



City of Carthage, Missouri

PUBLIC WORKS COMMITTEE

November 1, 2022 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of October 4, 2022 Minutes
- 3. Citizen Participation**
- 4. New Business**
 1. Lot Split at 318 Orner & 519 Oak (Combined)
- 5. Other Business**
 1. Discuss Community Revitalization Grant (Department of Economic Development)
- 6. Staff Reports**
 1. Zeb Carney
 2. Greg Dagnan
- 7. Adjournment**

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING

PUBLIC WORKS COMMITTEE

Public Works Department 623 E 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011

"America's Maple Leaf City"



10-04-2022 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Brandi Ensor, Robin Blair and Ed Hardesty.

Staff Members present: Zeb Carney, Public Works Director, Greg Dagnan, City Administrator and Julie Tilley, Public Works Administrative Coordinator.

Citizens: Abi Almandinger

Chairman David Armstrong called the Public Works Committee meeting to order at 5:30 p.m.

A motion was made by Brandi Ensor to accept the minutes from the August 2, 2022 Committee meeting. All ayes, motion passed.

New Business: There was no new business.

Staff Reports:

Zeb reported on the following:

- Case to Macon Stormwater project update. Zeb coordinated with RR a plan to continue stormwater concrete footing work up to the right of way of the RR Bridge. Cost for the work was \$13,353.19. City staff was notified and the work was completed. The total for the project as of this date is \$272,040.19.
- Sidewalk collapse into stormwater ditch adjacent to the same area – the sidewalk and bridge (box culvert) will need to be replaced. Jason with Zanevan Engineering has submitted a cost estimate to replace the box culvert to be \$160,000. After engineering fees and inspections, the total cost is projected to be \$190,000. Overall, the project continues to be under budget. Committee Chair asked for a motion to send the change order for the box culvert replacement to the Mayor. Ed Hardesty made a motion to send the change order for the box culvert replacement to the Mayor. All ayes, motion carried.
- RAISE Grant – Baker Blvd. widening / Application denied. Received notification that a de-briefing letter would be sent to city at a later date to discuss reasons for denial.
- River Street Bridge / Handrail damaged by a truck. Cost estimate to repair is \$4,000.
- Trash rate increase submitted by Republic Services. Increase (3%) is in alignment with contracted agreement.
- Staffing updates: Street Department has hired 2 new employees. The Department has also used Penmac for staffing with varying degree of success. The Public Works Department has hired a new Administrative Assistant, Rachel Sutherland.
- Maple Leaf Parade – met with Julie Reams and Josiah Bayless to discuss the parade and what is needed from the Street Department.
- Traffic Signal HH / Garrison – plan approval pending with MoDOT.
- Sidewalk TAP Grant Approval Awarded to the City – Fir Rd / Intermediate Center / Steadley School.

- Bridge / McGregor Street Funding Awarded to the City. The City portion is projected to be \$212,000. A feasible timeline for project implementation/completion is approximately 3 years.
- Governor Cost Share update – HH/GE Phelps.
- 5 year CIP for personnel – met with Michael Miller to discuss.
- Schreiber's new build – Certificate of Occupancy has been issued. Discussed a timeframe for Schreiber's final payment toward the completion of the Round-A-Bout.
- Garrison Road widening update. Milling and Asphalt operations are pending Blevins scheduling.
- Round-A-Bout / I49 Exchange – Property owner letters have been sent out by MoDOT.
- Met with Kurt Schulte to discuss a proposed MHDC Housing project for Lilac Court/Sheila Ann Drive. The proposal focuses on housing for veterans, the disabled and the elderly.
- Discussions with Go Carwash / located by Arvest Bank on south Grand.
- New Car Wash project located on Central – adjacent to the Casey's.
- Chestnut/Garrison Traffic Signal – issues with the Signal Controller.
- Vehicle purchasing for the Department is an ongoing issue.
- Street Sweeper is back.
- Garrison Street Bridge update – Jason, Zanevan Engineering, has submitted a grant for work needed. The grant is an 80/20 split.
- Jasper County has been awarded a grant to rebuild the west Oak Street Bridge.
- PZ Meeting update – Representatives from SHPO were in attendance and gave a brief presentation. A CAMP training date has been set for Thursday, November 10th.
- Met with MPR to discuss any concerns with city buildings. Items have been addressed.
- Elevator at Memorial Hall and PD – have issues that are in need of repair.
- Plan to start remodel of Mayor's Office after the first of December.
- 6th & Main parking lot is completed.

Greg reported on the following:

- Comprehensive Plan update – a draft has been sent out for edits to Department Heads, edits have been considered and a meeting is being set in place to discuss.
- Tasked Michael Miller to work on a 5 year Personnel Plan.
- Steadley Foundation submittal/application. Fund 3 firemen for 3 years.
- Health Fair is scheduled for Wednesday, October 5.

No further discussion by committee.

Ed Hardesty made a motion to adjourn the meeting at 6:05 p.m. All ayes, motion carried.

ADMINISTRATIVE SUBDIVISION APPLICATION

"America's Maple Leaf City"



Date: 10/11/2022

Filing Fee: \$200.00

Property Location: 318 Orner Street Carthage MO 64836

Name of Subdivision: _____

(if applicable)

☐ Re-Plat

☒ Lot Division:

☐ Lot Line Adjustment

☐ Lot Combination:

Other: _____

Existing Zoning Classification: _____

Property Owner's Name: Arnoldo Paxtor

417
Tele: 793-9289

Mailing Address: 513 Oak Street

City: Carthage

State: MO Zip: 64836

Email: paxtora70@gmail.com

Fax: _____

Applicant: Arnoldo Paxtor

417
Tele: 793-9289

Mailing Address: 513 Oak Street

City: Carthage

State: MO Zip: 64836

Email: _____

Fax: _____

Engineer's name: _____

Tele: _____

Mailing Address: _____

City: _____

State: _____

Zip: _____

Email: _____

Fax: _____

Surveyor's name: Stewart and Neece Land Surveying, Inc

417
Tele: 624-0311

Mailing Address: 1201 East 15th Street

City: Joplin

State: MO

Zip: 64804

Email: _____

Fax: _____

Public Works Department 623 E. 7th Carthage MO 64836 Tele: (417) 237-7010 Fax: (417) 237-7011 Email: pwd@carthagemo.gov

Legal Description:

Tract # 3
All of Lot Number One Hundred and Six (106)
in North Carthage Addition, now a part of the city
of Carthage, Jasper County, Missouri, Except the East
78.00 feet, being subject to all easements, right-of-ways,
and reservations of record.

The following shall be submitted with this application:

☐ Filing Fee: \$200.00

☐ **Re-Plat**

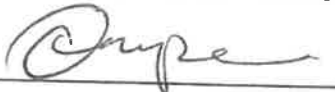
- ☐ Location of lots, streets and alleys
- ☐ Location of building lines on front and side streets
- ☐ Location of any right-of-ways and easements
- ☐ Location of any existing structures, fences, walls, etc.
- ☐ North indicator, date of preparation and written scale

☐ **Lot Split Survey (Lot Line Adjustment, Lot Division, Lot Combination)**

- ☐ Property boundaries of the existing site
- ☐ North indicator, date of preparation and written scale
- ☐ Parcel boundaries of proposed parcels to be created and the net area
- ☐ Location of existing streets and rights-of-way with all dimensions
- ☐ Location of existing structures, fences, walls, etc.
- ☐ Title search of parcel to be split

☐ Certificates required for the recording of the survey plat with the Jasper County Recorder's Office

☐ Any additional pertinent information as required by the staff, such as copies of current covenants, conditions and restrictions, in the case of land splits in recorded subdivisions.


Owner's Signature


Applicant's Signature

Return form to: Public Works Department

Office Use Only:	Date Received: <u>10/11/22</u>	Filing Fee: ☒ Yes
Date for City Staff Review: <u>10/11/22</u>	Public Works Committee Review Date: <u>10/11/22</u>	
City Council Dates: <u>11/8 - 12/22</u>		

ADMINISTRATIVE SUBDIVISION REVIEW PROCESS:

It is strongly recommended that all property owners considering an adjustment of a property line, or division of their property (lot split), to contact the Public Works Department staff, who will explain the review process, applicable requirements and standards, potential issues, and provide the necessary forms.

- Request Administrative Subdivision Application from Public Works Department
- Applicant completes application and returns it to the Public Works Department
- Public Works staff reviews the application and directs any concerns to the Applicant
- Once the applicant pays the filing fee a meeting of City Staff is called to review the application
- Administrative Subdivision request is placed on the next Public Works Committee Agenda
- Applicant is notified of the meeting date.
- Public Works Committee conducts meeting and votes on recommendation to City Council regarding approval or denial of request.
- Administrative Subdivision request is discussed at next regularly scheduled City Council meeting and a ruling is made.

Note: Public Works Committee meets on the first Tuesday of each month.

ADMINISTRATIVE SUBDIVISION APPLICATION

"America's Maple Leaf City"



Date: 10/11/2022

Filing Fee: \$200.00

Property Location: 519 Oak Street Carthage MO 64836

Name of Subdivision: _____
(if applicable)

☐

Re-Plat

☐

Lot Division:

☒

Lot Line Adjustment

☐

Lot Combination:

Other: _____

Existing Zoning Classification: _____

Property Owner's Name: Arnoldo Paxtor

Tele: 417 793-9289

Mailing Address: 513 Oak Street

City: Carthage

State: MO Zip: 64836

Email: paxtor70@gmail.com

Fax: _____

Applicant: Arnoldo Paxtor

Tele: 417 793-9289

Mailing Address: 513 Oak Street

City: Carthage MO 64836

State: MO Zip: 64836

Email: _____

Fax: _____

Engineer's name: _____

Tele: _____

Mailing Address: _____

City: _____

State: _____

Zip: _____

Email: _____

Fax: _____

Surveyor's name: Stewart and Neece Land Survey, Inc

Tele: 417 624-0311

Mailing Address: 1201 East 15th Street

City: Joplin

State: MO Zip: 64804

Email: _____

Fax: _____

Public Works Department 623 E. 7th Carthage MO 64836 Tele: (417) 237-7010 Fax: (417) 237-7011 Email: pwd@carthagemo.gov

Legal Description:

Trac # 2
All of the West 63.00 feet of Lot Number
One-Hundred and seven (107) and lot Number One-Hundred
and Eight (108) in North Carthage Addition, now a
part of the city of Carthage, Jasper County, Missouri,
being subject to all easements, right-of-ways, and reservations of record.

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- ☐ Location of building lines on front and side streets
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Office Use Only: Date Received: 10/11/22

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Date for City Staff Review: 10/11/22

Public Works Committee Review Date: 11/1/22

City Council Dates: 12-8-12/22

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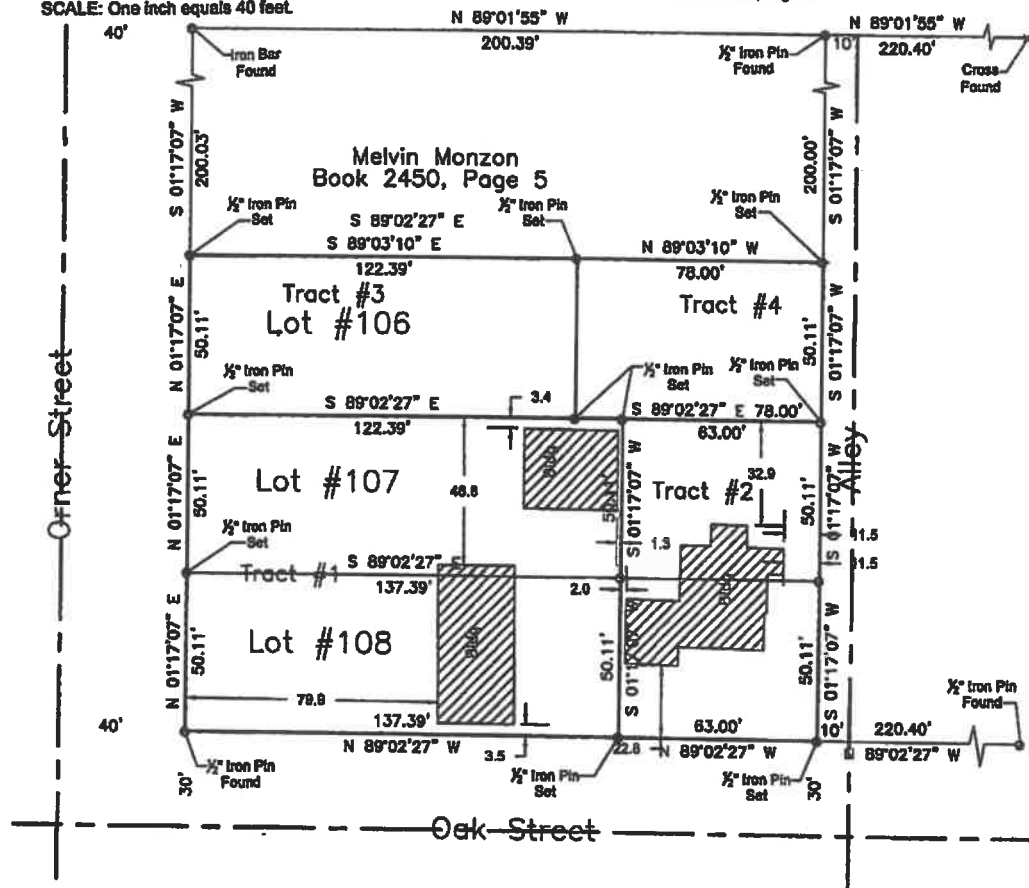
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SCALE: One inch equals 40 feet.

BASIS OF BEARINGS: The East line of Omer Street taken as N 01°17'07" E as per Missouri West NAD83 per MoDOT GPS Network.
 CLASS OF PROPERTY: (c) urban.
 SOURCE DEED: Doris Paxtor Book 2434, Page 210& Book 2427, Page 481 & Book 2430, Page 334



PROPERTY DESCRIPTION:

Tract #1

All of Lot Number One-hundred and Seven (107) and Lot Number One-hundred and Eight (108) in North Carthage Addition, now a part of the City of Carthage, Jasper County, Missouri, Except the East 63.00 feet, being subject to all easements, right-of-ways, and reservations of record.

Tract #2

All of the West 63.00 feet of Lot Number One-hundred and Seven (107) and Lot Number One-hundred and Eight (108) in North Carthage Addition, now a part of the City of Carthage, Jasper County, Missouri, being subject to all easements, right-of-ways, and reservations of record.

Tract #3

All of Lot Number One-hundred and Six (106) in North Carthage Addition, now a part of the City of Carthage, Jasper County, Missouri, Except the East 78.00 feet, being subject to all easements, right-of-ways, and reservations of record.

Tract #4

All of the East 78.00 feet of Lot Number One-hundred and Six (106) in North Carthage Addition, now a part of the City of Carthage, Jasper County, Missouri, being subject to all easements, right-of-ways, and reservations of record.



CERTIFICATE OF RECORDING:

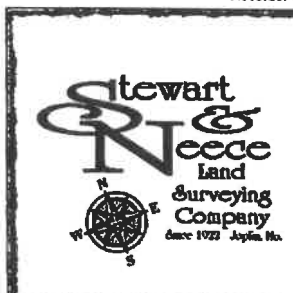
This document, Number _____ filed for record on _____, 20____, at _____ o'clock, M recorded _____, 20____, in Book _____ at Page _____.
 For Bill of Assurance, see Deed Record Book _____.

Recorder of Deeds

Date:

SURVEYOR'S CERTIFICATE:

I, Rodney C. Neece a Registered Land Surveyor of Joplin, Jasper County, Missouri, Do hereby certify that the field notes and attached plat are true and accurate description of the work performed and measurements taken; survey made in accordance with the Missouri Standards for Property Boundary Surveys of the Department of Agriculture, Division of Weights & Measures and Consumer Protection, and is not a warranty of title either expressed or implied. This declaration is made to the original owner and/or purchaser of the survey as of the date indicated in the title block. It is not transferable to additional institutions or subsequent owners and may not be used in connection with a survey "Survey Affidavit" or similar document, statement, or mechanism to obtain title insurance for any subsequent or future grantees, furthermore, this survey is not valid without the original signature and embossed seal.



STEWART AND NEECE LAND SURVEYING, INC.
 1201 East 16th Street, Joplin, Missouri 64504
 Phone: 417-624-0311 Fax: 417-624-0385

SURVEY FOR:

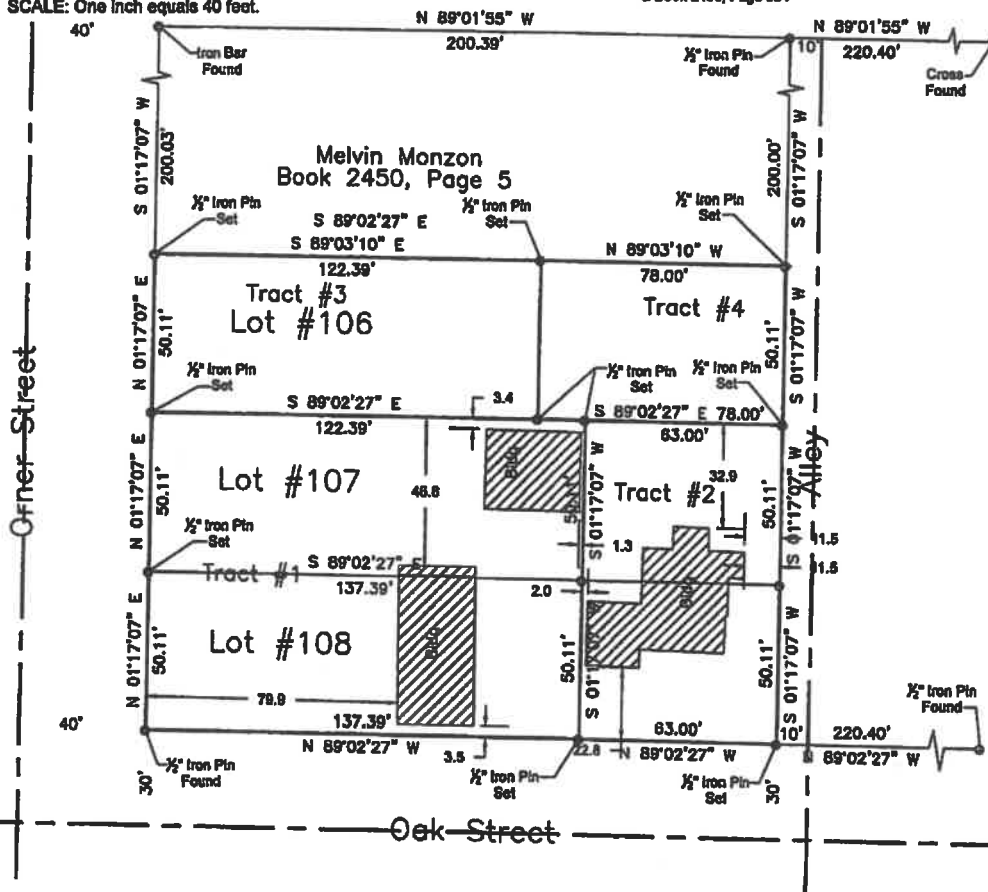
Doris Paxtor

DRAWN: Allgood	DATE: 9-9-22	ADDRESS: Omer & Oak Carthage Mo.
APPROVED: RCN/JB	S/ITR: 4-28-31	CERT OF AUTHORITY: LSC-2019012803
SCALE: 1"=40'	File Name: L107NC	



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For Bill of Assurance, see Deed Record Book _____
Page _____

Recorder of Deeds

Date:



STEWART AND NEECE LAND SURVEYING, INC.
1201 East 18th Street, Joplin, Missouri 64804
Phone: 417-824-0311 Fax: 417-824-0365

SURVEY FOR:

Doris Paxtor

DRAWN: Allgood	DATE: 9-9-22	ADDRESS: Omer & Oak Carthage Mo.
APPROVED: RCNJB	S/ITR: 4-28-31	CERT OF AUTHORITY: LSC-2019012803
SCALE: 1"=40'	File Name: L107NC	