

BAXTER COUNTY QUORUM COURT AGENDA

November 4, 2024

THE BAXTER COUNTY QUORUM COURT WILL MEET FOR REGULAR SESSION ON MONDAY, NOVEMBER 4, 2024 AT 6:00 PM IN THE 2ND FLOOR COURTROOM OF THE COURTHOUSE, WITH JUDGE KEVIN LITTY PRESIDING.

- CALL TO ORDER
- DISPOSITION OF MINUTES FROM PREVIOUS MEETING
- TREASURER REPORT
- COMMITTEE REPORTS: Budget Committee – Dennis Frank & Personnel Committee – Dirk Waldrop
- PRESENTATION:
- OLD BUSINESS
 1. (3rd READING) AN ORDINANCE AMENDING ORDINANCE NO. 2013 – 15: (AN ORDINANCE ESTABLISHING AN ELECTRONIC WARRANTS TRANSFER (DIRECT DEPOSIT) SYSTEM DIRECTLY INTO PAYEES' ACCOUNTS IN FINANCIAL INSTITUTIONS IN PAYMENT OF ANY ACCOUNT ALLOWED AGAINST THE COUNTY; AND PROVIDING AUTHORIZATION FOR INTERNET BANKING) TO INCLUDE REQUIRING ALL BAXTER COUNTY EMPLOYEES TO BE PAID BY ELECTRONIC WARRANTS TRANSFER (DIRECT DEPOSIT) SYSTEM DIRECTLY INTO THE PAYEES' ACCOUNTS IN FINANCIAL INSTITUTIONS.
 2. (2ND READING) AN ORDINANCE TO CHANGE THE NAME OF ANIMAL CONTROL TO ANIMAL CONTROL/SHELTER.
 3. (2ND READING) AN ORDINANCE ADOPTING REVISIONS AND ADDITIONS TO THE BAXTER COUNTY PERSONNEL POLICY AND TO THE BAXTER COUNTY SHERIFF'S OFFICE POLICY.
- NEW BUSINESS
 1. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS IN THE AMOUNT OF \$7,353.80 IN THE MONTH OF SEPTEMBER TO THE SHERIFF'S OFFICE 2024 BUDGET.
 2. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT \$18,552.00 INTO ROAD AND BRIDGE 2024 BUDGET.
 3. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$50,000.00 FROM JAIL MAINTENANCE & OPERATION FUND (3401) INTO JAIL MAINTENANCE & OPERATION 2024 BUDGET.
 4. AN APPROPRIATION ORDINANCE TO SET ASIDE FUNDS IN THE AMOUNT OF \$100,000.00 FOR THE BAXTER COUNTY HISTORICAL SOCIETY FOR RENOVATIONS TO THE CASEY HOUSE.
 5. AN ORDINANCE PROVIDING FOR AND ADOPTING A BUDGET FOR BAXTER COUNTY, ARKANSAS FOR THE PERIOD BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025.
 6. AN ORDINANCE TO ESTABLISH COMPENSATION FOR THE BAXTER COUNTY PLANNING BOARD.
 7. AN ORDINANCE TO INCREASE COMPENSATION FOR THE BAXTER COUNTY QUORUM COURT.
 8. AN ORDINANCE TO EXTEND TEMPORARY FULL-TIME DEPUTY ASSESSOR POSITIONS IN THE ASSESSOR'S OFFICE.
 9. AN ORDINANCE LEVYING MILLAGE TAXES ON POLITICAL SUBDIVISIONS OF BAXTER COUNTY FOR THE YEAR 2024 AS AUTHORIZED BY PUBLIC ELECTION.

10. A RESOLUTION TO VOTE TO CONFIRM COUNTY JUDGE ACTION ON HANGAR LEASE FOR THE BAXTER COUNTY AIRPORT.

11. A RESOLUTION CONFIRMING THE APPOINTMENT OF STEVEN COUCH BY THE COUNTY JUDGE TO THE BUFORD VOLUNTEER FIRE DEPARTMENT BOARD OF COMMISSIONERS.

- ANNOUNCEMENTS:

- ADJOURNMENT

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

AN ORDINANCE AMENDING ORDINANCE NO. 2013-15: (AN ORDINANCE ESTABLISHING AN ELECTRONIC WARRANTS TRANSFER (DIRECT DEPOSIT) SYSTEM DIRECTLY INTO PAYEES' ACCOUNTS IN FINANCIAL INSTITUTIONS IN PAYMENT OF ANY ACCOUNT ALLOWED AGAINST THE COUNTY; AND PROVIDING AUTHORIZATION FOR INTERNET BANKING) TO INCLUDE REQUIRING ALL BAXTER COUNTY EMPLOYEES TO BE PAID BY ELECTRONIC WARRANTS TRANSFER (DIRECT DEPOSIT) SYSTEM DIRECTLY INTO THE PAYEES' ACCOUNTS IN FINANCIAL INSTITUTIONS.

Article 1: Affirmation. The Baxter County Quorum Court finds it necessary to require all Baxter County Employees to be paid by Electronic Warrants Transfer (Direct Deposit) system directly into the payees' accounts in financial institutions.

Section 1. Effective January 1, 2025, all Baxter County Employees shall be required to accept payment of salary or wages by electronic warrants transfer. The electronic warrants transfer shall be made in the form of a direct deposit of funds to the account of the beneficiary of such payment in any financial institution equipped for electronic fund transfers, provided that such financial institution is designated in writing by such beneficiary and has lawful authority to accept such deposits. The employee must make note that the entire check will be deposited into the account(s) he/she specifies.

Section 2: The Baxter County Quorum Court authorizes the use of internet banking by the County Treasurer's Office to conduct the county's financial business.

Article 2: Effective Date. This ordinance shall be effective immediately upon its passage and approval by the Quorum Court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

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

AN ORDINANCE TO CHANGE THE NAME OF BAXTER COUNTY ANIMAL CONTROL TO BAXTER COUNTY ANIMAL CONTROL/SHELTER.

Article 1: Affirmation. The Baxter County Quorum Court finds it necessary to change the name of Baxter County Animal Control to Baxter County Animal Control/Shelter to accurately define the designation for the function of the department.

Article 2: Effective Date. This ordinance shall be effective immediately upon its passage and approval by the Quorum Court.

Article 3: Codification. This ordinance, as amended, shall be codified in the Baxter County Code of Ordinances.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

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

AN ORDINANCE ADOPTING REVISIONS AND ADDITIONS TO THE BAXTER COUNTY PERSONNEL POLICY AND TO THE BAXTER COUNTY SHERIFF'S OFFICE PERSONNEL POLICY.

Article 1: Affirmation. It has been determined by the Baxter County Personnel Committee that revisions and additions in the Baxter County Personnel Policy and the Baxter County Sheriff's Office Policy manuals are necessary to improve the overall effectiveness and efficiency of Baxter County Government. Baxter County has provided evidence authorized by the Courts of Baxter County Americans with Disabilities Act, Sheriff's Office Credit Card Policy, Probationary Period, Improvement Warning, Termination of Employment, Employee Classifications, Direct Deposit Policy, Travel Policy, Vacation Leave, Sick Leave, Holiday Leave, Workplace Injury/Illness Reporting Policy, Qualifying Life Event, COBRA Policy, Fringe Benefits – County Owned Vehicles and Fringe Benefits – Meals and Lodging within the Baxter County Personnel Policy for Baxter County employees. The Baxter County Sheriff's Office has provided evidence authorized by the Courts of Baxter County to Americans with Disabilities Act, Sheriff's Office Credit Card Policy, Probationary Period, Termination of Employment, Employee Classifications, Direct Deposit Policy, Travel Policy, Vacation Leave, Sick Leave, Holiday Leave, Workplace Injury/Illness Reporting Policy, Qualifying Life Event, COBRA Policy, and Fringe Benefits – Meals and Lodging within the Baxter County Sheriff's Office Personnel Policy for Baxter County Sheriff's Office employees.

Section 1. The Baxter County Quorum Court hereby approves the changes and additions, as shown by attached Exhibit "A", within the Baxter County Personnel Policy and Baxter County Sheriff's Office Personnel Policy are hereby approved and implemented.

Section 2. SERVERIBILITY CLAUSE. 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 7. CODIFICATION. This Ordinance is to be codified in the Baxter County Code of Ordinances, §240.00, paragraph (1) and (2) and supersedes all previous Personnel Policies coded therein.

Article 2: Effective Date 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:

KEVIN LITTY, COUNTY JUDGE
Date Signed:

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Personnel Committee

Date Adopted:

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 - _____

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

AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS IN THE AMOUNT OF \$7,353.80 RECEIVED IN THE MONTH OF SEPTEMBER TO THE SHERIFF'S OFFICE 2024 BUDGET.

Article 1: Affirmation. This court affirms that the Baxter County Sheriff's Office has collected the following fees, reimbursements and donations in excess of the anticipated budgeted revenue amount in the month of September 2024:

- \$ 90.00 received from DWI Fines from District Court
- \$ 1,827.00 received from Act 770 Fees
- \$ 2,050.48 received for Installment Fees
- \$ 15.00 received Donation (Cash)
- \$ 10.00 received Animal Claim (Cash)
- \$ 175.00 received Animal Adoption
- \$ 50.00 received VIN Checks
- \$ 1,200.00 received Inmate Social Security
- \$ 25.00 received Court Ordered Restitution (Extradition – Reserve Per Diem) (Checks)
- \$ 650.15 reimbursement Inmates' Medical
- \$ 821.27 reimbursement Inmate Prescriptions (Sent from BXSO to Treasurer's Office)
- \$ 120.00 reimbursement Court Ordered Restitution (Extradition - Prisoner Transport) (Check)
- \$ 319.90 reimbursement (Check)

Article 2: Appropriation. It is necessary to appropriate said monies totaling \$7,353.80 to the appropriate line items in the Sheriff's Office 2024 budget.

There is hereby appropriated from the 2024 County General Fund (#1000) \$2,406.90 for the following designated expenditures:

- \$ 1,877.00 to GL# 1000-0400-2001 (Sheriff: General Supplies)
- \$ 210.00 to GL# 1000-0400-2007 (Sheriff: Fuel, Oil & Lubricants)
- \$ 319.90 to GL# 1000-0400-2023 (Sheriff: Parts & Repairs)

There is hereby appropriated from the 2024 Animal Control Fund (#1800) \$200.00 for the following designated expenditures:

- \$ 200.00 to GL #1800-0191-2001 (Animal Control: General Supplies)

There is hereby appropriated from the 2024 Sheriff's Special Projects Fund (#3400) \$2,050.48 for the following designated expenditures:

 \$ 2,050.48 to GL# 3400-0400-3003 (Sheriff's Projects: Computer Services)

There is hereby appropriated from the 2024 County Jail Fund (#3401) \$2,696.42 the following designated expenditures:

 \$ 25.00 to GL# 3401-0418-1099 (Jail: Transport for Prisoners)

 \$ 821.27 to GL# 3401-0418-2004 (Jail: Medicine & Drugs)

 \$ 1,850.15 to GL# 3401-0418-3006 (Jail: Med, Den & Hosp)

Article 3: Effective Date. This appropriation ordinance shall be effective immediately upon its passage by the quorum court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE
Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK
SPONSOR: _____
Date Adopted: _____
Votes: For: _____ Against: _____
Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 –

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

AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$18,552.00 FROM ROAD AND BRIDGE FUND (2000) INTO THE ROAD AND BRIDGE DEPARTMENT 2024 BUDGET.

Article 1. Affirmation: It is necessary to appropriate funds in the amount of \$18,552.00 from Road and Bridge Fund (#2000) into Road and Bridge Department 2024 Budget. Funds received from the sale of a 2018 Mack dump truck salvage value.

Article 2. Appropriation: The Quorum Court authorizes the IT Manager to make the following appropriation into the designated line item:

\$18,552.00 to #2000-0200-4005 (Purchase of Vehicle)

Article 3. Effective Date: This appropriation ordinance shall be effective immediately upon its passage by the quorum court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 –

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

AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$50,000.00 FROM JAIL MAINTENANCE & OPERATION FUND (3401) INTO THE JAIL MAINTENANCE & OPERATION 2024 BUDGET.

Article 1. Affirmation: the Sheriff is requesting available funds in the amount of \$50,000.00 in the Jail Maintenance & Operation Fund (#3401) be moved into the Jail Maintenance & Operation 2024 budget and to begin the installation on the purchase of a control board for the Jail.

Article 2. Appropriation: The Quorum Court authorizes the IT Manager to make the following appropriation into the designated line items:

\$50,000.00 to #3401-0418-4003 (Improvements Other Than Buildings)

Article 3. Effective Date: This appropriation ordinance shall be effective immediately upon its passage by the quorum court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 –

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

AN ORDINANCE TO SET ASIDE FUNDS IN THE AMOUNT OF \$100,000.00 FOR THE BAXTER COUNTY HISTORICAL SOCIETY FOR RENOVATIONS TO THE CASEY HOUSE.

Article 1: Affirmation. It comes before this Court that the Baxter County Historical Society is requesting funds to help with renovations to the Casey House, along with Grant funds that will be used to cover the cost of the renovations which are estimated to be \$214,172.00.

Article 2: Appropriation. The Quorum Court authorizes the County Treasurer to set aside funds in the amount of \$100,000.00 in the 2025 Budget.

Article 3: Effective Date. This ordinance shall be effective immediately upon its passage by the quorum court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 - _____

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

AN ORDINANCE PROVIDING FOR AND ADOPTING A BUDGET FOR BAXTER COUNTY, ARKANSAS FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025.

Article 1. Affirmation: ANNUAL BUDGET ADOPTED BY REFERENCE. The annual budget for calendar year 2025 identified as "2025 ANNUAL BUDGET, BAXTER COUNTY, ARKANSAS" dated November 4, 2024 is hereby adopted by reference. A copy of said budget shall be filed in the office of the Circuit/County Clerk and shall be available for inspection and copying by any person during normal office hours.

Article 2. Designation: NONRESTRICTED EXPENDITURE CATEGORIES. Expenditure of funds appropriated by this Ordinance shall not be restricted to the line-item expenditure codes comprising the major categories of expenditures – Personal Services, Supplies, Other Services and Charges, Capital Outlay, and Debt Service – but shall be restricted to office/departmental expenditures within the above enumerated major categories of expenditures except for funds appropriated for personnel salaries and wages and related employee benefits. Personnel expenditures shall not exceed the dollar amounts, numbers of employees, and salary or wage rates specified in the annual budget or an amendment thereto.

Section 1. SALARIES & MERIT INCREASE/EMPLOYEE PERFORMANCE EVALUATIONS. Salaries for County employees are based on the grade assignments for various positions with designated salary ranges for each grade and the Grade Scale provides the hourly salary ranges for assigning hourly rates. The Personal Services Schedule of Salaries and Wages is attached. Employee performance evaluations must be completed (*Baxter County Code § 240.00*) prior to the anniversary of the employee's hire date before any merit increases authorized in this budget are awarded. Each Department Head is responsible for ensuring that requests for merit increases follow proper procedure, which includes the submission of a completed and signed *Notification of Personnel Action* form, with a satisfactory performance evaluation attached.

Section 2. EXPENDITURES RESTRICTED TO SPECIFIED FUND. No expenditure of appropriated funds shall be made from any fund other than the fund specified in this Ordinance, or an amendment thereto.

Section 3. TRANSFERS. Any transfers of monies between various funds of the County or between the major categories of expenditures – Personal Services, Supplies, Other Services and Charges, Capital Outlay, and Debt Service – shall be made only with prior approval of the Baxter County Quorum Court. Provided, however, all transfers budgeted for in the annual budget shall be exempt from the provisions of this section.

SECTION 4. FY 2025 REVENUE FUND SUMMARY AND APPROPRIATIONS

FUND #	Fund	Total Revenues to budget	Expenditures	Net Difference	%
1000	COUNTY GENERAL	\$ 15,252,850.00	\$ 13,500,440.00	\$ 1,752,410.00	89%
1001	GENERAL RESERVE FUND	\$ 1,917,871.00	\$ 1,725,000.00	\$ 192,871.00	90%
1003	COUNTY GENERAL INVESTMENTS #2	\$ 5,433,094.00	\$ 4,889,785.00	\$ 543,309.00	90%
1004	COUNTY GENERAL INVESTMENTS	\$ 5,553,856.00	\$ 4,998,471.00	\$ 555,385.00	90%
1006	ARPA REVENUE REPLACEMENT FUND	\$ 2,393,091.00	\$ 2,393,091.00	\$ -	100%
1800	ANIMAL CONTROL FUND	\$ 228,590.00	\$ 198,638.00	\$ 29,952.00	87%
1803	AVIATION RESERVE FUND	\$ 88,025.00	\$ -	\$ 88,025.00	0%
1805	EMPLOYEE LIABILITY FUND	\$ 505,000.00	\$ 276,450.00	\$ 228,550.00	55%
1900	E-WASTE GRANT FUND	\$ 28,039.00	\$ 28,039.00	\$ -	100%
2000	ROAD AND BRIDGE	\$ 5,950,850.00	\$ 5,139,477.00	\$ 811,373.00	86%
2003	ADD'L MOTOR FUEL TAX (Act 416 of 2019)	\$ 498,000.00	\$ 260,000.00	\$ 238,000.00	52%
3000	TREASURER'S AUTOMATION FUND	\$ 329,500.00	\$ 80,000.00	\$ 249,500.00	24%
3001	COLLECTOR'S AUTOMATION FUND	\$ 918,230.00	\$ 476,000.00	\$ 442,230.00	52%
3002	CIRCUIT COURT AUTOMATION FUND	\$ 238,200.00	\$ 50,000.00	\$ 188,200.00	21%
3004	ASSESSOR'S AMENDMENT NO. 79 FUND	\$ 137,600.00	\$ 60,000.00	\$ 77,600.00	44%
3006	RECORDER'S COST FUND	\$ 1,130,840.00	\$ 473,925.00	\$ 656,915.00	42%
3008	BAXTER COUNTY LIBRARY	\$ 1,073,325.00	\$ 966,000.00	\$ 107,325.00	90%
3010	COUNTY CLERK'S COST FUND	\$ 5,597.00	\$ 300.00	\$ 5,297.00	5%
3012	CHILD SUPPORT COST FUND	\$ 57,530.00	\$ 9,500.00	\$ 48,030.00	17%
3016	BREATHALYZER FUND	\$ 13,229.00	\$ 1,000.00	\$ 12,229.00	8%
3017	SPECIAL JAIL FEES	\$ 76,524.00	\$ 7,000.00	\$ 69,524.00	9%
3018	COUNTY DETENTION FACILITY FUND (\$20 BC	\$ 33,570.00	\$ 5,000.00	\$ 28,570.00	15%
3019	BOATING SAFETY FUND	\$ 97,120.00	\$ 40,725.00	\$ 56,395.00	42%
3020	EMERGENCY 911 FUND	\$ 1,174,173.00	\$ 1,047,712.00	\$ 126,461.00	89%
3024	PUBLIC DEFENDER FUND	\$ 118,017.00	\$ 83,663.00	\$ 34,354.00	71%
3028	DRUG COURT FUND	\$ 10,327.00	\$ 6,000.00	\$ 4,327.00	58%
3031	JUVENILE PROBATION FEES	\$ 142,160.00	\$ 81,880.00	\$ 60,280.00	58%
3039	CIRCUIT CLERKS COMMISSIONER'S FEE FUND	\$ 24,760.00	\$ 5,500.00	\$ 19,260.00	22%
3042	ASSESSOR'S LATE ASSESSMENT FEE FUND	\$ 20,825.00	\$ 10,000.00	\$ 10,825.00	48%
3400	SHERIFF'S PROJECTS	\$ 80,090.00	\$ 72,102.00	\$ 7,988.00	90%
3401	JAIL MAINTENANCE & OPERATION FUND	\$ 4,385,000.00	\$ 3,647,095.00	\$ 737,905.00	83%
3410	DRUG ENFORCEMENT FUND	\$ 14,200.00	\$ 1,000.00	\$ 13,200.00	7%
3411	K-9 FUND	\$ 28,500.00	\$ 1,000.00	\$ 27,500.00	4%
3505	BJA/DOJ FY21 14TH JUD. DRUG COURT FUND	\$ 90,000.00	\$ 79,515.00	\$ 10,485.00	88%
4001	HEALTH DEPT BLDG CONSTRUCTION FUND	\$ 600,000.00	\$ 500,000.00	\$ 100,000.00	83%
6009	LAW LIBRARY	\$ 16,687.00	\$ -	\$ 16,687.00	0%
	Totals	\$ 72,921,232.45	\$ 41,114,308.00	\$ 7,550,962.00	56%

Article 3. Severability: If a provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are declared to be severable.

Article 4. Effective Date: This Ordinance, being necessary for the protection and preservation of public health and safety, an emergency is hereby declared to exist and this Ordinance shall be in force and shall take effect upon passage and publication.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: Baxter County Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

Baxter County 2025 Salary Schedule - Personnel Services

1000.0100 County Judge

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0100 County Judge	Baxter County Judge	\$ 106,294.80
1	1000.0100 County Judge	County Administrator	\$ 69,804.07
1	1000.0100 County Judge	Executive Secretary	\$ 43,306.71
3			\$ 219,405.58

1000.0101 County Clerk

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0101 County Clerk	Baxter County & Circuit Clerk	\$ 99,037.20
1	1000.0101 County Clerk	Chief Deputy	\$ 55,943.57
3	1000.0101 County Clerk	Deputy Clerk	\$ 149,520.60
1	1000.0101 County Clerk	Payroll Administrator	\$ 52,873.34
1	1000.0101 County Clerk	Administrative Assistant	\$ 55,620.00
7			\$ 412,994.71

1000.0103 County Treasurer

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0103 County Treasurer	Baxter County Treasurer	\$ 92,816.40
1	1000.0103 County Treasurer	Chief Deputy	\$ 51,560.71
2			\$ 144,377.11

1000.0104 County Tax Collector

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0104 County Tax Collector	Baxter County Tax Collector	\$ 92,816.40
1	1000.0104 County Tax Collector	Chief Deputy	\$ 72,117.86
4	1000.0104 County Tax Collector	Deputy Collector	\$ 208,645.64
6			\$ 373,579.90

1000.0105 County Assessor

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0105 County Assessor	Baxter County Assessor	\$ 92,816.40
3	1000.0105 County Assessor	Chief Deputy	\$ 155,794.54
5	1000.0105 County Assessor	Deputy Assessor	\$ 225,010.01
2	1000.0105 County Assessor	GIS Technician	\$ 102,409.48
11			\$ 576,030.43

1000.0111 County Building & Grounds

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0111 Building & Grounds	Manager	\$ 57,300.70
1	1000.0111 Building & Grounds	Assistant	\$ 44,953.06
4	1000.0111 Building & Grounds	Maintenance Worker	\$ 160,078.24
6			\$ 262,332.00

1000.0115 County Information Technology

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0115 Information Technology	It Manager	\$ 72,273.60
1	1000.0115 Information Technology	IT Technician	\$ 47,111.11
2			\$ 119,384.71

1000.0419 County Coroner

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0419 County Coroner	County Coroner	\$ 92,816.40
1	1000.0419 County Coroner	Chief Deputy	\$ 50,359.32
2			\$ 143,175.72

1000.0500 Office of Emergency Management

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0500 OEM	Director	\$ 57,634.42
1	1000.0500 OEM	Safety & Risk Mgmt Coordinator	\$ 49,447.15
2			\$ 107,081.57

1000.0800 Veteran's Services

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0800 Veteran's Services	Veteran's Services Officer	\$ 50,670.79
1			\$ 50,670.79

1000.0900 Airport

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0900 Airport	Manager	\$ 55,164.89
1	1000.0900 Airport	Maintenance	\$ 42,394.54
2			\$ 97,559.43

1800.0191 Animal Control

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
2	1800.0191 Animal Control	Warden	\$ 83,543.18
2			\$ 83,543.18

2000.0200 County Road & Bridge

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	2000.0200 Road and Bridge	Superintendent	\$ 68,802.91
1	2000.0200 Road and Bridge	Assistant Superintendent	\$ 61,817.04
2	2000.0200 Road and Bridge	Foreman	\$ 118,583.78
17	2000.0200 Road and Bridge	Road Tech II	\$ 803,425.18
15	2000.0200 Road and Bridge	Road Tech I	\$ 653,916.67
2	2000.0200 Road and Bridge	Quarry Technician	\$ 85,856.98
1	2000.0200 Road and Bridge	Office Manager	\$ 50,359.32
39			\$ 1,842,767.88

3006.0101 Recorder's Cost Fund

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
4	3006.0101 Recorder's Cost Fund	Deputy Clerk of Courts	\$ 190,291.03
1	3006.0101 Recorder's Cost Fund	Deputy Clerk - Recording	\$ 45,576.00
5			\$ 235,867.03

3020.0501 911

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
10	3020.0501 911	911 Telecommunicator	\$ 421,655.76
10			\$ 421,655.76

1000.0140 County Human Resources

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0140 Human Resources	Human Resources Director	\$ 64,064.09
1			\$ 64,064.09

1000.0151 County Maintenance Shop

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0151 County Maintenance Shop	Foreman	\$ 53,785.51
5	1000.0151 County Maintenance Shop	Mechanic	\$ 237,869.35
6			\$ 291,654.86

1000.0400 Sheriff's Office

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0400 County Sheriff	Baxter County Sheriff	\$ 106,294.80
1	1000.0400 County Sheriff	Chief Deputy/ Captain	\$ 80,177.69
1	1000.0400 County Sheriff	CID Lieutenant	\$ 64,337.11
1	1000.0400 County Sheriff	CID Sergeant	\$ 62,290.30
5	1000.0400 County Sheriff	CID Investigator	\$ 281,038.46
1	1000.0400 County Sheriff	CID Secretary	\$ 42,683.76
1	1000.0400 County Sheriff	Patrol Lieuenant	\$ 69,587.64
4	1000.0400 County Sheriff	Patrol Sergeant	\$ 254,789.93
4	1000.0400 County Sheriff	Patrol Corporal	\$ 227,068.92
10	1000.0400 County Sheriff	Patrol Deputy	\$ 467,545.18
1	1000.0400 County Sheriff	Support Services Lieutenant	\$ 68,786.71
1	1000.0400 County Sheriff	Support Services Sergeant	\$ 59,042.09
1	1000.0400 County Sheriff	Support Services Corporal	\$ 62,223.55
5	1000.0400 County Sheriff	Support Services Deputy	\$ 247,177.01
1	1000.0400 County Sheriff	Office Manager Lieutenant	\$ 63,024.48
4	1000.0400 County Sheriff	Secretary	\$ 174,806.42
0.5	1000.0400 County Sheriff	IT Administrator	\$ 31,376.70
42.5			\$ 2,862,250.75

1000.0409 10th District Court

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0409 10th District Court	Probation Officer	\$ 49,669.63
1			\$ 49,669.63

1000.0415 Juvenile Services

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
1	1000.0415 Juvenile Services	Director	\$ 71,250.19
3	1000.0415 Juvenile Services	Probation Officer	\$ 163,737.08
4	1000.0415 Juvenile Services	Intake Officer	\$ 217,500.33
8			\$ 452,487.60

1000.0416 Prosecuting Attorney

N. of Employees	Department	Classification (Job Title)	2025 Annual Salary (Projected)
2	1000.0416 Prosecuting Attorney	Administrative Assistant	\$ 116,425.72
1	1000.0416 Prosecuting Attorney	Program Coordinator	\$ 48,179.02
1	1000.0416 Prosecuting Attorney	Secretary	\$ 45,442.52
4			\$ 210,047.26

3401.0418 County Jail

No of Employees	Department	Classification (Job title)	2025 Annual Salary (Projected)
1	3401.0418 County Jail	Jail Lieutenant	\$ 59,131.08
4	3401.0418 County Jail	Jail Sergeant	\$ 207,290.45
4	3401.0418 County Jail	Jail Corporal	\$ 179,791.92
2	3401.0418 County Jail	Jail Nurse	\$ 130,214.32
1	3401.0418 County Jail	Jail Secretary	\$ 48,067.78
1	3401.0418 County Jail	Warrant/Jail Training Corporal	\$ 45,915.77
2	3401.0418 County Jail	Jail Transport Deputy	\$ 91,898.28
16	3401.0418 County Jail	Jailer	\$ 739,376.79
0.5	3401.0418 County Jail	IT Administrator	\$ 31,376.70
315			\$ 1,375,763.09



BAXTER COUNTY GOVERNMENT



Pay Scale

County Judge	Starting Rate
County Administrator	\$25.50
Executive Secretary	\$17.50
County & Circuit Clerk	
County & Circuit Clerk	Starting Rate
Chief Deputy Clerk	\$21.50
Payroll Administrator	\$20.50
Election Coordinator	\$20.50
Administrative Assistant	\$20.50
Deputy Clerk - Accounts Payable	\$18.50
Deputy Clerk - Voter Registration	\$18.50
Deputy Clerk - Recording	\$18.50
Deputy Clerk - Courts	\$18.50
Deputy Clerk - General	\$18.50
County Collector	
County Collector	Starting Rate
Chief Deputy Collector/Office Administrator	\$21.50
Deputy Collector - Office Coordinator	\$19.50
Deputy Collector - DAV Specialist	\$18.50
Deputy Collector - Debt Specialist	\$17.50
Deputy Collector - Tax Enforcement Specialist	\$17.50
County Assessor	
County Assessor	Starting Rate
Chief Deputy Assessor	\$21.50
Deputy Assessor - Real Estate/GIS	\$18.50
Deputy Assessor - Personal Property	\$17.50
County Treasurer	
County Treasurer	Starting Rate
Chief Deputy Treasurer	\$21.50
County Coroner	
County Coroner	Starting Rate
Chief Deputy Coroner	\$21.50
Information Technology	
Information Technology	Starting Rate
Information Technology Manager	\$22.50
Information Technology Technician	\$19.50
Human Resources	
Human Resources	Starting Rate
Human Resources Director	\$22.50
Veterans Services	
Veterans Services	Starting Rate
Veterans Services Officer	\$17.50

Juvenile Services	Starting Rate
Juvenile Services Director	\$22.50
Probation Officer	\$18.50
Intake Officer	\$17.50
Building & Grounds	
Building & Grounds	Starting Rate
Building & Grounds Manager	\$21.50
Building & Grounds Assistant	\$17.50
Building & Grounds Night Lead	\$17.50
Building & Grounds Maintenance	\$16.50
10th District Court	
10th District Court	Starting Rate
Probation Officer	\$18.50
Public Defender	
Public Defender	Starting Rate
Secretary	\$16.50
Prosecuting Attorney	
Prosecuting Attorney	Starting Rate
Administrative Assistant	\$18.50
Secretary	\$16.50
OEM	
OEM	Starting Rate
OEM Director	\$22.50
Safety Coordinator	\$18.50
Airport	
Airport	Starting Rate
Airport Manager	\$20.50
Airport Maintenance	\$16.50
911 Department	
911 Department	Starting Rate
PSAP Coordinator	\$20.50
Telecommunicator	\$16.50
Road & Bridge	
Road & Bridge	Starting Rate
Superintendent	\$24.50
Assistant Superintendent	\$22.50
Foreman	\$21.50
Office Manager	\$18.50
Mechanic	\$18.50
Road Technician II	\$18.50
Road Technician I	\$17.50
Quarry Technician	\$17.50

Baxter County Sheriff's Office Pay Scale 2025

Job Position	2025 Starting Pay	Starting wage can be + 3 % for every 2-years of experience up to maximum of 24%
Captain - Chief Deputy	\$27.25	6% minimum increase for promotion 9% maximum decrease for demotion
Lieutenant - Jail Administrator	\$22.75	
Lieutenant - Patrol	Salary Optional per Sheriff	
Lieutenant - CID	Salary Optional per Sheriff	
Lieutenant - Support Services	Salary Optional per Sheriff	
Office Manager	Salary Optional per Sheriff	
IT Administrator	\$28.25	
Nurse/LPN - Jail	\$23.00	
90 day probation increase only for new hires, not promotions or transfers		
Sergeant - Jail	\$20.25	
Sergeant - Patrol		
Sergeant - CID		
Sergeant - Support Services		
Transport Deputy - Jail	\$19.50	
Corporal - Patrol		
Corporal Support Services		
Corporal - Jail		
Corporal Warrants/Training Deputy Jail		
Investigator - CID	\$19.00	
Deputy - Support Services		
Deputy - Patrol		
Deputy - Administration		
Part-time Deputy or Investigator	\$18.25	
Animal Control Warden	\$18.00	
Jailer / Dispatcher	\$18.00	
Part-Time Jailer/Dispatcher	\$17.25	
Secretary - Administration	\$16.25	
Secretary - CID		
Secretary - Jail		

ORDINANCE NO. 2024 –

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

AN ORDINANCE TO ESTABLISH COMPENSATION FOR THE BAXTER COUNTY PLANNING BOARD.

Article 1: Affirmation The Baxter County Quorum Court finds it necessary to increase the compensation to be paid to the Baxter County Planning Board members.

Section 1. RATE OF COMPENSATION. Baxter County Planning Board members shall be paid \$100.00 per meeting. An increase from \$45.00 per meeting which was set in 2005.

Section 2. CONFLICTING ORDINANCES REPEALED. This Ordinance supersedes any and all other ordinances that may be in conflict.

Section 3. CODIFICATION. This Ordinance shall be codified in the Baxter County Code of Ordinances and the sections may be re-numbered and re-lettered to accomplish such intention.

Article 2: Effective Date This Ordinance shall be effective immediately upon its passage and approval by the Quorum Court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Personnel & Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

ORDINANCE NO. 2024 –

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

AN ORDINANCE TO INCREASE COMPENSATION FOR THE BAXTER COUNTY QUORUM COURT.

Article 1: Affirmation The Baxter County Quorum Court finds it necessary to increase the compensation to be paid to the Justices of the Peace for Baxter County.

Section 1. RATE OF COMPENSATION. Baxter County Quorum Court members' compensation for Quorum Court meetings shall be increased from \$375.00 per meeting to \$450.00 per meeting. To be in line with other Class 4 County's compensation. Committee meetings will remain at \$50.00 per meeting.

Section 2. CONFLICTING ORDINANCES REPEALED. This Ordinance supersedes any and all other ordinances that may be in conflict.

Section 3. CODIFICATION. This Ordinance shall be codified in the Baxter County Code of Ordinances and the sections may be re-numbered and re-lettered to accomplish such intention.

Article 2: Effective Date This Ordinance shall be effective immediately upon its passage and approval by the Quorum Court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Budget Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

ORDINANCE NO. 2024 - _____

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

AN ORDINANCE AMENDING ORDINANCE NO. 2024-18 (AN ORDINANCE APPROVING THE
FUNDING OF A TEMPORARY FULL-TIME DEPUTY ASSESSOR POSITION IN THE
ASSESSOR'S OFFICE) AND TO EXTEND THROUGH JANUARY 2025.

Article 1: Affirmation. The Baxter County Personnel Committee approved a request made by
Assessor Jayme Nicholson-Johnson to extend the deadline for the Temporary Full-time Deputy
Assessor Positions in the Assessor's Office through January 2025. The Temporary Full-time
Deputy Assessor Positions will be in the 2025 Budget.

The extension of the deadline through January 2025 for the Temporary Full-time Deputy
Assessor positions in the Assessor's Office is hereby approved.

Article 2: Effective Date. This appropriation ordinance shall be effective immediately upon its
passage by the Quorum Court.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: Personnel Committee

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

APPROPRIATION ORDINANCE NO. 2024 -

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

AN ORDINANCE LEVYING MILLAGE TAXES ON POLITICAL SUBDIVISIONS OF BAXTER COUNTY FOR THE YEAR 2024 AS AUTHORIZED BY PUBLIC ELECTION.

Article 1: Affirmation. The voters of the various political subdivisions within Baxter County have authorized the Quorum Court to levy millage taxes in the following amounts to maintain basic governmental services. The following tax millage levies for personal and real property for the year 2024, to be collected in the year 2025, are hereby levied as follows:

CITIES:

- | | |
|--------------------------------|----------------------------|
| 1. City of Big Flat | 3.5 Mills General |
| 2. City of Briarcliff | 5.0 Mills General |
| 3. City of Cotter..... | 5.0 Mills General |
| | 4.0 Mills Voluntary Fire |
| 4. City of Gassville | 4.89 Mills General |
| 5. City of Lakeview | 3.0 Mills General |
| 6. City of Mountain Home | 2.0 Mills General |
| 7. City of Norfolk..... | 5.0 Mills General |
| | 1.9 Mills Voluntary Street |
| 8. City of Salesville | 5.0 Mills General |

SCHOOL DISTRICTS:

- | | |
|------------------------------------|-------------|
| 1. District 9 (Mtn. Home)..... | 32.16 Mills |
| 2. District 60 (Cotter) | 32.67 Mills |
| 3. District 61 (Norfolk)..... | 37.39 Mills |
| 4. District 15 (Viola) | 40.62 Mills |
| 5. District 50 (Calico Rock) | 42.30 Mills |
| 6. District 30 (Mtn. View)..... | 28.91 Mills |

FIRE DISTRICTS:

- | | |
|------------------------------------|-----------|
| 1. Buford FPD..... | 5.0 Mills |
| 2. Clarkridge FPD..... | 5.0 Mills |
| 3. Cotter-Gassville Rural FPD..... | 5.0 Mills |

- 4. 101-Gamaliel FPD 5.0 Mills
- 5. Grover Township FPD 3.0 Mills
- 6. Hand Cove FPD 5.0 Mills
- 7. Henderson Area FPD 5.0 Mills
- 8. Lone Rock FPD 5.0 Mills
- 9. Midway FPD 4.0 Mills
- 10. Mountain Home Rural FPD..... 3.0 Mills
- 11. Norfolk FPD 5.0 Mills
- 12. Northeast Lakeside FPD..... 3.5 Mills
- 13. Rodney-Jordan FPD 5.0 Mills
- 14. Tracy FPD 5.0 Mills

IMPROVEMENT DISTRICTS:

- 1. Briarcliff Improvement District023 Assessed Valuation

COUNTY:

- 1. County General 2.8 Mill
- 2. County Road..... 2.7 Mills
- 3. Library 1.0 Mill
- 4. ASU-Mtn. Home Campus 2.0 Mills

Article 2: Effective Date This ordinance shall be in full force and effect from and after its passage and approval.

APPROVED:

 KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

 CANDI J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2024-

A RESOLUTION EXPRESSING SUPPORT FOR THE LEASE AND USE AGREEMENT BETWEEN BAXTER COUNTY AND BAXCO HANGAR, LLC.

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

WHEREAS, on the 22nd day of May 2017 the Baxter County Airport commission agreed to a lease located at the Baxter County Airport.

WHEREAS, the said hangar has been constructed with funds provided by BAXCO Hangar, LLC and a state grant.

WHEREAS, the county Judge of Baxter County has executed a lease with said BAXCO Hanger, LLC.

Now Therefore Be It Resolved, that the Baxter County Quorum Court expresses full support for the Lease and Use Agreement between Baxter County and BAXCO Hangar, LLC.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2024 - _____

A RESOLUTION CONFIRMING THE APPOINTMENT OF STEVEN COUCH BY THE COUNTY JUDGE TO THE BUFORD 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 Buford Volunteer Fire Department Board of Commissioners, Ben Tate, 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 Buford Volunteer Fire Department Board of Commissioners, set to expire February, 2027:

STEVEN COUCH

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

APPROVAL:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

Sponsor: T. Chapman - JP - 11

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____