



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes

Finance & Administration Council Committee

Tuesday, December 18, 2007

6:00 PM

Huntington Building

Special Called Meeting

1. Call To Order

Mr. Tony Thomas and Ms. Misty Micenhamer from the Mayor's Office were also in attendance.

Present 6 - Darrel Dover; Judy Furr; Jim Hargis; Harold Perrin; John Street and Ann Williams

2. New Business

Ordinances To Be Introduced

ORD-07:3166 AN ORDINANCE TO ESTABLISH COMPENSATION FOR ELECTED OFFICIALS OF THE CITY OF JONESBORO

Sponsors: Human Resources

Chairman Dover questioned whether a procedure had been set as to how the elected officials' salaries would be set each year. Councilman Perrin noted the ordinance is not that specific. He explained elected officials are not part of the City's salary plan, so most City's have an ordinance setting the salary. Human Resources Director Gloria Roark stated some City's put an amount for increases in the ordinance and other's just discuss it during the budget process. Councilman Perrin noted it would be HR's responsibility to go back and make a procedure to handle the salaries. City Attorney Phillip Crego stated in his opinion elected officials' salaries are already set by the budget ordinance. He also questioned if the City is not going to give increases on the same basis as other City employees then how the elected officials increases would be handled. Chairman Dover questioned whether the ordinance can be generic or whether it should state a policy. Mr. Crego answered the ordinance can be generic but a policy does need to be set. Councilman Perrin reiterated elected officials are not part of the salary plan so an ordinance needs to be passed to cover elected officials salaries. He added elected officials need to be compared and looked at on an annual basis. Mr. Crego asked for a policy or procedure to be set so outside factors may not interfere with the salaries of elected officials. Chairman Dover asked HR to come up with the procedure as to how salaries will be set for elected officials. Ms. Roark stated she thinks the elected officials salary increases should be handled each year during the budget process.

A motion was made by Councilperson Harold Perrin, seconded by Councilperson John Street, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 5 - Judy Furr; Jim Hargis; Harold Perrin; John Street and Ann Williams

Resolutions To Be Introduced

RES-07:2553 A RESOLUTION TO CONTINUE ALL VOLUNTARY BENEFITS OFFERED TO CITY EMPLOYEES CONTINUE UNTIL CANCELLED BY THE VENDOR OR THE CITY.

Sponsors: Human Resources

Ms. Roark explained City employees take part in voluntary products at no cost to the City. She further explained the resolution would allow those voluntary products to be continued until they are canceled by the vendor or the City. She added the resolution would be in lieu of having a contract.

A motion was made by Councilperson John Street, seconded by Councilperson Ann Williams, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 5 - Judy Furr;Jim Hargis;Harold Perrin;John Street and Ann Williams

RES-07:2565 A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A CONTRACT WITH US ABLE TO ADMINISTER THE EMPLOYEE CAFETERIA PLAN AND PREPARE ANNUAL REAL VALUE STATEMENTS FOR EACH PARTICIPATING EMPLOYEE

Sponsors: Human Resources

Councilman Perrin asked for the resolution to be tabled until the regular Finance meeting on Thursday because there is no contract for the committee to review. Mr. Roark stated she will not be attending the regular Finance meeting on Thursday. She noted the current plan contract expires on December 31. She also stated USABLE did not provide a contract. She added she has not even seen a contract and expressed concern about being able to get the contract before Thursday. Councilwoman Furr noted there has to be a contract to go along with the resolution that is asking to approve a contract. Chairman Dover asked for Ms. Roark to obtain as much information as possible before the meeting on Thursday. He added there must be some sort of contract so the City knows how much to pay the company. Ms. Misty Micenhamer stated they will try and have the contract by Thursday.

This Resolution was Tabled because no contract was provided.

3. Adjournment

A motion was made by Councilperson Judy Furr, seconded by Councilperson John Street, that this be Adjourned. The motion CARRIED by a Voice Vote.

Aye: 5 - Judy Furr;Jim Hargis;Harold Perrin;John Street and Ann Williams