

## BAXTER COUNTY QUORUM COURT AGENDA

January 6, 2026

THE BAXTER COUNTY QUORUM COURT WILL MEET FOR REGULAR SESSION ON TUESDAY, JANUARY 6, 2026 AT 5:30 PM IN THE 2<sup>ND</sup> FLOOR COURTROOM OF THE COURTHOUSE, WITH JUDGE KEVIN LITTY PRESIDING.

- CALL TO ORDER
  - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
  - ROLL CALL
  - DISPOSITION OF MINUTES FROM PREVIOUS MEETING
  - TREASURER'S REPORT – JENAY MIZE
  - COMMITTEE REPORTS:
  - PRESENTATION – BAXTER COUNTY CONSERVATION DISTRICT DAWN DOWNING-WAHL AND TAYLOR CARMICHAEL – AIRPORT UPDATE
  
  - OLD BUSINESS
  
  - NEW BUSINESS
1. AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS IN THE AMOUNT OF \$6,097.99 IN THE MONTH OF NOVEMBER TO THE SHERIFF'S OFFICE 2025 BUDGET.
  2. AN ORDINANCE AMENDING ORDINANCE NO. 2025-1: "AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2025 AND 2026." TO INCREASE JUSTICE OF THE PEACE PER DIEM "*Article 8. Per Diem (a) and (b)*".
  3. AN ORDINANCE AMENDING ORDINANCE NO. 2021-9: "AN ORDINANCE ALLOWING BAXTER COUNTY TO CONDUCT BUSINESS WITH BENNY MAGNESS PURSUANT TO ACT 353 (ACA § 14-14-1202." TO INCLUDE WHITE RIVER SHIPPING.
- ANNOUNCEMENTS:
  
  - ADJOURNMENT

APPROPRIATION ORDINANCE NO. 2026 - \_\_\_\_\_

BE IT ENACTED BY THE QUORUM COURT OF BAXTER COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

**AN ORDINANCE APPROPRIATING FEES AND REIMBURSEMENTS IN THE AMOUNT OF \$6,097.99 RECEIVED IN THE MONTH OF NOVEMBER TO THE SHERIFF'S OFFICE 2025 BUDGET.**

**Article 1: Affirmation.** This court affirms that the Baxter County Sheriff's Office has collected the following fees, reimbursements and donations in excess of the anticipated budgeted revenue amount in the month of November 2025:

- \$ 165.00 received from DWI Fines from District Court
- \$ 1,595.00 received from Act 770 Fees
- \$ 2,587.73 received for Installment Fees
- \$ 25.00 received VIN Checks
- \$ 50.00 received Animal Adoption (Cash)
- \$ 5.00 received for Donation (cash)
- \$ 100.00 received Donation (Cash)
- \$ 400.00 received for Inmate Social Security
- \$ 586.58 reimbursement Inmates' Medical
- \$ 583.68 reimbursement Inmate Prescriptions (Sent from BXSO to Treasurer's Office)

**Article 2: Appropriation.** It is necessary for the Clerk's Office to appropriate said monies totaling **\$6,097.99** to the appropriate line items in the Sheriff's Office 2025 budgets.

There is hereby appropriated from the 2025 County General Fund (#1000) **\$1,785.00** for the following designated expenditures:

- \$ 1,620.00 to GL# 1000-0400-2001 (Sheriff: General Supplies)
- \$ 165.00 to GL# 1000-0400-2007 (Sheriff: Fuel, Oil & Lubricant)

There is hereby appropriated from the 2025 Animal Control Fund (#1800) **\$155.00** for the following designated expenditures:

- \$ 55.00 to GL# 1800-0191-2001 (Animal Control: General Supplies)
- \$ 100.00 to GL# 1800-0191-2006 (Animal Control: Clothing & Uniforms)

There is hereby appropriated from the 2025 Sheriff's Special Projects Fund (#3400) **\$2,587.73** for the following designated expenditures:

- \$ 2,587.73 to GL# 3400-0400-3003 (Sheriff's Projects: Computer Services)

There is hereby appropriated from the 2025 County Jail Fund (#3401) \$1,570.26 the following designated expenditures:

\$ 583.68 to GL# 3401-0418-2004 (Jail: Medicine & Drugs)

\$ 986.58 to GL# 3401-0418-3006 (Jail: Med, Den & Hosp)

**Article 3: Effective Date.** This appropriation ordinance shall be effective immediately upon its passage by the quorum court.

APPROVED:

\_\_\_\_\_  
KEVIN LITTY, COUNTY JUDGE

Date Signed:\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CANDA J. REESE, COUNTY CLERK

SPONSOR: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Votes: For:\_\_\_\_\_ Against:\_\_\_\_\_

Abstain:\_\_\_\_\_ Present:\_\_\_\_\_ Absent:\_\_\_\_\_

ORDINANCE NO. 2026 - \_\_\_\_\_

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BAXTER, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE AMENDING ORDINANCE NO. 2025-1: (AN ORDINANCE ESTABLISHING PROCEDURES FOR THE BAXTER COUNTY QUORUM COURT FOR FISCAL YEARS 2025 AND 2026.) TO INCREASE JUSTICE OF THE PEACE PER DIEM "*Article 8. Per Diem (a) and (b)*".

**Article 1. Affirmation.** This court affirms that the Baxter County Quorum Court is required by Arkansas Code Annotated § 14-14-904 to determine its rules of procedure in order to properly conduct the business of county government.

**Article 2. Adopts.** The Quorum Court of Baxter County, Arkansas adopts in its entirety the rules of procedure as stated in the *Procedural Guide for Arkansas County Quorum Court Meetings*, published by the Association of Arkansas Counties. In those instances where this guide does not explicitly address the situation, Robert's Rules of Order Newly Revised (RONR) shall be the standard procedural guide for all meetings.

**Article 3. Meeting Dates:**

(a) The regular monthly meeting of the Baxter County Quorum Court shall be held on the first Tuesday of each month, beginning at 5:30 pm, in the 2<sup>nd</sup> floor courtroom of the Baxter County Courthouse.

(b) If the date of the regular meeting needs to be rescheduled, the County Judge is authorized and empowered to choose another date for the Quorum Court to meet. The County Judge shall notify the County Clerk of the date, and the County Clerk shall notify all members of the Quorum Court not less than four (4) days prior to the new meeting date.

**Article 4. Public Comment.** Any portion of any regular meeting, committee meeting, or subcommittee meeting of the quorum court during which a person has requested and been recognized to address the body.

(1) At the discretion of the presiding officer, public comment during the deliberation and before a vote of a proposed item at a regular meeting, may be permitted.

(2) Public comment will only be allowed on items currently stated on the meeting agenda.

(3) A time limit of three (3) minutes shall be observed by any person who has requested and been recognized by the presiding officer to address the body.

(4) The presiding officer shall provide equal time for debate between persons for and against a proposed item when appropriate and announce that intention prior to the first public comment.

(5) A member of the quorum court may request an extension of the three (3) minute time limit or request that a time limit be placed on debate between two (2) sides. This shall require a motion to extend or limit debate (non-debatable) (non-amendable) (two thirds (2/3) or quorum court).

**Article 5. Agenda of Proposed Items – Filing Deadlines.** The purpose is to provide quorum court members with adequate time to review and prepare ordinances that affect the county's welfare as well as informing the public in a timely manner.

- (1) All proposed items to be included in the agenda of the quorum court meeting shall be filed by the close of business on the eighth day prior to the first Tuesday of the month excluding holidays or emergencies. All proposed items to be included in a quorum court committee meeting shall be filed by the close of business on the eighth day prior to the meeting date excluding holidays or emergencies.
- (2) Proposed items that are submitted after the deadline may be considered at a regular meeting of the quorum court but will require a suspension of rules before the item can be introduced for consideration and placed on first, second, or third reading (non-debatable) (non-amendable) (two thirds (2/3) of membership). Proposed items submitted after the deadline for committee meetings require a motion and a second to be considered (no vote).
- (3) All proposed items shall be sponsored and/or submitted by a quorum court member.
- (4) The procedure for distribution of the Quorum Court Agenda was established in Baxter County Ordinance 2013-01, Section 4: The office of the County Clerk shall distribute, via electronic or US Mail, the Quorum Court agenda and supporting documentation at least seven (7) days prior to the Quorum Court meeting.

**Article 6. Order of Business:**

- (a) The following Order of Business shall apply to regular and special-called meetings of the Quorum Court:
  - (1) Call to Order and Roll Call
  - (2) Pledge of Allegiance and Moment of Silence
  - (3) Disposition of Minutes from Previous Meeting
  - (4) Treasurer's Report
  - (5) Committee Reports
  - (6) Presentations (Limited to 10-15 minutes)
  - (7) Old Business
  - (8) New Business
  - (9) Comments/Questions from the Public (Limited to 3 minutes per person)
  - (10) Announcements
  - (11) Adjournment

**Article 7. Committee Appointments:**

- (a) The following standing committees have been established:
  - (1) Budget Committee, comprised of five (5) members
  - (2) Building Committee, comprised of five (5) members
  - (3) Environmental Committee, comprised of five (5) members
  - (4) Economic Development Committee, comprised of five (5) members
  - (5) Legislative Affairs Committee, comprised of five (5) members
  - (6) Personnel Committee, comprised of five (5) members
  - (7) Rural Fire Committee, comprised of all justices in whose district there exists a rural fire department.

- (b) The County Judge shall appoint members to the standing committees and to the ad hoc committees from the members of the Quorum Court. Appointments shall be made at the beginning of the Quorum Court's new term and before the February meeting of that term.

**Article 8. Per Diem:**

- (a) All justices of the peace of the quorum court currently receive a monthly per diem of \$375.00 for each scheduled quorum court meeting; the Budget Committee approved an increase at the October 21, 2025 meeting to increase the per diem to \$400.00 for each scheduled quorum court meeting and if an annual salary increase is approved for county employees, the monthly per diem for justices of the peace will increase by the same percentage.
- (b) All justices of the peace who attend their assigned committee meetings currently receive \$50.00 per meeting; on October 21, 2025, the Budget Committee approved an increase to \$100.00 per meeting.
- (c) In the event a member of the Quorum Court incurs expenses in the pursuit of official county business, he/she may request reimbursement for such expenses. To receive reimbursement, the member must submit to the County Judge the original, itemized receipts for all expenses and provide a description and explanation of the county business conducted. Approval for overnight expense reimbursement must be obtained from the County Judge in advance of this activity.

**Article 9. Repealer.** This ordinance shall repeal that part of any previous ordinance with which it conflicts.

**Article 10. Emergency Clause.** This Ordinance shall be effective immediately upon passage by the Quorum Court.

APPROVED:

\_\_\_\_\_  
KEVIN LITTY, COUNTY JUDGE

Date Signed: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CANDA J. REESE, COUNTY CLERK

Sponsor: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Votes: For: \_\_\_\_\_ Against: \_\_\_\_\_

Abstain: \_\_\_\_\_ Present: \_\_\_\_\_ Absent: \_\_\_\_\_

ORDINANCE NO. 2026 - \_\_\_\_\_

BE IT ENACTED BY THE QUORUM COURT OF BAXTER COUNTY, STATE OF ARKANSAS,  
AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE AMENDING ORDINANCE NO. 2021-9 "AN ORDINANCE ALLOWING  
BAXTER COUNTY TO CONDUCT BUSINESS WITH BENNY MAGNESS PURSUANT TO ACT  
353 (ACA § 14-14-1202)" TO INCLUDE WHITE RIVER SHIPPING.

NOW THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF BAXTER COUNTY,  
ARKANSAS, THAT:

**Article 1: Affirmation.** Arkansas Code Annotated § 14-14-1202 states that all quorum court members, county officers and county employees refrain from benefiting economically, either directly or indirectly, from doing business with any vendor paid by the county, except when it is determined to be in the county's best interest. In such circumstances, subsection (2) (A) (i) states that the quorum court may permit the county by ordinance to purchase goods or services directly or indirectly from quorum court members, county officers or county employees; and

**Article 2: Designation.** It has been determined that it is in the best interest of the county that all offices of Baxter County have the authorization to conduct business with a helicopter pilot for Baxter County Sheriff's Office and a county employee, Benny Magness, who is the owner of Magness Oil Company and co-owner of White River Shipping. Due to the unusual circumstance, and difficulty finding appropriate goods, services and commodities this ordinance allows Baxter County to do business with the named employee.

**Article 3: Effective Date.** This Ordinance shall be retroactively back dated to February 2024 to include the purchase of a shipping container by the Baxter County Sheriff's Office in the amount of \$1700.00.

**Section 4. EMERGENCY CLAUSE.** That this policy shall be effective in the manner prescribed by ACA § 14-14-1202 immediately upon its passage and approval by the Baxter County Quorum Court.

APPROVED:

\_\_\_\_\_  
KEVIN LITTY, COUNTY JUDGE

Date Signed: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CANDA J. REESE, COUNTY CLERK

SPONSOR: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Votes: For: \_\_\_\_\_ Against: \_\_\_\_\_

Abstain: \_\_\_\_\_ Present: \_\_\_\_\_ Absent: \_\_\_\_\_