

SCOTT COUNTY FISCAL COURT
ORDINANCE NO. 16-02

AN ORDINANCE ESTABLISHING
FEE POOLING FOR THE OFFICE OF SCOTT COUNTY CLERK AND
SCOTT COUNTY SHERIFF

WHEREAS, K.R.S. 67.080 and 67.083 provides authority for Fiscal Courts to establish Fee Pooling; and

WHEREAS, the Scott County Fiscal Court has for many years operated under a Fee Pooling System for the Offices of the Scott County Clerk and Scott County Sheriff; and

WHEREAS, the Scott County Fiscal Court desires to continue this sound fiscal policy and to maintain the current method of accounting for all County funds; and

WHEREAS, in an effort to accomplish these goals, the Scott County Fiscal Court is of the opinion that a Fee Pooling System should be implemented (or re-affirmed as the case may be) in order to maintain cash flow and to continue to observe a purchase order payment system;

NOW, THEREFORE, BE IT ORDAINED by the Scott County Fiscal Court as Follows:

1. The Scott County Fiscal Court hereby establishes (or re-affirms) a Fee Pooling System for the Offices of the Scott County Clerk and the Scott County Sheriff.
2. That all net income and net fees from the offices of the County Clerk and Sheriff shall be paid over to the Scott County Treasurer on a monthly basis not later than the tenth (10th) day for each month for the net income and net fees collected in the preceding month.
3. "Net income" and "net fees" shall mean all income and all fees collected less approved transmittals to government agencies, applicable customer refunds and small purchases that are considered "petty" in nature.
4. All other expenditures of the Offices of the County Clerk and Sheriff shall be pre-approved and paid by the County Treasurer in accordance with the current Purchase Order System previously established by the Scott County Fiscal Court. Provided, however, the County Clerk and Sheriff shall certify to the Treasurer for payment on a bi-weekly basis the names and hours of each employee of their respective offices who worked during such pay period, and the Treasurer shall pay such payrolls without the necessity of any Purchase Order.
5. The ordinary bills of the Scott County Clerk and the Scott County Sheriff shall be paid after approval by the Court.

6. No salaries or expenses of the Scott County Clerk or Scott County Sheriff or their employees shall be paid if the fee officer is delinquent in the payment of one month's fee income. In the case of delinquencies, said salaries and expenses shall only be paid at such time as the delinquencies have been corrected.

7. In order to operate under the true intent of a fee pooling arrangement, the Clerk and Sheriff will submit all expenditures to the Treasurer for payment. The Clerk and/or Sheriff may, however, directly and without fee pooling or Court approval, pay for any office expenses from which his/her fees could otherwise be expended and which could not have reasonably been foreseen or anticipated, or payment of which cannot be delayed until the next regularly-scheduled fiscal court meeting.

The provisions of this Ordinance are severable, and if any provision or part thereof shall be held invalid or unconstitutional by a Court of competent jurisdiction, such invalidity, unconstitutionality or inapplicability shall not affect or impair the remaining provisions of this Ordinance.

THIS ORDINANCE was given first reading at a regular meeting of the Scott County Fiscal Court on May 26, 2016, and fully adopted after the second reading on June 10, 2016. It shall take effect and be in full force and effect upon publication.

DATED this 10th day of June, 2016.

GEORGE LUSBY
SCOTT COUNTY JUDGE/EXECUTIVE

ATTEST:

STACY HAMILTON
SCOTT COUNTY FISCAL COURT CLERK