

Garland County, Arkansas
Finance Committee Meeting
Minutes
August 5, 2019

Members Present: Chairman McKee, Vice- Chairman Braziel, Justice Horner, Anderson, Owen, Hunter and Raney

Members Absent: None

Also Present: Citizens, Elected Officials, Staff, and Media

Chairman McKee called the meeting to order and asked Justice Anderson to start the meeting with a prayer.

Chairman McKee introduced a resolution authorizing the Prosecuting Attorney to apply for a \$58,547.44 Drug Task Force (DTF) grant to pay for an investigator position. This is a matching grant and the DTF has provided proof that they have raised \$11,709.49 to be applied to the local match. A motion for do pass was made by Justice Owen and seconded by Justice Anderson. Chairman McKee asked for questions or discussion, with none the motion passed without opposition.

Chairman McKee introduced an ordinance to amend Ordinance O-19-31 to transfer \$2,000 from the line item salaries, full-time to the overtime line item. A motion for do pass was made by Justice Raney and seconded by Justice Braziel. Chairman McKee asked for questions or discussion, with none the motion passed without opposition.

Chairman McKee ordinance to amend the 2019 Budget Ordinance O-18-56, anticipate revenues and appropriate funds in various budgets.

- a. The Sheriff deposited \$29,281.73 in the General Fund for two months of National School Lunch reimbursements, insurance proceeds, and reimbursement from the US Marshal. He would like to appropriate \$7,989.99 to the Juvenile Detention Budget, which includes an additional \$4,000 for overtime needs; and \$25,291.74 to the Sheriff's Budget.
- b. The Sheriff deposited \$187,380.29 with the County Treasurer in the Detention Facility Fund for commissions received from the commissary and telephone services and 2017 credits received from Southwest Medical Group for per diem adjustments based on daily inmate population. He would like to appropriate these funds to the County Jail Budget.
- c. The Sheriff would like to contract with Fountain Lake and Cutter Morning Star School Districts for a patrol vehicle for each of the Resource Officer's assigned to the districts. The cost and appropriation for the vehicles will be \$35,987.00 each, including outfitting of the vehicles. If approved, each school district will pay the county \$599.78 for 60 months, with four months being paid in 2019.

A motion for do pass was made by Justice Owen and seconded by Justice Raney. Chairman McKee asked for questions or discussion, with none the motion passed without opposition.

Chairman McKee introduced a transfer of \$19,923.41 in the State Homeland Security Grant Program (SHSGP) Fund, Office of Emergency Management Budget, from line item 3545.0500.2017 SWAT Supplies to line item 3545.0500.4004 Machinery and Equipment to pay for a under door camera

(Tactical Kit). A motion for do pass was made by Justice Anderson and seconded by Justice Braziel. Chairman McKee asked for questions or discussion, with none the motion passed without opposition.

Chairman McKee asked County Attorney John Howard to present the drafted purchasing and contract policy. Mr. Howard went over some of the highlighted areas. The policy is based on Arkansas statute.

- a. Page 3 Split purchases are prohibited to get around the bidding process.
- b. Quorum Court will need to adopt a resolution or perhaps an ordinance in support of II-C Use of Small, Minority, and Women-Owned Businesses.
- c. Emergencies: County Judge may declare an emergency for specific reasons and forgo the bidding process.
- d. Quorum Court will need to adopted an ordinance to adopt not doing business with vendors that owe Delinquent Taxes
- e. Code of Conduct was explained.
- f. Quorum Court will need to adopt an ordinance if they choose to name other professional services other than what are listed in the law by 2/3 vote.
- g. John went over the RFP process for professional services.
- h.

Justice Raney indicated that it would be helpful if the Arkansas Statute or Attorney General Opinion in the appendices.

Treasurer Stockdale suggested that Veterans should be added to the Use of Small, Minority, and Women- Owned Businesses. He had a question about existing contracts and Attorney Howard said this is not a policy yet but he is trying to make all contracts fit the policy. Treasurer Stockdale asked if this will keep Elected Officials from purchasing from local vendors. Ronetta Burroughs asked about the Loss or Missing Receipt form. Howard indicated there is a procedure for that.

Chairman McKee introduced Michelle Ratcliff with Hot Springs Metro Partnership and she presented the report. A motion for do pass was made by Justice Raney and seconded by Justice Owen. Chairman McKee asked for questions or discussion, with none the motion passed without opposition.

Chairman McKee indicated the Second Quarter General Fund Report is in the packet. The Position and Salary Adjustments, Overtime Report, and Sales Tax Reports were discussed.

The dates for the budget meeting were scheduled for October 23rd and 24th starting at 8am.

Adjourned.

Respectfully Submitted,



Susan Ashmore, CPA

Garland County Comptroller