# AGENDA FOR THE QUORUM COURT COMMITTEE MEETING

Tuesday February 2, 2021
JEFFERSON COUNTY COURTHOUSE
101 W. BARRAQUE
PINE BLUFF, ARKANSAS
TIME 5:30 P.M.

- I. ROLL CALL
- II. REPORTS OF THE COMMITTEES

#### Public Safety - Justice Conley Byrd

- 1. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1805 PUBLIC SAFETY SALES TAX
- 2. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1910 TRI COUNTY DRUG TASK FORCE

#### Human Resource - Cedric Jackson

- 1. A RESOLUTION OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS APPROVING APPOINTMENTS OF TWO (2) MEMBERS TO THE TUCKER LAKE LEVY DRAINAGE DISTRICT BOARD
- 2. VOTE TO FILL VACANT POSITION IN SIXTH DIVISION

### Budget and Finance – Jimmy Fisher

- 1. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1805 PUBLIC SAFETY SALES TAX
- 2. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1910 TRI COUNTY DRUG TASK FORCE
- 3. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1006 CORONAVIRUS RELIEF CARES ACT AND FUND 1000 COUNTY GENERAL

- 4. AN APPROPRIATION ORDINANCE TO CREATE FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND 3516 FLOOD MITIGATION ASSISTANCE GRANT. APPROPRIATE FUNDS TO FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND TO FUND 3516 FLOOD MITIGATION ASSISTANCE GRANT
- 5. AN APPROPRIATION ORDINANCE TO ALLOW A STANDARD FEE FOR JEFFERSON COUNTY COMMERCIAL AND RESIDENTIAL CUSTOMERS
- 6. AN APPROPRIATION ORDINANCE TO ALLOW THE TAX COLLECTOR TO RAISE THE CHIEF DEPUTY SALARY IN 3001 COLLECTOR'S AUTOMATED FUND
- III. ADJOURNMENT

State of Arkansas County of Jefferson Quorum Court

APPROPRIATION	ORDINANCE NO.	2021-
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AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1805 PUBLIC SAFETY SALES TAX

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a supplemental appropriation in the amount of \$52,932.33 to 1805-0502 styled Rural Fire.

Article II. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1805 PUBLIC SAFETY SALES TAX

BY:	APPROVED BY:
Conley Byrd JUSTICE OF THE PEACE JEFFERSON COUNTY, ARKANSAS	TERRY WYNNE COUNTY ATTORNEY JEFFERSON COUNTY, ARKANSAS
APPROVED:	ATTEST:
GERALD ROBINSON JEFFERSON COUNTY JUDGE JEFFERSON COUNTY, ARKANSAS	SHAWNDRA TAGGART JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS
Date	Date
Attachments – 6 pages	

## **JEFFERSON COUNTY** OFFICE OF EMERGENCY MANAGEMENT

101 W. Barraque Street, Pine Bluff, AR 71601

Office (870) 541-5470

Fax (870) 541-5477

#### **MEMORANDUM**

TO:

Gerald Robinson

Jefferson County Judge

FROM:

Karen Blevins
OEM Coordinator

DATE:

January 12, 2021

SUBJECT:

Supplemental Appropriation for Public Safety Sales Tax, Rural Fire Protection

Department No. 0502, Rural Fire Protection (Sales Tax), had an appropriation balance of \$52,932.33 as of December 31, 2020. This balance was remaining because the 4th quarter distributions to the volunteer fire departments of \$52,932.33 was not made in December 2020 due to an oversight. A supplemental appropriation in the amount of \$52,932.33 is requested.

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Page 1

**Budget Detail Report** 2020

Item: 00 - 9999 Dept: 502 - 502 Fund: 1805 - 1805 Date Range: 12/01/2020 - 12/31/2020 Month: 12

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**Budget Detail Report** 2020

Fund: 1805 - 1805 Date Range: 12/01/2020 - 12/31/2020

Month: 12

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Dept: 502 - 502

Item: 00 - 9999

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Jefferson Budget Detail Report 2020

Fund: 1805 - 1805

Dept: 502 - 502

Page 3

Item: 00 - 9999 Date Range: 12/01/2020 - 12/31/2020 Month: 12

Line Item Description	Month to Date Transfers Appropriations	Year to Date Transfers Appropriations	MTD Expenditures Adj MTD Expend.	YTD Expenditures Adj YTD Expend	Orignial Budget Adj. Budget	Balance Actual Balance	MTD %	Mary Mary	% #
Fund: 1805 PUBLIC SAFETY/SALES TAX Group: 05023000 - 05023999 OTHER	/ SALES TAX OTHER SERVICES & CHARGES	S & CHARGES	Office: 0502		RURAL FIRE PROTECTION (SALES TAX)	TAX)			
1805- 05023021 POSTAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	000	100 000
1805- 05023022 CELL PHONES AND PAGERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100.000
1805- 05023023 INTERNET CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805- 05023030 TRAVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100 000
1805- 05023031 COMMON CARRIER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805- 05023032 LICENSES & RENEWALS (VEHICLES)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805 - 05023040 ADVERTISING AND PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100 000
1805 - 05023050 OFFICIAL AND DEPUTY BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100 000
1805 - 05023051 BOILERS AND MACHINERY INSURANCE	\$0.00 CE \$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805 - 05023052 FIRE AND EXTENDED COVERAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	00 0\$	0000	0000	100.000
1805- 05023053 FLEET LIABILITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0000		100,000
1805- 05023054 OTHER SUNDRY INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100 000
1805- 05023060 ELECTRICITY (UTILITY)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805- 05023061 GAS (UTILITY)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0000	0000	100,000
1805- 05023062 WATER (UTILITY)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0000	100 000
1805- 05023063 WASTE DISPOSAL (UTILITY)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1805- 05023070 LAND AND BUILDINGS (RENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100 000
1805- 05023071 MACHINERY AND EQUIPMENT (RENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100 000
1805- 05023072 LAND AND BUILDINGS (LEASE)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100.000
1805- 05023073 MACHINERY AND EQUIPMENT (LEASE)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100 000
1805- 05023080 PUBLIC RECORDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100.000
1805 - 05023090 DUES AND MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000		100 000
1805- 05023091 COURT APPOINTED ATTORNEYS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			100.000
1805- 05023092 JURORS AND WITNESSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000

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# **Budget Detail Report** Jefferson 2020

Date Range: 12/01/2020 - 12/31/2020

Month: 12

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Fund: 1805 - 1805

Dept: 502 - 502

Item: 00 - 9999

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Item: 00 - 9999

Dept: 502 - 502

# Fund: 1805 - 1805 **Budget Detail Report** Jefferson Date Range: 12/01/2020 - 12/31/2020 2020 Month: 12

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Used £ % Used MTD % Actual Balance Balance RURAL FIRE PROTECTION (SALES TAX) Orignial Budget Adj. Budget YTD Expenditures Adj YTD Expend Office: 0502 MTD Expenditures Adj MTD Expend. Transfers Year to Date Appropriations Appropriations Month to Date Transfers PUBLIC SAFETY / SALES TAX Description Line Item Fund:

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State of Arkansas County of Jefferson Quorum Court

APPROPRIATION	ORDINANCE NO.	2021-
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AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1910 TRI COUNTY DRUG TASK FORCE

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve an appropriation in the amount of \$111,032.57 to 1910-0400-3001 Tri County Drug Task Force as detailed in attachments hereto.

Article II. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1910 TRI COUNTY DRUG TASK FORCE

BY:	APPROVED BY:
Conley Byrd JUSTICE OF THE PEACE JEFFERSON COUNTY, ARKANSAS	TERRY WYNNE COUNTY ATTORNEY JEFFERSON COUNTY, ARKANSAS
APPROVED:	ATTEST:
GERALD ROBINSON JEFFERSON COUNTY JUDGE JEFFERSON COUNTY, ARKANSAS	SHAWNDRA TAGGART JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS
Date Attachment – 1 page	Date



## LAFAYETTE WOODS, JR. SHERIFF OF JEFFERSON COUNTY

P.O. Box 7837 PINE BLUFF, ARK ANS AS 71611

CHIEF DEPUTY, Stanley James OPERATIONS COMMANDER, Major Gary McClain W.C. "Dub" BRASSELL ADULT JAIL ADMINISTRATOR, Joseph Gorman

ADMINISTRATIVE OFFICE: 870-541-5351 • FAX 870-541-5348
INVESTIGATIONS: 870-541-5496 • FAX 870-541-5499
PATROL: 870-541-5376 • FAX 870-541-5379
WARRANTS/CIVIL PROCESS: 870-541-5349
DUB BRASSELL DETENTION CENTER: 870-541-4620 • FAX 870-541-1925
JACK JONES JUVENILE JUSTICE CENTER: 870-541-8502 • FAX 870-541-0307
Website: www.jelfedso.org



#### MEMO

TO:

JEFFERSON COUNTY JUDGE GERALD ROBINSON

FROM:

CHRIS BROWN, OFFICE MANAGER MUS

DATE:

01/25/2021

RE:

**APPROPRIATION REQUEST FOR 1910-0400** 

Please appropriate the \$111,032.57 in the Tri-County Drug Task Force Seized Assets Fund (1910-0400) to 1910-0400-3001 for 2021. This money was appropriated in the same manner in 2020, but was unused and must therefore be appropriated again for the new budget year.

State of Arkansas

County of Jefferson

Quorum Court

A RESOLUTION OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS APPROVING APPOINTMENTS OF TWO (2) MEMBERS TO THE TUCKER LAKE LEVY DRAINAGE DISTRICT BOARD

WHEREAS, the term of (2) members Harold Staton and Renee Greenlee, of the Tucker Lake Levy Drainage District Board has expired hereby creating vacancies on said board.

BE IT RESOLVED BY THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. That the appointment of Michael Smith to the Tucker Lake Levy Drainage Board for a period of eight (8) years beginning February 1, 2021 and ending December 31, 2028 is hereby approved and the reappointment of Renee Greenlee to the Tucker Lake Levy Drainage Board for a period of two (2) years beginning February 1, 2021 and ending December 31, 2022.

Article II. That this Resolution shall be in full force and effect from and after its passage and approval.

BY:	APPROVED BY:
CEDRIC JACKSON	TERRY WYNNE
JUSTICE OF THE PEACE	COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS	JEFFERSON COUNTY, ARKANSAS
APPROVED:	ATTEST:
APPROVED:	ATTEST:SHAWNDRA TAGGART
GERALD ROBINSON	SHAWNDRA TAGGART

#### January 25, 2021

Jefferson County Judge Gerald Robinson (HAND DELIVERY) 101 West Barraque Street Pine Bluff, AR 71601

Jefferson County Chair of Finance Mr. Jimmy Fisher 2500 Forest Knoll Drive Pine Bluff, AR 71603

Jefferson County Chair of Judicial Committee Mr. Roy Agee 6803 Oxford Pine Bluff, AR 71602

Attention: Mr. Thad Hadley, Legislative Officer

RE: February Quorum Court Agenda

Dear Judge Robinson and Justices of the Peace:

I am requesting authorization to fill the vacating position of front desk secretary for Sixth Division Juvenile Court. This person is essential to our operations as they field calls for 14 juvenile officers, assist collecting fines and fees and reconciling the bank statements, provides clerical support to juvenile staff, and supports court programs.

This is not a new position or the position that was previously eliminated in 2019.

Sincerely,

Earnest E. Brown, Jr. Circuit Judge

EEB:cw

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-	APPROPRIATION	ORDINANCE NO.	2021-
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AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1006 CORONAVIRUS RELIEF CARES ACT AND FUND 1000 COUNTY GENERAL

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve an appropriation in the amount of \$280,512.24 to 1006-100-3100 styled Other Miscellaneous as detailed in attachment hereto.

Article II. The County Judge is hereby authorized to approve a supplemental appropriation in the amount of \$28,178.50 to 1000-100-3098 styled Judgments and Damages as detailed in attachment hereto.

Article III. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I and II.

Article IV. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

RELIEF CARES ACT AND FUND 1000 COUNTY GENERAL BY: \_\_\_\_\_ APPROVED BY: Jimmy Fisher, Sr. TERRY WYNNE JUSTICE OF THE PEACE COUNTY ATTORNEY JEFFERSON COUNTY, ARKANSAS JEFFERSON COUNTY, ARKANSAS APPROVED: \_\_\_\_\_ ATTEST: GERALD ROBINSON SHAWNDRA TAGGART JEFFERSON COUNTY JUDGE JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS JEFFERSON COUNTY, ARKANSAS DATE\_\_\_\_\_ Attachment – 1 page

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1006 CORONAVIRUS

### STATE OF ARKANSAS

Office of the County Sudge

JEFFERSON COUNTY





101 WEST BARRAQUE, SUITE 107 PINE BLUFF, ARKANSAS 71601 PHONE: (870) 541-5360 FAX: (870) 536-2977 WEBSITE: WWW.JEFFERSONCOUNTYAR.GOV

TO:

Jefferson County Quorum Court

FROM:

Gerald Robinson, County Judge

DATE:

January 25, 2021

RE:

Appropriation Request

1. Please appropriate \$280,512.24.00 in unused funds from the Coronavirus Relief Cares Grant Fund (1006-100-3100) for the 2021 Budget Year.

2. Please appropriate \$28,178.50 from (1814) Reserve Fund to the County Judge Fund Judgements and Damages (1000-100-3098).

If additional information is needed please contact my Chief of Staff, Pamela Jenkins, via email (pamelajenkins@jeffersoncountyar.gov) or at 870.541.5360

Thanks in advance for your cooperation.

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION	ORDINANCE NO.	2021-
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AN APPROPRIATION ORDINANCE TO CREATE FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND FUND 3516 FLOOD MITIGATION ASSISTANCE GRANT. APPROPRIATE FUNDS TO FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND TO FUND 3516 FLOOD MITIGATION ASSISTANCE GRANT

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Treasurer is authorized to create Fund 3515 Hazard Mitigation Grant Program and create Fund 3516 Flood Mitigation Assistance Grant.

Article II. The County Judge is hereby authorized to approve an appropriation in the amount of \$1,019,017.60 to Fund 3515 Hazard Mitigation Grant Program as detailed in attachments hereto.

Article III. The County Judge is hereby authorized to approve an appropriation in the amount of \$302,590.22 to Fund 3516 Flood Mitigation Assistance Grant as detailed in attachments hereto.

Article IV. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article II and III.

Article V. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO CREATE FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND 3516 FLOOD MITIGATION ASSISTANCE GRANT. APPROPRIATE FUNDS TO FUND 3515 HAZARD MITIGATION GRANT PROGRAM AND TO FUND 3516 FLOOD MITIGATION ASSISTANCE GRANT

BY:	APPROVED BY:
Jimmy Fisher JUSTICE OF THE PEACE JEFFERSON COUNTY, ARKANSAS	TERRY WYNNE COUNTY ATTORNEY JEFFERSON COUNTY, ARKANSAS
APPROVED:	ATTEST:
GERALD ROBINSON JEFFERSON COUNTY JUDGE JEFFERSON COUNTY, ARKANSAS	SHAWNDRA TAGGART JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS
Date Attachments – 11 pages	Date



# JEFFERSON COUNTY OFFICE OF EMERGENCY MANAGEMENT

101 W. Barraque Street, Pine Bluff, AR 71601

Office (870) 541-5470

Fax (870) 541-5477

TO:

County Judge Gerald Robinson

FROM:

Karen Blevins

DATE:

January 21, 2021

SUBJECT:

Appropriation needed for Flood Mitigation Assistance Grants

The Federal Emergency Management Agency (FEMA) has awarded funding to Jefferson County for two mitigation projects in order to reduce the flood damage potential along the Arkansas River. The Flood Mitigation Assistance Grant program has awarded \$226,942.67 to elevate two homes. The Hazard Mitigation Grant Program has awarded \$815,214.08 to purchase eight properties and demolish the homes on those properties. The official notification letters are attached.

The grants are a 75/25 percent matching grant with 75% coming from FEMA funds and 25% from the homeowners. The homeowners have signed Memorandums of Understanding agreeing to pay their cost share and will provide payment to the county upon request.

An appropriation in the amount of \$1,019,017.60 is requested for OEM, Department 500, line item 4001, Land Purchases. An appropriation in the amount of \$302,590.22 is requested for OEM, Department 500, line item 3114, Special Projects. Separate funds should be created by the County Treasurer to keep the grant funds separate as co-mingling of federal funds is not permitted.

Jefferson County is eligible to receive up to 5% of the total project amount for management cost related to these projects.



# STATE OF ARKANSAS GOVERNOR ASA HUTCHINSON DEPARTMENT OF PUBLIC SAFETY DIVISION OF EMERGENCY MANAGEMENT



A.J. GARY DIRECTOR

August 11, 2020

Honorable Gerald Robinson Jefferson County Judge 101 W Barraque Street Pine Bluff, AR 71601

Re: DR-4441-AR-0009

Jefferson County Acquisition and Demolition Project

DUNS: 010311728

#### Dear Judge Robinson:

The Hazard Mitigation staff at FEMA Region 6 has completed the review of your grant application for the Jefferson County Acquisition and Demolition Project. The application was approved and funding obligated on August 10, 2020. These funds are made available through the Hazard Mitigation Grant Program (HMGP). The CFDA for the HMGP program is 97.039.

The project identification number is DR-4441-0009-AR. This number should be included on all future correspondence.

DR-4441-0009-AR	Federal Share	Non-Federal Share	Total
Project Costs	\$764,263.20	\$254,754.40	\$1,019,017.60
	(75%)	(25%)	(100%)
Subrecipient Management Costs	\$50,950.88	\$0.00	\$50,950.88
	(100%)	(0%)	(100%)
Total Obligation	\$815,214.08	\$254,754.40	\$1,069,968.48

The following is the approved Scope of Work (SOW) and MC activities for the above-referenced project:

To acquire and demolish 7 residential properties in the Special Flood Hazard Area in Jefferson County, and for management of the project and grant-related activities.

Properties that have been approved as components in the project SOW are attached.

It is required that:

- All activity related to this grant is compliant with all applicable regulations and guidance to include 44CFR, 2CFR, and the corresponding Hazard Mitigation Assistance Guidance.
- The Sub-recipient must comply with environmental conditions as set forth by FEMA, Region 6, in the enclosed attachment.
- The Federal awarding agency (FEMA), Inspector General, the Comptroller General of the United States, and the pass-through entity (ADEM), or any of their authorized representatives, must have the right of access to any documents, papers, or other records of the non-Federal entity (Sub-recipient) which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the non-Federal entity's (Sub-recipient) personnel for the purpose of interview and discussion related to such documents.
- The Sub-recipient uses its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in 2 CFR, Part 200, Procurement Standards.
- The Sub-recipient follows the Scope of Work in the approved application and the
  approved plans. Any variance without prior written FEMA/ADEM approval will result in
  non-payment. Any reimbursement for ineligible items will result in funds being returned
  from the Subrecipient to FEMA/ADEM.
- The Sub-recipient carries out the scope of work, carries out administrative actions, and
  incurs costs within the period of performance (POP). Requests for time extensions to the
  POP will be considered, but will not be granted automatically. All time extension
  requests must be submitted to ADEM at least 90 Days prior to the expiration date of the
  POP.
- Upon grant completion, the Sub-recipient submits all required close out documentation to ADEM in accordance with 2CFR and 44CFR.
- In accordance with FEMA Policy #104-11-1 Interim Hazard Mitigation Grant Program
  Management Costs, all management costs provided will be obligated in increments
  sufficient to cover recipient and sub-recipient needs for no more than one year unless
  contractual agreements require additional funding. Actual sub-recipient MC are to be
  reconciled quarterly during the review of expenditures submitted by the sub-recipient
  through the quarterly report process.
- Sub-recipient MC can be expended for a maximum time of 180 days after work is completed for the sub-award or the end of the Period of Performance (POP), whichever is sooner.

Judge Robinson August 11, 2020 Page 3

One requirement pertinent to this project is the submission of progress reports every three months. The first progress report is due October 15, 2020, which covers July 1, 2020 through September 30, 2020.

The period of performance (POP) is from August 10, 2020 through September 6, 2023. If the work cannot be completed within the time limitation, a written request for an extension must be submitted prior to June 6, 2023.

Please contact our office at your earliest convenience to schedule an administrative meeting to discuss the programmatic requirements of this grant. Thank you for your continued support of mitigation activities, and if you have any questions or concerns, you may contact me at (501) 683-6724 or email at <a href="mailto:lacve.blake@adem.arkansas.gov">lacve.blake@adem.arkansas.gov</a>

Lacye Blake

State Hazard Mitigation Officer

Enclosures: REC

Property List

Judge Robinson August 11, 2020 Page 4

Property List
4441-0009-AR Jefferson County Acquisition and Demolition

Property Address	Latitude	Longitude
3103 Riviera Drive	34.26968	-91.95317
3109 Riviera Drive	34.27056	-91.95335
3202 Sheppard Island Drive	34.27321	-91.88628
3209 Holiday Drive	34.27466	-91.95122
3220 Holiday Drive	34.27618	-91.95156
9108 Trulock Bay Road	34.30278	-92.00272
13000 Acom Drive	34.12428	-91.58128



September 8, 2020

Bruce Holland, Executive Director Arkansas Natural Resources Commission 101 E. Capitol Suite 350 Little Rock, Arkansas 72201-3813

Attention: Ms. Veronica Villalobos-Pogue, Program Coordinator

Reference Award: EMT-2020-FM-E005 (0)

Dear Mr. Holland:

Enclosed is an executed copy of FEMA Form 76-10A reflecting award number EMT-2020-FM-E005 (0). Your PARS Grant Payment Account will be adjusted accordingly.

By accepting this award, you assume certain administrative and financial responsibilities including the timely submission of all financial and programmatic reports, resolution of all interim audit findings and the maintenance of a minimum level of cash on hand. Should you not adhere to these responsibilities, you will be in violation of the terms of this award.

If you have any questions regarding this matter, please contact Amanda Adaire at (940) 235-5661.

Sincerely,

Michael J. Brown CGMS

michael of Brown

Assistance Officer

Amanda Adaire, Grants Management Specialist, R6-FIMA

#### enclosures

CC:

Project Specific EHP Conditions
Agreement Articles with DHS Terms and Conditions
FMA-PJ-06-AR-2019-003 Record of Environmental Consideration
FMA-PJ-06-AR-2019-009 Record of Environmental Consideration
FMA-PJ-06-AR-2019-003 Cost Review (approved budget)
FMA-PL-06-AR-2019-006 Cost Review
FMA-PL-06-AR-2019-008 Cost Review
FMA-PJ-06-AR-2019-009 Cost Review

Mr. Holland Page 2 September 8, 2020

(RCRA)

Subgrant Number	Description	Condition
FMA-PJ- 06-AR-	11988 - Floodplains	For actions located in the floodplain and/or wetlands, the applicant must issue a final public notice per 44 CFR Part 9.12(e) at least 15 days prior to the start of work. The final notice shall include the following: (1) A statement of why the proposed action must be located in an area affecting or affected by a floodplain or a wetland; (2) A description of all significant facts considered in making this determination; (3) A list of the alternatives considered; (4) A statement indicating whether the action conforms to applicable state and local floodplain protection standards; (5) A statement indicating how the action affects or is affected by the floodplain and/or wetland, and how mitigation is to be achieved; (6) Identification of the responsible official or organization for implementation and monitoring of the proposed action, and from whom further information can be obtained; and (7) A map of the area or a statement that such map is available for public inspection, including the location at which such map may be inspected and a telephone number to call for information
¥	11990 - Wetlands	The applicant shall ensure that best management practices are implemented to prevent erosion and sedimentation to surrounding, nearby or adjacent wetlands or water bodies. This includes equipment storage and staging of construction to prevent erosion and sedimentation to ensure that wetlands and other waters are not adversely impacted per the Clean Water Act and Executive Order 11990.
	Clean Air Act (CAA)	If any asbestos containing materials, lead based paint and/or other hazardous materials are found during remediation or repair activities, the applicant must comply with all federal, state and local abatement and disposal requirements under the National Emissions Standards for Hazardous Air Pollutants (NESHAP).
	Executive Order 11988 - Floodplains	Applicant must coordinate with the local floodplain administrator and obtain required permits prior to initiating work, including any necessary certifications that encroachments within the adopted regulatory floodway would not result in any increase in flood levels within the community during the occurrence of the base flood discharge. Applicant must comply with any conditions of permit and all coordination pertaining to these activities should be retained as part of the project file in accordance with the respective grant program instructions.
	Resource	Unusable equipment, debris and material shall be disposed of in
		an approved manner and location. In the event significant items
	Recovery Act, ak	a(or evidence thereof) are discovered during implementation of the
	Solid Waste	project, applicant shall handle, manage, and dispose of petroleum
	Disposal Act	products, hazardous materials and toxic waste in accordance to the

Mr. Holland Page 3 September 8, 2020

requirements and to the satisfaction of the governing local, state and federal agencies.

FMA-PJ- Executive Order The applicant shall ensure that best management practices are

11990 - Wetlands implemented to prevent erosion and sedimentation to surrounding,
2019-009

(0) equipment storage and staging of construction to prevent erosion
and sedimentation to ensure that wetlands are not adversely
impacted per the Clean Water Act and Executive Order 11990.

impacted per the Clean Water Act and Executive Order 11990.

Executive Order
Applicant must coordinate with the local floodplain administrator,
obtain required permits prior to initiating work, and comply with
any conditions of the permit to ensure harm to and from the
floodplain is minimized. All coordination pertaining to these
activities should be retained as part of the project file in

activities should be retained as part of the project file in accordance with the respective grant program instructions.

Clean Air Act

If any asbestos containing materials, lead based paint and/or

Clean Air Act
(CAA)

If any asbestos containing materials, lead based paint and/or other hazardous materials are found during remediation or repair activities, the applicant must comply with all federal, state and local abatement and disposal requirements under the National Emissions Standards for Hazardous Air Pollutants (NESHAP).

Resource Unusable equipment, debris and material shall be disposed of in Conservation and an approved manner and location. In the event significant items Recovery Act, aka(or evidence thereof) are discovered during implementation of the Solid Waste project, applicant shall handle, manage, and dispose of petroleum

project, applicant shall handle, manage, and dispose of petroleum products, hazardous materials and toxic waste in accordance to the requirements and to the satisfaction of the governing local, state

and federal agencies.

Disposal Act

(RCRA)

U.S. DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY ATTACHMENT to FEMA Form 76-10A, Obligating Document for Award/Amendment

Obligation Number: EMT-2020-FM-E005 (0)

Recipient: Program:

Arkansas Natural Resources Commission

Flood Mitigation Assistance Program

Block 15b. Description of Action Changes

Award of funds is based on the application for Federal Assistance submitted by recipient with the following contingencies:

Purpose: To award funds as listed below.

Terms and conditions of this grant are specified in the attached Agreement Articles.

Execution of the FF 76-10A is agreement that the program will be performed in accordance with the applicable program guidance, the approved SF424 Application for Federal Assistance, and the associated statement of work.

The funds awarded by this FEMA Form 76-10A are available for obligation by the recipient only during the period09/08/2020 through 09/07/2023. The recipient is not authorized to incur new obligations after the expiration date is established by FEMA in a letter signed by the FEMA Assistance Officer or through issuance of a new FEMA Form 76-10A.

			Awarded This			Non	Non-Federal Share				
			Action			П	ncrease I his I otal Non Federal	I otal Non Fed	leral		
Sub-grants included in this award:		Federal Share		(Add'I Ob or Deob) Total Federal Share	Non-federal		Action	Share		Total	Amend
TALL DI OC AD 2010-003	lefferson County	69	\$ 226,942.67 \$	\$ 226,942.67	•	69	75,647.55 \$		75,647.55 \$	302,590.22	A-0
FMA-F1-00-AN-2017-003	I onoke Advance Assistance	69	\$ 98,437.50 \$	\$ 98,437.50	- \$	69	32,812.50	32,81	32,812.50 \$	131,250.00	A-0
FMA-FL-00-AR-2019-000	City of Ward Advance Assistance	5	\$ 15,750.00	\$ 15,750.00		69	5,250.00	\$ 5,25	5,250.00 \$	21,000.00	A-0
FMA-FL-00-AN-2017-000	Faulkner County	59	\$ 562,831.25 \$	\$ 562,831.25	- 8	69	15,286.15	\$ 15,28	15,286.15 \$	578,117.40	A-0
FMA-F3-00-617-007	Totals	69	\$ 903,961.42 \$	\$ 903,961.42		69	128,996.20 \$		5.20 \$	128,996.20 \$ 1,032,957.62	

### **Cost Review (Grants)**

FMA-PJ-06-AR-2019-003 (0): Jefferson County Elevation Project [EMT-2020-FM-E005 (0)]

Complete all applicable	fields (Eligible, Unit Quantity,	and Unit C	ost) in ord	er to obtain the Tota	al C	cost		Revision History
		Elevation	of Private	Structures - Rive	rine	Ð		
Cost Type	Item Name	Office	Eligible	Unit Quantity		Unit of Measure	Unit Cost	Total Cost
		Applicant	N/A		1 8	SQ	\$14,409.06	\$14,409.06
Administrative Expense	Project Management Cost	Grants	<b>V</b>	1 #######.## (e.g., 10.25, 100.5, 1000)		SQ	\$ 14409.06 ####################################	\$ 14409.06
		Applicant	N/A		1 5	SQ	\$12,639.36	\$12,639.36
Architectural Engineering Basic Fees	Architectural & Engineering Plans	Grants	<b>2</b>	1 #######.## (e.g., 10.25, 100.5, 1000)	7.	SQ	\$ 12639.36 ####################################	\$ 12639.36
		Applicant	N/A		1 5	SQ	\$669.24	\$669.24
Construction And Project Improvement	Break away concrete sidewalks and driveway from th	Grants	✓	1 ########## (e.g., 10.25, 100.5, 1000)		SQ	\$ 669.24 ################# (e.g., 10.00, 512.35, 11250.75)	\$ 669.24
		Applicant	N/A		1 8	SQ	\$15,425.48	\$15,425.48
Construction And Project Improvement	Install landings, rails & stairs for two entrances	Grants		1 ######.## (e.g., 10.25, 100.5, 1000)	:T/	SQ	\$ 15425.48 ############## (e.g., 10.00, 512.35, 11250.75)	\$ 15425.48
		Applicant	N/A		1 8	SQ	\$21,963.18	\$21,963.18
Construction And Project Improvement	Install piers/columns	Grants		1 ######.## (e.g., 10.25, 100.5, 1000)	7	SQ	\$ 21963.18 ########## (e.g., 10.00, 512.35, 11250.75)	\$ 21963.18
		Applicant	N/A		1	SQ	\$1,820.00	\$1,820.00
Construction And Project Improvement	Install platform floor system	Grants	•	1 ######.## (e.g., 10.25, 100.5, 1000)		SQ	\$ 1820.00 ########### (e.g., 10.00, 512.35, 11250.75)	\$ 1820.00
		Applicant	N/A		1	SQ	\$24,102.12	\$24,102.12
Construction And Project Improvement	Pour 4" concrete slab to interlock columns	Grants	V	1 ####### (e.g., 10.25, 100.5, 1000)	1	SQ	\$\[24102.12\] ####################################	\$ 24102.12
Construction And Project Improvement	Pour continuous steel reinforced concrete foundati	Applicant Grants	N/A	1	1	SQ SQ	\$35,157.93	\$35,157.93 \$

		o Ci di ilo	i lood ivi	rigation Assistance	Cost Review	Grants	
				############## (e.g., 10.25, 100.5, 1000)		######################################	35157.93
		Applicant	N/A	1	SQ	\$53,841.66	\$53,841.66
Construction And Project Improvement	Push pilings to point of refusal to support existi	Grants		1 ############# (e.g., 10.25, 100.5, 1000)	SQ	\$ 53841.66 <b>i</b> ####################################	\$ 53841.66
		Applicant	N/A	1	SQ	\$92,353.65	\$92,353.65
Construction And Project Improvement	Raise , shore and align the structure	Grants		1 ############ (e.g., 10.25, 100.5, 1000)	SQ	\$ 92353.65 ####################################	\$ 92353.65
		Applicant	N/A	1	SQ	\$19,609.20	\$19,609.20
Miscellaneous	Disconnect and reconnect sewer, water, electrical,	Grants		1 ############ (e.g., 10.25, 100.5, 1000)	SQ	\$ 19609.20 ####################################	\$ 19609.20
		Applicant	N/A	1	SQ	\$5,373.34	\$5,373.34
Miscellaneous	Elevation Certificates, permits and other fees	Grants	<b>V</b>	1 ################### (e.g., 10.25, 100.5, 1000)	SQ	\$ 5373.34 ###################################	\$ 5373.34
		Applicant	N/A	1	SQ	\$3,666.00	\$3,666.00
Miscellaneous	Post-site Cleanup	Grants	<b>2</b>	1 ########## (e.g., 10.25, 100.5, 1000)	SQ	\$ 3666.00 #################################	\$ 3666.00
		Applicant	N/A	1	SQ	\$1,560.00	\$1,560.00
Miscellaneous	Pre-site preparation	Grants		1 ########### (e.g., 10.25, 100.5, 1000)	SQ	\$ 1560.00 i ############## (e.g., 10.00, 512.35, 11250.75)	\$ 1560.00
Proposed Total Co	ost (A):	\$302,5	90.22	* Total Eligib	le Cost (D):		\$302,590.22
Proposed Federal	a transcription of the action	75.00000	165%	* Total Ineligi	ible Cost (E	= A - D):	\$0.00
	Share (C = A * B):	\$226,9	942.67	* Eligible Fed	deral Share	(F = D * B):	\$226,942.67
Proposed Non Fe	deral Share (A - C):	\$75,6	647.55	* Eligible No	n-Federal S	hare (G = D - F):	\$75,647.55
				* Calculated b	oased on the	Eligible Cost (Grants) nu	ımbers.

State of Arkansas
County of Jefferson
Quorum Court

WILLOUGH OKDINANCE NO	٩PP	ROPF	NOITAIS	<b>ORDINANCE</b>	NO
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AN APPROPRIATION ORDINANCE TO ALLOW A STANDARD FEE FOR JEFFERSON COUNTY COMMERCIAL AND RESIDENTIAL RECYCLING CUSTOMERS

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a \$250.00 fee for residential 30 yard containers and \$350.00 for commercial 30 yard containers as detailed in attachments hereto.

Article II. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO ALLOW A STANDARD FEE FOR JEFFERSON COUNTY COMMERCIAL AND RESIDENTIAL CUSTOMERS

BY:	APPROVED BY:
Jimmy Fisher JUSTICE OF THE PEACE JEFFERSON COUNTY, ARKANSAS	TERRY WYNNE COUNTY ATTORNEY JEFFERSON COUNTY, ARKANSAS
APPROVED:	ATTEST:
GERALD ROBINSON JEFFERSON COUNTY JUDGE JEFFERSON COUNTY, ARKANSAS	SHAWNDRA TAGGART JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS
Date	Date
Attachment – 1 page	



# Jefferson County Recycling Department



TO: Jefferson County Quorum Court

FROM: Jefferson County Recycling Department

DATE: January 5, 2021

RE: Jefferson County Recycling Request

The Jefferson County Recycling Department is requesting the Quorum Court's approval to establish payment for the use of 30 yard containers by commercial and residential customers. These containers are used for disposal of household items, yard debris, etc.

Currently, our recycling department is paying all waste management fees associated with the cost of collection from all Jefferson County Recycling customers. The fees fluctuate depending on the container's weight and thus the Recycling Department is requesting a standard fee of \$250 for Residential customers and \$350 for Commercial to offset the costs. This fee allows the customer to have the container placed at the location of their choice for up to 5 calendar days. Please approve this standard fee for both commercial and resident customers to ensure the county does not continue to absorb the total cost.

Sincerely,

Joey Coleman

Joey Coleman, Director of Recycling

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION	ORDINANCE NO.
---------------	---------------

AN APPROPRIATION ORDINANCE TO ALLOW THE TAX COLLECTOR TO RAISE THE CHIEF DEPUTY SALARY IN 3001 COLLECTOR'S AUTOMATED FUND

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve an increase to the Tax Collector's Automated Fund from \$28,000.00 to \$50,000.00 to line 3001-104-1001 for the Chief Deputy

Article II. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

3001 COLLECTOR'S AUTOMATED FUND BY: APPROVED BY: Jimmy Fisher TERRY WYNNE JUSTICE OF THE PEACE **COUNTY ATTORNEY** JEFFERSON COUNTY, ARKANSAS JEFFERSON COUNTY, ARKANSAS APPROVED: ATTEST: GERALD ROBINSON SHAWNDRA TAGGART JEFFERSON COUNTY JUDGE JEFFERSON COUNTY CLERK JEFFERSON COUNTY, ARKANSAS JEFFERSON COUNTY, ARKANSAS

Date\_\_\_\_

AN APPROPRIATION ORDINANCE TO ALLOW TAX COLLECTOR TO RAISE CHIEF DEPUTY SALARY IN

Date

Attachment – 1 page



# Tony Washington

Jefferson County Tax Collector

Phone: (870) 541-5313 (870) 541-5321

Web: www.actdatascout.com/JeffersonAR

P.O. BOX 6269 101 W. BARRAQUE, SUITE 113 PINE BLUFF, AR 71611

E-mail: jeffcocollector@sbcglobal.net

January 15, 2021

Jefferson County Quorum Court **Finance Committee** 

After doing a little research, I found that all the other elected official's chief deputy salary slots pay at least \$50,000 per year. I also understand the current situation that our county is in as far as the budget. I would like to get my chief deputy slot raised to \$50,000 without putting any financial burden on the County General Budget. I'm asking the Quorum Court to allow me to move the \$28,000 slot that is in my Automated Fund to County General and move the \$36,000 slot from County General to the Collector's Automated Fund and raise the \$36,000 slot to \$50,000 in the Collector's Automated Fund. This will save my County General Budget \$8000.

Best regards,

**Tony Washington** Jefferson County Collector Office: (870) 541-5313

Email: jeffcocollector@sbcglobal.net

Fax: (870) 541-5321

### JOURNAL OF PROCEEDINGS

## JEFFERSON COUNTY QUORUM COURT

The Jefferson County Quorum Court met for its Regular Meeting at 5:30 p.m., Monday, January 11, 2021.

Justice Jimmy fisher gave the invocation. Judge Gerald Robinson called the meeting to order. Judge Robinson asked everyone to cite the Pledge of Allegiance to the flag.

Shawndra Taggart, Jefferson County Clerk called the roll. The following members answered "present" upon the calling of their names: Reginald Adams (late), Roy Agee, Conley Byrd, Alfred Carroll, Glenda Daniels, Melanie Dumas, Jimmy Fisher, Brenda Gaddy, Ted Harden, Danny Holcomb, Cedric Jackson, Patricia Johnson (late), and Reginald Johnson.

#### REPORTS OF COMMITTEES

# COMMITTEE MINUTES TRANSCRIBED BY JEFFERSON COUNTY JUDGES OFFICE

Journal of Proceedings

Jefferson County Quorum Court Committee

### NO COMMITTEE MINUTES

#### UNFINISHED BUSINESS

## COMMENTS OR QUESTIONS FROM THE PUBLIC ON THE BUSINESS BEFORE US

County Judge allowed Tax Collector Deputy Clerk Samella Thomas four (4) minutes to speak regarding her letter to Tax Collector regarding an increase in salary.

#### NEW BUSINESS:

- 2021-1 AN ORDINANCE ESTABLISHING AND ADOPTING PROCEDURES FOR THE JEFFERSON COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS FOR YEARS 2021 2022 was read. Justice Ted Harden made a motion to suspend all the rules and read the Appropriation Ordinances by Title only and move to the third reading where applicable, which was seconded by Justice Melanie Dumas. Justice Patricia Johnson made the motion to approve, which was seconded by Justice Melanie Dumas. There was some discussion among the Justices. Justice Byrd made a motion to amend the ordinance to include 72-hour notice and delivery of packets via electronic or hard copy, which was seconded by Justice Carroll. The Ordinance passed with a roll call vote 13 "yeas".
- 2021-2 AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER WITHIN FUND 1000 COUNTY GENERAL ASSESSOR BUDGET was read. Justice

Patricia Johnson made the motion to approve, which was seconded by Justice Roy Agee. The appropriation passed with a roll call vote 13 "yeas".

2021-3 AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS TO COUNTY CLERK CORONAVIRUS RELIEF GRANT FUND 1005 was read. Justice Ted Harden made the motion to approve, which was seconded by Justice Melanie Dumas. The appropriation passed with a roll call vote 13 "yeas".

**2021-4 VOTE TO FILL VACANT POSITION IN COUNTY CLERKS OFFICE**Justice Patricia Johnson made the motion to approve, which was seconded by Justice Jimmy Fisher. The appropriation passed with a roll call vote 13 "yeas".

#### **ANNOUNCEMENTS**

County Judge Robinson made mention that Former County Sheriff Boe Fontaine is in ICU in LR with Coronavirus and asking everyone to keep him and his wife in prayer. Justice Holcomb requested status update on Tax Collector Chief Deputy ordinance to which the County Judge replied the Tax Collector will bring it back on the agenda in February.

#### ADJOURNMENT

ATTEST Shawndra Taggart

County Cherk

Signed: