



**PUBLIC WORKS AND SAFETY COMMITTEE MEETING
AND
FINANCE COMMITTEE MEETING
AGENDA**

DATE-----September 5, 2023

PLACE-----Saline County Courthouse, Courtroom #3

6:30 P.M.-----Call meeting to Order

REPORTS/PROCLAMATIONS: National Suicide Prevention Week

PUBLIC WORKS AND SAFETY COMMITTEE MEETING:

APPROVAL OF MINUTES

Exhibit A: Ordinance Amending Ordinance No. 2010-13 to Amend the Saline County Personnel Policy Manual

Discussion Item: Ordinance Amending Ordinance 2004-34, the Litter Control Ordinance

Discussion Item: Appointment to the Saline County Library Board to Replace Vacancy Expiring June 30, 2027 due to the Resignation of a Board Member

FINANCE COMMITTEE MEETING:

APPROVAL OF MINUTES

Exhibit B: Ordinance Amending 2023 Saline County Budget Ordinance 2022-36

Exhibit C: Ordinance Amending 2023 Saline County Budget Ordinance 2022-36 for Additional Expenses Resulting from Saline County and Bryant 911 Emergency Center Consolidation

Action Item: Request to Increase New Hire at the Assessors Personal Property office from \$14.87 to \$16.58 due to the 5 years of prior experience the employee is bringing back to the position, retroactive to the hire date of 8/02/2023. No additional funds needed for this request.

Action Item: Request to increase a New Hire at the Saline County OEM Office from \$76,017 to \$84,464 due to the experience the employee is bringing to the position, retroactive to the hire date of 8/14/2023. No additional funds needed for this request due to the removal of a position.

Action Item: Request to accept the rerate of the OEM Deputy Director position to include the Fire Service Coordinator duties and increase the hiring range for the position up to the new midpoint of \$67,629. Request to go ahead and post the position but not fill it until approval has been given by the

Quorum Court. No additional funds needed for this request due to the removal of a position.

ADD-ON:

COMMENTS:

PUBLIC WORKS & SAFETY COMMITTEE MEETING
and
FINANCE COMMITTEE MEETING
August 7, 2023 MINUTES

Committee Members:

Pat Bisbee, District 1	Josh Curtis, District 7
Everette Hatcher, District 2	Ed Albares, District 8
Carlton Billingsley, District 3	C. J. Engel, District 9 ABSENT
Barbara Howell, District 4	Jim Whitley, District 10
Justin Rue, District 5	Clint Chism, District 11
Rick Bellinger, District 6	J. R. Walters, District 12
	Keith Keck, District 13

PUBLIC WORKS AND SAFETY COMMITTEE MEETING

Pat Bisbee called the meeting to order. Motion made by Ed Albares, second by Clint Chism to approve the minutes from the Public Works & Safety Committee Meeting held on July 3, 2023. Vote was unanimous, motion carried.

Exhibit “A”: Resolution in Support of Fiscal Year 2023 JAG Program – Motion to approve made by Jim Whitley, second by Clint Chism. Vote was unanimous, motion carried.

Discussion Item: Appointment to Saline County, Arkansas Waterworks & Sanitary Sewer Public Facilities Board (Woodland Hills) Judge Brumley shared that the appointment of Delamar Jaurez is a good one, heard good things about him.

Discussion Item: Appointment to the Saline County Library Board to Replace Vacancy Expiring June 30, 2027 due to Resignation of Current Board Member – Judge Brumley told the Committee that he has interviewed six candidates, and will make a recommendation for the Appointment at the Quorum Court meeting to be held on August 21, 2023.

Discussion Item: Potential Justice of the Peace Assistance in Saline County Broadband Committee and Participation on Other Boards/Commissions – Keith Keck spoke to the Committee about the need for participation from the QC Members on this project. He showed them a map with information about internet providers and asked them to help assist in putting together a plan for Saline County.

Motion to Adjourn made by J. R. Walters, second by Ed Albares, meeting was adjourned.

FINANCE COMMITTEE MEETING

Josh Curtis called the Finance Committee Meeting to Order. Motion to approve the Minutes for the Finance Committee Meeting held on July 3, 2023 made by Rick Bellinger, second by Justin Rue. Vote was unanimous, motion carried.

Exhibit “B”: Ordinance Appropriating Funds for Professional Development Recognition Payments for Qualifying County Assessors & Full-Time Employees of the County Assessor’s Office – Motion to approve made by J. R. Walters, second by Keith Keck. Vote was unanimous, motion carried.

Exhibit “C”: Ordinance Amending 2023 Saline County Budget Ordinance 2022-36 – Motion to approve made by J. R. Walters, second by Keith Keck. Vote was unanimous, motion carried.

Judge Brumley introduced our new employees, Jerry Cohen, Director of the Office of Emergency Management, and Kolton Jones, County Civil Attorney.

COMMENTS: No comments from the Committee Members.

PUBLIC COMMENT:

1. Clint Lancaster
2. Stephanie Johnson
3. Renee' Allman
4. Amanda Barnard
5. Gary Beck

Motion to adjourn made by J.R. Walters, second by Jim Whitley. Vote was unanimous, meeting adjourned.

EMERGENCY ORDINANCE NO. 2023 - _____

BE IT ENACTED BY THE QUORUM COURT OF SALINE COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORDINANCE NO. 2010-13 TO AMEND THE SALINE COUNTY PERSONNEL POLICY MANUAL."

Article 1. Section 40 of the Saline County Personnel Policy entitled "COUNTY EQUIPMENT AND PROPERTY" is hereby amended to read as follows:

SECTION 40 COUNTY EQUIPMENT, ~~AND~~ PROPERTY, AND TECHNOLOGY RESOURCES

A. Use of County Equipment and Property

No related information or property, including without limitations, documents, files, records, computer files, equipment, or office supplies may be removed from Saline County premises except in the course of ordinary business. When an employee leaves employment with Saline County, the employee must return all related information and property that the employee has in his/her possession before receiving his/her termination pay.

B. Technology Resources Policy

This policy is established in accordance with Ark. Code Ann. § 25-1-128. County Technology Resources is defined as:

- The machines, devices, and transmission facilities used in information processing, including computers, word processors, terminals, telephones, cables, software, and related products;
- The devices used to process information through electronic capture, collection, storage, manipulation, transmission, retrieval, and presentation of information in the form of data, text, voice, or image and includes telecommunications and office automation functions;
- Any component related to information processing and wired and wireless telecommunications, including data processing and telecommunications hardware, software, services, planning, personnel, facilities, and training;
- The procedures, equipment, and software that are designed, built, operated, and maintained to collect, record, process, store, retrieve, display, and transmit information, and the associated personnel, including consultants and contractors; and
- All electronic mail accounts issued by Saline County.

County Technology Resources shall not be used to:

- Express a personal political opinion to an elected official unless the opinion is:
 - Within the scope of the employee's regular job duties; or
 - Requested by an elected official or Saline County;
- Engage in lobbying an elected official on a personal opinion if the employee is not a

EXHIBIT "A"

registered lobbyist for Saline County;

- Engage in illegal activities or activities otherwise prohibited by federal law or state law; or
- Intentionally override or avoid the security and system integrity procedures of Saline County.

Any employee found in violation of this policy may be subject to disciplinary action, up to and including termination of employment. Disciplinary procedures under this Section shall not apply to employee communications made in compliance with the Public Employees' Political Freedom Act of 1999, Ark. Code Ann. § 21-1-501 et seq. or the Arkansas Whistle-Blower Act, Ark. Code Ann. § 21-1-601 et seq.

Article 2. EMERGENCY CLAUSE: There now exists in the Saline County Personnel Policy an immediate need to amend the policy regarding use of technology resources to comply with Act 504 of 2023. Therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect upon its date of passage.

DATE: September 18, 2023

APPROVED: _____
MATT BRUMLEY
SALINE COUNTY JUDGE

ATTEST: _____
DOUG CURTIS
SALINE COUNTY CLERK

SPONSOR: J. R. WALTERS, JP DISTRICT #12

APPROPRIATION ORDINANCE NO. 2023 - _____

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

“AN ORDINANCE TO AMEND THE 2023 SALINE COUNTY BUDGET ORDINANCE NO. 2022-36; TO APPROPRIATE AND TRANSFER FUNDS THEREFORE TO THE VARIOUS BUDGETS; AND FOR OTHER PURPOSES.”

WHEREAS, the County is eligible to continue the reimbursable federal VOCA Grant for the 2023-2024 grant year beginning October 1, 2023. The VOCA Grant shall be up-fronted by County General. There is no matching required for this Grant for the 2023-2024 Grant year, as well as a portion of the salaries and additional benefits for the employee. Upon the receipt and expiration of this grant, the County General shall be reimbursed by the VOCA Grant Fund 3760 (Article 1); and

WHEREAS, the County is eligible to continue the reimbursable federal STOP Grant for the 2023-2024 grant year beginning October 1, 2023. The STOP Grant shall be up-fronted by County General and County General shall be required to pay the match portion of health insurance for this Grant, as well as a portion of other expenses, such as cell phone. Upon the receipt and expiration of this grant, the County General shall be reimbursed by the STOP Grant Fund 3759 (Article 2); and

WHEREAS, the County is eligible to receive a reimbursable federal ICJR-Arrest Grant for the 2023-2026 grant year beginning October 1, 2023, The ICJR-Arrest Grant shall be up-fronted by County General. Upon the receipt and expiration of this grant, the County General shall be reimbursed by the any funds transferred to up-front Fund 3746 – ICJR-Arrest Grant. (Article 3); and

WHEREAS, pursuant to an agreement between the County and the City of Bryant, the County has received a request for reimbursement for construction of Bryant Parkway on land contiguous to the Saline County Airport, and the County Judge requests to transfer funds in Fund 2000 – County Road Fund department budget (Article 4); and

WHEREAS, the Saline County Broadband Committee will be surveying and distributing information to Saline County Residents regarding broadband access, affordability and education and requests funds to print surveys & flyers, the County Judge requests to appropriate funds in Fund 1000 – County General Fund, 0100 – County Judge department budget from unappropriated fund balance (Article 5); and

WHEREAS, the Finance Committee previously met and approved this request.

NOW THEREFORE BE IT ORDAINED BY THE QUORUM COURT OF SALINE COUNTY, ARKANSAS:

Article 1. Anticipated revenues be increased in Fund 3760 – VOCA Grant by \$26,441.42, and the sum of \$13,220.71 is hereby appropriated in Fund 3760 – VOCA Grant, 0400 – Sheriff Department budget as follows:

Line Item	Description	Amount
3760.7109	Other Federal Grants	\$13,220.71
3760.8801	Transfer from County General	\$13,220.71
3760.0400.0101	VOCA Grant Advocate	\$9,562.80
3760.0400.1006	Social Security Match	\$731.56
3760.0400.1008	Retirement	\$1,465.02

3760.0400.1010	Workers Compensation	\$8.61
3760.0400.1011	Unemployment	\$21.00
3760.0400.1009	Health Insurance Match	\$1,431.72

Article 2. Anticipated revenues be increased in Fund 3759 – STOP Grant by \$31,544.68, and the sum of \$15,772.34 is hereby appropriated in Fund 3759 – STOP Grant, 0400 – Sheriff Department budget and the sum of \$129.00 in Fund 1000 – County General, 0400 – Sheriff Department budget as follows:

Line Item	Description	Amount
3759.7109	Other Federal Grants	\$15,772.34
3759.8801	Transfer from County General	\$15,772.34
3759.0400.0101	STOP Grant Investigator	\$11,512.80
3759.0400.1006	Social Security Match	\$880.73
3759.0400.1008	Retirement	\$1,763.76
3759.0400.1010	Workers Compensation	\$162.33
3759.0400.1011	Unemployment	\$21.00
3759.0400.1009	Health Insurance Match	\$1,431.72
1000.0400.3022	Cell Phone	\$129.00

Article 3. Anticipated revenues be increased in Fund 3746 – ICJR-Arrest Grant by \$38,784.00 and the sum of \$38,784.00 is hereby appropriated in Fund 3746 – ICJR-Arrest Grant, various department budget as follows:

Line Item	Description	Amount
3746.7109	Other Federal Grants	\$38,784.00
3746.0416.1002	Part-Time Help	\$4,056.00
3746.0416.1006	Social Security Match	\$311.00
3746.0416.1008	Retirement	\$622.00
3746.0416.1010	Workers Compensation	\$5.00
3746.0416.1011	Unemployment Compensation	\$13.00
3746.0400.1001	Salary, Full-Time Investigator	\$11,175.00
3746.0400.1006	Social Security Match	\$854.00
3746.0400.1008	Retirement	\$1,712.00
3746.0400.1010	Workers Compensation	\$158.00
3746.0400.1011	Unemployment	\$21.00
3746.0400.1009	Health Insurance Match	\$82.00
3746.0400.3030	Travel	\$1,500.00
3746.0400.3094	Meals & Lodging	\$1,500.00
3746.0100.3030	Travel	\$2,200.00
3746.0100.3094	Meals & Lodging	\$2,025.00
3746.0811.3009	Other Professional Services	\$12,550.00

Article 4. That the sum of \$237,340.00 is hereby transferred in Fund 2000 – County Road Fund, 0200 – County Road budget as follows:

Transfer From	Description	Transfer To	Description	Amount
2000.0200.4008	Capital Outlay-Const.	2000.0200.3004	Engineering & Architect	\$237,340.00

Article 5. That the sum of \$5,600.00 is hereby appropriated in Fund 1000 – County General Fund, 0100 – County Judge department budget as follows:

Line Item	Description	Amount
1000.0100.3028	Communications-Broadband	\$5,600.00

Article 6. It is deemed necessary for the smooth operation of Saline County Government that this ordinance be approved.

DATE: SEPTEMBER 18, 2023

APPROVED _____
MATT BRUMLEY
SALINE COUNTY JUDGE

ATTEST: _____
DOUG CURTIS
SALINE COUNTY CLERK

SPONSOR: J. R. WALTERS, JP DISTRICT #12

APPROPRIATION ORDINANCE NO. 2023 - _____

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

“AN ORDINANCE TO AMEND THE 2023 SALINE COUNTY BUDGET ORDINANCE NO. 2022-36; TO APPROPRIATE AND TRANSFER FUNDS THEREFORE TO THE 911 EMERGENCY FUND BUDGET; AND FOR OTHER PURPOSES.”

WHEREAS, the County has a MOU Agreement with the City of Bryant and the 911 Plan filed with the Arkansas Department of Emergency Management (ADEM) by Saline County to consolidate the Saline County Emergency Center and the City of Bryant 911 Emergency Center in the 2024 year; and

WHEREAS, the County received \$200,000.00 from Arkansas 911 Board for the PSAP Consolidation State Grant to reimburse the County for expenses already incurred by the County to consolidate the Saline County Emergency Center, the City of Benton 911 Center, and the City of Bryant 911 Center; and

WHEREAS, the Saline County 911 Board approved the request to begin training employees and other expenses necessary to be able to ensure that the City of Bryant 911 Center can be consolidated by January 1, 2023. The Communications Director and County Judge requests to appropriate revenues for the grant received, the anticipated reimbursement for the City of Bryant and the City of Benton’s proportionate share, and appropriate a portion of the grant to the additional expenses in Fund 3020 – 911 Emergency Fund; and

WHEREAS, the Human Resource and Finance Committees previously met and approved this request.

NOW THEREFORE BE IT ORDAINED BY THE QUORUM COURT OF SALINE COUNTY, ARKANSAS:

Article 1. Anticipated revenues be increased in Fund 3020 – 911 Emergency Fund as follows:

Line Item	Description	Amount
3020.7032	PSAP Consolidation State Grant	\$200,000.00
3020.8725	Reimbursement – Miscellaneous	\$40,553.06

Article 2. That the sum of \$60,829.60 is hereby appropriated in Fund 3020 – 911 Emergency Fund , 0501 – 911 Emergency department budget as follows:

Line Item	Description	Amount
3020.0501.1001	Salaries, Full-Time	\$49,467.00
3020.0501.1006	Social Security Match	\$3,784.25
3020.0501.1008	Retirement	\$7,578.35

Article 3. It is deemed necessary for the smooth operation of Saline County Government that this ordinance be approved.

DATE: SEPTEMBER 18, 2023

APPROVED _____
MATT BRUMLEY
SALINE COUNTY JUDGE

ATTEST: _____
DOUG CURTIS
SALINE COUNTY CLERK

SPONSOR: J. R. WALTERS, JP DISTRICT #12