

BAXTER COUNTY QUORUM COURT AGENDA

July 5, 2022

THE BAXTER COUNTY QUORUM COURT WILL MEET FOR REGULAR SESSION ON TUESDAY, JULY 5, 2022 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: Personnel Committee & Budget Committee
- TREASURERS REPORT:
- PRESENTATION: Dr. Stephen Vester – Baxter County Airport Commission

OLD BUSINESS

1. AN ORDINANCE ADOPTING A NEW PERSONNEL POLICY MANUAL FOR BAXTER COUNTY EMPLOYEES (3RD READING)

NEW BUSINESS

1. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS RECEIVED IN THE MONTH OF MAY TO THE SHERIFF'S DEPARTMENT 2022 BUDGET.
 2. AN ORDINANCE FUNDING TWO SERGEANT POSITIONS IN THE JAIL.
 3. AN ORDINANCE TO PURCHASE TWO VEHICLES FOR THE SHERIFF'S OFFICE.
 4. AN ORDINANCE TO PURCHASE A NEW GENERATOR FOR THE SHERIFF'S ADMINISTRATION BUILDING.
 5. A RESOLUTION CONFIRMING THE APPOINTMENT OF CHRIS ARROYO BY THE COUNTY JUDGE TO THE HENDERSON VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.
 6. A RESOLUTION CONFIRMING THE APPOINTMENT OF MARTHA C FRAZIER TO THE BAXTER COUNTY BOARD OF EQUALIZATION.
 7. A RESOLUTION CONFIRMING THE APPOINTMENT OF RICHARD HYTINEN BY THE COUNTY JUDGE TO THE CLARKRIDGE VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.
 8. A RESOLUTION CONFIRMING THE APPOINTMENT OF SONIA NELSON BY THE COUNTY JUDGE TO THE CLARKRIDGE VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.
- ANNOUNCEMENT
 - ADJOURNMENT

(3rd Reading)

ORDINANCE NO. 2022 –

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

**AN ORDINANCE ADOPTING A NEW PERSONNEL POLICY MANUAL FOR BAXTER
COUNTY EMPLOYEES.**

WHEREAS, it has been determined by the Baxter County Courts Personnel Committee that changes, additions and new upgrades in the Baxter County Personnel Policy manual are necessary to improve the overall effectiveness and efficiency of the Baxter County Government; and

WHEREAS, it is the desire of Baxter County Personnel Committee that proper evidence has been provided by the Human Resources Department of Baxter County, and input from all elected officials and department heads to upgrade said policy; and

WHEREAS, Baxter County has been provided evidence authorized by the Court, to update and revise the Social Media Policy #200.08, FOIA #200.09, Background Investigations #300.03, Rehire Eligibility and Service Recognition #300.04, Donation of Paid Leave #500.06, FMLA Leave #500.07, Military Leave #500.09, County Grievance Committee #700.02, Timely Grievance Hearing Request Required #700.03, and Back Pay Provisions when an Employment Decision is Reversed #700.04 within the Personnel Policy for Baxter County employees; so

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

Section 1. The Baxter County Quorum Court hereby approves the updates and revisions to the Social Media Policy, FOIA, Background Investigations, Rehire Eligibility and Service Recognition, Donation of Paid Leave, FMLA Leave, Military Leave, County Grievance Committee, Timely Grievance Hearing Request Required, and Back Pay Provisions when an Employment Decision is Reversed within the Baxter County Personnel Policy and are hereby approved and implemented.

Section 2. If any provision or section of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions and sections on the Ordinance and shall be severable.

Section 3. This Ordinance is to be codified in the Baxter County Code of Ordinances, §240.00, paragraphs (1) and (2) and supersedes all previous Personnel Policies coded therein.

Section 4. This Ordinance being necessary for the preservation of public peace, health, and safety, an emergency is hereby declared. This Ordinance shall be in full force and in effect from and after the date of its approval and passage.

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Baxter County Quorum Courts Personnel Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2022 - _____

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

AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS RECEIVED IN THE MONTH OF MAY TO THE SHERIFF'S DEPARTMENT 2022 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 May 2022:

\$ 82.50 received from DWI Fines from District Court
\$ 349.00 received from Drug Enforcement Fines from District Court
\$ 2,981.71 received from Act 770 Fees
\$ 3,318.20 received for Installment Fees
\$ 210.00 received Court Ordered Restitution (Drug Buy Fund)
\$ 175.00 received for VIN Checks
\$ 71.50 received for reimbursement (overpayment)
\$ 620.00 received for Cotter Part-time SRO
\$ 400.00 received for Inmate Social Security
\$ 133.75 received for Sale of Scrap
\$ 356.25 reimbursement Inmates' Medical
\$ 635.33 reimbursement for Inmates' Prescriptions
\$ 2,234.30 reimbursement Court Ordered Restitution (Extradition – Prisoner Transport)
\$ 15.00 reimbursement Court Ordered Restitution (Parts & Repairs – Jail)

WHEREAS, it is necessary to appropriate said monies totaling **\$11,582.54** to the appropriate line items in the Sheriff's Department 2022 budget.

Section 1. There is hereby appropriated from the 2022 County General Fund (#1000) **\$6,303.51** for the following designated expenditures:

\$ 620.00 to GL# 1000-0400-1003 (Sheriff: Extra Help)
\$ 3,156.71 to GL# 1000-0400-2001 (Sheriff: General Supplies)
\$ 2,316.80 to GL# 1000-0400-2007 (Sheriff: Fuel, Oil, Lubricants)
\$ 210.00 to GL# 1000-0400-3093 (Sheriff: Misc. Law Enforcement)

Section 2. There is hereby appropriated from the 2022 County Jail Fund (#3400) **\$3,800.95** for the following designated expenditures:

\$ 133.75 to GL# 3400-0400-2001 (Sheriff's Projects – General Supplies)
\$ 349.00 to GL# 3400-0400-2065 (Sheriff's Projects - Drug Enforcement)
\$ 3,318.20 to GL# 3400-0400-3003 (Sheriff's Projects - Computer Services)

Section 3. There is hereby appropriated from the 2022 Sheriff's Special Projects Fund (#3401) \$1,478.08 the following designated expenditures:

- \$ 635.33 to GL# 3401-0418-2004 (Jail: Medicine & Drugs)
- \$ 15.00 to GL# 3401-0418-2023 (Jail: Parts & Repairs)
- \$ 827.75 to GL# 3401-0418-3006 (Jail: Medical, Dental & Hospital)

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. 2022 - _____

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

AN ORDINANCE APPROVING THE FUNDING OF TWO SERGEANT POSITIONS IN THE
BAXTER COUNTY JAIL.

WHEREAS, the Baxter County Budget Committee approved a request made by Sheriff John
Montgomery to fund two (2) new Sergeant positions in the Baxter County Jail.

WHEREAS, the two full-time positions will be funded for the remainder of 2022 from the
quarter cent sales tax, Fund #3401, Baxter County Jail & Maintenance Operation Fund. 2023
and beyond will continue to be funded out of the same fund.

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

Section 1. The funding of two new full-time Sergeant Positions in the Jail is hereby approved.

Section 2. The Baxter County Quorum Court authorizes the IT Manager to make the following
changes and appropriations within the Baxter County Jail Maintenance & Operation Fund #3401.

- A. \$30,576.00 to GL #3401-0418-1001 (Salaries)
- B. \$ 2,339.06 to GL #3401-0418-1006 (Social Security)
- C. \$ 4,684.24 to GL #3401-0418-1007 (Retirement)
- D. \$ 4,325.68 to GL #3401-0418-1009 (Health Insurance)
- E. \$ 434.18 to GL #3401-0418-1010 (Work Comp)
- F. \$ 38.22 to GL #3401-0418-1011 (Unemployment Comp)

Total \$42,397.38 to be appropriated.

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2022 -

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

AN ORDINANCE TO APPROVE FUNDING FOR THE PURCHASE OF TWO VEHICLES FOR THE BAXTER COUNTY JAIL AND TWO AWINS RADIOS.

WHEREAS, the Baxter County Budget Committee approved a request made by Sheriff John Montgomery to purchase two vehicles for the County Jail to be used by the two new Sergeant positions and to purchase two AWINS radios for existing Transport Vehicles.

WHEREAS, the purchase of two vehicles at the cost of \$98,000.00 and two AWINS radios at the cost of \$11,000.00 will be funded equally by the Jail Maintenance & Operations Fund (3401) and ARPA Revenue Replacement Fund (1006)

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

Section 1. The purchase of two vehicles and two AWINS radios at the cost of \$109,000.00 will be funded equally by the Jail Maintenance & Operations Fund (3401) and ARPA Revenue Replacement Fund (1006) are hereby approved.

Section 2. The Baxter County Quorum Court authorizes the IT Manager to make the following appropriations:

- \$ 39,000.00 to GL #3401-0418-4005 (Purchase of Vehicle)
- \$ 10,000.00 to GL #3401-0418-2002 (Small Equipment)
- \$ 5,500.00 to GL #3401-0418-4004 (Machinery & Equipment)
- \$ 39,000.00 to GL #1006-0418-4005 (Purchase of Vehicle)
- \$ 10,000.00 to GL #1006-0418-2002 (Small Equipment)
- \$ 5,500.00 to GL #1006-0418-4004 (Machinery & Equipment)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2022 - _____

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

AN ORDINANCE TO APPROVE FUNDING FOR THE PURCHASE OF A GENERATOR FOR THE BAXTER COUNTY SHERIFF'S OFFICE ADMINISTRATIVE BUILDING.

WHEREAS, the Baxter County Budget Committee approved a request made by Sheriff John Montgomery to purchase a 60KW Kohler generator for the administrative building of the Sheriff's Office.

WHEREAS, the purchase of the 60KW Kohler generator at the cost of \$49,470.00 will be funded by ARPA Revenue Replacement Fund (1006).

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

Section 1. The purchase of the 60KW Kohler generator at the cost of \$49,470.00 will be funded by the ARPA Revenue Replacement Fund (1006) is hereby approved.

Section 2. The Baxter County Quorum Court authorizes the IT Manager to make the following appropriation:

\$ 49,470.00 to GL #1006-0418-4004 (Machinery & Equipment)

APPROVED:

MICKEY D. PENDERGRASS, COUNTY JUDGE
Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2022 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF CHRIS ARROYO BY THE COUNTY JUDGE TO THE HENDERSON VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.

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

WHEREAS, a member of the Henderson Volunteer Fire Department Board of Commissioners, John Browning, 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 Henderson Volunteer Fire Department Board of Commissioners, set to expire January, 2024:

CHRIS ARROYO

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: W. Roth – JP - 3

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2022 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF MARTHA C FRAZIER TO THE BAXTER COUNTY BOARD OF EQUALIZATION.

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

WHEREAS, a member of the Board of Equalization, Brandon Scallion, is unable to complete his three-year term on the board.

Section 1. The Quorum Court hereby confirms the following person having been appointed by the Baxter County Quorum Court, to complete the three-year term on the Board of Equalization, set to expire June, 2023:

MARTHA C FRAZIER

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: W. Roth – JP #3 and C. Osgood – JP #7
Date Adopted: _____
Votes: For: _____ Against: _____
Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2022 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF RICHARD HYTINEN BY THE COUNTY JUDGE TO THE CLARKRIDGE VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.

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

WHEREAS, a member of the Clarkridge Volunteer Fire Department Board of Commissioners, Roy Nelson, 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 Clarkridge Volunteer Fire Department Board of Commissioners, set to expire May, 2025:

RICHARD HYTINEN

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: W. Roth – JP- 3

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2022 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF SONIA NELSON BY THE COUNTY JUDGE TO THE CLARKRIDGE VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.

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

WHEREAS, a member of the Clarkridge Volunteer Fire Department Board of Commissioners, Dana Hewitt, is unable to complete her three-year term on the Board.

Section 1. The Quorum Court hereby confirms the following person to complete the three-year term on the Clarkridge Volunteer Fire Department Board of Commissioners, set to expire May, 2025:

SONIA NELSON

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: W. Roth – JP- 3

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____