



Association of Arkansas Counties

1415 West Third Street / Little Rock, Arkansas 72201

(501) 372-7550

Fax: (501) 372-0611

February 28, 2018

MEMORANDUM

To: Jackson County Clerk

From: Samantha Moore, Receptionist

Re: 2018 County Budget

It's time for us to compile our annual salary survey. Please send us a copy of your **2018 County Budget** as soon as it becomes available as well as a copy of your Appropriation Ordinance. By having access to each county's budget, we are able to develop some very useful statistics on various topics of interest to county government.

If your budget does not list the individual salary for each elected official and employee of your county, please furnish us with that information as well. We have enclosed a copy of your county's information from the 2017 Salary Survey. Please make changes directly to the enclosed copy (including any new positions) and return it along with your budget and Appropriation Ordinance. In year's past, we have asked that hard copies be mailed to us. If you have your budget and Appropriation Ordinance in pdf format (Adobe Acrobat) you can email this to Samantha Moore (smoore@arcounties.org) instead of mailing in the hard copy.

Thank you for providing this information to us and if you have questions please give us a call.

**Please mail to: Association of Arkansas Counties
Attn: Samantha Moore
1415 West Third Street
Little Rock, Arkansas 72201**

.....

Also, please fill in the information below and fax to 501-372-0611 or mail / email a copy along with your budget.

Jackson County Justice of Peace is paid \$ 408.00 per diem (regular meeting)

"Serving Arkansas' Counties Since 1968"

JACKSON COUNTY ORDINANCE NO. 2017-19

AN ORDINANCE ESTABLISHING THE SALARIES OF ALL ELECTED COUNTY OFFICIALS AND JUSTICES OF THE PEACE, ESTABLISHING THE NUMBER OF DEPUTIES FOR EACH COUNTY OFFICE AND SETTING THEIR SALARIES, DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES FOR THE CALENDAR YEAR 2018.

BE IT ORDAINED BY THE QUORUM COURT OF JACKSON COUNTY, ARKANSAS:

SECTION 1: The salary of the County Judge is hereby fixed at \$55,833.00 per year, (\$18,611.00 to be paid from General Fund, \$18,611.00 from the County Road Fund and \$18,611.00 from the Solid Waste Operations Fund); the County Judge may employ a secretary at a salary not to exceed \$24,798.00 per year (\$12,399.00 to be paid from the General Fund and \$12,399.00 from the Road Fund); the County Judge is also authorized to hire extra help, the total of which shall not exceed \$3,000.00 per year; the County Judge shall act as County Road Commissioner.

SECTION 2: The salary of the County Clerk is hereby fixed at \$45,900.00 per year; the County Clerk is hereby authorized to employ one Deputy County Clerk at a salary not to exceed \$24,798.00 per year; the County Clerk is authorized to hire one Deputy County Clerk at a salary not to exceed \$24,121.00 per year, and the County Clerk is authorized to employ one Deputy County Clerk at a salary not to exceed \$23,616.00 per year. The County Clerk is authorized to hire extra help at a salary not to exceed \$15,000.00 per year.

SECTION 3: The salary of the Circuit Clerk is hereby fixed at \$45,900.00 per year to be paid from the Court Recorder Cost Fund; the Circuit Clerk is hereby authorized to employ one Deputy Circuit Clerk at a salary not to exceed \$24,798.00 per year to be paid from the Court Recorder Cost Fund; the Circuit Clerk is authorized to hire one Deputy Circuit Clerk at a salary not to exceed \$24,121.00 per year to be paid from the County General; the Circuit Clerk is hereby authorized to employ one Deputy Circuit Clerk at a salary not to exceed \$23,616.00 per year to be paid from County General; the Circuit Clerk is authorized to employ a circuit court fine collector at a salary not to exceed \$23,616.00 per year to be paid from County General.

SECTION 4: The salary of the County Treasurer is hereby fixed at \$45,900.00 per year; the County Treasurer is hereby authorized to hire one deputy at a salary not to exceed \$24,798.00 per year and extra help not to exceed a total sum of \$26,880.00 per year.

SECTION 5: The salary of the County Tax Collector is hereby fixed at \$45,900.00 per year; the County Tax Collector is hereby authorized to employ one Deputy Tax Collector at a salary not to exceed \$24,798.00 per year; one Deputy at a salary not to exceed \$24,121.00 per year; one Deputy at a salary not to exceed \$23,616.00 per year; the County Tax Collector is authorized to employ part time help not to exceed \$10,000.00 per year. The County Tax Collector is authorized to employ part time help not to exceed \$12,000.00 per year to be paid from the Collector Automation Fund.

SECTION 6: The salary of the County Assessor is hereby fixed at \$45,900.00 per year; the County Assessor is hereby authorized to employ one GIS mapping specialist at a salary not to exceed \$29,564.00 per year, and one deputy at a salary not to exceed \$24,121.00 per year. The County Assessor is also authorized to hire one deputy at a salary not to exceed \$23,616.00 per year and extra help not to exceed \$12,000.00 per year.

SECTION 7: The salary of the County Sheriff is hereby fixed at \$53,282.00 per year; the County Sheriff is hereby authorized to hire one Chief Deputy at a salary not to exceed \$42,305.00 per year, the County Sheriff is hereby authorized to hire four deputies at a salary not to exceed \$37,325.00 per year. The County Sheriff is hereby authorized to hire two deputies at a salary not to exceed \$33,414.00 per year. The County Sheriff is hereby authorized to hire six

JACKSON COUNTY ORDINANCE NO. 2017-19

Deputies at a salary not to exceed \$30,579.00 per year. The deputies are scheduled to work 180 hours in a twenty-eight day pay period. The first 171 hours are to be paid at their regular rate of pay and the remaining 9 hours will be paid at time and a half. Any time worked over the 180 hours will be handled as overtime or comp time. In the event that deputies are required to provide courtroom security during court sessions, overtime will be paid for those hours worked. The only overtime that is paid for the Sheriff's Department must be approved by the Sheriff or Chief Deputy in advance. The County Sheriff is hereby authorized to employ an Administrative Assistant at a salary not to exceed \$32,130.00 per year. The County Sheriff is authorized to employ one Office-Deputy Matron at a salary not to exceed \$25,169.00 per year. The County Sheriff is authorized to employ three radio operator matrons at a salary not to exceed \$23,316.00 per year. The County Sheriff is authorized to hire part time dispatchers not to exceed \$10.99 per hour for a total of \$23,316.00 per year. The County Sheriff is allowed to expend \$40,000.00 for overtime with deputies and personnel and \$20,000.00 for holiday pay; the only overtime that is paid for the Sheriff's Department must be approved by the Sheriff or Chief Deputy in advance. These salaries are all to be paid from the Sheriff County General fund.

SECTION 8: The County Sheriff is hereby authorized to hire one Jail Administrator at a salary not to exceed \$32,130.00 per year; one Detention Lieutenant at a salary not exceed \$27,846.00 per year; Four Detention Sergeants at a salary not to exceed \$26,240.00 each per year; one transport officer with a salary not to exceed \$25,169.00 per year; twelve Detention Officers with a salary not to exceed \$24,098.00 each per year. Five of these detention officers will be paid from the Jail Sales & Use Tax Fund and seven officers will be paid from the Housing of Prisoners Fund. The Sheriff is authorized to hire one culinary specialist at a salary not to exceed \$23,616.00 per year. The County Sheriff is allowed to expend \$10,000.00 for overtime and \$22,900.00 for holiday pay. The first 171 hours of a jailers work in a 28 day pay period are to be paid at a regular rate. Anything over 171 hours in a 28 day cycle will be handled as overtime, paid at time and a half, or comp time, upon the County Sheriff approval.

SECTION 9: The salary of the County Coroner is hereby fixed at \$8,568.00 per year.

SECTION 10: The salary of the Prosecuting Attorney's Administrative Assistant not to exceed \$41,931.00 per year. The salary of the Deputy Prosecuting Attorney's District cost-shared Secretary not to exceed \$31,521.00 per year. The salary of the Veteran Service Officer shall be \$16,029.00 per year. The County portion of the District Judges salary and taxes not to exceed \$65,000.00 per year. The salaries of five Equalization Board Members are not to exceed \$5,000.00. The rate of Jury Fee shall be \$50.00 per day for jurors sworn to serve and \$15.00 per day for jurors called and dismissed. The salary of the Juvenile Intake Officer shall not exceed \$36,952.00 per year. The salary of the cost shared Juvenile Probation Officer shall not exceed \$33,094.00. The salary of a poll worker at an early voting site shall be at least the Arkansas minimum wage and the salary of a poll worker on Election Day shall be \$102.00 per day or the Arkansas minimum wage; whichever is greater.

SECTION 11: The County Judge is authorized to hire the following for the operation of the County roads: 1 foreman at a salary of \$42,920.00 per year, 1 mechanic at a salary not to exceed \$36,777.00 per year, and six Sr. Driver/Grader/Equipment operators at a salary not to exceed \$31,832.00 each per year, and three Jr. Driver/Grader/Equipment operators at a salary not to exceed \$31,281.00 each per year, and four Jr HEO Operators at a salary not to exceed \$30,729.00 each per year and two Jr Equipment Operator with a salary not to exceed \$29,900.00. These salaries are to be paid from the County Road Fund. The County Judge is further authorized to hire 1 courthouse maintenance/janitor at a salary not to exceed \$26,350.00 per year to be paid from the County General Courthouse Maintenance Fund. The County Judge is further authorized to hire a safety director/Office of Emergency Services Coordinator at a salary not to exceed \$35,368.00 per year (\$17,684.00 to be paid from County General and \$17,684.00 to be paid from County Road) and 1 Deputy Coordinator at a salary not to exceed \$2,755.00 (\$1,337.50 to be paid from County General and \$1,337.50 to be paid from County Road) per year.

SECTION 12: The compensation for a Justice of the Peace when he/she attends a regular meeting of the Quorum Court is not to exceed \$408.00 per month, and compensation when he or she attends a special or committee meeting is not to exceed 12 per year at the rate of \$102.00 per meeting. Compensation is not to exceed \$6,120.00 during any one calendar year. The Quorum

JACKSON COUNTY ORDINANCE NO. 2017-19

Court Secretary shall be paid \$204.00 per month not to exceed \$2,448.00 during any one calendar year.

SECTION 13: All county employees may be paid a supplemental seniority payment for their years of continuous service. Such amount may be paid at the rate of \$50.00 per year, up to a maximum of twenty (20) years, for each year served, to each full-time employee and a pro-rated amount (based on \$50.00 per year) for each year served, to each part-time employee; for example, an employee working six (6) months would receive a bonus based on \$25.00 per year for each year served. Such payments will be made between November 15 and December 25, 2016. All payments are contingent upon the financial condition of Jackson County and at the discretion of the Quorum Court.

SECTION 14: This Ordinance shall take effect on January 1, 2018.

SECTION 15: If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provisions or application, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION 16: The Jackson County Quorum Court has deemed it desirable for proper functioning of County Government to set permanent salaries and expenses for the operation of all the offices of elected officials in Jackson County of a permanent basis for the calendar year 2017. In order to give effect to the ordinance heretofore passed by the Jackson County Quorum Court setting salaries and expenses for County officials, it is necessary to appropriate funds for this purpose and, therefore, an emergency is hereby declared to exist and this ordinance being necessary for the protection and preservation of public peace, health and safety, shall be in force and shall take effect upon passage and approval.

DATED: December 29, 2017

APPROVED: _____
Jeff Phillips, Jackson County Judge

ATTEST: _____
Melanie Clark, Jackson County Clerk

2018 Payroll

2018	ANNUAL SALARY	PER DAY	PER HR	1ST PAY	2ND-26TH PAY	Last Pay	TOTAL PAY
				2 Days	(10 Days)		
261 DAYS (2088 Hours)							
Position	Employee						
COUNTY JUDGE							
Judge	J. Phillips	\$55,833.00	213.92	26.74	427.72	2139.20	1925.28 \$ 55,833.00
Sec	D. Odell	\$24,798.00	95.02	11.88	187.82	950.20	855.18 \$ 24,798.00
Part-Time	//	\$3,000.00					
	TOTAL						
COUNTY CLERK							
Clerk	M. Clark	\$45,900.00	175.87	21.99	349.67	1758.70	1582.83 \$ 45,900.00
1st Dep	S. Lewis	\$24,798.00	95.02	11.88	187.82	950.20	855.18 \$ 24,798.00
2nd Dep	M. Winemiller	\$24,121.00	92.42	11.56	184.22	924.20	831.78 \$ 24,121.00
3rd Dep	K. Kilbury	\$23,616.00	90.49	11.32	179.09	904.90	814.41 \$ 23,616.00
4th Dep	part time-hourly	\$15,000.00					
	TOTAL						
CIRCUIT CLERK (3006 FUND)							
Clerk	Stacie Sullivan	\$45,900.00	175.87	21.99	349.67	1758.70	1582.83 \$ 45,900.00
1ST Deputy	Vera Brann	\$24,798.00	95.02	11.88	187.82	950.20	855.18 \$ 24,798.00
	TOTAL						
CIRCUIT CLERK-GENERAL							
2nd Dep	Susan Riley	\$24,121.00	92.42	11.56	184.22	924.20	831.78 \$ 24,121.00
2nd Dep	Kourtney Sullivan	\$23,616.00	90.49	11.32	179.09	904.90	814.41 \$ 23,616.00
4th Dep	Sam Webb	\$23,616.00	90.49	11.32	179.09	904.90	814.41 \$ 23,616.00

2018 Payroll

		2017		per day	hour	1st pay	2-26 pay	Last Pay	total pay
						2 DAYS	(10 Days)	9 DAYS	
261 Days (2088 Hours)									
Position	Employee								
TREASURER									
Treasurer	J. Cason	\$45,900.00	175.87	21.99	349.67	1758.70	1582.83	\$	45,900.00
1st Dep	L. Lucas	\$24,798.00	95.02	11.88	187.82	950.20	855.18	\$	24,798.00
Extra Help	Extra Help/hourly	\$26,880.00						\$	
	TOTAL				HAILEY				
COLLECTOR									
Collector	K. Walker	\$45,900.00	175.87	21.99	349.67	1758.70	1582.83	\$	45,900.00
1st Dep	L. Burton	\$24,798.00	95.02	11.88	187.82	950.20	855.18	\$	24,798.00
2nd Dep	B. Dobbs	\$24,121.00	92.42	11.56	184.22	924.20	831.78	\$	24,121.00
3rd Dep		\$23,616.00	90.49	11.32	179.09	904.90	814.41	\$	23,616.00
	P/T-General	\$10,000.00							
	P/T-Collector Auto	\$12,000.00							

2018 Payroll

2017

2231.55 HRS PER YEAR, 171 HRS PER MONTH, 85.5HRS PER PAY PERIOD, 8.55HRS PER DAY - DEPUTIES ONLY

Position	Employee	Per day	Per hr	2 DAY	10 Day	9 DAY	Annual	O/T
SHERIFF DEPT.								
Sheriff	D. Lucas	\$53,282.00	\$204.18	\$23.88	\$399.38	\$2,041.80	\$1,837.62	\$ 53,282.00 salary only
Chief Dep	M. Brock	\$42,305.00	\$162.11	\$18.96	\$318.51	\$1,621.10	\$1,458.99	\$ 42,305.00 salary only
4 Deps	R. Morales	\$37,325.00	\$143.05	\$16.73	\$275.05	\$1,430.50	\$1,287.45	\$ 37,325.00
	R. Sanford	\$37,325.00	\$143.05	\$16.73	\$275.05	\$1,430.50	\$1,287.45	\$ 37,325.00
	C. Schlotzhauer	\$37,325.00	\$143.05	\$16.73	\$275.05	\$1,430.50	\$1,287.45	\$ 37,325.00
	T. Engler	\$37,325.00	\$143.05	\$16.73	\$275.05	\$1,430.50	\$1,287.45	\$ 37,325.00
2 Deps	M. Long	\$33,414.00	\$128.08	\$14.98	\$241.28	\$1,280.80	\$1,152.72	\$ 33,414.00
	T. Hurst	\$33,414.00	\$128.08	\$14.98	\$241.28	\$1,280.80	\$1,152.72	\$ 33,414.00
4 Deps	T. Randolph	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
	G. Dugan	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
	K. Billings	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
	M. Green	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
Adm. Assistant	A. Thomas	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
	A. Chochrane	\$30,579.00	\$117.23	\$13.71	\$216.43	\$1,172.30	\$1,055.07	\$ 30,579.00
	E. Tarno	\$32,130.00	\$123.11	\$15.39	\$244.51	\$1,231.10	\$1,107.99	\$32,130.00 salary only
Dep/Matron	P. Stout	\$25,169.00	\$96.44	\$12.06	\$191.04	\$964.40	\$867.96	\$25,169.00
Dispatcher	K. Poe	\$23,616.00	\$90.49	\$11.32	\$179.09	\$904.90	\$814.41	\$23,616.00
Dispatcher	M. Blevins	\$23,616.00	\$90.49	\$11.32	\$179.09	\$904.90	\$814.41	\$23,616.00
Dispatcher	A. Sanchez	\$23,616.00	\$90.49	\$11.32	\$179.09	\$904.90	\$814.41	\$23,616.00
Part-Time dispatchers	not to exceed 10.99/hr	\$23,616.00	\$90.49	10.99				16.49

2018 Payroll

	2017	ANNUAL	PER DAY	PER HR	2 DAY	2ND-26TH PAY	9 DAY	TOTAL	
EQ BOARD									
Chairman \$135 Per Meeting ---- Board Members \$100 per meeting									
QUORUM COURT									
QC Members \$408 per meeting \$102 per special meeting, Secretary \$204.00 per month									
LIBRARY-3441									
T. Ryals	47500.00	181.99	22.84		363.98	1819.9	1638.52	\$47,500.00	
E. Crain	19.55-hour								
S. Dunkin	17.55-hour								
D. Teague	9.00-hour								
2231.55 hours per year-260 days per year-8.55 hours per day-171 hours per month-jailers only									
<i>Jail O & M- 3017</i>									
Jail Administrator	C. Lane	\$32,130.00	\$123.12	\$14.40	\$241.92	\$1,231.20	\$1,108.08	\$32,130.00 salary only	O/T rate
Detention Lieutenant	W. Borie	\$27,846.00	\$106.71	\$12.48	\$208.11	\$1,067.10	\$960.39	\$27,846.00	\$18.72
Culinary Specialist	A. Crite	\$23,616.00	\$90.49	\$11.32	\$179.04	\$904.90	\$814.46	\$23,616.00	\$16.98
4-Detention Sergeant	D. Roberts	\$26,240.00	\$100.55	\$11.76	\$197.55	\$1,005.50	\$904.95	\$26,240.00	\$17.64
	BJ Grubbs	\$26,240.00	\$100.55	\$11.76	\$197.55	\$1,005.50	\$904.95	\$26,240.00	\$17.64
	M. Stone	\$26,240.00	\$100.55	\$11.76	\$197.55	\$1,005.50	\$904.95	\$26,240.00	\$17.64
	N. Carter	\$26,240.00	\$100.55	\$11.76	\$197.55	\$1,005.50	\$904.95	\$26,240.00	\$17.64
1- Transport Officer	V. Moore	\$25,169.00	\$96.45	\$11.28	\$188.45	\$964.50	\$868.05	\$25,169.00	\$16.92
5-Detention Officers	E. Jackson	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	P. Malott	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	B. Talley	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
		\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
		\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
7-Detention Officer	C. Allen	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
Housing Fund	K. Coopridr	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	D. Holdscrlaw	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	M. Lowery	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	R. Lynch	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	G. Malott	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20
	C. McGinnis	\$24,098.00	\$92.34	\$10.80	\$181.94	\$923.40	\$831.06	\$24,098.00	\$16.20