

FILED
APR 29 2014
KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

Quorum Court Minutes

04/28/2014

Resolution No. 2014-5: Approved

Resolution No. 2014-6: Approved

Resolution No. 2014-7: Approved

Resolution No. 2014-8: Approved

**AGENDA
CRAIGHEAD COUNTY QUORUM COURT
COMMITTEE MEETING**

**April 28, 2014
7:00 P.M.**

Assembly and Pledge of Allegiance

OPENING PRAYER

☒ I. Roll Call

☒ II. Presentation: Representative from IBM Technology and the 21st Century to speak to the court.

☒ III. Approval of minutes for March, 2014 meeting.

☒ IV. Committee Reports:

- ☒ a. Public Service Committee Report. *Appendix 2*
- ☒ b. Finance and Administration Committee Report. *Appendix 2 + 3*
- ☒ c. Roads and Transportation committee Report. *Appendix 4*

☒ V. Old Business:
None

VI. New Business:

- a. Resolution approving the appointment of Board Member for Philadelphia Fire District Board. (Wayne Winn) *Appendix 5*
- b. Resolution approving the reappointments of two persons to serve on the Brookland Fire District Board. (Steve Farmer and James McKinney) *Appendix 6*
- c. Resolution approving appointment of board member to the MAPC Board. (David Bailey) *Appendix 7*
- d. Resolution approving reappointment of Board member to the Valley View Fire District Board. (James Perkins) *Appendix 8*
- e. Ordinance to adopt the updated version of the County Employment/ Personnel Policy. *Appendix 9*

April 28, 2014 Craighead County Quorum Court Meeting

12 Justices of the Peace present. Justice **Bob Blankenship** was absent.

Judge **Ed Hill** called the meeting to order.

Judge **Hill** noted that representatives from IBM, who had originally been scheduled to appear before the court, had to cancel due to the storm damage in central Arkansas.

Justice **Barbara Weinstock** moved to approve the minutes from the previous meeting. The motion was seconded by Justice **Ken Stacks**. The minutes were approved.

Justice **Stacks** read the minutes from the Public Service Committee meeting of April 14, 2014 – *Appendix 1*.

Justice **Jim Bryant** read the minutes from the Finance Committee meeting of April 14, 2014 – *Appendix 2*.

Ashley Boles addressed the court concerning the potential addition of a new employee in the Juvenile Department. **Boles** explained that the position has guaranteed initial funding through a grant, but he would like an assurance from the Court that the position could remain on the budget in the event of the grant money no longer being available. He stressed the difficulty that it would be to hire anyone of quality without being able to assure them that the position would not soon be eliminated. **Boles** further noted that the Juvenile Department had not gained an additional employee since 2000 despite the large increase in the population of Craighead County.

Justice **Ray Kidd** moved to appropriate funding for the position. The funding passed 7-4-1 with Justices **Stacks, Fred Bowers, Kenny Hendrix, Weinstock, Brett Provost, Dana Watkins,** and **Kidd** voting in favor of it. Justices **Max Render, Josh Longmire, Mike Hawkins,** and **Terry Couch** voted against it. Justice **Bryant** passed on voting.

Following the vote there was some confusion as to whether the seven votes were sufficient to approve the position, and whether or not additional readings were required. It was decided that the issue would be addressed again at the next meeting.

Boles also distributed a report detailing how many Juvenile Officers that Craighead County has per citizen compared to other counties. – *Appendix 3*.

Justice **Terry Couch** read the minutes from the Road Committee meeting of April 14, 2014 – *Appendix 4*.

Judge **Hill** noted that the board of the Arkansas Public Employees Retirement System had ruled that in order for someone to be entitled to APERS benefits by way of employment with Craighead County, the position must be appropriated from the Craighead County Quorum Court.

Judge **Hill** said that he had placed calls to Faulkner and White Counties to let them know that Craighead County resources were available if needed as they recover from the tornadoes of the night before.

The Court unanimously approved the following resolutions:

2014-5: *Appendix 5*

2014-6: *Appendix 6*

2014-7: *Appendix 7*

2014-8: *Appendix 8*

County Clerk **Kade Holliday** performed the first reading of an ordinance to adopt the new personnel policy. – *Appendix 9*.

A discussion was also held concerning the vacation and PTO payouts for employees who are elected to office and no longer accrue time. Points of discussion centered upon when the payout should be made and who should authorize the payout.

Justice **Bryant** moved to adjourn the meeting. The motion was seconded by Justice **Render**. The meeting was adjourned.

Craighead County Quorum Court Meeting
Public Service Committee
APRIL 14 , 2014

Public Service Committee assembled after briefing the full court on current business.

Chair person Ken Stacks called the meeting to order. Also present were Josh Longmire, and Fred Bowers. Barbara Weinstock was absent.

1. James McKinney was recommended to serve a second term on the Brookland Fire Protection District Board of Directors. Fred Bowers made a motion, seconded by Josh Longmire to approve the recommendation, all present voted "Yes".
2. Wayne Winn was recommended to serve a term on the Philadelphia Fire Protection District Board of Directors. Josh Longmire made a motion, seconded by Fred Bowers to approve the recommendation, all present voted "Yes".
3. Kevin Bailey was recommended to the County Judge's office to serve on the MAPC Board of Directors for a three (3) year term.

With no other business, meeting adjourned at 8:10 p.m.

Finance Committee Meeting

April 14, 2014

Finance Committee Members present: Chairman Jim Bryant and Justices Bob Blankenship, Dana Watkins, Kenny Hendrix, and Brett Provost.

Others present: Al Haines, County Treasurer Terry McNatt, County Collector Marsha Phillips, Deputy Collector Teresa Presley, and Juvenile Director Ashley Boles.

Justice Bryant called the Finance Committee Meeting to order at 7:30 PM after the full court meeting and discussed the following:

Reviewed revenue and expenditure reports for March 2014.

Juvenile Director Ashley Boles approached the Finance Committee to gain approval of the committee and the full court to fill a probation officer position that has been approved in the Juvenile Drug Court Expansion Grant. Boles want to fill the position within the next 30 days. Salary for the position is \$34,000 annually. The Committee unanimously agreed to present to the full court for consideration to fill the position and to keep the position in place in the County General budget after the grant expires. Having a permanent position in place will add leverage in obtaining the best qualified person for the job.

With no other business to be discussed, the Finance Committee stood adjourned at 8:10 PM.

2nd Judicial District comparison: (6 Counties)**Craighead County:**

Population: 96,443

Number of Officers: 6

Average Officer to Citizen Ratio = 1: 16,073

Clay County:

Population: 15,845

Number of Officers: 3

Average Officer to Citizen Ratio = 1: 5,281

Mississippi County:

Population: 46,808

Number of Officers: 5

Average Officer to Citizen Ratio = 1: 9,361

Poinsett County:

Population: 24,721

Number of Officers: 2

Average Officer to Citizen Ratio = 1: 12,355

Crittenden County:

Population: 40,011

Number of Officers: 12

Average Officer to Citizen Ratio = 1: 3,334

Greene County:

Population: 40,684

Number of Officers: 3

Average Officer to Citizen Ratio = 1: 13,561

Statewide Comparisons:

Saline County:

Population 83,529

Number of officers: 11

Average Officer to Citizen Ratio= 1 per 949

Faulkner County:

Population 106,823

Number of officers: 10

Average Officer to Citizen Ratio= 1 per 10,682

Garland County:

Population 97,465

Number of officers: 13

Average Officer to Citizen Ratio= 1 per 7,497

Lonoke County:

Population 52,828

Number of officers: 5

Average Officer to Citizen Ratio= 1 per 10,565

Miller County:

Population 43,226

Number of officers: 5

Average Officer to Citizen Ratio= 1 per 8,645

16-13-327. Probation officers.

(a) Each juvenile division of circuit court shall be provided with no fewer than one (1) probation officer to manage the probation services and needs of the court.

(b) Each probation officer shall:

(1) Be an employee of the judge or judges of the circuit court designated to hear juvenile cases in the district plan under Arkansas Supreme Court Administrative Order Number 14, originally issued April 6, 2001; and

(2) Serve at the pleasure of the judge or judges.

(c) (1) A probation officer:

(A) Shall be certified as a juvenile probation officer according to the laws of this state;

(B) Must complete initial certification requirements within one (1) year of the officer's employment; and

(C) Must maintain the certification during the terms of his or her employment.

(2) The Juvenile Intake and Probation Officers' Certification Committee, composed of juvenile officers and judges of the circuit court designated to hear juvenile cases in their district plan under Arkansas Supreme Court Administrative Order Number 14 originally issued April 6, 2001, and staffed by an employee of the Administrative Office of the Courts, shall establish certification standards for intake and probation officers.

(3) The office shall collect and maintain records for the juvenile officers' certification documentation.

(d) (1) (A) The salary of the probation officer shall be paid by the county or counties in which the probation officer works.

(B) Except as provided in subdivision (d)(3) of this section, the state shall pay a portion of the salary of a full-time probation officer:

(i) Who is certified according to the laws of this state; and

(ii) Whose salary has been paid by the county or counties for a period of one (1) year.

(2) The portion to be paid by the state shall be the lesser of:

(A) Fifteen thousand dollars (\$15,000) per year; or

(B) One-half (1/2) the probation officer's average salary as calculated over the last twelve (12) months.

(3) For reimbursement under the requirements of this subsection, the state shall reimburse a county only for salaries paid to the number of probation officers that:

(A) Meet the requirements of subdivision (d)(1) of this section; and

(B) Do not exceed two hundred fifty (250) positions authorized by the counties for probation and intake officers, subject to state funding.

16-13-328. Intake officers.

(a) Each juvenile division of circuit court shall be provided with no fewer than one (1) intake officer to manage the intake needs of the court.

(b) Each intake officer shall:

(1) Be employed by the judge or judges of the circuit court designated to hear juvenile cases in the district's plan under Arkansas Supreme Court Administrative Order Number 14, originally issued April 6, 2001; and

(2) Serve at the pleasure of the judge or judges.

(c) (1) Each intake officer:

(A) Shall be certified as a juvenile intake officer according to the laws of this state;

(B) Must complete initial certification requirements within one (1) year of the officer's employment; and

(C) Must maintain the certification during the terms of employment.

(2) The Juvenile Intake and Probation Officers' Certification Committee, composed of juvenile officers and judges of the circuit court designated to hear juvenile cases in the district plan under the order and staffed by an employee of the office, shall establish certification standards for intake and probation officers.

(3) The office shall collect and maintain records for the juvenile officers' certification documentation.

(d) (1) (A) The salary of the intake officer shall be paid by the county or counties in which the intake officer works.

(B) Except as provided in subdivision (d)(3) of this section, the state shall pay a portion of the salary of a full-time intake officer:

(i) Who is certified according to the laws of this state; and

(ii) Whose salary has been paid by the county or counties for a period of one (1) year.

(2) The portion to be paid by the state shall be the lesser of:

(A) Fifteen thousand dollars (\$15,000) a year; or

(B) One-half (1/2) the intake officer's average salary as calculated over the last twelve (12) months.

(3) The state shall reimburse a county only for a portion of salaries paid to the number of intake officers that:

(A) Meet the requirements of subdivision (d)(1) of this section; and

(B) For reimbursement under the requirements of this subsection, do not exceed two hundred fifty (250) positions authorized by the counties for probation and intake officers, subject to state funding.

(e) (1) Each circuit judge whose primary responsibility is conducting hearings for the involuntary admission or commitment of persons to the Arkansas State Hospital or any other public or private hospital with a fully trained psychiatrist on the active or consultant staff shall be provided with no fewer than one (1) intake officer to manage the intake needs of the court.

(2) The salaries of the intake officers shall be paid by the county or counties in which the intake officers work, with the state's paying a portion, e.g., the lesser of either fifteen thousand dollars (\$15,000) per year or one-half (1/2) of each full-time intake officer's annual salary.

Craighead County Quorum Court Meeting
April 14, 2014
Roads and Transportation Committee

Members of the Roads and Transportation Committee assembled after the meeting of the full court. Members present included: Terry Couch, Mike Hawkins, Ray Kidd, and Max Render.

Others present included Judge Ed Hill, Eugene Neff—Road Superintendent, and students from the Advanced Reporting class from Arkansas State University.

Justice Couch called the meeting to order at 7:35 pm and the following business was discussed:

1. Additional information was provided to clear up questions related to the Cache River project discussed in the meeting of the full court. Judge Hill also updated the committee on the Cache River Non-profit group that provided oversight of the clearing in the Grubbs area.
2. Ray Kidd also discussed an issue with flooding on CR 635. Once ownership of the property is established, the county can look at improvements. He also requested a nuisance issue that needed addressed in the same area.
3. Eugene Neff delivered his monthly road report (also distributed to the full court) and updated the committee regarding on-going projects. The rain continues to hinder. Preliminary work has started on widening CR 604—a state aid project.
4. A brief discussion was held related to county operating hours and the services available via phone and online after a citizen request to Justice Couch.

With no other business, the committee adjourned.

RESOLUTION NO. 2014-5

A RESOLUTION APPROVING THE APPOINTMENT OF A BOARD MEMBER TO THE BOARD OF DIRECTORS OF THE PHILADELPHIA FIRE PROTECTION DISTRICT.

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 PHILADELPHIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS.

WHEREAS, THE SAID COUNTY JUDGE DOES HEREBY MAKE THE FOLLOWING APPOINTMENT TO THE BOARD OF DIRECTORS OF THE PHILADELPHIA FIRE DISTRICT FOR THE FOLLOWING TERM DETAILED BELOW:

Wayne Winn
4941 Hwy. 141 North
Jonesboro, AR 72401

(Wayne Winn will be serving a five (5) year term, said term will expire on March 1, 2019.

BE IT HEREBY RESOLVED BY THE CRAIGHEAD COUNTY QUORUM COURT THAT WAYNE WINN BE APPOINTED TO THE PHILADELPHIA FIRE PROTECTION DISTRICT FOR A FIVE (5) YEAR TERM; TERM TO BEGIN MARCH 1, 2014, AND END ON MARCH 1, 2019.

Dated this 28th day of April, 2014.

APPROVED: ED Hill
JUDGE ED HILL
CRAIGHEAD COUNTY JUDGE

ATTEST: Kade Holliday
Kade Holliday
Craighead County Clerk

FILED
APR 29 2014
KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

RESOLUTION NO. 2014-6

A RESOLUTION APPROVING THE RE-APPOINTMENTS OF TWO (2) BOARD MEMBERS TO THE BOARD OF DIRECTORS OF THE BROOKLAND FIRE PROTECTION DISTRICT.

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 BROOKLAND FIRE PROTECTION DISTRICT BOARD OF DIRECTORS.

WHEREAS, THE TERMS OF BOTH JAMES MCKINNEY AND STEVE FARMER HAVE EXPIRED. BOTH HAVE BEEN RECOMMENDED TO SERVE SECOND TERMS ON THE BROOKLAND FIRE PROTECTION BOARD OF DIRECTORS, LENGTH OF TERMS FIVE (5) YEARS.

WHEREAS, THE SAID COUNTY JUDGE DOES HEREBY MAKE THE FOLLOWING REAPPOINTMENTS TO THE BROOKLAND FIRE PROTECTION DISTRICT BOARD OF DIRECTORS FOR THE TERMS DESCRIBED BELOW:

STEVE FARMER
94 CR 798
JONESBORO, AR 72401

JAMES MCKINNEY
4973 CR 745
Jonesboro, AR 72401

(TERMS TO RUN FOR FIVE (5) YEARS FROM MARCH 15, 2014 THROUGH MARCH 15, 2019)

BE IT HEREBY RESOLVED BY THE CRAIGHEAD COUNTY QUORUM COURT THAT STEVE FARMER AND JAMES MCKINNEY ARE REAPPOINTED TO SERVE ADDITIONAL FIVE (5) YEAR TERMS AS DESCRIBED ABOVE.

DATED 28th DAY OF APRIL, 2014

APPROVED: ED Hill
ED HILL
CRAIGHEAD COUNTY JUDGE

ATTEST: Kade Holliday
KADE HOLLIDAY
CRAIGHEAD COUNTY CLERK

FILED

APR 29 2014

KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

RESOLUTION NO. 2014-7

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 on the MAPC Board of Directors. This term will become effective upon passage and filing of this resolution, April 28, 2014 and will expire on April 28, 2017.

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

Dated this 28th day of April, 2014.

APPROVED: _____

Judge Ed Hill
Craighead County Judge

FILED

APR 29 2014

KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

ATTEST: _____

Kade Holliday
Craighead County Clerk

RESOLUTION NO. 2014-8

A RESOLUTION APPROVING THE REAPPOINTMENT OF A BOARD MEMBER TO THE VALLEY VIEW FIRE PROTECTION DISTRICT.

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 VALLEY VIEW FIRE PROTECTION DISTRICT BOARD OF DIRECTORS.

WHEREAS, THE SAID COUNTY JUDGE DOES HEREBY MAKE THE FOLLOWING REAPPOINTMENT TO THE VALLEY VIEW FIRE PROTECTION DISTRICT BOARD OF DIRECTORS AS DESCRIBED BELOW:

RE-Appointment of: JAMES PERKINS
1365 CR 104
JONESBORO, AR 72404

A FIVE (5) YEAR TERM, EFFECTIVE MAY 1, 2014 AND EXPIRING MAY 1, 2019.

BE IT HEREBY RESOLVED BY THE CRAIGHEAD COUNTY QUORUM COURT THAT JAMES PERKINS BE REAPPOINTED TO THE VALLEY VIEW FIRE PROTECTION DISTRICT FOR THE TERMS AS STATED ABOVE UPON PASSAGE AND FILING IN THE COUNTY CLERK'S OFFICE OF THIS RESOLUTION.

DATED THIS 28th DAY OF April, 2014.

APPROVED: Ed Hill
Judge Ed Hill
CRAIGHEAD COUNTY JUDGE

ATTEST: Kade Holliday
Kade Holliday
CRAIGHEAD COUNTY CLERK

FILED

APR 29 2014

KADE HOLLIDAY
COUNTY & PROBATE COURT CLERK

ORDINANCE NO. _____

**BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS,
AN ORDINANCE TO ADOPT THE UPDATED COUNTY EMPLOYMENT/PERSONNEL
POLICY.**

Section 1. A need to update the County Employment/Personnel Policy was necessary due to changes to remain compliant with existing law.

Section 2. The County Employment/Personnel Policy for Craighead County as updated April, 2014 is hereby adopted by reference, as though set out herein word by word. Copies of the policy are available for review in the County Clerk's Office or in the recent updates section at www.craigheadcounty.org.

Section 3. The County Employment/Personnel Policy for Craighead County will be effective for all employees.

Section 4. All previous editions of the County Employment/Personnel Policy for Craighead County are hereby repealed in their entirety.

Dated this _____ day of May, 2014.

Approved: _____

Ed Hill
Craighead County Judge

Attest: _____

Kade Holliday
Craighead County Clerk