

JACKSON COUNTY ORDINANCE NO. 2024-24

**AN ORDINANCE ESTABLISHING THE COMPENSATION
STRUCTURE OF THE ELECTED CONSTITUTIONAL OFFICERS
OF JACKSON COUNTY, ARKANSAS FOR THE YEAR 2025**

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

SECTION 1: Salaries of Constitutional Officers. The compensation for the elected officials of Jackson County, Arkansas shall be as follows:

OFFICIAL	ANNUAL COMPENSATION
(a) County Judge	\$76,220.00
(b) County Sheriff	\$73,130.00
(c) County Treasurer	\$63,890.00
(d) County Clerk	\$63,890.00
(e) Circuit Clerk	\$63,890.00
(f) County Assessor	\$63,890.00
(g) County Collector	\$63,890.00
(h) County Coroner	\$10,633.00

SECTION 2: Quorum Court. The compensation for a Justice of the Peace when he/she attends a regular meeting of the Quorum Court is not to exceed \$540.00 per meeting, and compensation when he or she attends a special or committee meeting at the rate of \$122.00 per meeting. The Quorum Court Secretary shall be paid \$260.00 per month not to exceed \$3,120.00 during any one calendar year.

SECTION 2: Attained Salary Level. The attained salary level as computed by the precepts of Section 1 and Section 2 of this ordinance shall be the starting salary of any newly elected Constitutional officer of Jackson County, Arkansas.

SECTION 3: Experience Modifier. All County elected officials, excluding Quorum Court, will be paid an experience modifier in addition to regular compensation for years of experience. To receive experience modifier pay an official must have at least one (1) full year of prior service to Jackson County. Experience modifier pay will be at the rate listed below:

- 1-2 years experience-\$300.00
- 3-4 years experience-\$400.00
- 5 years experience-\$800.00
- 6-9 years experience-\$900.00
- 10 years experience-\$1,000.00
- 11-14 years experience-\$1,200.00
- 15 years experience-\$1,500.00
- 16-19 years experience-\$1,700.00
- 20 years experience-\$2,000.00
- 21-24 years experience-\$2,200.00

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25-29 years experience-\$2,500.00

30+ years experience-\$3,000.00

SECTION 4: Christmas Bonus. All full time County employees may be paid a Christmas bonus for their years of continuous service. Such amount may be paid at the rate of \$50.00 per year, for each year served to each full-time employee and a pro-rated amount (based on \$25.00 per year) for each year served to each part-time employee. Such payments shall be made between November and December 25.

SECTION 5: Legislative Intent. It is the intent of this Court to establish a fair and equitable salary structure for the elected county officers of Jackson County, Arkansas. However, it is not the intent nor shall this ordinance have precedence over Arkansas Code Annotated 14-14-1204 setting the minimum and maximum salaries of elected county officers.

SECTION 6: Repeal Clause. This ordinance hereby amends and supersedes any and all ordinances in conflict herewith.

SECTION 7: Emergency Clause. It is necessary to appropriate funds for the 2025 budget year, 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.

SECTION 8: 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 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 9: This ordinance shall take effect on January 1, 2025.

DATED THIS 30th DAY OF DECEMBER, 2024

APPROVED: _____

Jeff Phillips, Jackson County Judge

ATTEST: _____

Melanie Clark, Jackson County Clerk

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Sponsors: Kenny Falwell/Robby Stewart

This ordinance was paid for by Jackson County at the cost of \$145.50

JACKSON COUNTY ORDINANCE NO. 2024-25

AN ORDINANCE ESTABLISHING THE COMPENSATION STRUCTURE FOR THE OFFICE PERSONNEL AND DEPUTIES OF THE COUNTY CONSTITUTIONAL OFFICERS FOR THE YEAR 2025.

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

SECTION 1: Sheriff Department Personnel. The number of employees and the compensation structure for the Sheriff Department shall be as follows:

- (a) Chief Deputy (1)-\$53,519.00
- (b) Sheriff Deputy (1)-\$47,227.00
- (c) Sheriff Deputy (1)-\$45,835.00
- (c) Sheriff Deputy (11)-\$42,436.00
- (d) Sheriff Deputy School Resource Officer (1)-\$42,436.00
- (e) Administrative Assistant (1)-\$39,871.00
- (f) Office Administrator/District Court Clerk (1)-\$31,233.00
- (g) Dispatch Supervisor (1)-\$34,279.00
- (h) Dispatcher (3)-\$30,997.00
- (i) Part Time-\$18,000.00
- (j) Courthouse Security Deputy (1)-\$37,948.00

SECTION 2: Detention Center Personnel. The number of employees and compensation structure for the Jackson County Detention Center shall be as follows:

- (a) Detention Center Administrator-\$46,318.00
- (b) Detention Center Lieutenant-\$36,261.00
- (c) Detention Center Sergeant (4)-\$35,091.00
- (d) Detention Center Transport (1)-\$34,505.00
- (e) Detention Center Officer (12)-\$33,921.00
- (f) Detention Center Cook (1)-\$33,921.00
- (g) Detention Center Nurse (1)-\$35,218.00
- (h) Detention Center part time nurse-\$9,500.00

SECTION 3: Other Office Personnel. The number of employees and the compensation structure for other county offices is as follows:

(A) The beginning salary for Jackson County personnel such as secretaries to the County Judge (1), Deputy County Clerks (4), Deputy Circuit Clerk (4), Deputy Treasurer (2), Deputy Collector (3), Deputy Assessor (3), Deputy Prosecuting Attorney Assistant (3), Veterans Service Officer (1), Juvenile Probation Officer (1), Juvenile Intake Officer (1), Office of Emergency Management Director (1), Courthouse Maintenance (1), Courthouse Security (1), shall be as follows:

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- (a) County Judge Assistant-\$32,166.00 (16,083.00 to be paid from County General and \$16,083.00 to be paid from County Road). The County Judge is allowed to expend \$3,000.00 for extra help.
- (b) County Clerk Deputy (4)-\$32,166.00
- (c) Circuit Clerk Chief Deputy (1)-\$33,416.00, Circuit Clerk Deputy (3)-\$32,166.00 (2 Deputies are to be paid from Circuit Clerk County general fund, Circuit Clerk Chief Deputy and Circuit Clerk Deputy to be paid from Court Recorder Cost Fund)
- (d) Treasurer Chief Deputy (1)-\$33,416.00, Treasurer Deputy (1) \$32,200.00, Treasurer Deputy (1) \$32,200.00 (from Treasurers Automation fund). The Treasurer is allowed to expend \$4,000.00 for extra help.
- (e) Tax Collector Chief Deputy (1)-\$35,500.00 Tax Collector Deputy (1)-\$33,500.00, Tax Collector Deputy (1) \$31,000.00. The tax collector is allowed to expend \$ 41,000.00 for extra help with \$15,000.00 from County General and \$26,000.00 from Collector Automation Fund.
- (f) Tax Assessor Chief Mapping Specialist (1)-\$35,500.00, Tax Assessor Deputy (1) \$33,500.00, Tax Assessor Deputy (1) \$ 31,000.00. The tax assessor is allowed to expend \$ 10,000.00 for extra help.
- (g) Office of Emergency Management Director (1)-\$43,891.00 (Director is to be paid \$21,945.50 from County General OEM and \$21,945.50 from County Road). The County Judge is allowed to expend \$2,000.00 for extra help in OEM.
- (h) Veterans Service Officer (1)-\$19,892.00
- (i) Courthouse Maintenance (1)-\$32,901.00
- (j) Juvenile Probation Officer (1)-\$41,068.00
- (k) Juvenile Intake Officer (1)-\$45,855.00
- (l) Prosecuting Attorney Administrative Assistant (1)-\$42,436.00, Prosecuting Attorney District Deputy Assistant (1)-\$42,653.00, Prosecuting Attorney County Deputy Assistant (1)-\$30,997.00
- (m) Juvenile Stand Coordinator-not to exceed \$22.00/hr
- (n) Part time Coroner-\$2,472.00

SECTION 4: County Road Personnel. The number of employees and compensation structure for the Jackson County Road Department is as follows:

- (a) County Road Foreman-\$55,383.00
- (b) County Road Mechanic-\$46,924.00
- (c) County Road Driver/Equipment Operators (6)-\$41,037.00
- (d) County Road Driver/Equipment Operators (4)-\$40,327.00
- (e) County Road Driver/Equipment Operators (3)-\$39,615.00
- (f) County Road Driver/Equipment Operators (2)-\$38,566.00
- (g) County Road Part Time-\$15,000.00

SECTION 5: Solid Waste Personnel. The number of employees and compensation structure for the Jackson County Solid Waste Department is as follows:

- (a) Solid Waste Manager-\$55,383.00

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- (b) Solid Waste Assistant/Cashier-\$41,608.00
- (c) Solid Waste Operator (3)-\$41,806.00

SECTION 6: Other County Salaries. The Salaries of five (5) Equalization board members are not to exceed \$3,000.00 at the rate of \$150.00 per meeting. 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 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 \$132.00 per day or \$11.00 per hour at Arkansas minimum wage; whichever is greater. The salaries of the Jackson County Election Commission shall be \$150.00 per meeting.

SECTION 7: Additional Compensation. The Jackson County Election Coordinator and Quorum Court Secretary will be appointed by the County Clerk. The Court Bond Administrator shall be appointed by the County Treasurer. The Assessor shall receive additional stipend compensation for appraisers that will be paid by the State of Arkansas. The compensation structure for additional compensation shall be as follows:

- (a) Election Coordinator (1)-\$2,500.00
- (b) Quorum Court Secretary (1)-\$3,120.00
- (c) Court Bond Administrator (1)-\$2,500.00
- (d) Certified Appraiser (1)-\$500.00

SECTION 8: Overtime Compensation for Sheriff Department Employees. The County Sheriff is allowed to expend \$45,000.00 for Sheriff Deputies and Dispatchers. Overtime shall be paid at time and a half.

SECTION 9: Overtime Compensation for Detention Center Employees. The County Sheriff is allowed to expend \$18,000.00 for overtime in the Housing of Prisoner Fund. The County Sheriff is allowed to expend \$30,000.00 for overtime in the Jail Fund. Overtime shall be paid at time and a half.

SECTION 10: Longevity Compensation. All full time personnel covered in the preceding sections of this ordinance shall receive additional compensation for prior years' service on their anniversary date of hiring. To receive "Longevity Compensation" an employee must have at least one (1) full year of prior service to Jackson County. Prior year(s) service must be documented by the County Clerk's Office through county payroll records. Said personnel shall receive "prior year service compensation" at the rate listed below:

- 1-2 years service-\$300.00 per year
- 3-4 years service-\$400.00
- 5 years service-\$800.00
- 6-9 years service-\$900.00
- 10 years service-\$1,000.00

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11-14 years service-\$1,200.00
15 years service-\$1,500.00
16-19 years service-\$1,700.00
20 years service-\$2,000.00
21-24 years service-\$2,200.00
25 + years service-\$2,500.00

SECTION 11: Merit Salary Compensation. All full time Personnel covered in the preceding sections of this ordinance may be awarded “merit salary compensation” effective the January 1st following the completion of 12 months of service. The awarding of this salary adjustment shall be at the discretion of the hiring official and shall be based on the employee’s job performance as it relates to work skills, work habits, talents, proficiency, and the overall understanding of the operation of the office in which they work. The maximum “merit salary compensation” shall be \$500.00. Employees may be awarded per “merit salary compensation” rules as defined in the Jackson Policy and Procedures and will be name the JESAP Program.

SECTION 12: Certificate Pay Compensation. All full time County employees covered in the preceding sections may be awarded certificate pay compensation per annum at the amount of \$100.00 per certificate for a maximum of 4 certificates. Departmental certificates may be compensated per annum for their specific department certificates and continuing education certificate approved by the Elected Official. A copy of said certificate must be received by the County Clerks office before payment can be made. Certificate pay compensation shall be paid between November and December 31. Certificate pay compensation will be paid out only if the departmental budget allows for the expenditure.

SECTION 13: Christmas Bonus. All County employees may be paid a Christmas bonus for their years of continuous service. Such amount may be paid at the rate of \$50.00 per year, for each year served to each full-time employee and a pro-rated amount (based on \$25.00 per year) for each year served to each part-time employee. Such payments shall be made between November and December 25.

SECTION 14: Transfers Between County Departments. Any office deputy of a county constitutional officer may retain their attained salary level, less chief deputy pay if applicable, if they transfer to a similar position in another constitutional office. In all other cases, the salary or compensation rate for a county employee transferring to any other county department will be calculated in accordance with the county ordinance establishing the compensation structure for that position.

SECTION 15: Legislative Intent. It is the intent of this Court to establish a fair and equitable salary structure for employees of Jackson County, Arkansas. It is also this Court’s intent to correct any deficiencies of prior ordinances that may have discriminated against some.

SECTION 16: Repeal Clause. This ordinance hereby amends and supersedes any and all ordinances in conflict herewith.

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SECTION 17: Emergency Clause. 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.

SECTION 18: 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 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 19: This ordinance shall take effect on January 1, 2025.

DATED THIS 30th DAY OF DECEMBER, 2024.

APPROVED


Jeff Phillips, Jackson County Judge

ATTEST


Melanie Clark, Jackson County Clerk

SPONSORS: Robby Stewart/Jerry Mann

This ordinance was paid for by Jackson County at the cost of \$441.00