

## Committee of Thirteen Report

July 10, 2012

The Committee of Thirteen of the Benton County Quorum Court met Tuesday, July 10, 2012 at 6:00 p.m. in the Quorum Court Room, County Administration Building, Third Floor, 215 East Central, Bentonville, Arkansas.

13 JPs Present: King, Winscott, J. Harrison, Allen, K. Harrison, Hawkins, Jones, Sandlin, Douglas, Blaty, Curry, Carr, Moore

Others Present: County Judge Bob Clinard, County Attorney George Spence, Accounting Manager Sarah Daniels, Director Road Department Scott Stober, Director Construction, Facilities & Maintenance John Sudduth, Human Resource Manager Barbara Ludwig, Administrator of Public Safety Marshal Watson, Administrator of General Services Elizabeth Bowen, Chief Deputy Don Townsend, CENCOM Director Josh Billis,

Media: Tom Sissom - Daily Record

Chair Kurt Moore called the meeting to order.

### **PUBLIC COMMENTS**

Dawn Harpell of Bella Vista, expressed her concerns of the road conditions on Sunset Drive in Bella Vista, and asked for consideration from the county to work on the road.

JP J. Harrison made motion to read all resolutions and ordinances by title only, seconded by JP Sandlin

Motion passed by unanimous show of hands vote.

### **1. Resolution Request: Re-Appointment of Jerry Sheridan to 9-1-1- Administration Board Position 2**

JP Allen made motion to approve and forward a resolution to the July 26, 2012 Quorum Court agenda, seconded by JP Sandlin.

Motion passed by unanimous show of hands vote.

### **2. Resolution Request: Re-Appointment of Mark Curtis to the Benton County Planning Board Position 1**

JP Winscott made motion to approve and forward a resolution to the July 26, 2012 Quorum Court agenda, seconded by JP Douglas.

JP Jones asked if the Planning Board re-appointments would take effect this month. He stated that two appeals have been made of recent Planning Board decisions, and that he would like to see how the Justices of the Peace who have been appointed to the Appeals Board feel about the decisions that the Planning Board has made, before re-appointing current members to the Planning Board.

Administrator of General Services Elizabeth Bowen stated that both of the appointments expire July 31, 2012, and that the appointees will be available at the next Quorum Court meeting for questions.

JP Allen asked that the court receive a two-month notice when there will be a new appointment or re-appointment to the Planning Board.

Motion passed by show of hands vote.

9 yeas: King, Winscott, J. Harrison, Allen, Sandlin,  
Douglas, Curry, Carr, Moore  
4 nays: Jones, Blaty, Hawkins, K. Harrison

**3. Resolution Request: Re-Appointment of Starr (Glenn) Leyva to the Benton County Planning Board Position 5**

JP Carr made motion to approve and forward a resolution to the July 26, 2012 Quorum Court agenda, seconded by JP Sandlin

Motion passed by show of hands vote.

11 yeas: King, Winscott, J. Harrison, Allen, K. Harrison, Hawkins, Sandlin,  
Douglas, Curry, Carr, Moore  
2 nays: Jones, Blaty

**4. Resolution Request: Waiver of Policy - Proposed Changes to Pay Rates – Various Departments**

JP Sandlin stated this resolution request was forwarded from the Personnel and Finance Committees following lengthy discussion.

JP Sandlin made motion to approve and forward a resolution to the July 26, 2012 Quorum Court agenda, seconded by JP Allen.

Human Resources Manager Barbara Ludwig stated that these are the recommended wage adjustments for positions that were furthest from their market averages, based on the 2011 Salary Study.

Discussion was held on the various positions included in the wage adjustments and percentages of the increases.

JP Moore stated that there following a lot of discussion in both the Personnel and Finance Committee meetings regarding the wage adjustments, it was decided that these are worthy adjustments and that they should be forwarded to the Committee of Thirteen.

Motion passed by unanimous show of hands vote.

**5. Appropriation Ordinance Request: Amending the Salary Range Pay Scale Attached to Schedule 4 – Personnel and Compensation Authorization**

JP Shirley Sandlin stated this ordinance request was discussed at length at both the Personnel and Finance Committee meetings and was forwarded on to the Committee of Thirteen.

JP Sandlin made motion to approve and forward an appropriation ordinance to the July 26, 2012 Quorum Court agenda, seconded by JP Blaty.

HR Manager Barbara Ludwig stated the reason that this is an appropriation ordinance is because the salary ranges are attached to the 2012 Budget ordinance, and that basically what this does is correct the instances where the salaries at the higher end of the pay scales were dropping off the market and that this more of a structural change, which in and of itself does not require any change in the budget. JP Allen stated that this provides the framework that we will work within, and eventually will have an impact on the dollars, but passing this on to the Quorum Court does not trigger any more dollars, it just sets up what can be paid for these positions in the future.

Motion passed by unanimous show of hands vote.

**6. Appropriation Ordinance Request: Amending Schedule 4 - Changing Certain Positions from Professional Positions to Graded Positions**

JP Sandlin stated this ordinance request was discussed at both the Personnel and Finance Committee meetings and was forwarded to the Committee of Thirteen.

JP Sandlin made motion to approve and forward an appropriation ordinance to the July 26, 2012 Quorum Court agenda, seconded by JP J. Harrison.

JP Moore stated that he is in favor in getting as many positions into the grading system as possible, and felt that this is a positive change.

Motion passed by unanimous show of hands vote.

**7. Appropriation Ordinance Request: Amending Schedule 4 - Reorganization in Various Departments**

JP Allen stated that this was forwarded from the Personnel and Finance Committees after much discussion and is a reorganization of several departments.

JP Allen made motion to approve and forward an appropriation ordinance to the July 26, 2012 Quorum Court agenda, seconded by JP Jones.

Discussion was held on the various departments' reorganization requests.

JP Allen stated that if everything presented tonight is passed, it will impact the 2012 Budget by \$42,600 and approximately \$83,000 annually.

Motion passed by unanimous show of hands vote.

**8. Appropriation Ordinance Request: Amending Schedule 4 - Juvenile Detention Center, Dept. 35, Fund 010**

JP Allen stated this ordinance request was discussed and forwarded from the Personnel and Finance Committees and is to delete (1) Part-time Juvenile Detention Center Worker and add (1) Full-time Juvenile Detention Center Worker.

JP Allen made motion to approve and forward an appropriation ordinance to the July 26, 2012 Quorum Court agenda, seconded by JP Carr.

Motion passed by unanimous show of hands vote.

**9. Appropriation Ordinance Request: Amending Schedule 4 - Non-Departmental & Maintenance, Dept. 23, Fund 010**

JP Allen stated this ordinance request was discussed and forwarded from the Personnel and Finance Committee and is to add one (1) Building Janitor Supervisor, and that this has been labeled as a working supervising position.

JP Allen made motion to approve and forward the appropriation ordinance to the July 26, 2012 Quorum Court agenda with a do pass recommendation, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

**10. Appropriation Ordinance Request: Amending Schedule 4 - Public Safety, Dept. 68, Fund 010**

JP Allen stated this appropriation ordinance request was discussed and forwarded from the Personnel and Finance Committees and is for the addition of one (1) Public Safety Dispatcher II position.

JP Allen made motion to approve and forward an appropriation ordinance to the July 26, 2012 Quorum Court agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

**OTHER BUSINESS**

County Judge Bob Clinard stated that the A/C unit on the administration building is 17 years old, has broken down three times in the past two months and will probably do so again, and that it has reached the end of its useful life. He stated that any replacement plan will take two to three months, and that putting the project out for bids could lengthen that time, because there is not a completed system on a shelf anywhere.

He stated that Greg Anderson of GA Engineers, Inc. in Fayetteville has submitted two proposals with two different fee arrangements for replacing the HVAC units in the Benton County Administration Building, and presented the proposals to the committee.

Option 1: Engineering services to provide support for a Harrison Energy Partners' (HEP) TCPN proposal.

Recommended engineering services to be provided would include:

1. Evaluation of the proposal and advice regarding structural and electrical impact of the new unit.
2. Evaluation of the previous 2010 HVAC renovation project and recommendations on any further upgrades.
3. Recommendations to the county regarding the various options presented, including any required economic evaluations.
4. Current Code and energy conservation review and recommendations.
5. Construction observation and verification.

The engineering fees for the Option 1 scope of work as listed above are proposed to be provided on an hourly basis at the rate of \$125 per hour. It is estimated that the total fees would not exceed \$5,000.

Option 2: Provide a complete set of bid documents and oversee the bidding and construction.

Recommended engineering services to be provided would include:

1. Evaluation of the structural and electrical impact of the new unit.
2. Evaluation of the previous 2010 HVAC renovation project and recommendations on any further upgrades.
3. Recommendations to the County regarding the various options, including any required economics evaluations.
4. Current Code and energy conservation review and recommendations.
5. Preparations of a complete set of bid plans and specification.
6. Bidding support including answering questions from bidders, a pre-bid walk thru, and receiving bids.
7. Construction observation and support
8. Final inspection of work.
- 9.

The engineering fees for the Option 2 scope as listed above are proposed to be provided on the basis of 7.5% of the cost of construction. The estimated cost of construction is \$200,000. The estimated engineering fee for Option 2 is \$15,000.

County Judge Bob Clinard stated that putting the project out for bids could bring the project in at a lower price.

Lengthy discussion was held on the two different options proposed to install a new HVAC system on the Benton County Administration Building.

JP Hawkins made motion to approve an appropriation ordinance for Option 2 for \$15,000 for engineer fees and forward to the July 26, 2012 Quorum Court agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

JP Kevin Harrison stated that he had read the Emergency Medical Services (EMS) study and that he felt that since they have a tendency to wait and procrastinate on everything that he would like for the County Judge to go ahead and get proposals from private ambulance providers for ambulance service for the court to look at.

JP Kevin Harrison made motion that a resolution be prepared to give County Judge Bob Clinard permission to seek proposals from private ambulance providers in advance of the Intergovernmental Council meeting set for July 16, 2012, JP Sandlin seconded for discussion.

County Judge Bob Clinard stated that there are seven recommendations in the study, and one of them is for private ambulance service. He stated that he did not think that it was feasible to get private ambulance service now because we do not have enough information.

Administrator of Public Service Marshal Watson stated while he was as eager as anyone for the county to move forward and come up with a solution, he does not think that the county has enough information, and there are too many decisions yet to be made.

JP Kevin Harrison stated that we cannot make educated decisions without some information.

JP Allen stated that he agreed that the county should be talking to companies about ambulance service, even if it is too early to ask for proposals, and it's time to get a dialogue started.

JP Sandlin stated we really can't do anything until after Monday's meetings; they have to wait and hear what is in the report.

JP Jones stated we need to hear what the Intergovernmental Council has to say, and that the information from Monday's meeting is needed. He said that the study offers several options, and that the Quorum Court should narrow the range of options down for Marshal Watson, so that Marshal can come back with more detailed plans. He added that the options are not detailed; they give more of a structure that tells how you can run a service. He stated we need to give them more details.

JP Kevin Harrison stated they need to start looking at the options, to figure this out, and stop procrastinating. Harrison said other Arkansas counties have ambulance service agreements with private providers so there are models to follow. He said it is important that something be done to find some solution to the problem; we don't need to go to the end of the year without having this problem solved.

JP Winscott stated that we are six days away from hearing this report and that this discussion is premature. He stated they need to hear the report in order to establish direction. He added we need to wait and hear the report at the Intergovernmental Council meeting on July 16, 2012 and then a Public Safety Committee meeting will be held that evening at 6:00 p.m. to discuss the recommendations from the study.

JP Kevin Harrison withdrew his motion.

## **ANNOUNCEMENTS**

County Judge Bob Clinard announced that long time Benton County employee Jim Grimes was run over by a forklift and is in a hospital in Tulsa in serious condition. He asked the court to keep him and his family in their prayers.

JP Winscott announced that the Public Safety Committee will meet on Monday, July 16, 2012 at 6:00 p.m.

JP Douglas announced that the Legislative Committee will meet on Thursday, July 12, 2012 at 6:00 p.m.

## **PUBLIC COMMENTS**

None

## **ADJOURNMENT**

Upon motion and second meeting adjourned at 7:38 p.m.