios
2 Kenwood Analog Repeaters
1 Kenwood Mobile Analog Radio
1 Quartett Paper Shredder