

**AGENDA**  
**Cleburne County Quorum Court**  
**Thursday, September 14, 2023**  
**6:00 p.m.**

Cleburne County Court Building  
922 South 9<sup>th</sup> Street  
Heber Springs, AR 72543

1. **Call to Order, Roll Call:**
2. **Reading, Correction, and Disposition of Minutes:**
3. **Report of Treasurer:**
4. **Report of Committees:**
  - a. Emergency Services Oversight Committee-**JP Foust**
  - b. Budget Committee-**JP Evans**
5. **Unfinished Business:**
  - a. None
6. **New Business:**
  - a. Proposed Ordinance No. 2023-Amend 2023 Budget-Sheriff (ARPA)/Jail Maintenance-**JP Evans**
  - b. Motion for Collector Cash Drawer-**JP Henegar**
  - c. Proposed Ordinance No. 2023-Amend Ordinance No. 2022-11-**JP Henegar**
  - d. Proposed Ordinance No. 2023-Amend 2023 Budget-Assessor-**JP Caldwell**
  - e. Proposed Ordinance No. 2023-Technology Policy-**JP Foust**
  - f. Discussion Survival Flight Rate-**JP Foust**
  - g. Disposal of county property-**Judge Crosby**
7. **Comments from the Public:**
8. **Announcements:**
  - a. Next Regular Quorum Court Meeting is Thursday, October 12, 2023.
9. **Adjournment:**

# CLEBURNE COUNTY QUORUM COURT JOURNAL OF PROCEEDINGS

August 10, 2023

The Cleburne County Quorum Court met in regular session in the Cleburne Court Building, 922 South 9<sup>th</sup> Street, Heber Springs, Arkansas. The meeting was called to order at 6:02 p.m. County Judge Eric Crosby presided.

PRESENT: Henegar, Caldwell, Fletcher, Malone, Martin, Foust, Tamburo, Owens

ABSENT: Moorehead, Evans, Wildmon

## READING, CORRECTION, AND DISPOSITION OF MINUTES:

Motion was made by JP Martin to approve the minutes of the July 13, 2023, regular meeting, seconded by JP Caldwell. Voice vote, motion carried.

## REPORT OF TREASURER:

Motion was made by JP Fletcher to accept the Treasurer's report, seconded by JP Martin. Voice vote, motion carried.

## REPORT OF COMMITTEES:

**Emergency Services Oversight Committee:** JP Foust reported that the deed had been recorded for the property to be used for housing of an ALS unit north of the lake. JP Malone reported on meeting with some members of the Drasco Fire Board to discuss the option of their building and seeing the changes that would need to be made to make it work as desired to be an interim solution. Discussion followed concerning the need to have an estimated cost and a timeline for both projects to determine their feasibility. The committee will meet after they have a better idea of the cost and timeline. It was also reported that there was no progress in the area south of the lake due to the City of Heber Springs tabling the Interlocal Agreement.

**Budget Committee:** JP Henegar stated that the Budget Committee had met and pulled Proposed Ordinance No.2023 Budget-Landfill after it was determined it was not necessary. The committee plans to meet on the fourth Monday of each month at 8:30 a.m. starting in September.

## UNFINISHED BUSINESS:

None

## NEW BUSINESS:

### Proposed Ordinance No. 2023- Amend Budget-Landfill

JP Henegar withdrew Proposed Ordinance as stated during the Budget Committee Report.

## COMMENTS FROM THE PUBLIC:

None

## ANNOUNCEMENTS:

- The next regular Quorum Court meeting will be held Thursday, September 14, 2023.

## ADJOURNMENT:

JP Caldwell made the motion to adjourn, seconded by JP Owens. The meeting was adjourned at 6:46 p.m.

## ATTESTED:

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Rachelle Evans by Kim Wallace, Cleburne County Administrative Deputy Clerk/HR Clerical

This \_\_\_\_\_ day of \_\_\_\_\_ 2023

Book \_\_\_\_\_ Page (s) \_\_\_\_\_

**PROPOSED ORDINANCE NO. 2023-AMEND 2023 BUDGET-SHERIFF & JAIL  
MAINTENANCE**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF CLEBURNE, STATE OF ARKANSAS; AN ORDINANCE TO BE ENTITLED: "AN APPROPRIATION ORDINANCE AMENDING ORDINANCE NO. 2022-040, WHICH ADOPTED THE BUDGET FOR THE CALENDAR YEAR 2023 AND/OR OTHER PURPOSES TO AMEND THE SHERIFF BUDGET(ARPA) AND JAIL MAINTENANCE BUDGET.**

**WHEREAS,** need exists to amend the 2023 Sheriff Budget (ARPA) and Jail Maintenance Budget to appropriate funds to the vehicle repair line item for the Sheriff Budget and the Overtime line item for the Jail Maintenance Budget.

**NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF CLEBURNE COUNTY:**

**Section 1.** The following appropriations are hereby approved:

**1006 Fund-ARPA, 400 Department-Sheriff**

LINE ITEM	FROM	TO	CHANGE
1006-0400-2023 Parts and Repairs	\$55,000.00	\$80,000.00	+\$25,000.00
<b>TOTAL CHANGE IN SHERIFF (ARPA) BUDGET</b>			<b>+\$25,000.00</b>

**3497 Fund-Jail Maintenance Sales Tax, 497 Department-Jail Maintenance Sales Tax**

LINE ITEM	FROM	TO	CHANGE
3497-0497-1001 Salaries Full-Time	\$406,025.00	\$402,025.00	-\$4,000.00
3497-0497-1005 Overtime and Other Premium Compensation	\$12,000.00	\$16,000.00	+\$4,000.00
<b>TOTAL CHANGE IN JAIL MAINTENANCE SALES TAX BUDGET</b>			<b>\$0.00</b>

**Section 2.** In the event that any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, such invalidity shall not affect the other provisions or applications to this Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

**Section 3.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**PASSED AND ADOPTED** this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_ 2023.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Rachelle Evans, Cleburne County Clerk

\_\_\_\_\_  
Eric Crosby, Cleburne County Judge

Recorded: Book \_\_\_\_\_ Page(s) \_\_\_\_\_

**PROPOSED ORDINANCE NO. 2023-AMEND ORDINANCE NO. 2022-11**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF CLEBURNE, STATE OF ARKANSAS; AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORDINANCE 2022-11 ESTABLISHING RATE OF REIMBURSEMENT FOR EMT TRAINING FOR VOLUNTEER EMS SERVICES."**

**WHEREAS**, The Cleburne County Quorum Court finds it necessary to help offset some of the training expenses that the volunteer EMS services often pay for new recruit training in Cleburne County; and,

**WHEREAS**, The Cleburne County Quorum Court finds it necessary to establish the rate of reimbursement for this EMT training for the volunteer EMS services.

**NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF CLEBURNE COUNTY, ARKANSAS:**

**Section 1.** The Cleburne County Quorum Court wishes to establish procedures for allowing volunteer EMS services to submit training information to the Cleburne County Clerk's Office to allow Cleburne County to reimburse the volunteer EMS services for new recruit training expenses.

**Section 2.** For purposes of this Ordinance, each volunteer EMS service shall be allowed to receive up to Two Thousand Dollars (\$2,000.00) or actual cost of new recruit training, whichever is less. In no event shall any volunteer EMS service receive more than Two Thousand Dollars (\$2,000.00) per new trainee under this Ordinance.

**Section 3.** No Cleburne County volunteer EMS ambulance service shall receive more than Six Thousand Dollars (\$6,000.00) in total training reimbursement under this Ordinance.

**Section 4.** In order for a volunteer EMS Service to be eligible for reimbursement, the following information must be provided to the Cleburne County Clerk's Office by 4:30 P.M. on December 09, of the current year:

- a. A cash receipt showing the volunteer EMS service has paid for the new recruit training,
- b. Proof of completion of training and certification. This can be through either copy of Training Certification or Copy of Certification Number with the Arkansas Department of Health; and,
- c. A signed and executed agreement that trainee has agreed and committed to serving at least one (1) year on the volunteer EMS department that has sponsored and funded the trainee during the training program.

**Section 5.** If all of the required documentation has been provided to the County Clerk's Office in the prescribed time period, then the County Clerk shall be authorized to issue reimbursements pursuant to this agreement and said reimbursements shall be made on or before December 22 of current year for all trainees completing their training and receiving their certification between December 1 of previous year and November 30 of current year.

**Section 6.** In the event that any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, such invalidity shall not affect the other provisions or applications to this Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

**Section 7.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**PASSED AND ADOPTED** this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_ 2023.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Rachelle Evans, Cleburne County Clerk  
Recorded: Book \_\_\_\_ Page(s) \_\_\_\_\_

\_\_\_\_\_  
Eric Crosby, Cleburne County Judge

PROPOSED ORDINANCE NO. 2023-AMEND BUDGET-ASSESSOR

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF CLEBURNE, STATE OF ARKANSAS; AN ORDINANCE TO BE ENTITLED: "AN APPROPRIATION ORDINANCE AMENDING ORDINANCE NO. 2022-040, WHICH ADOPTED THE BUDGET FOR THE CALENDAR YEAR 2023 AND FOR OTHER PURPOSES TO AMEND THE ASSESSOR BUDGET".

WHEREAS, due to computer problems, the Assessor's office was supplied incorrect information on mineral assessments, and

WHEREAS, a payment was made to Cleburne County for expenses incurred in the Cleburne County Assessor office for the mailout containing incorrect information, and

WHEREAS, the Assessor has requested that the funds be placed back into the Assessors Budget, and

WHEREAS, the funds need to be appropriated to the Cleburne County Assessor's Budget.

NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF CLEBURNE COUNTY:

Section 1. The following appropriation is hereby approved:

1000 Fund-County General, 105 Department-Assessor

LINE ITEM	FROM	TO	CHANGE
1000-0105-2001 Supplies	\$6,000.00	\$8,466.62	+\$2,466.62
1000-0105-3021 Postage	\$6,000.00	\$10,000.00	+\$4,000.00
<b>TOTAL CHANGE IN ASSESSOR BUDGET</b>			<b>+\$6,466.62</b>

Section 2. In the event that any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, such invalidity shall not affect the other provisions or applications to this Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

Section 3. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

PASSED AND ADOPTED this \_\_\_\_th day of \_\_\_\_ 2023.

ATTEST:

APPROVED:

\_\_\_\_\_  
Rachelle Evans, Cleburne County Clerk

\_\_\_\_\_  
Eric Crosby, Cleburne County Judge

Recorded: Book \_\_\_\_ Page(s) \_\_\_\_\_

PROPOSED ORDINANCE NO. 2023-TECHNOLOGY POLICY

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF CLEBURNE, STATE OF ARKANSAS; AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE FOR APPROVING A TECHNOLOGY RESOURCES POLICY TO BE ADDED TO THE CLEBURNE COUNTY PERSONNEL POLICY."

WHEREAS, the Arkansas Legislature passed Act 504 requiring that all Arkansas counties adopt a mandatory policy addressing technology resources policies within each counties' personnel policy; and

WHEREAS, Cleburne County abides by the laws of the State of Arkansas and wishes to continue to do so by adopting a technology resource policy to be incorporated within the Cleburne County Personnel Policy; and

WHEREAS, Cleburne County has a draft of a technology resource policy (attached to this Ordinance as "Exhibit A"), which now awaits approval by the Cleburne County Quorum Court.

NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF CLEBURNE COUNTY, ARKANSAS:

**Section 1.** The Cleburne County Quorum Court approves and accepts the technology resource policy in "Exhibit A," and finds that the policy be immediately incorporated into the Cleburne County Personnel Policy.

**Section 2. EMERGENCY CLAUSE:** It is hereby found and determined by the Cleburne County Quorum Court that this policy is for the safety and security of county properties, thus protecting the citizens of Cleburne County. Therefore, an emergency is hereby declared to exist and this Ordinance being necessary for the immediate preservation of the public peace, health, safety, and welfare shall be in full force and effect upon passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_<sup>th</sup> day of \_\_\_\_\_ 2023.

ATTEST:

APPROVED:

\_\_\_\_\_  
Rachelle Evans, Cleburne County Clerk

\_\_\_\_\_  
Eric Crosby, Cleburne County Judge

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## TECHNOLOGY RESOURCES POLICY

- 1) This policy is established in accordance with Ark. Code Ann. § 25-1-126.
- 2) *Technology resources* is defined as:
  - a. The machines, devices, and transmission facilities used in information processing, including computers, word processors, terminals, telephones, cables, software, and related products;
  - b. 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;
  - c. Any component related to information processing and wired and wireless telecommunications, including data processing and telecommunications hardware, software, services, planning, personnel, facilities, and training;
  - d. 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
  - e. All electronic mail accounts issued by a public entity.
- 3) The County's *technology resources* shall not be used to:
  - a. Express a personal political opinion to an elected official unless the opinion is:
    - i. Within the scope of the employee's regular job duties; or
    - ii. Requested by an elected official or public entity;
  - b. Engage in lobbying an elected official on a personal opinion if the employee is not a registered lobbyist for the public entity;
  - c. Engage in illegal activities or activities otherwise prohibited by federal law or state law; or
  - d. Intentionally override or avoid the security and system integrity procedures of the public entity.
- 4) Each Elected Official shall create disciplinary procedures for a violation of this policy concerning authorized use of technology resources. The disciplinary procedures created pursuant to 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.