

FINANCE COMMITTEE REPORT

February 02, 2010

A Finance Committee meeting was held Tuesday, February 02, 2010, immediately following a 5:00 p.m. Special Quorum Court meeting, in the County Administration Building, Quorum Court meeting Room, 215 East Central, Bentonville, Arkansas.

Committee Members Present: Wozniak, Wolf, Brown, Moore, Allen, Douglas, Stephenson

Others Present: Collector Gloria Peterson, Sheriff Ferguson, US Marshall Dick O'Connell, Human Resource Manager Barbara Ludwig, Grants Administrator Kathy Bannister, Accounting Manager Michele Anderson, Director of Public Services Chris Glass

Tabatha Hunter – Benton County Daily Record

JP Moore called the meeting to order

PUBLIC COMMENTS:

None

Grants Administrator Report

Grants Administrator Kathy Bannister stated that this is for the continuation of the SAMSHA Drug Court Grant. She stated that no additional county funds will be needed, but that this grant does require a resolution from the Quorum Court to be included in the application packet. She added that grant is for the outpatient drug treatment program, and has to be applied for each year. JP Stephenson made motion for a resolution for the continuation of the SAMSHA Drug Court grant for \$300,000 to be forwarded to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Brown.

Motion passed by unanimous show of hands.

Sheriff Keith Ferguson Report

Sheriff Keith Ferguson stated that in 2007, the Benton County Sheriff's office teamed up with Madison, Carroll, and Washington counties and the U.S. Marshall Service to establish the Northwest Arkansas Sex Offender and Violent Crime Task Force which was funded through a \$500,000 federal grant. He added that the secretarial position in the 'fusion center' is grant-funded, the grant runs out in March and will not be renewed, so they are asking the county to fund the secretarial position. He added that the U.S. Marshall Service has helped pay a portion of the \$38,652 secretary's salary. Sheriff Ferguson stated that he has gone to the Chief of Police of Springdale, the Sheriff of Washington County, and the Sheriff of Madison Country, and that they are willing to partner with Benton County to keep this program active and split the cost for the continued employment of the secretarial position. He added that the secretary's job is to register all the sex offenders as they come into the "fusion center" office and handle all phone calls.

Dick O'Connell, U.S. Marshall of the Western District, was recognized and stated that the NWA Violent Task Force has arrested 1,050 people in two years; among them sex offenders, armed robbers, probation absconders, and domestic crime violators. He added that in Benton County that there are approximately 400 registered sex offenders and in Washington County there are 478. He stated that the "fusion center" is the first of its kind in the State of Arkansas, and that the Marshall Service recognizes that this task force is outperforming many of the task forces throughout the country. He further commented on the services that the U.S. Marshall Service provides for the county.

JP Moore asked how much Benton County is being asked to contribute toward the employment of the Task Force secretary's salary. Sheriff Ferguson stated that it would be \$12,300 with the other two counties' contribution.

JP Moore asked if they will need an ordinance request for the amount requested. HR Manager Barbara Ludwig stated that they will need an ordinance to fund that position. JP Wolf stated that this request has been forwarded from the Personnel Committee.

Ordinance for Collector

Michele Anderson stated that the Collector's Office has \$8,025 in the 2010 Budget for a server, but received that quote last August, so when it was ordered in December the final amount came to \$10,064. She added that no new money is being requested.

JP Stephenson made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Allen.

Motion passed by unanimous show of hands.

Ordinance for Jail carryover

Michele Anderson stated that this is to appropriate \$26,000 carryover from 2009 for the purchase of a 2010 Cargo Van ordered in 2009 but not delivered, and that this item was previously approved for carryover in 2009.

JP Wozniak made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Wolf.

Motion passed by unanimous show of hands.

Ordinance for Sheriff, Fund 245

Michele Anderson stated that a new automobile was budgeted from this grant fund, but one is not needed this year, but other small equipment is, and that will complete the grant. They are asking to transfer \$38,648 from Automobiles to Small Equipment

JP Wolf made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Stephenson.

Motion passed by unanimous show of hands.

Ordinance for Items Forwarded From Personnel Committee

1) Circuit Clerk & Recorder's Reorganization

JP Wolf stated that the amount of money taken in and the complexity of the accounts have driven the need for a greater degree of technical skills than what they have currently in the Circuit

Clerk's office, so they would like to reorganize by deleting the current position of Financial Manager, adding a position of Financial Administrator, and add the position of Supervisor-Bookkeeper. She added that there would be an impact of \$63,259 on the 2010 budget, but reminded the committee that County General receives a yearly turn back of approximately \$300,000 from this commissioned account.

JP Douglas asked if the Financial Administrator position will be filled by a new person or the same person that was in the Financial Manager position. JP Wolf stated that some people will be moved around for the reorganization, but that the Financial Administrator would be a new person.

2) Position Request and Reorganization Sheriff's Department Field/ County Jail

JP Wolf stated that this is to fund a staff assistant position for the Northwest Arkansas Sex Offender and Violent Crime Task Force. She stated that the budget impact would be \$28,992 in 2010, and the annual impact would be \$38,652.

3) Request for Jail

JP Wolf stated this request is to delete a Jail Training Sergeant position (Grade 13) and add a second Jail Sergeant – Operations position (Grade 14). She added that the training responsibilities would be divided between the two Jail Sergeants-Operations. Due to the number of employees it is necessary to have a second Jail Sergeant-Operations in order to provide coverage for the multiple shifts. She added that the impact on the 2010 budget would be \$1,780 and the annual impact will be \$2,135. She added that the Personnel Committee forwarded this to the Finance Committee with a unanimous agreement to fund it.

JP Wolf made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Stephenson.

Motion passed by unanimous show of hands.

Ordinance for Completing Purchase of Center for Nonprofits

Michelle Anderson stated this is to appropriate the \$1,400,000 for the remainder of the costs associated with purchasing the property at the Center For Nonprofits in Rogers.

JP Stephenson made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Wolf.

JP Allen asked for a progress report on the Center For Nonprofits Contract. County Judge Dave Bisbee stated that the primary thing that has to be done is to bring the Horizontal Property Regime bylaws to the Quorum Court for approval because we are buying into that Horizontal Property Regime. He added that because of the type of ownership, a re-zoning request had to go to the City of Rogers to change the classification from "highway commercial" to "business condominium". He said the paperwork should be ready to bring to the Quorum Court very soon. He stated that they are in the final stages of the design, the local and state Health Departments have been involved, and the demolition work has already started, with a move-in date set for August.

Motion passed by unanimous show of hands.

Ordinance for Architectural Fees for Building Program

Michele Anderson stated at the last Committee of Thirteen meeting the County Judge was asked to bring building plans forward, and these are the architectural fees associated with those plans that were requested. She stated this is to appropriate \$455,400 for architectural fees for the Juvenile Detention Center building, the Jail barracks, and the Road Department building and other future building plans.

County Judge Dave Bisbee stated that one contract is for the Sheriff's barracks for \$115,400. He added that there is a separate contract to remodel the old Health Department building and the Juvenile Detention Center for \$300,000. He stated that two separate smaller contracts were side plans for the Road Department and the west side Road Department in Decatur. He stated that the only fixed number is the Sheriff's barracks, and that the rest are based on estimates. He added that this is authorizing him to sign those checks and in no case will that money be distributed immediately.

Further discussion was held on the plans and the appropriation amounts of the separate contracts for the architectural fees.

County Judge Dave Bisbee stated that the Circuit Judges have told him that they want to get in the planning loop of the Juvenile Detention Center, and that they plan on coming to the Long Range Planning/Real Estate & Buildings Committee meeting to possibly propose something different. He stated these architectural fees will cover the cost of the design for either location, and that right now the JDC is to be out at the old Health Department building.

JP Douglas stated that he had some big concern because when the court voted to move the Health Department to the Center For Nonprofits, the estimated cost to remodel the Health Department Building and construct the JDC detention pod was approximately \$2.7 million. County Judge Dave Bisbee stated that the number actually used was \$3.2 million with the \$500,000 contingency included. JP Douglas said the cost is now over \$4 million. County Judge Dave Bisbee stated that the \$300,000 was based on 7% of the bid costs, so that number will go down, and that it will be up to the Long Range Planning Committee to chisel that number down. JP Douglas stated that he was not in favor of spending one penny until they determine the cost figures, and can know what they are talking about, because there have been figures all over the board, and he wants to know a firm cost before they start approving money for it. County Judge Dave Bisbee stated that they have to have plans to get a bid, and they have to get a bid to get firm costs. He added that you have to start with an architect to get a good bid.

JP Stephenson stated that you have to have the designs to get the bids, and made motion to forward the proposed appropriation ordinance request to the February 9, 2010 Committee of Thirteen agenda, seconded by JP Wozniak.

Motion passed: 6 in favor (Wozniak, Wolf, Brown, Moore, Allen, Stephenson)

1 opposed (Douglas)

Sales Tax Numbers

Michele Anderson stated that there was a 6.27% percent decrease in sales tax for the month of November and that Comptroller Richard McComas feels like the next three months' numbers will enable them to tell if we are still in a decline or if we are coming out of it.

Jail Collections

Michele Anderson stated that the State has not paid for January so the Jail Collections account is down, but the State will catch up with their payments.

Fuel Summary

Michele Anderson stated that this is the final fuel analysis for 2009. She said that they had budgeted \$540,000 for the Sheriff's/Jail Department in 2009, and spent \$399,344. She said that the Road Department had \$843,700 budgeted in 2009 and used \$632,100, and that all of that money will be turned back. She pointed out that there has been a slight increase in fuel costs recently.

Monthly Expenditure Report

Michele Anderson stated funds should be at 8.33%, and the only one that is over is due to the first workman's compensation payments, and that the Property and Malpractice Insurance and all of the annual service agreements have been paid.

JP Stephenson asked about hazardous materials. Michele Anderson stated that is the county's annual per capita fee for the Northwest Arkansas Regional Hazmat team. She added this allows the county to call on them at any time there is a "Hazmat" in the unincorporated areas. She added "Hazmat" is made up of employees from paid departments in both Washington and Benton County.

Other Business

JP Moore announced that the next Finance Committee meeting will be Tuesday March 2, 2010 at 5:30 p.m.

Upon motion and second the meeting adjourned at 7:00 p.m.