MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
October 25, 2022

The Carthage City Council met in regular session on the above date in the Council Chambers at 6:30 P.M. with Mayor Dan Rife presiding. Fire Chief Ryan Huntley gave the invocation and Police Chief Bill Hawkins led the flag salute.

The following Council Members answered roll call: Ceri Otero, Robin Blair, Ed Hardesty, Tiffany Cossey, Mark Elliff, Robin Harrison, Brandi Ensor, and David Armstrong. Council Members Alan Snow and Trudy Blankenship were absent. City Administrator Greg Dagnan and City Attorney Nate Dally were also present.

The following Department Heads were present: Police Chief Bill Hawkins, Fire Chief Ryan Huntley, Public Works Director Zeb Carney, and City Clerk Miranda Deal. Parks and Recreation Director Mark Peterson and Assistant City Administrator Traci Cox were absent.

Mr. Elliff made a motion, seconded by Mrs. Harrison, to approve the minutes of the October 11, 2022 Council Meeting. Motion carried unanimously.

Mayor Rife presented a proclamation to the Carthage Water & Electric employees who volunteered to go down to Florida to help restore power after Hurricane Ian hit. Chuck Bryant also gave a small speech on how proud he was of his employees that volunteered to help during this natural disaster.

During Citizen's Participation, Abi Almandinger presented the Council with the Downtown Historic District Walking Tour booklet. It has pictures of historic buildings and a little bit of history about the buildings.

Ms. Otero reported that the Budget Ways & Means Committee is between meetings with the next meeting scheduled for November 14.

Mrs. Harrison reported that the Committee on Insurance, Audit and Claims met on this date and approved the claims. There were a few job description changes presented. The Master Patrol Officer and Deputy City Clerk job descriptions were discussed and the changes were approved. The Master Patrol Officer description was changed to add some supervisory training requirements, Chief Hawkins presented some additional minor changes at the Insurance Audit and Claims meeting. Mrs. Harrison made a motion, seconded by Mr. Elliff, to approve the amended Master Patrol Officer job description as presented by Chief Hawkins. Motion carried. The Deputy Clerk job description was changed to combine the accounts payable and accounts receivable positions, and the experience needed was changed. Mrs. Harrison made a motion, seconded by Mr. Hardesty to approve the Deputy City Clerk job description. Motion carried. The Purchasing Manual was also discussed, there were changes made to the purchasing limit amounts and some other minor errors were also corrected. The changes will be presented in C.B. 22-45.

Mr. Elliff reported that the Public Safety Committee met on October 17. Robin and Gary McLemore were present to ask for permission to offer carriage rides from Central Park to the square during the month of December. The committee approved the carriage rides; they are not requesting any street closures, so no further action is needed. Shannon Higgins was present on behalf of Mark Sponaugle to speak about this years Christmas parade on December 5 at 7pm. The route will be the same as in years past, starting at Main and Chestnut, heading north on Main St, circling the square, and heading south on Grant to the corner of Chestnut and Grant. They are requesting street closures of Chestnut, 9th, 10th, 11th, the entire Square and Main Street from 5-8 pm. They would also like to vacate the square for the same time period. Mr. Elliff made a motion, seconded by Mrs. Harrison, to approve the road closures and vacating of the square Monday December 5 from 5-8 pm. Motion carried. Eddie Grundy was present to ask the committee for permission to block off 2 parking spaces with a 10x10 canopy in front of Carthage Hardware on the last Saturday of every month during business hours, provided there are no other events happening. Mr. Elliff made a motion, seconded by Mrs. Harrison, to approve the blocking of 2 parking spaces in front of Carthage Hardware during business hours on the last Saturday of every month. Motion carried. Chief Huntley spoke about the Plymovent exhaust system at Station 1 that needs updating. This is a part of the building renovation capital project. To upgrade the current system to a new magnetic system, the cost will be $22,802.00. Mr. Elliff made a motion, seconded by Mrs. Harrison to approve the amount of $22,802.00 for the upgrade to the exhaust system. Motion carried. There is also an anonymous fire department donation for $12,000.00 that appears in Resolution 1985. The next meeting is scheduled for November 21.

Ms. Otero reported that the Public Services Committee met on October 18. The committee approved the art donation policy that appears in C.B. 22-43. The committee also discussed various grant opportunities to help fund some of the projects they are currently working on, or plan to work on in the near future. The next meeting is scheduled for November 15, but may need to be rescheduled or cancelled due to Mr. Peterson's recent resignation and Ms. Otero being unavailable on November 15.

Mr. Armstrong reported that the Public Works Committee is between meetings with the next meeting scheduled for November 1.

Special Committee and Board Liaison Reports were given by Mr. Elliff for the Jasper County Commission and Police and Fire Pension, and Mrs. Harrison for Vision Carthage.

Mayor Rife reported on his attendance to the CEDC meeting, he also thanked the departments on their fire response over the weekend, he was proud of all the departments coming together and taking care of the fire quickly and efficiently. He also reported that the Maple Leaf Parade had the largest crowd he has seen in a long time.

During reports from Council Members, Ms. Ensor asked about closing Grand Avenue for trick-or-treater's on Halloween, Chief Hawkins stated that the Police Department will have officers in the area to help with traffic control and once the pedestrian to car ratio gets too large, they will put barricades up. Mr. Armstrong congratulated Julie Reams on a successful Maple Leaf Festival, he commended Vision Carthage for the walking tour booklet, stated his uncle stayed at the renovated Boots Motel during Maple Leaf and the work that has been done is incredible. He also reported that he took his grandmother to the Pancake Hut to see the restored Chicago Band Box. Ms. Otero spoke on the Parks and Recreation Director's recent resignation and hopes that the next director will continue with all the work the Public Services and Parks Department has been doing in recent years. Mr. Hardesty commented on the proclamation that was presented the CWEP employees, he also extended his praise to the various departments involved with the structure fire over the past weekend.

City Attorney Nate Dally reported that he was surprised to learn how much water was used during the fire over the weekend. Chuck Bryant stated the fire department used 400,000 gallons of water, which was slightly over 2,000 gallons a minute during the fire. Mr. Dally also thanked the street department for helping keep the drains clear from the fire debris.

Police Chief Bill Hawkins reported that the City is fortunate to have all these different departments that work well together.

Fire Chief Ryan Huntley reported that in the stressful situation of the structure fire, everyone cooperated well with each other, other departments, and outside city personnel. The fire department called for ladder trucks from Duenweg and Webb City, and they requested tankers and personnel from Avilla, Jasper, and Carterville. All departments showed up and helped keep the fire contained to the two buildings originally on fire. He also reported that the couple donating the money to the fire department would prefer to stay anonymous to the public, but if Council Members wanted to know who they were, he would tell them in private.

Public Works Director Zeb Carney reported on how they got the fire damage cleaned up so quickly. The remaining walls that were standing after the fire was extinguished were safety hazards, so they did an emergency demolition. Bennett Construction was able to get equipment to Carthage within 45 minutes the day after the fire to help knock down the rest of the buildings and keep debris from blowing into the streets. All of the debris will be loaded and hauled off.

City Administrator Greg Dagnan sent his report out in the council packet. He also reminded everyone about the State of the City event on November 4, he would like as department heads and council members to be present if possible. He also reported on the 5 year personnel plan that HR has been working on, he would like department heads to present their requests at their next department meetings. After that, the Insurance Audit and Claims, as well as, the Budget Committee will hear the requests.

The Committee on Claims filed a report in the amount of $3,298,758.21 against the following funds: General Revenue $127,296.36, Public Health $12,604.91, Lodging Tax $806.99, Public Safety $5,628.80, Parks/Stormwater $113,323.58, Fire Protection

$30,653.38, Golf $6,332.41, Myers Park $39,160.00, Public Facilities $10,750.50, Public Library $33,000.00, Payroll $219,201.28, and Carthage Water & Electric $2,700,000.00. Mrs. Harrison made a motion, seconded by Ms. Ensor, to accept the report and allow the claims. Motion carried.

Under old business, C. B. 22-42 – An Ordinance to amend Section 800 – Miscellaneous Policies of the Personnel Policy Manual of the City of Carthage by amending Subsection 806 – Remote Work Policy was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Blair, Cossey, Elliff, Ensor, Hardesty, Harrison, and Otero. The Council Bill was approved and numbered Ordinance 22-43.

Under new business, C. B. 22-43 -- An Ordinance to amend Chapter 6 Buildings and Building Regulations by adding Article X Public Art Policy was placed on first reading with no action taken.

Mr. Armstrong asked what the expectations of the art will be, and what the procedures will be. Ms. Otero stated that this policy gives the donors a more formalized path to get their artwork displayed. Mr. Armstrong asked about those who have already asked to put their artwork in the park. Ms. Otero stated they could either start at the beginning and go back to the committee, or it can be brought back to council and the council could analyze the artwork now that there is a policy. Ms. Otero also stated that outside art groups were consulted for input on the policy. Mr. Dagnan stated that the original artist who wants to donate artwork, must provide the City with written permission to display the artwork and 10% of the artworks value must be paid to the City for conservation of the art. Mayor Rife stated that the next step would be to bring back the tabled artwork and review it. Ms. Cossey thinks that Section 1 of the policy doesn't belong in the Code. It is too subjective and should not be codified.

C. B. 22-44 – An Ordinance authorizing the Mayor to execute a Real Estate Contract for the sale of land in the Myers Park Subdivision between the City of Carthage, Missouri and Faik Bilalli and Lumnije Bilalli in Carthage, Missouri 64836 was placed on first reading with no action taken.

C. B. 22-45 – An Ordinance to amend the City of Carthage, Missouri, Purchasing Manual that generally increases the limits of the policy and corrects other minor errors within the policy. Such amendment of the Purchasing Manual is as recommended by the Insurance Audit and Claims Committee was placed on first reading with no action taken.

Mr. Elliff made a motion, seconded by Mr. Armstrong, to approve Resolution 1985 – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to City Policy. Resolution 1985 was adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Blair, Cossey, Elliff, Ensor, Hardesty, Harrison, and Otero.

Mr. Armstrong made a motion, seconded by Ms. Otero, to approve Resolution 1986 – A Resolution of the City Council of the City of Carthage, Missouri supporting an application of the Boots Motel, A Missouri Non-Profit Corporation, for improvement and restoration of the Boots Motel. Resolution 1986 was adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Blair, Cossey, Elliff, Ensor, Hardesty, Harrison, and Otero.

During closing comments, Council Members extended their praise to all departments involved with the structure fire. Mr. Hardesty stated that he was happy he moved her 12 ½ years ago, Mr. Elliff thanked Julie Reams for putting on the Maple Leaf Festival, acknowledged Chief Hawkins and Huntley for their first big events as Chiefs, Mr. Dally stated that they boy scouts in attendance were getting a badge for attending the Council meeting and help them continue on to becoming an Eagle Scout, Ms. Ensor stated she was happy to see all the boy scouts in attendance, Mr. Armstrong thanked all of those in attendance, it isn't often that there is a full house.

Mr. Armstrong made a motion, seconded by Mr. Hardesty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:27 p.m.

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Dan Rife, Mayor

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Miranda Deal, City Clerk