

**AGENDA FOR QUORUM COURT MEETING**  
**MONDAY, JANUARY 9, 2023**  
**JEFFERSON COUNTY COURTHOUSE**  
**101 W. BARRAQUE St.**  
**PINE BLUFF, AR**  
**TIME 5:30 P.M.**

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**I. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

**II. TREASURER'S REPORT**

**III. READING AND DISPOSITION OF MINUTES**

Reading and Disposition of December 12, 2022, Quorum Court Meeting's Minutes

**IV. REPORT OF THE COMMITTEES**

A. Public Safety Committee – Justice Roy Agee

B. Human Resource – Justice Danny Holcomb

C. Finance Committee - Justice Ted Harden

**V. UNFINISHED BUSINESS**

**VI. COMMENTS OR QUESTIONS FROM THE PUBLIC ON THE BUSINESS BEFORE US**

**VII. NEW BUSINESS**

1. AN EMERGENCY 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 2023 and 2024.
2. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1805 SALES TAX/PUBLIC SAFETY.

3. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3508 ORGANIZED CRIME AND TRANSFER FUNDS TO 1000 COUNTY GENERAL – SHERIFF.
4. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3008 COUNTY LIBRARY.

**VII. ANNOUNCEMENTS**

Presentation of Plaques

**VIII. ADJOURNMENT**

State of Arkansas  
County of Jefferson  
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-\_\_\_\_\_

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3508 ORGANIZED CRIME AND TRANSFER FUNDS TO 1000 COUNTY GENERAL – SHERIFF.

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

Article I. The County Judge is authorized to provide an appropriation for \$3,818.39, as detailed in the attachments.

Article II. The County Judge is authorized to approve the distribution as outlined in the attachments.

Article III. The County Treasurer is authorized to transfer \$3,818.39 from Fund 3508 Organized Crime to Fund 1000 County General, as detailed in the attachments.

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

State of Arkansas  
County of Jefferson  
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-\_\_\_\_\_

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1805 SALES TAX/PUBLIC SAFETY.

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

Article I. The County Judge is authorized to provide an appropriation for \$12,297.00, as detailed in the attachments.

Article II. The County Judge is authorized to approve the distribution as outlined in the attachments.

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

ORDINANCE NO. 2023 - \_\_\_\_\_

AN EMERGENCY 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 2023 and 2024.

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS, AN EMERGENCY ORDINANCE TO BE ENTITLED:

WHEREAS, the Jefferson County Quorum Court is required by Arkansas Code Annotated §14-14-904 to determine its rules of procedure to conduct the business of county government properly.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS, THAT:

ARTICLE I. The Quorum Court of Jefferson County, Arkansas, adopts in its entirety the rules of procedure as stated in the Procedural Guide for Arkansas County Quorum Court Meetings, published by the Association of Arkansas Counties. In those instances where this guide does not explicitly address the situation, Robert's Rules of Order Newly Revised (RONR) shall be the standard procedural guide for all meetings.

ARTICLE II. The following procedures outlined in this ordinance shall be adopted as additional procedures to be used to transact the business of the Jefferson County Quorum Court.

Meeting Dates

- (a) The regular monthly meetings of the Jefferson County Quorum Court shall be held on the second Monday of each month, beginning at 5:30 pm, in the Quorum Court Room of the Jefferson County Courthouse. The committee meetings will be held the Tuesday before the second Monday at 5:30 pm.
- (b) If the regular meeting date needs to be rescheduled, the County Judge is authorized and empowered to choose another date for the Quorum Court to

AN EMERGENCY 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 2023 and 2024.

meet. The County Judge shall notify all members of the Quorum Court not less than four (4) days before the new meeting date.

- (c) The agenda for the regularly scheduled committee meetings, quorum court meetings, and public hearings shall be determined by the County Judge, reduced to writing, and delivered to the Justices of the peace at least forty-eight (48) hours in advance.
- (d) A copy of the committee meeting scheduled shall be placed in the legal section of at least one (1) newspaper at least twenty-four (24) hours before the committee meetings convene. The schedule shall include the name of each committee and a brief description of each agenda item.
- (e) The County Judge or his designee shall be responsible for giving timely notice to the justices of the peace individually and in writing of all standing and special committees and quorum court meetings, if time permits. The notice shall include the name of each committee meeting, the time of the meetings, the date of the meetings, the place, and a brief description of each agenda item.
- (f) The County Judge shall create any new committee as he sees fit, appoint committee members to all committees and appoint all chairpersons of committees.
- (g) The four (4) standing committees for the years 2023 and 2024 are the Finance and Budget Committee; Public Safety Committee; Human Resources Committee; and Judicial Committee.
- (h) All Quorum Court requests shall be channeled through the committee system.

ARTICLE III. Order of Business

- (a) The following Order of Business shall apply to regular and special called meetings of the Quorum Court:

AN EMERGENCY 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 2023 and 2024.

- (1) Call to Order, Pledge of Allegiance, and Moment of Prayer (2) Roll Call (3) Disposition of Minutes from Previous Meeting (4) Committee Reports (5) Unfinished Business (6) Comments/Questions from the Public (7) New Business (8) Announcements (9) Adjournment.

ARTICLE IV. Rules of Decorum for the Quorum Court

1. Members of the Quorum Court shall not use or make inappropriate, vulgar, or opprobrious words or offensive comments. Members shall maintain a civil and courteous manner and tone.
2. Members of the Quorum Court shall only speak to the matter currently under consideration by the Quorum Court.
3. During presentations, discussions, or debates, members of the Quorum Court shall refrain from communicating with each other, giving attention and due respect to the speaker or Quorum Court member addressing the body.
4. While a member of the Quorum Court has the floor, members of the Quorum Court and members of the public shall not interrupt the speaker unless the speaker is ruled out of order.
5. Justices violating any rules of decorum may be ruled out of order by the County Judge. An individual violating rules of decorum may be removed from the meeting by a majority vote of the Quorum Court or by order of the County Judge.

Rules of Decorum for the Public

1. Each Speaker will be given three (3) minutes to speak during the public comment period.
2. Each speaker will direct comments to the members of the Quorum Court and not to any individual member or another individual present unless a question is directed to them by a member of the governing body.
3. Each speaker will refrain from personal attacks and foul or abusive language and will maintain a civil and courteous manner and tone.
4. Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb the meeting.



AN EMERGENCY 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 2023 and 2024.

\*Individuals violating any rules of decorum may be ruled out of order by the County Judge. An individual violating the rules of decorum may be removed from the meeting by a majority vote of the Quorum Court or by order of the County Judge.

The Sergeant-at-Arms

The Sergeant-at-Arms is responsible for ensuring that rules of procedure and order are not violated and for keeping order at all meetings of the Quorum Court and its committees. The Sergeant-at-Arms may be a Deputy Sheriff provided by the County Sheriff or, if not provided by the County Sheriff, may be employed by the County Judge to perform the functions of the position.

ARTICLE V. Repealer. This ordinance shall repeal that part of any previous ordinance with which it conflicts.

ARTICLE VI. Emergency Clause. This ordinance shall be effective immediately upon passage by the Quorum Court.

INTRODUCED BY:

APPROVED BY:

\_\_\_\_\_  
Danny Holcomb  
JUSTICE OF THE PEACE  
JEFFERSON COUNTY, ARKANSAS

\_\_\_\_\_  
Terry Wynn  
COUNTY ATTORNEY  
JEFFERSON COUNTY, ARKANSAS

APPROVED:

ATTEST:

\_\_\_\_\_  
GERALD ROBINSON  
JEFFERSON COUNTY JUDGE  
JEFFERSON COUNTY, ARKANSAS

\_\_\_\_\_  
SHAWNDRAGART  
JEFFERSON COUNTY CLERK  
JEFFERSON COUNTY, ARKANSAS

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_



State of Arkansas  
County of Jefferson  
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-\_\_\_\_\_

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3008 COUNTY LIBRARY.

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

Article I. The County Judge is authorized to provide an appropriation for \$55,000.00 to Fund 3008 County Library, as detailed in the attachment.

Article II. The County Judge is authorized to approve the distribution as outlined in the attachment.

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

Judge Robinson,

This email confirms I, as County Attorney, have prepared and furnished the attached Rules of Decorum for the Quorum Court, Rules of Decorum for the Public, and the position of Sergeant-at-Arms. Prior to composing these, I consulted with Mark Whitmore, Chief Legal Counsel for the Association of Arkansas Counties as well as other resources. It is my opinion that these rules and the position of Sergeant-at-Arms are appropriate and within the authority of the Quorum Court to adopt.

Should anything further be needed or if you have questions, please let me know.

Terry

**Terry F. Wynne**  
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**\*\*PLEASE NOTE MY NEW EMAIL ADDRESS EFFECTIVE MONDAY, MAY 24, 2021.  
PLEASE SEND ALL FUTURE EMAILS TO: [tfwynne@wynnelaw.co](mailto:tfwynne@wynnelaw.co)**

**From:** Terry Wynne <[tfwynne@wynnelaw.co](mailto:tfwynne@wynnelaw.co)>  
**Sent:** Wednesday, December 28, 2022 1:57 PM  
**To:** 'Gerald Robinson' <[grobinson100@gmail.com](mailto:grobinson100@gmail.com)>  
**Cc:** 'Rosetta Giddens' <[rosettagiddens@jeffersoncountyar.gov](mailto:rosettagiddens@jeffersoncountyar.gov)>; 'Henry Wilkins' <[hankwilkins@jeffersoncountyar.gov](mailto:hankwilkins@jeffersoncountyar.gov)>  
**Subject:** FW: Decorum for Quorum Court Meetings

Judge, attached is an idea for rules of decorum and sergeant-at-arms. tw

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# 2023



**\*Quorum Court Committee Meeting\***

**\*Quorum Court Meeting\***

**\*Holiday\***

## JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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22	23	24	25	26	27	28
29	30	31				

## MAY

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21	22	23	24	25	26	27
28	29	30	31			

## SEPTEMBER

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## FEBRUARY

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## JUNE

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## OCTOBER

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## MARCH

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## JULY

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## NOVEMBER

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19	20	21	22	23	24	25
26	27	28	29	30		

## APRIL

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## AUGUST

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## DECEMBER

S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## 2023 Holiday and Quorum Court Schedule

### *January*

2<sup>nd</sup> – New Year's Holiday  
3<sup>rd</sup> – Quorum Court Committee Meeting  
9<sup>th</sup> – Quorum Court Meeting  
16<sup>th</sup> – Martin Luther King Day

### *February*

7<sup>th</sup> – Quorum Court Committee Meeting  
13<sup>th</sup> – Quorum Court Meeting  
20<sup>th</sup> – President's Day

### *March*

7<sup>th</sup> – Quorum Court Committee Meeting  
13<sup>th</sup> – Quorum Court Meeting

### *April*

4<sup>th</sup> – Quorum Court Committee Meeting  
7<sup>th</sup> – Good Friday  
10<sup>th</sup> – Quorum Court Meeting

### *May*

2<sup>nd</sup> – Quorum Court Committee Meeting  
8<sup>th</sup> – Quorum Court Meeting  
26<sup>th</sup> – Friday before Memorial Day  
29<sup>th</sup> – Memorial Day

### *June*

6<sup>th</sup> – Quorum Court Committee Meeting  
12<sup>th</sup> – Quorum Court Meeting  
19<sup>th</sup> – Juneteenth

### *July*

3<sup>rd</sup> – Day before Independence Day  
4<sup>th</sup> – Independence Day  
11<sup>th</sup> – Quorum Court Committee Meeting  
17<sup>th</sup> – Quorum Court Meeting

### *August*

1<sup>st</sup> – Quorum Court Committee Meeting  
7<sup>th</sup> – Quorum Court Meeting

### *September*

1<sup>st</sup> – Friday before Labor Day  
4<sup>th</sup> – Labor Day  
5<sup>th</sup> – Quorum Court Committee Meeting  
11<sup>th</sup> – Quorum Court Meeting

### *October*

9<sup>th</sup> – Columbus Day  
10<sup>th</sup> – Quorum Court Committee Meeting  
16<sup>th</sup> – Quorum Court Meeting

### *November*

7<sup>th</sup> – Quorum Court Committee Meeting  
10<sup>th</sup> – Veteran's Day  
13<sup>th</sup> – Quorum Court Meeting  
22<sup>nd</sup> – 24<sup>th</sup> – Thanksgiving Break

### *December*

5<sup>th</sup> – Quorum Court Committee Meeting  
11<sup>th</sup> – Quorum Court Meeting

**JEFFERSON COUNTY QUORUM COURT**  
**STANDING COMMITTEE ASSIGNMENTS**  
**2023**

Budget & Finance Committee

District 8 Roy Agee  
District 2 Reginald Adams  
District 10 Conley Byrd  
District 1 Alfred Carroll  
District 7 Melanie Dumas  
District 13 Brenda Bishop Gaddy  
District 12 Ted Harden  
District 11 Danny Holcomb  
District 9 Cedric Jackson  
District 4 Patricia Royal Johnson  
District 3 Reginald Johnson  
District 6 Margarett Williams

Public Safety Committee

1. Roy Agee, Chair
2. Conley Byrd
3. Melanie Dumas
4. Ted Harden
5. Danny Holcomb
6. Cedric Jackson
7. Pat Johnson

Human Resource Committee

1. Danny Holcomb, Chair
2. Roy Agee
3. Conley Byrd
4. Brenda Bishop Gaddy
5. Ted Harden
6. Cedric Jackson
7. Pat Johnson

Judicial Committee

1. Alfred Carroll, Chair
2. Reginald Adams
3. Melanie Dumas
4. Brenda Bishop Gaddy
5. Cedric Jackson
6. Reginald Johnson
7. Margarett Williams