

**Garland County, Arkansas
Finance Committee Meeting
Minutes
April 2, 2018**

Members Present: Chairman McKee, Vice Chairman Horner, Justices Anderson, Mahoney, Griffin, Owen, and Raney

Members Absent: None

Also Present: Citizens, Elected Officials, Staff, and Media

Chairman McKee called the meeting to order and introduced an ordinance to amend the 2018 Budget Ordinance O-17-55 and to appropriate funds to the Selective Traffic Enforcement Program Fund to pay back the OMH Sale Fund. A motion for do pass was made by Justice Owen and seconded by Justice Griffin. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Consideration of an ordinance to amend the 2018 Budget Ordinance O-17-55, to appropriate, and anticipate revenue to the Solid Waste Fund from insurance proceeds to repair a damaged vehicle. A motion for do pass was made by Justice Anderson and seconded by Justice Horner. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Consideration of an ordinance to amend the 2018 Budget Ordinance O-17-55, to appropriate and anticipate revenues in the General Fund that was under projected 2017 Sales tax and not carried forward in the beginning balance for 2018. The appropriations include the 4th-floor renovation, an electrical panel being replaced in the Government Building, a survey of the courthouse roof and exterior, and repairing water damage to the District Courts building and a water test. A motion for do pass was made by Justice Owen and seconded by Justice Horner. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Consideration of an ordinance to amend the 2018 Budget Ordinance O-17-55 and to appropriate funds to the Library, Road, and Tax Collector Budget to pay for retirement on employees that were eligible for APERS, but never added. A motion for do pass was made by Justice Owen and seconded by Justice Anderson. Chairman McKee asked for questions or discussion. Comptroller Ashmore explained that a former employee was seeking to draw benefits and APERS informed Garland County that they had never reported on this person. Ashmore stated that we are searching for the records which date back to 2004 through 2007. She also indicated that she would like to add \$2,000 to the ordinance to pay for a programmer to extract old data from the AS400. The AS400 is a DOS-based server that is no longer being used, but is still in operation. Ashmore indicated that once this was brought to our attention, we reviewed all current employees. Due to this, Payroll Administrator found three at the Library and on at the Road that worked over 80 hours in 90 consecutive days, which means they must be added to the retirement system. She also indicated the Finance Department is putting a plan in place to reconcile all aspects of the

HR/Payroll system, so that these things can be caught on the front-end. The Payroll Administrator found a "Not Enrolled Report" that will be utilized as part of the monthly check-list and reviewed by Ashmore each month after it has first been reviewed by Payroll and HR. There was some discussion, and Justice Owen amended his motion to include an additional "Whereas" for the programmer cost, Justice Anderson seconded. With no further discussion, the motion was approved without opposition.

Consideration of a transfer in the AHPP Grant from capital outlay to pay for security and materials to build a wall in the server room. A motion was made by Justice Griffin and seconded by Justice Anderson. Chairman McKee asked for questions or discussion. With no further discussion the motion was approved without opposition.

Consideration of a transfer in the Solid Waste Fund from small equipment to capital outlay to pay for a pressure washer. A motion was made by Justice Mahoney and seconded by Justice Horner. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Consideration of a transfer in the General Reserve Capital Improvement Fund from construction in progress to land for part of the title work. A motion was made by Justice Mahoney and seconded by Justice Griffin. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Consideration of a transfer in the General Fund, 911 Dispatch Center Budget from buildings to computer software and support to pay for Microsoft license. A motion was made by Justice Anderson and seconded by Justice Horner. Chairman McKee asked for questions or discussion. Justice Owen asked if this was a one-time cost or annually. Ashmore later was able to find out that a license is a one-time cost and subscriptions are annual. With no further discussion, the motion was approved without opposition.


Consideration of a transfer in the General Fund, General Services Budget for items placed in capital for the server upgrade that should be classified as software and small equipment. A motion was made by Justice Mahoney and seconded by Justice Raney. Chairman McKee asked for questions or discussion. With no further discussion, the motion was approved without opposition.

Other Business

Gary Troutman reported on the Hot Springs Metro Partnership. He also, noted that Judge Davis, Justice Mahoney, Justice Owen, County Clerk, Sarah Smith, and Tax Collector, Rebecca Talbert attended the Metro Partnership awards banquet. Justice Mahoney was awarded the Chairman's award from James Montgomery last year's chair, and James Montgomery won the Economic Development award. A motion was made for do pass by Justice Mahoney and seconded by Justice Raney to pay the April 2018 invoice. With no further discussion, the motion was approved without opposition.

The committee reviewed the Sales Tax collections in the General Fund & the Solid Waste Fund.
Adjourned.

Respectfully Submitted,


Susan Ashmore, CPA
Garland County, Arkansas