



Association of Arkansas Counties

1415 West Third Street / Little Rock, Arkansas 72201

(501) 372-7550

Fax: (501) 372-0611

January 1, 2022

MEMORANDUM

To: Phillips County Clerk
From: Whitney Ives, Receptionist
Re: 2022 County Budget

It's time for us to compile our annual salary survey. 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. This information will be published on our website.

We will need the following:

- 1) **2022 County Budget** as soon as it becomes available.
- 2) **Appropriation Ordinance for the 2022 County Budget.**
- 3) **Individual** salary for each elected official and employee of your county (full-time and part-time)
- 4) Also, please fill in the information for the **JP's below** and send with the above information.

Phillips County Justice of Peace is paid \$ **605.00** per diem (regular meeting)

If your budget shows individual salary for each elected official and employee of your county, that will suffice.

We have enclosed a copy of your county's information from the 2021 Salary Survey.

In year's past, we have asked that hard copies be mailed to us. If you have your budget, Appropriation Ordinance and Salaries in pdf format (Adobe Acrobat) you can email them along with this form to Whitney Ives (wives@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: Whitney Ives
1415 West Third Street
Little Rock, Arkansas 72201

"Serving Arkansas' Counties Since 1968"

ORDINANCE NO. 2020-10
EMERGENCY ORDINANCE

Be It Enacted by the Quorum Court of the County of Phillips,
State of Arkansas, an Ordinance to be Entitled:

**"AN ORDINANCE TO AMEND ORDINANCE NO. 2020-10 TO AMEND SALARIES AND COMPLY WITH
MINIMUM WAGE INCREASED; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES."**

WHEREAS, Ordinance No, 2020-10 fixes the number and base pay of full-time county employees;
and

WHEREAS, the said ordinance should be amended to change the salaries as indicated below and
to comply with minimum wage increased and to set the annual base pay therefore;

NOW, THEREFORE, BE IT ORDNANIED
BY THE QUORUM COURT OF THE COUNTY OF PHILLIPS, STATE OF ARKANSAS:

Article 1. Ordinance No. 2020-10 is hereby amended as follows:

Article 1. For each department or other unit of county government listed below, the authorized positions for full-time employees, the number of full-time employees per position, and the base pay per position shall be as follows:

Department	Position	Number	Base Pay	HourRate
County Judge	Administrative Assistant	1	\$27,500.00	\$15.28
	Executive Secretary	1	\$25,410.00	\$14.12
County Clerk	Chief Deputy	1	\$26,953.00	\$14.98
	Chief Deputy Recorder	1	\$26,953.00	\$14.98
	Deputy Clerk	1	\$25,000.00	\$13.89
Circuit Clerk	Chief Deputy	1	\$26,953.00	\$14.98
	Chief Deputy Recorder	1	\$26,953.00	\$14.98
	Deputy Clerk	3	\$25,000.00	\$13.89
Treasurer	Chief Deputy	1	\$26,953.00	\$14.98
Sheriff	Chief Deputy	1	\$32,706.00	\$17.04
	Deputy Sheriff	13	\$28,379.00	\$14.78
	Executive Secretary	1	\$25,410.00	\$14.12
	Secretary	2	\$25,000.00	\$13.89
	Fine Collector	1	\$25,000.00	\$13.89

	Jail Commander	1	\$32,706.00	\$17.14
	Jailers	12	\$28,379.00	\$14.78
	Jail Secretary	1	\$25,000.00	\$13.89
Collector	Chief Deputy	1	\$26,953.00	\$14.98
	Deputy	1	\$25,000.00	\$13.89
Assessor	Chief Deputy	1	\$26,953.00	\$14.98
	Real Estate Deputy	1	\$25,000.00	\$13.89
	Real Estate Appraiser	1	\$25,000.00	\$13.89
	Per. Pro., ACT & CAMA	1	\$25,000.00	\$13.89
	Personal Property Deputy	1	\$25,000.00	\$13.89
Juvenile Court	Intake Officer	1	\$25,846.00	\$14.36
	Probation Officer	1	\$26,948.00	\$14.98
Emerg. Manage. & 911	Coordinator	1	\$31,524.00	\$17.52
	Dispatchers	4	\$25,000.00	\$13.89
Courthouse Maint.	Head Janitor	1		\$15.00/hr
	Janitor	1		\$12.00/hr
County Road	Superintendent	1	\$36,700.00	\$19.11/hr
	Deputy Superintendent	1		\$16.00/hr
	Secretary	1		\$12.00/hr
	Heavy-Duty Equip Mechanic	1		\$15.00/hr
	Welder/Equip Mechanic	1		\$15.00/hr
	Service Man./General Mech.	1		\$15.00/hr
	Grader Supervisor	1		\$15.00/hr
	Bridge Supervisor	1		\$15.00/hr
	Dragline/Trackhoe Operator	1		\$15.00/hr
	Backhoe Op./ Truck Driver	2		\$15.00/hr
	Grader Operator/ Truck Driver	8		\$15.00/hr
	Truck Driver/CDL	3		\$15.00/hr
	Tractor Driver	2		\$15.00/hr
	Bridge & Pothole	2		\$12.00/hr

Book Page
4 18

Veteran Services

Veteran Services Officer

1

\$12/hr

Article 2. For each of the above departments or other units, the first-listed position shall be the position that is responsible for the functioning of the department or other unit in the absence of the appropriate elected official.

Article 3. The County Clerk shall prepare the payroll for full-time County employees only in accordance with this base-pay ordinance and shall report any discrepancy to the Quorum Court. Effective with the pay period beginning January 1, 2021, all full-time employees of Phillips County whose rate of pay was less on that date than the amount set out for the appropriate position for each such employee in this ordinance shall be increased to the new base-pay amount set out in, this ordinance.

Article 4. Ordinance No. 2020-10 as amended, and all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Article 5. 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 provision or application, and to this end the provisions of this ordinance are declared to be severable.

Article 6. It is hereby found and determined by the Quorum Court of Phillips County, State of Arkansas, that the need for containment of the expenses of the County is critical to the residents of Phillips County. Therefore, an emergency is hereby declared to exist, and this Ordinance, being necessary for the immediate preservation of the life, health, safety and property of the residents of Phillips County, shall be in full force and effect from and after its passage and approval.

PASSED: June 8, 2021

APPROVED: June 8, 2021

ATTEST: Linda Winfield
Linda Winfield, County Clerk

Clark Hall
Clark Hall, County Judge

BOOK Page
4 181

ORDINANCE NO. 2021-6

Be It Enacted by the Quorum Court of the County of Phillips, State of Arkansas, an Ordinance to be Entitled:

ORDINANCE TO REPEAL ORDINANCE 2016-09; TO ESTABLISH THE COMPENSATION OF ELECTED COUNTY OFFICERS; AND FOR OTHER PURPOSES."

NOW, THEREFORE, BE IT ORDAINED

BY THE QUORUM COURT OF THE COUNTY OF PHILLIPS, STATE OF ARKANSAS:

Article 1. Effective January 1, 2022, the annual salary of each of the following county officers shall be as follows:

County Judge	\$62,800.00
Sheriff and Collector	\$62,800.00
Circuit Clerk	\$59,765.00
County Clerk	\$59,765.00
County Assessor	\$59,765.00
County Treasurer	\$59,765.00
County Coroner	\$27,979.00
Co. Justice of the Peace	\$ 7,260.00
County Surveyor	\$ 50.00 (per hour)

Article 2. Ordinance No. 2016-09 and all ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed.

Article 3. Please note this ordinance should include language that does not apply to any current officials that is reelected and only applies to newly elected officials and is effective January 1, 2022

PASSED: June 8, 2021

Clark Hall
Clark Hall, County Judge

ATTEST:

Linda Winfield
Linda Winfield, County Clerk

Book 4 page 182

APPROPRIATION ORDINANCE NO. 2022-1

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF PHILLIPS, STATE OF ARKANSAS;

“AN ORDINANCE TO ESTABLISH THE ANNUAL OPERATING BUDGET FOR CALENDAR YEAR 2022”

SECTION 1. ANNUAL BUDGET ADOPTED BY REFERENCE.

The annual Budget for calendar year 2022 identified as “2022 Annual Budget, Phillips County, Arkansas” dated January 3, 2022 is hereby adopted by reference. A copy of said budget shall be filed in the office of the County Clerk and shall be available for inspection and copying by any person during normal office hours.

SECTION 2. NONRESTRICTED EXPENDITURE CATEGORIES.

Expenditure of funds appropriated by this Ordinance shall not be restricted to the line item expenditure codes comprising the four major categories of expenditures - Personal Services, Supplies, Other Services and Charges and Capital Outlays - but shall be restricted to office/departamental expenditure within the above enumerated four major categories of expenditures except for funds appropriated for personnel salaries and wages and rates employee benefits. Personnel expenditures shall not exceed the dollar amounts, number of employees and salary of wage rates specified in the annual budget or an amendment thereto.

SECTION 3. EXPENDITURES RESTRICTED TO SPECIFIED FUND.

No expenditure of appropriated funds shall be made from any fund other than the fund specified in this Ordinance, or an amendment thereto.

SECTION 4. TRANSFER. Any transfers of monies between the various funds of the County or between the four major categories of expenditures Personal Services, Supplies, Other Services and Charges and Capital Outlays shall be made only with prior approval of the Phillips County Quorum Court. Provided, however, all transfers budgeted for in the annual budget shall be exempt from the provisions of this section.

SECTION 5. MAXIMUM APPROPRIATED AMOUNT IS AS FOLLOWS.

A. GENERAL			
2022 Total Projected Revenues (New Revenues)		\$3,588,615.00	
90%		\$3,229,755.00	
Carry Over		\$500,000.00	
			<u>Allowed Budgeted Amount</u>
			\$3,729,755.00
	<u>OFFICE/DEPARTMENT</u>		<u>APPROPRIATED BUDGETS AMOUNTS</u>
1000-0100	County Judge's Office		
	Personal Services	\$190,320.00	
	Supplies	\$10,182.00	
	Other Services & Charges	\$52,250.00	\$252,752.00
1000-0101	County Clerk's Office		
	Personal Services	\$254,527.00	
	Supplies	\$3,000.00	
	Other Services & Charges	\$68,400.00	
	Capital Outlays	\$4,373.00	\$330,300.00
1000-0102	County Circuit Clerk's Offices		
	Personal Services	\$161,487.00	
	Supplies	\$8,000.00	
	Other Services & Charges	\$30,204.00	
	Capital Outlays	\$4,600.00	\$204,291.00
1000-0103	County Treasurer's Office		
	Personal Services	\$156,379.00	
	Other Services & Charges	\$23,048.00	\$179,427.00
1000-0104	County Collector's Office		
	Supplies	\$244.00	
	Other Services & Charges	\$17,000.00	\$17,244.00
1000-0105	County Assessor's Office		
	Other Services & Charges	\$16,645.00	\$16,645.00
1000-0106	County Board of Equalization Dept.		
	Personal Services	\$2,900.00	
	Other Services & Charges	\$200.00	\$3,100.00

1000-0107	<u>County Quorum Court Dept.</u>		
	Personal Services	\$208,577.00	
	Other Services & Charges	\$9,400.00	\$217,977.00
1000-0108	<u>Courty Courthouse Maintenance Dept.</u>		
	Personal Services	\$131,631.00	
	Supplies	\$2,000.00	
	Other Services & Charges	\$23,000.00	
	Capital Outlays	\$19,000.00	\$175,631.00
1000-0109	<u>County Election's Office's</u>		
	Personal Services	\$33,300.00	
	Supplies	\$30,500.00	
	Other Services & Charges	\$19,540.00	\$83,340.00
1000-0111	<u>County Buildings Dept.</u>		
	Supplies	\$5,800.00	
	Other Services & Charges	\$57,500.00	
	Capital Outlays	\$75,000.00	\$138,300.00
1000-0112	<u>County Special Projects</u>		
	Other Services & Charges	\$63,176.00	\$63,176.00
1000-0116	<u>Grant-N-Aid-General</u>		
	Capital Outlays	\$500,000.00	\$500,000.00
1000-0300	<u>County Health Unit Dept.</u>		
	Personal Sevices	\$17,000.00	
	Other Services & Charges	\$49,200.00	\$66,200.00
1000-0301	<u>County Ambulance Services</u>		
	Other Services & Charges	\$10,000.00	\$10,000.00
1000-0400	<u>County Sheriff's Office</u>		
	Personal Services	\$600,000.00	
	Supplies	\$88,756.00	
	Other Services & Charges	\$30,500.00	\$719,256.00
1000-0401	<u>County Circuit Court</u>		
	Supplies	\$12,000.00	
	Other Services & Charges	\$37,600.00	\$49,600.00

1000-0402	<u>County Circuit Court Fines Collectoin</u>		
	Personal Services	\$42,359.00	
	Supplies	\$1,000.00	
	Other Services & Charges	\$5,600.00	\$48,959.00
1000-0406	<u>County Chancery Court</u>		
	Supplies	\$4,400.00	
	Other Services & Charges	\$17,700.00	\$22,100.00
1000-0409	<u>County District Court</u>		
	Personal Services	\$19,904.00	
	Other Services & Charges	\$16,000.00	\$35,904.00
1000-0414	<u>County Juvenile Probation</u>		
	Personal Services	\$52,651.00	
	Supplies	\$600.00	
	Other Services & Charges	\$12,351.00	\$65,602.00
1000-0415	<u>County Juvenile Intake</u>		
	Personal Services	\$20,238.00	
	Supplies	\$500.00	
	Other Services & Charges	\$1,513.00	\$22,251.00
1000-0416	<u>County Prosecuting Atty.</u>		
	Personal Services	\$64,676.00	
	Supplies	\$35,000.00	
	Other Services & Charges	\$45,977.00	\$145,653.00
1000-0419	<u>County Coroner's Office</u>		
	Personal Services	\$53,644.00	
	Supplies	\$4,029.00	
	Other Services & Charges	\$12,033.00	\$69,706.00
1000-0420	<u>County Constable Dept.</u>		
	Personal Services	\$200.00	\$200.00
1000-0500	<u>County OEM</u>		
	Personal Services	\$26,283.00	
	Supplies	\$1,000.00	\$27,283.00
1000-0601	<u>County Park & Rec. Dept.</u>		

	Other Services & Charges	\$11,000.00	
	Supplies	\$13,000.00	\$24,000.00
1000-0800	County VA Office		
	Personal Services	\$16,318.00	
	Supplies	\$1,500.00	
	Other Services & Charges	\$6,900.00	\$24,718.00
1000-0801	County Extension's Office		
	Other Services & Charges	\$65,000.00	\$65,000.00
1000-0802	County Pauper & Welfare Dept.		
	Other Services & Charges	\$10,000.00	\$10,000.00
TOTAL COUNTY GENERAL APPROPRIATION			\$3,588,615.00

B.	<u>OFFICE/DEPARTMENT</u>			
	County Road Fund			
	Projection Revenues		\$2,160,873.00	
	Carry Over		\$469,135.00	Allowed Budgeted Amount
				<u>\$2,630,008.00</u>
2000-0200				
	<u>Road Department</u>			
	Personal Services		\$980,264.00	
	Supplies		\$610,909.00	
	Other Services & Charges		\$379,000.00	
	Capital Outlays		\$190,700.00	<u>\$2,160,873.00</u>
C.				
3000-0103	<u>Treasurer Automation</u>			<u>Allowed Budgeted Amount</u>
	Total Projected Revenue		\$43,207.00	<u>\$43,207.00</u>
	Personal Services		\$20,185.00	
	Supplies		\$5,000.00	
	Other Services & Charges		\$14,204.00	<u>\$39,389.00</u>
D.				
3001-0104	<u>Tax Collector Automation</u>			<u>Allowed Budgeted Amount</u>
	Total Projected Revenue		\$29,000.00	<u>\$29,000.00</u>
	Other Services & Charges		\$29,000.00	<u>\$29,000.00</u>
E.				
3002-0400	<u>Court Automation</u>			<u>Allowed Budgeted Amount</u>
	Total Projected Revenue		\$54,000.00	<u>\$54,000.00</u>
	Other Services & Charges		\$16,000.00	
	Capital Outlays		\$38,000.00	<u>\$54,000.00</u>
F.				
3004-0105	<u>Assessor Automation</u>			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$5,223.00	<u>\$5,223.00</u>
	Supplies		\$1,272.00	
	Other Services & Charges		\$3,951.00	<u>\$5,223.00</u>
G.				
3005-0101	<u>Clerk Automation</u>			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$30,842.00	<u>\$30,842.00</u>
	Personal Services		\$13,842.00	
	Supplies		\$7,000.00	

	Other Services & Charges	\$10,000.00	\$30,842.00
H.			
3006-0102	<u>Circuit Clerk/Optical Scanning</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$207,352.00	\$207,352.00
	Personal Services	\$192,152.00	
	Supplies	\$6,000.00	
	Other Services & Charges	\$9,200.00	\$207,352.00
I.			
3008-0600	<u>County Library</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$230,000.00	\$230,000.00
	Other Services & Charges	\$230,000.00	\$230,000.00
J.			
3011-0105	<u>P.C. Reappraisal</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$147,322.00	\$147,322.00
	Other Services & Charges	\$147,322.00	\$147,322.00
K.			
3012-0102	<u>Circuit Clerk/Child Support</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$463.00	\$463.00
	Supplies	\$463.00	\$463.00
L.			
3014-0400	<u>Com. Facility & Equipment</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$3,000.00	\$3,000.00
	Supplies	\$3,000.00	\$3,000.00
M.			
3015-0400	<u>Drug Control</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$1,449.00	\$1,449.00
	Other Services & Charges	\$1,449.00	\$1,449.00
N.			
3031-0414	<u>Juvenile Probation Fees</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$1,253.00	\$1,253.00
	Personal Services	\$1,253.00	\$1,253.00
O.			
3019-0501	<u>Emergency Rescue</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$21,376.00	\$21,376.00

	Supplies		\$21,376.00	\$21,376.00
P.				
3020-0501	Co. 911			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$623,467.00	\$623,467.00
	Personal		\$320,267.00	
	Supplies		\$21,000.00	
	Other Services & Charges		\$280,200.00	
	Capital Outlays		\$2,000.00	\$623,467.00
Q.				
3023-0502	Rural Fire Department			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$25,928.00	\$25,928.00
	Other Services & Charges		\$25,928.00	\$25,928.00
R.				
3024-0417	Public Defender			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$31,978.00	\$31,978.00
	Personal Services		\$31,403.00	
	Supplies		\$575.00	\$31,978.00
S.				
3032-0414	Juvenile Court Cost			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$1,400.00	\$1,400.00
	Supplies		\$900.00	
	Other Services & Charges		\$500.00	\$1,400.00
T.				
3039-0102	Circuit Clerk Commission			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$1,544.00	\$1,544.00
	Other Services & Charges		\$1,544.00	\$1,544.00
U.				
3405-0418	Phillips Co. Detention			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$1,297,560.00	\$1,297,560.00
	Personal Services		\$833,822.00	
	Supplies		\$151,573.00	
	Other Services & Charges		\$306,063.00	\$1,291,458.00
V.				
3410-0418	Phillips Co. Justice Complex			<u>Allowed Budgeted Amount</u>
	Projected Revenue		\$136,700.00	\$136,700.00

	Personal Services	\$46,900.00	
	Supplies	\$9,300.00	
	Other Professional Services	\$80,500.00	\$136,700.00
W.			
6009-0421	<u>Co. Law Library</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$161,160.00	\$161,160.00
	Supplies	\$20,628.00	
	Other Services & Charges	\$124,024.00	\$144,652.00
X.			
6001-0104	<u>Tax Collector Commission</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$176,778.00	\$176,778.00
	Personal Services	\$145,528.00	
	Supplies	\$13,000.00	
	Other Services & Charges	\$18,250.00	\$176,778.00
Y.			
6401-0105	<u>Assessor Commission</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$389,582.00	\$389,582.00
	Personal Services	\$296,369.00	
	Supplies	\$10,398.00	
	Other Services & Charges	\$82,815.00	\$389,582.00
Z.			
6455-0500	<u>LEPC</u>		<u>Allowed Budgeted Amount</u>
	Projected Revenue	\$3,974.00	\$3,974.00
	Personal Services	\$1,000.00	
	Other Services & Charges	\$2,974.00	\$3,974.00
ZZ.	<u>County Jail</u>		<u>Allowed Budgeted Amount</u>
3017-0418	Projected Revenue	\$25,000.00	\$25,000.00
	Other Services & Charges	\$25,000.00	\$25,000.00

SECTION 6. SALARIES, WAGES AND NUMBER OF EMPLOYEES ADOPTED BY REFERENCE.

The number of employees, their salaries or wages and the salaries of the officials of Phillips County for the calendar year 2022 identified as Personal Services – Schedule of Salaries and Wages, is made a part of the 2022 Annual Budget, Phillips County, date this 3rd day of January, 2024 is hereby adopted by reference. A copy of said budget schedule shall be filed in the office of the County Clerk and shall be available for inspection and copying by any person during normal office hours.

SECTION 7. SEVERABILITY. 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 application of the Ordinance with can be given effect without the invalid provisions or application, and to the end, the provisions of this Ordinance are declared to be severable.

SECTION 8. EMERGENCY CLAUSE. This Ordinance being necessary for the protection of public health and safety, an emergency is hereby declared to exit and this Ordinance shall be in full force and shall take effect upon passage and publication.

Approved: Clark Hall
Clark Hall, County Judge
Phillips County, Arkansas

Attest: Linda Winfield
Linda Winfield, County Clerk
Phillips County, Arkansas