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FEB 15 2022

LESLI PENNY

COUNTY & PROBATE COURT CLERK

QUORUM COURT MINUTES

JANUARY 24, 2022

January 24, 2022, Quorum Court Minutes

11 Justices of the Peace were present. Jason Price and Barbara Weinstock were on Zoom. Also present was Lesli Penny.

Judge Day called the meeting to order at 5:30 PM.

Invocation by Richard Akins, Minister of Bono Church of Christ.

Assembly and Pledge of Allegiance.

First order of business was the approval of Quorum Court minutes from January 10, 2022. A motion to accept was made by Justice Williams and seconded by Justice Pasmore. Judge Day took a vote and it passed unanimously.

Committee minutes for January 10, 2022, were read, Justice Cline read Road minutes, Justice Rogers read Public Service and Finance Committee minutes were read by Justice Longmire. Justice Rogers questioned the minutes. There was no old business.

New business. A resolution was read to endorse Spirit Manufacturing in Tax back Program (addendum A). A motion was made to accept by Justice Longmire and seconded by Justice Tennison. A vote was taken and passed unanimously.

A resolution was read to appoint Stan Whitaker to Valley View Fire Board (addendum B). A motion was made to accept by Justice Williams and seconded by Justice Cline. A vote was taken and passed unanimously.

An Appropriation ordinance amending the 2022 Annual Operating Budget to add Fund 1002, Employee Insurance Fund was read (addendum C). A vote was taken and passed unanimously.

An Ordinance was read to amend the ordinance 2014-3 and ordinance 2021-41 updating the Craighead County Employment Policy for vacation and personal time to become effective January 11, 2022. A motion was made by Justice Cline and seconded by Justice Williams. Justice Longmire questioned the effective date of January 11, 2022. Judge Day stated that was the beginning of pay for the first of the year, Justice Rogers requested that Judge Day read the hours that they were given in the meeting about increasing time.

Andrew Strickland spoke to reiterate that he believes this is a bad idea and that the accrual change does not take it back to where it was. He believes that the employees and public will see this as a bad move. Justice Rogers asked to reiterate that the hours will increase for employees. Judge Day stated that if an employee does not take more than they are accruing in a years' time than they will accrue more time with the new accrual rates. Shelly Graham asked what the purpose was in the taking away the vacation on hours you have already earned. Ms. Graham asked why employees who have worked hard and built up their time are being penalized. Justice Cline explained that if you work your 40 hours regularly you will accrue more time. Justice Williams asked Ms. Graham if what she was saying is that she wanted to

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be paid more vacation time to be on vacation. Ms. Graham asked why it was being changed. Justice Williams said lots of things have been changed including lots of raises, but you are still wanting to be paid for not being here. Judge Day stated that the general concept is that many people are having a hard time understanding why employees are accruing vacation while you are on vacation. There were no other comments. Roll was called and passed unanimously.

Announcements: Judge Day announced that Darrel Cook was the Quorum Court representative for the sewer moratorium. There should be a draft out from the committee in the next few weeks.

No other comments. Motion to adjourn was made by Justice Rogers and seconded by Justice Williams.

Adjourned at 5:57 PM.

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A

**Tax Back
Resolution**

RESOLUTION No. _____

RESOLUTION OF THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS, CERTIFYING LOCAL GOVERNMENT ENDORSEMENT OF BUSINESS TO PARTICIPATE IN THE TAX BACK PROGRAM (AS AUTHORIZED BY SECTION 15-4-2706(d) OF THE CONSOLIDATED INCENTIVE ACT OF 2003).

WHEREAS, in order to be considered for participation in the Tax Back Program, the local government must endorse a business to participate in the Tax Back Program; and

WHEREAS, the local government must authorize the refund of local sales and use tax as provided in the Consolidated Incentive Act of 2003; and

WHEREAS, said endorsement must be made on specific form available from the Arkansas Economic Development Commission; and

WHEREAS, Spirit Manufacturing, Inc., located at 2211 Barnhill Road; Jonesboro, Arkansas, has sought to participate in the program and more specifically has requested benefits accruing from the construction of an office and warehouse facility; and

WHEREAS, Spirit Manufacturing, Inc., has agreed to furnish the local government all necessary information for compliance.

NOW THEREFORE BE IT RESOLVED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS, THAT:

1. Spirit Manufacturing, Inc., be endorsed by the Quorum Court of Craighead County, Arkansas for benefits from the sales & use tax refunds as provided by Section 15-4-2706(d) of the Consolidated Incentive Act of 2003.
2. The Department of Finance and Administration is authorized to refund local sales and use taxes to Spirit Manufacturing, Inc.
3. This resolution shall take effect immediately.

Marvin Day, Craighead County Judge

Date Passed: _____

ATTEST: _____
Lesli Penny, Craighead County Clerk

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B

RESOLUTION NO. _____

APPOINTMENT OF BOARD MEMBER

VALLEY VIEW FIRE PROTECTION DISTRICT

A RESOLUTION RECOMMENDING THE APPOINTMENT OF A BOARD MEMBER TO THE VALLEY VIEW FIRE PROTECTION DISTRICT BOARD;

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.

WHEREAS; the County Judge does hereby make the following appointment to the Valley View Fire Protection District Board for the term detailed below:

Mr. Stan Whitaker, 2805 Hwy 349, Jonesboro, Arkansas 72404 has been recommended to fill a five (5) year term as a member of the Administrative Board. Mr. Whitaker's first term will be effective from January 25, 2022 and expire January 25, 2027.

BE IT HEREBY RESOLVED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, ARKANSAS; that the above-described appointment will become effective on the date mentioned above, upon passage by the court and filing of this document in the County Clerk's office.

THE RESOLUTION ADOPTED ON THE _____ DAY OF _____ 2022.

APPROVED _____
Marvin Day, County Judge

ATTEST _____
Lesli Penny, County Clerk

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January 10, 2022, Quorum Court Minutes

13 Justices of the Peace were present. Vince Pearcy participated on Zoom. Also present were State Representative Jack Ladyman and State Representative Johnny Rye.

Judge Day called the meeting to order at 5:30 PM.

Invocation by Brother Bradley Robinson, Faith Tabernacle Church.

Assembly and Pledge of Allegiance.

First order of business was the approval of Quorum Court minutes from December 13, 2021. A motion to accept was made by Justice Weinstock and seconded by Justice Pasmore. Judge Day took a vote and it passed unanimously.

Committee minutes for December 13, 2021 were read, Justice Cline read Road minutes. Finance Committee minutes were read by Justice Longmire.

There was no old business.

New business. An Appropriation Ordinance was read to establish a new salary mid-point and classify the PA Case Coordinator position as exempt in the Deputy Prosecuting Attorney's office as recommended by the JESAP committee (addendum A). A motion was made to accept by Justice Cline and seconded by Justice Tennison. A vote was taken and passed unanimously.

A Resolution was read to confirm mutual aid agreements concerning distribution of 833 fire monies in accordance with Craighead County resolution 2008-1. A motion was made to accept by Justice Williams and seconded by Justice Couch. A vote was taken and passed unanimously.

A Resolution was read (addendum C) to recommend the appointment of a board member to the Metropolitan Area Planning Commission (MAPC). Mr. Jeff Steiling, work address-2912 Longview Drive, Jonesboro AR 72401 was recommended by Judge Day. A motion was made to accept by Justice Price and seconded by Justice Noel. Judge Day apologized for the short notice on this Resolution. Justice Weinstock asked about the short term that Mr. Steiling will be serving, Judge Day stated he may be reappointed at the end of this term and that this is a very active board in which the City asked that the position be filled quickly. A vote was taken and passed unanimously.

Judge Day welcomed our guests, Representatives Ladyman and Rye, and introduced John James as the new Road Superintendent.

Judge Day presented the federal audit. There were no findings.

Justice Rogers stated that the Public Safety Committee spoke about looking into the employee vacation /personal time accrual and a possible better way to do it. Judge Day said they would see something at the next meeting.

No public comment.

A motion was made to adjourn by Justice Rogers and seconded by Justice Couch. Motion passed.

The meeting adjourned at 5:46 PM

Road Committee Minutes

1/10/2022

Chairman Steve Cline called the meeting together at 5:49 pm. Justices present were Terry Couch, David Tennison and Carolyn Lewis. Road Superintendent John James was also present.

The committee welcomed and congratulated John James as the new Road Superintendent, Craighead County Road Department. John James gave an update on road work presently in progress. Committee members and John James also discussed our bridge department projects.

Two plats were presented for approval, Logan Nelson, CR 300 and Angela Robinson, CR 780 for a replat. Justice Couch made a motion to approve both plats, 2nd by Justice Tennison, and all were in favor.

With no other business to discuss, Justice Lewis made a motion to adjourn, 2nd by Justice Tennison and all were in favor. The meeting adjourned at 5:59 pm.

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Public Service Committee Minutes

1/10/2022

A special Public Service meeting was called to order at 5:02 p.m. by Chairman Rogers. Those in attendance were Justice Williams, Justice Noel, Justice Price, and Judge Day. A resolution to appoint Mr. Jeff Stelling to the Metropolitan Area Planning Commission to finish out the term left vacant by the resignation of Mr. David Handwork was presented to the committee. A motion to approve was made by Justice Williams and 2nd by Justice Noel. Motion passed to move to full court for approval. Judge Day also mentioned that he is looking for a candidate for a Valley View Fire Protection Board vacancy. Chairman Rogers brought up reevaluating the personal and vacation accrual rates, after the recent change to accruing on hours worked and not hours paid, and the committee agreed it needed to be reviewed. Motion to adjourn was made by Justice Price and 2nd by Justice Noel. Meeting adjourned at 5:05 p.m.

The Public Service Committee was called to order at 5:52 p.m. by Chairman Rogers after the Quorum Court meeting. Those in attendance were Justice Williams, Justice Noel, and Justice Price. A resolution to appoint Stan Whitaker to the Valley View Fire Protection Board was present to the committee. A motion to approve was made by Justice Williams and 2nd by Justice Noel. Motion passed to move to full court for approval. A motion to adjourn was made by Justice Noel and 2nd by Justice Williams. Meeting adjourned at 5:54 p.m.

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Finance Committee Minutes January 10, 2022

Chairman Josh Longmire called the Finance Committee meeting to order at 5:50 pm. Those present were Justices Pasmore, Cook and Weinstock. Justice Percy listened on Zoom. Also present were Collector Wes Eddington, Treasurer Terry McNatt, and Jonesboro Unlimited, Vice-President of Economic Development, Steven Lamm.

Chairman Longmire brought up the Resolution to endorse Spirit Manufacturing in Tax Back Program. Steven Lamm said that a representative from Spirit Manufacturing would attend the Quorum Court meeting on January 24th. Chairman Longmire asked about new jobs? Mr. Lamm said that 15 new jobs would be created. Chairman Longmire read the Resolution and Justice Cook made the motion to approve, seconded by Justice Pasmore. The motion passed and will go before the full court.

Tax Collector Wes Eddington shared that the total taxes collected in 2020 were \$85.5 million. 2021 total taxes collected were \$89.2 million, an increase of 4%. Collector Eddington is trying to work with the City of Jonesboro to get business personal taxes and privilege licenses linked together to have taxes paid before licenses are issued.

Treasurer McNatt reported on December's financial reports. The General Fund ended the year with \$8.9 million. The Capital Fund had \$2.3 million, and the Road Fund ended the year with \$6.9 million. Sales tax collections increased 14.72% in 2021, compared to last year. Treasurer McNatt presented the YTD comparison through December 2021. The overall review showed Craighead County \$8.1million stronger than the prior year. There is still 14.94% remaining in the 2021 budget. The 2021 Craighead County Annual Financial Report will be published in the paper in the next week or two.

There was some conversation about the possible uses of the American Rescue Funds and Judge Day discussed a potential \$10 million standard allowance for revenue loss to be used for government services and possible replacement of HVAC systems in Craighead County buildings to help with Covid-19. A jail expansion is specifically excluded as an eligible project.

The Appropriation Ordinance to establish Fund 1002, Employee Insurance Fund was read by Chairman Longmire. Judge Day spoke to the potential benefits of self-insuring in 2022. After some discussion, a motion was made by Justice Cook and seconded by Justice Pasmore, the motion passed, and the Ordinance will be heard by the full court at the next meeting.

With no other business, Justice Cook made the motion to adjourn, seconded by Justice Weinstock. All were in favor and the Finance Committee adjourned at 6:20 pm.

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

An Ordinance amending the 2022 Annual Operating Budget to add Fund 1002, Employee Insurance Fund, Department 0300, County Health, for the purpose of paying Craighead County Health Insurance claims, due to the fact that Craighead County is self-insuring in 2022.

SECTION 1. That these monies in Fund 1002, Employee Insurance Fund, will remain the property of Craighead County, and the approved claims that are presented by Assured Benefits Administrators, Inc. (ABA) and approved by Craighead County's Human Resource Manager as valid health claims, will be paid in a lump sum to a holding account set up by the Craighead County Treasurer, solely for the purpose of paying health insurance claims to ABA, which in turn will pay the allowed medical providers.

SECTION 2. That the decision to move to self-funded Insurance is so Craighead County can benefit financially if the health claims in a particular year do not exceed the premiums paid by the employees and Craighead County.

SECTION 3. That these monies are considered to be general funds and must be appropriated before expenditures for Craighead County 2022 medical, dental and vision insurance claims can be paid.

SECTION 4. That this appropriation in fund, department, and line categories will be revised in the 2022 Annual Operating Budget to allow for accurate accounting of incoming funds and expenditures as described below.

FUND 1002	Employee Insurance Fund			
Dept 0300	County Health			
<u>Account</u>	<u>Description</u>	<u>Old</u>	<u>Change</u>	<u>New</u>
	<u>Personal Services</u>			
1009	Health Insurance Match	\$0.00	\$2,311,700.00	\$2,311,700.00
	<u>Other Services And Charges</u>			
8888-9999	Interfund Transfers	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Total Department Budget	\$0.00	\$2,311,700.00	\$2,311,700.00

These changes 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 _____ day of January 2022.

Approved: _____
Marvin Day
Craighead County Judge

Attest: _____
Lesli Penny
Craighead County Clerk

This publication was paid for by the Craighead County Clerk, cost of publication _____

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ORDINANCE NO. 2022- _____

**AN ORDINANCE TO AMEND ORDINANCE 2014-3 AND ORDINANCE 2021-41;
UPDATING THE CRAIGHEAD COUNTY EMPLOYMENT POLICY FOR VACATION AND
PERSONAL TIME, DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

WHEREAS; the Quorum Court implemented accruals based on hours worked, rather than hours paid with Ordinance 2021-41, and

WHEREAS; the Quorum Court desires to reward Craighead County employees with good benefits, and

WHEREAS; the Quorum Court concurs in the importance of increasing the rates of accrual for personal and vacation time to continue to make Craighead County a competitive employer in the area.

NOW THEREFORE be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. Ordinance 2014-3 and Ordinance 2021-41 adopting the Craighead County Employment Policy shall remove the current language in Section 8, Vacations: A, part (2), and insert the following:

Vacation time is determined and calculated by anniversary date of employment and accrued as follows:

- a. Vacation time can start being used after the first year.
- b. During the first two years of continuous service, the employee will accrue vacation time at the rate of 0.03 hours per hour worked, but the use of vacation accrued time will not be permitted during the 1st year of service.
- c. After the 2nd year of service and on the anniversary date of hire, the employee will accrue vacation time at a rate of 0.06 hours per hour worked.
- d. At the beginning of the 6th year and on the anniversary date of hire, the employee will accrue vacation time at the rate of 0.07 hours per hour worked.
- e. At the beginning of the 16th year and on the anniversary date of hire, the employee will accrue vacation time at the rate of 0.09 hours per hour worked. Continuous service is defined as uninterrupted employment while working as a regular, full-time employee.
- f. Vacation must be accrued before being eligible to use. (Leave of absence without pay shall not interrupt continuous service except for time off).

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SECTION 2. Ordinance 2014-3 and Ordinance 2021-41 adopting the Craighead County Employment Policy shall remove the current language in Section 10, Personal Time: C, part (1), and insert the following:

Full-time employees personal time shall be accrued at the rate of 0.03 hours per hours worked.

SECTION 3. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

SECTION 4. Emergency Clause. It is hereby determined by the Quorum Court that the above-described amendment is needed for the immediate needs of Craighead County, to correct the deficiency in the previous Ordinance 2021-41 and will be effective at the pay period beginning January 11, 2022.

PASSED AND APPROVED on this ____ day of _____, 2022.

Marvin Day, County Judge

ATTEST:

Lesli Penny, County Clerk

"This publication was paid for by the Craighead County Clerk, cost of publication _____"

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