

BAXTER COUNTY QUORUM COURT AGENDA

January 7, 2025

THE BAXTER COUNTY QUORUM COURT WILL MEET FOR REGULAR SESSION ON TUESDAY, JANUARY 7, 2025 AT 6:00 PM IN THE 2ND FLOOR COURTROOM OF THE COURTHOUSE, WITH JUDGE KEVIN LITTY PRESIDING.

JUDGE LAYTON – SWEAR IN NEW JUSTICES OF THE PEACE

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- ROLL CALL
- DISPOSITION OF MINUTES FROM PREVIOUS MEETING
- TREASURER'S REPORT
- COMMITTEE REPORTS
- PRESENTATION
- OLD BUSINESS

- NEW BUSINESS
 1. AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2025 AND 2026.
 2. AN ORDINANCE TO AMEND ORDINANCE NO. 1978-48 AND TO REPEAL AUTHORITY FOR THE BAXTER COUNTY AIRPORT COMMISSION OPERATIONS AND TO ESTABLISH AIRPORT FUND.
 3. AN ORDINANCE DESIGNATING BAXTER COUNTY SHERIFF'S OFFICE AS THE COLLECTOR OF ALL FINES ASSESSED IN CIRCUIT COURT AND ALL COUNTY FINES ASSESSED IN DISTRICT COURT.
 4. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS IN THE AMOUNT OF \$7,878.75 IN THE MONTH OF NOVEMBER TO THE SHERIFF'S OFFICE 2024 BUDGET.
 5. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$22,541.59 FROM BAXTER COUNTY LIBRARY FUND (3008) INTO THE BAXTER COUNTY LIBRARY 2024 BUDGET.
 6. AN ORDINANCE APPROPRIATING FUNDS IN THE AMOUNT OF \$15,000.00 INTO THE CLARKRIDGE FIRE DEPARTMENT ARKANSAS RURAL COMMUNITY GRANT FUND.
 7. AN ORDINANCE ESTABLISHING A 911 ADVISORY BOARD.
 8. A RESOLUTION CONFIRMING THE RE-APPOINTMENT OF ROD BRACKETT BY THE COUNTY JUDGE TO THE BAXTER COUNTY PLANNING BOARD.
 9. A RESOLUTION AUTHORIZING THE BAXTER COUNTY JUDGE TO APPLY FOR A GRANT ON BEHALF OF THE LONE ROCK VOLUNTEER FIRE PROTECTION DISTRICT.

- ANNOUNCEMENTS:

- ADJOURNMENT

ORDINANCE NO. 2025 - _____

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

AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2025 AND 2026.

Article 1. Affirmation. This court affirms that the Baxter County Quorum Court is required by Arkansas Code Annotated §14-14-904 to determine its rules of procedure in order to properly conduct the business of county government.

Article 2: Adopts. The Quorum Court of Baxter County, Arkansas adopts in its entirety the rules of procedure as stated in the *Procedural Guide for Arkansas County Quorum Court Meetings*, published by the Association of Arkansas Counties. In those instances where this guide does not explicitly address the situation, Robert's Rules of Order Newly Revised (RONR) shall be the standard procedural guide for all meetings.

Article 3. Meeting Dates.

- (a) The regular monthly meeting of the Baxter County Quorum Court shall be held on the first Tuesday of each month, beginning at 5:00 pm, in the 2nd floor courtroom of the Baxter County Courthouse.
- (b) If the date of the regular meeting needs to be rescheduled, the County Judge is authorized and empowered to choose another date for the Quorum Court to meet. The County Judge shall notify the County Clerk of the date, and the County Clerk shall notify all members of the Quorum Court not less than four (4) days prior to the new meeting date.

Article 4. Order of Business:

- (a) The following Order of Business shall apply to regular and special called meetings of the Quorum Court:
 - (1) Call to Order and Roll Call
 - (2) Pledge of Allegiance and Moment of Silence
 - (3) Disposition of Minutes from Previous Meeting
 - (4) Treasurer's Report
 - (5) Committee Reports
 - (6) Presentations (Limited to 10-15 minutes)
 - (7) Old Business
 - (8) New Business
 - (9) Comments/Questions from the Public (Limited to 3 minutes per person)
 - (10) Announcements
 - (11) Adjournment

- (b) The procedure distribution of the Quorum Court Agenda was established in Baxter County Ordinance 2013-01, Section 4: The office of the County Clerk shall distribute, via electronic or US Mail, the Quorum Court agenda and supporting documentation at least seven (7) days prior to the Quorum Court meeting.

Article 5: Committee Appointments

- (a) The following standing committees have been established:
- (1) Budget Committee, comprised of five (5) members
 - (2) Building Committee, comprised of five (5) members
 - (3) Environmental Committee, comprised of five (5) members
 - (4) Economic Development Committee, comprised of five (5) members
 - (5) Legislative Affairs Committee, comprised of five (5) members
 - (6) Personnel Committee, comprised of five (5) members
 - (7) Rural Fire Committee, comprised of all justices in whose district there exists a rural fire department.
- (b) The County Judge shall appoint members to the standing committees and to the ad hoc committees from the members of the Quorum Court. Appointments shall be made at the beginning of the Quorum Court's new term and before the February meeting of that term.

Article 6: Per Diem

- (a) All justices of the peace of the quorum court shall receive a per diem of \$375.00 for each regular scheduled meeting.
- (b) All justices of the peace who attend their assigned committee meetings shall receive a per diem of \$50.00 per meeting.
- (c) In the event a member of the Quorum Court incurs expenses in the pursuit of official county business, he/she may request reimbursement for such expenses. To receive reimbursement, the member must submit to the County Judge the original, itemized receipts for all expenses and provide a description and explanation of the county business conducted. Approval for overnight expense reimbursement must be obtained from the County Judge in advance of this activity.

Article 7: Repealer. This ordinance shall repeal that part of any previous ordinance with which it conflicts.

Article 8: Emergency Clause. This Ordinance shall be effective immediately upon 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: _____

ORDINANCE NO. 2025 - _____

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

AN ORDINANCE AMENDING ORDINANCE NO. 1978-48 (AN ORDINANCE REORGANIZING AND ESTABLISHING COUNTY BOARDS AND COMMISSIONS IN ACCORDANCE WITH ACT 742 OF THE STATE OF ARKANSAS); TO REPEAL THE OBLIGATIONS, DUTIES AND POWERS OF THE ADMINISTRATIVE COUNTY AIRPORT COMMISSION FOR BAXTER COUNTY; AND TO ESTABLISH AN AIRPORT ADVISORY BOARD; AND CREATE AIRPORT FUNDS; AND TO DECLARE AN EMERGENCY.

Article 1. Affirmation. Baxter County Ordinance No. 1978-48 established an administrative County Library Board for Baxter County (Baxter County Library Board); a Planning Board (Baxter County Planning Board); and an administrative County Airport Commission (Baxter County Airport Commission).

Baxter County Court Order No.1997-107 amended Baxter County Court Instrument No. 212 establishing the Baxter County Airport Commission.

Arkansas Code Annotated §14-14-705 authorizes a county administrative board to exercise administrative powers granted by county ordinance; and,

The Quorum Court of Baxter County has determined that it is in the best interest of Baxter County that the administrative powers granted to the Baxter County Airport Commission be repealed. Based upon this action, the Baxter County Airport Commission is dissolved.

Article 2. Adoption. Baxter County Ordinance No. 1978-40 is hereby amended and revised to include Baxter County Court Order No. 1997-107 and Baxter County Court Instrument No. 212, by this Ordinance as set forth below. Adoption of this Ordinance shall vest all authority of the Baxter County Airport to the Baxter County Judge or designee.

Article 3. Establish Advisory Board. An Airport Advisory Board shall be established to assist the County Judge in furnishing advice, gathering information, and making recommendations regarding the operations of the Baxter County Airport. The Airport Advisory Board shall consist of five (5) members appointed by the County Judge for a term of three (3) years.

Article 4. Establishment of Funds. There are hereby two funds created on the books of the Baxter County Treasurer: a fund to be known as the Baxter County Airport Fund with a fund number of #3037 and a fund to be known as Airport Grants Fund with a number of #3537 as assigned by the County Treasurer in accordance with the Arkansas Legislative Audit, County Financial Management System Manual.

Article 5. Severability: If any part of this ordinance is held invalid, such invalidity shall not affect any other portion of this ordinance.

Article 6. Repealer: Any ordinance or parts of ordinances in conflict herewith are hereby repealed.

Article 7. Emergency Clause: In order to properly track revenue, appropriated expenditures, and/or appropriated transfers for all funds at Baxter County Airport, it is found by this Quorum Court that the establishment of the Baxter County Airport Fund and the Airport Grants Fund and the movement of funds from the current airport bank account to these funds is in the best interest of both Baxter County and the Baxter County Airport. Therefore, an emergency is declared to exist, and this ordinance shall be in full force and effect from the date of passage and approval.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

ORDINANCE NO. 2025 –

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

**AN ORDINANCE DESIGNATING THE BAXTER COUNTY SHERIFF'S OFFICE
AS THE COLLECTOR OF ALL FINES ASSESSED IN CIRCUIT COURT AND
ALL COUNTY FINES ASSESSED IN DISTRICT COURT.**

Article 1: Affirmation. This court affirms that Act 1262 of 1995, Section 9, of the Arkansas General Assembly requires that each county quorum court designate a county official, agency, department, or private contractor to be responsible for the collection of fines assessed upon defendants in the circuit courts of the state of Arkansas; and

Article 2: Designation. ACA 16-13-709 (2) (A) requires "that each governing body of a political subdivision which contributes to the expenses of a district court shall designate a county, town, or city official, agency, or department who shall be primarily responsible for the collection of fines assessed in the district courts of the state of Arkansas."

Article 3: Agreement. The Baxter County Sheriff's Office has agreed to continue serving as the collector of all such fines assessed in the Circuit Court and all County fines assessed in the District Court of Baxter County.

Article 4: Intent. It is the intent that the Baxter County Sheriff's Office is hereby designated as the collector of all fines assessed in the Circuit Court and all County fines assessed in District Court of Baxter County for fiscal year 2025.

Article 5: Effective Date. This Ordinance is to amend and update Baxter County Code § 210.00 and be codified therein 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. 2025 - _____

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 \$7,878.75 RECEIVED IN THE MONTH OF NOVEMBER 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 November 2024:

- \$ 120.00 received from DWI Fines from District Court
- \$ 2,437.40 received from Act 770 Fees
- \$ 3,006.90 received for Installment Fees
- \$ 200.00 received Donation (Cash)
- \$ 55.00 received Animal Claim (Cash)
- \$ 5.00 received Donation (Cash)
- \$ 75.00 received VIN Checks
- \$ 600.00 received Inmate Social Security
- \$ 50.00 received Animal Adoption (Cash)
- \$ 50.00 received Donation (Cash)
- \$ 72.49 received Donation (Check)
- \$ 509.25 reimbursement Inmates' Medical
- \$ 552.81 reimbursement Inmate Prescriptions (Sent from BXSO to Treasurer's Office)
- \$ 145.00 reimbursement Court Ordered Restitution (Extradition - Prisoner Transport) (Check)

Article 2: Appropriation. It is necessary to appropriate said monies totaling **\$7,878.75** to the appropriate line items in the Sheriff's Office 2024 budget.

There is hereby appropriated from the 2024 County General Fund (#1000) **\$2,777.40** for the following designated expenditures:

- \$ 2,512.40 to GL# 1000-0400-2001 (Sheriff: General Supplies)
- \$ 265.00 to GL# 1000-0400-2007 (Sheriff: Fuel, Oil & Lubricants)

There is hereby appropriated from the 2024 Animal Control Fund (#1800) **\$432.49** for the following designated expenditures:

- \$ 110.00 to GL #1800-0191-2001 (Animal Control: General Supplies)
- \$ 200.00 to GL #1800-0191-2052 (Animal Control: Vet Services)
- \$ 50.00 to GL #1800-0191-3023 (Animal Control: Internet Connection)
- \$ 72.49 to GL #1800-0191-3060 (Animal Control: Utilities Electric)

There is hereby appropriated from the 2024 Sheriff's Special Projects Fund (#3400) \$3,006.90 for the following designated expenditures:

\$ 3,006.90 to GL# 3400-0400-3003 (Sheriff's Projects: Computer Services)

There is hereby appropriated from the 2024 County Jail Fund (#3401) \$1,662.06 the following designated expenditures:

\$ 552.81 to GL# 3401-0418-2004 (Jail: Medicine & Drugs)

\$ 1,109.25 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. 2025 –

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 \$22,541.59 FROM BAXTER COUNTY LIBRARY FUND (3008) INTO THE BAXTER COUNTY LIBRARY 2024 BUDGET.

Article 1. Affirmation: It is necessary to appropriate funds in the amount of \$22,541.59 from Baxter County Library Fund (#3008) into Baxter County 2024 Budget to cover expenses in the Baxter County Library 2024 Budget.

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

\$22,541.59 to #3008-0600-3200 (County Library)

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. 2025 –

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 \$15,000.00 INTO CLARKRIDGE FIRE DEPARTMENT ARKANSAS RURAL COMMUNITY GRANT 2025 BUDGET.

Article 1. Affirmation: It is necessary to appropriate local matching funds received in the amount of \$15,000.00 from Clarkridge Volunteer Fire Department into Clarkridge Fire Department Arkansas Rural Community Grant 2025 Budget.

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

\$15,000.00 to #3512-0116-3103 (Clarkridge Volunteer Fire Department Arkansas Rural Community Grant Fund)

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: _____

ORDINANCE NO. 2025 –

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

AN ORDINANCE TO ESTABLISH A 911 ADVISORY BOARD

Article 1: Affirmation The Baxter County Quorum Court finds it necessary to establish a 911 Advisory Board due to cities contributing funds to 911 and to provide alternative and more cost-effective methods for 911 services.

Section 1. For Baxter County to efficiently provide 911 services, the County will establish a 911 Advisory Board to assist the County Judge in furnishing advice, gathering information, and making recommendations.

Article 2. Terms

Section 1. The 911 Advisory Board shall consist of seven (7) members.

Section 2. The term for members of the 911 Advisory Board shall be three (3) years.

Section 2. The County Judge shall serve as an ex-officio member of said Board.

Article 3: 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: _____

RESOLUTION NO. 2025 - _____

A RESOLUTION CONFIRMING THE RE-APPOINTMENT OF ROD BRACKETT BY THE COUNTY JUDGE TO THE BAXTER COUNTY PLANNING BOARD.

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

Section 1. The following member of the Baxter County Planning Board having been re-appointed by the County Judge for a term of four (4) years, to expire January 2029, is hereby confirmed by the Quorum Court:

ROD BRACKETT

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

Sponsors: _____

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____

RESOLUTION NO. 2025 - _____

A RESOLUTION AUTHORIZING THE BAXTER COUNTY JUDGE TO APPLY FOR A GRANT ON BEHALF OF THE LONE ROCK VOLUNTEER FIRE PROTECTION DISTRICT.

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

WHEREAS, the Baxter County Quorum Court has determined that Lone Rock Volunteer Fire Protection District meets the eligibility requirements necessary to apply for a grant under the Arkansas Rural Community Grant Programs; and

WHEREAS, the Lone Rock Volunteer Fire Protection District has presented plans to purchase a total of nine (9) turnouts to be provided to volunteer firefighters; and

WHEREAS, the Quorum Court of Baxter County recognizes the need for the project, concurs its importance, and supports the Lone Rock Volunteer Fire Protection District in its efforts to proceed with the same; and

WHEREAS, the Lone Rock Volunteer Fire Protection District has furnished proof that they have raised \$14,562.00 through community cash and/or in-kind donations to be applied to the project as a local match.

NOW THEREFORE BE IT RESOLVED, that the Baxter County Judge is hereby authorized to submit an application of formal request to the Arkansas Rural Development Commission for purpose of securing state grant funds in the amount of \$14,562.00 to aid and assist the Lone Rock Volunteer Fire Protection District in executing the proposed project described herein and that the County Judge or County Treasurer is further authorized to administer the grant funds for the same project.

APPROVED:

KEVIN LITTY, COUNTY JUDGE

Date Signed: _____

ATTEST:

CANDA J. REESE, COUNTY CLERK

SPONSOR: E. Payne JP – 11

Date Adopted: _____

Votes: For: _____ Against: _____

Abstain: _____ Present: _____ Absent: _____