

**FINANCE COMMITTEE MEETING
OCTOBER 5, 2020 1:30 ANNEX BUILDING**

ATTENDANCE: Chairman, Justice Michael White; Justice, Molly Jackson; Justice, Neil Burge; Justice, Fred Fleeman; Justice, Rick Ash; Justice, Jo Ann Henton; Justice, Betty Hepler; Circuit Clerk, Leslie Mason; Deputy Clerk, Ashley McGuirt; Finance, Kelli Jones; OEM, Wayne Reynolds; Treasurer, Peggy Meatte; County Clerk, Janice Currie; Cecil McDonald; Public Affairs, Steven Savage, Mark Brasfield, NEA Tow Crier.

1. Meeting was called to order by Justice, Michael White. Justice White stated we were reviewing budgets for Circuit Clerk, County Clerk, OEM, Public Defender. Sheriff, Dale Cook was not able to attend.

2. Circuit Clerk. 2020 budget personal services \$512,973.00. 2021 request \$573,112.00. Up \$61,000.00. Leslie Mason stated it was insurance. There was not enough money to pay 25% of her employee insurance. This amount was put in County General. 2020 budget, \$534,873.00. 2021 budget request \$595,012.00. With raises \$609,769.00. #37 Blytheville Circuit Clerk Recorder Act 768. Revenues. 2020 budget. \$43,664.40. 2021 request \$48,516.00. Up \$5,000.00. Expenditure budget. 2020 budget \$171,534.00. 2021 request \$112,700.00. \$60,000.00 was moved from this account to balance other accounts. Child support. 2020 expenditure budget \$500.00. 2021 request \$600.00. Circuit Clerk Commissioner's fees. Revenue budget 2020 budget \$1,404.00. 2021 request \$1,560.00. Expenditure budget. 2020 request. \$4,000.00. 2021 request \$11,000.00. Current fund balance \$11,551.00. Mrs. Mason stated the file server in Blytheville was replaced last year. The increase was made for the possible replacement of the file server in Osceola. #37 Osceola Circuit Clerk Recorder Act 768. Revenue budget. 2020 request \$14,872.50. 2021 request \$14,190.00. Expenditure budget. 2020 budget. \$18,000.00. 2021 request \$18,000.00. Fund balance \$22,310.00. #37B CC Recorder Act 768. Revenue budget. 2020 budget \$184,562.10. 2021 request \$166,223.00. Expenditures budget. 2020 budget \$187,120.00. 2021 request \$121,481.00. Mrs. Mason stated she didn't expect any major changes. Justice Burge asked why service contracts had tripled the past 2 years. Mrs. Mason stated they had 6 different software plus 2 for the public. Different software to do different tasks. Justice White asked if Mississippi County was set up for e-filing. Mississippi County had been set up for e-filing lite. County Clerk Janice had gone live in her office. Pleadings were being able to be filed but if a new case would have to come to the office. Justice White asked if there were be any large expenses when moving back to the Courthouse. Mrs. Mason stated the filing cabinets and possible storage for records.

3. Justices received a copy of the JESAP report. Justice Burge suggested capping the salaries of employees over the 4th quartile and possibly employees in the 4th quartile. Working on raising employees to the 2nd quartile.

4. County Clerk. County General Fund. Expenditure budget. 2020 budget \$356,022.00. 2021 request \$366,242.00. 2021 request with raise. \$374,901.00. \$10,000.00 increase for insurance for new employee. County Clerk Automation Fund. Revenue budget. 2020 budget \$6,777.90. 2021 request \$6,215.00. Expenditure budget. 2020 budget. \$10,800.00.

2021 request \$10,800. Payroll budget. Change request. Slot #5. Change to Deputy Clerk/Recorder. \$15.65 an hour. Justice White recommended to make the change. Justice White asked County Clerk, Janice what was happening in her office. Mrs. Currie stated absentee ballots, voter registration, probate work. The deputy in Osceola did the recording but does not get the pay. Justice Ash asked if there was a separate job description for Deputy Clerk/Recorder. Mrs. Currie stated there was. Justice White stated the change would be made financially and Personnel Committee will meet for 2021.

5. OEM. Expenditure budget. 2020 budget \$48,778.00. 2021 request \$48,778.00. 2021 request with raise. \$49,516.00. Justice White asked the difference between OEM and 911 Coordinator. David Lendennie did the mapping, flood plane, 911 addresses. Wayne Reynolds stated he worked with rural fire departments, finding grants for emergency management. Mr. Reynolds stated the vehicle he was driving was costing more to maintain. The vehicle was a 2012 Ford Explorer with 160,000 miles. Four -wheel drive was needed. Justice Ash asked if a vehicle had been looked into. Mr. Reynold stated he had mentioned it to the Judge but had not pursued it. Justice White asked if a grant was available to purchase the vehicle. Justice White asked Mr. Reynolds to explore the options. Money for radios has not been added. Salary 50% from County Roads. County was allocated \$670,000.00 for COVID reimbursement. Deadline December 15th. Expenditures already done. Eddie Jones sent a sample Ordinance to set up a special fund. Presented in October Quorum Court meeting.

6. Public Defender. Professional services 3009. Mr. Bradley asked to carry over \$18,000.00. 3023 Internet. Increase to \$2,400.00. 3179 copier & maintenance adjusted to \$1,800.00. Expenditure budget. 2020 budget. \$132,543.00. 2021 request. \$132,696.00. 2021 request with raise. \$133,926.00. Part time investigator was under minimum wage and needs to be increased.

7. Comparison on insurance. Justice White stated if there was a \$30,000.00 employee they were closer to a \$45,000.00 employee when benefits were added. Leslie Lawrence gathered the information and Candace Nichols made the chart. Cost per month. Baxter County, \$555.56, Crittenden County, \$615.00, Desha County, \$400.10, Green County, \$441.62, Independence County, \$566.88, Lonoke County, \$568.97, Poinsette County \$407.10, Mississippi County, \$861.63. Justice Burge stated Mississippi County was high because of loss ratio. There has been over \$2 million in claims the past 2 or 3 years. Municipal Health was cheaper but coverage was not the same as regular insurance. Peggy Meatte stated insurance was not part of employees salary.

8. Tax collections were better. Road & Bridges had an informational meeting. Cell construction was on time.

9. Finance will meet Oct. 12, 2020. 1:30 Annex Building.

10. Meeting adjourned.

Minutes submitted by: Cindy George

