1. Agenda

   Documents:

   CITY COUNCIL AGENDA 11 23 21.PDF

2. Minutes

   Documents:

   CITY COUNCIL MINUTES 11 23 21.PDF

3. Meeting Materials

   Documents:

   COUNCIL PACKET 11 23 21.PDF

COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, NOVEMBER 23, 2021
6:30 P.M. – COUNCIL CHAMBERS

1. Call to Order
2. Invocation
3. Pledge of Allegiance to Flag
4. Calling of the Roll
5. Reading and Consideration of Minutes of Previous Meeting
6. Presentations/Proclamations
    - Swearing in of Patrol Officer Kenedey Chaligoj
    - Recognition for years of service by retired Reserve Officer Mike Fox
7. Public Comments
   (Each person addressing the Council shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer any further questions by the Council or Chair)
8. Reports of Standing Committees
9. Reports from Special Committees and Board Liaisons
10. Report of the Mayor
11. Reports/Remarks of Councilmembers
    (Each Councilmember is limited to no more than two (2) minutes. The time may be extended by the Chair if deemed necessary. Once a Councilmember has had their say on a particular issue they are not permitted to once again speak on the issue unless permitted by the Chair)
12. Administrative Reports
13. Report of Claims Presented Against the City
14. Public Hearings
15. Old Business
    1. **C.B. 21-51** – An Ordinance to amend section 17-56 of the City of Carthage code by adding #22 Temporary Signs. (Planning, Zoning and Historic Preservation)
    2. **C.B. 21-52** - An Ordinance granting a Special Use Permit for the operation of a One (1) licensed operator beauty shop to be located at 1422 W. Macon, as requested by Lacey M. Hensley in the City of Carthage, Jasper County, Missouri. (Planning, Zoning and Historic Preservation)
    3. **C.B. 21-53** – An Ordinance authorizing the Mayor to enter into an agreement with Sprouls Construction for street and storm water improvements in the amount of $700,828.00, on Garrison Ave. between Airport Drive and the Garrison, Fairlawn Roundabout, in the City of Carthage. (Public Works)

4. **C.B. 21-54** – An Ordinance authorizing the Mayor to enter into a contract with the Threads, Inc. for Performance Management Software. (Insurance, Audit and Claims)

5. **C.B. 21-55** – An Ordinance to amend Section 9-2 of the Code of Carthage to establish voting district boundaries pursuant to the 2020 decennial census. (Staff)

6. **C.B. 21-56** – An Ordinance to amend Section 9-5 Candidates for office; filing, to comply with RSMo 115.127 by changing the filing period for office. (Insurance, Audit and Claims)

16. New Business

1. **C.B. 21-57** – An Ordinance to amend Section 500 – Leaves of the Personnel Policy Manual of the City of Carthage by adding section 511 Victim's Economic Safety and Security Act ("VESSA") Leave. (Insurance, Audit and Claims)

17. Mayor's Appointments

- Budget Committee
- Public Works Committee

18. Resolutions

1. **Resolution 1949** – A Resolution providing for the formal acceptance of an anonymous donation of $10,000 by the City Council of the City of Carthage, Missouri pursuant to City Policy. (Public Safety)
2. **Resolution 1950** – A Resolution of the City Council of the City of Carthage adopting the 2021 Master Plan for the Carthage Parks and Recreation Department (Our Town Our Time) for the City of Carthage, Missouri (The "Plan"). (Public Services)

19. Closing Comments

20. Executive Session

21. 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

MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
November 23, 2021

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

The following Council Members answered roll call: Ceri Otero, Alan Snow, Seth Thompson, Juan Topete, Robin Harrison, David Armstrong and Mike Daugherty. Council Members Craig Diggs and Ed Barlow were absent. Assistant City Administrator Greg Dagnan and City Attorney Nate Dally were also present. City Administrator Tom Short was absent.

The following Department Heads were present: Police Captain Bill Hawkins, Assistant Fire Chief Ryan Huntley and City Clerk Traci Cox.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve the minutes of the November 9, 2021 Council Meeting. Motion carried unanimously.

Police Captain Bill Hawkins honored Reserve Officer Mike Fox for his 29 years of service.

City Clerk Traci Cox administered the Oath of Office to Police Officer Kenedey Chaligoj.

During Citizen's Participation Period: Stephanie Howard, CVB Board Member, and Kim Balsinger, Interim CVB Director, discussed the status of the CVB and marketing campaigns over the previous year. Dick Horton presented an overview of the planning process and recommendations of the Parks Master Plan.

Mr. Snow reported the Budget Ways & Means Committee is between meetings with the next meeting scheduled for December 6.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. The VESSA Policy was approved and appears in C.B. 21-57.

Mr. Snow reported the Public Safety Committee met on November 15. Mr. Snow made a motion, seconded by Ms. Harrison, to allow officer assistance for runners crossing Fairview and the closure of Fairview from Grand to the east end of the CRM property on December 16 from 6:15 p.m. to 7:30 p.m. for the annual Run Through the Lights. Motion carried. Mr. Barlow made a motion, seconded by Ms. Harrison, to reserve designated food truck spots around the square for the Hometown Holiday Christmas event. Motion carried.

Mr. Topete reported that the Public Services Committee met on November 16. Recommendations of the Parks Master Plan were reviewed and discussed. Adoption of the Plan appears in Resolution 1950.

Mr. Armstrong reported the Public Works Committee is between meetings with the next meeting scheduled for December 7.

Special Committee and Board Liaison reports were given by Ms. Otero for the Carthage Humane Society, Mr. Snow for Carthage Water & Electric, Mr. Armstrong for Powers Museum, and Mr. Thompson for Vision Carthage.

Mayor Rife reported on the purchase of the parking lot from the Baptist Church.

During reports of Council Members, Mr. Armstrong made a motion, seconded by Mr. Daugherty, to cancel the December 28 Council Meeting. Motion carried.

City Attorney Nate Dally reported the railroad company had challenged the testimony of Jason Eckhart.

Assistant Fire Chief Roger Williams reported on the purchase of the parking lot north of Fire Station No. 1.

Assistant City Administrator Greg Dagnan reported on the following: work by HR Coordinator Michael Miller, redistricting of wards, COLA increases, potential name change of Police and Fire Pension Fund, implementation of Threads, Inc. contract, policy for event insurance, GRO Committee revitalization, selection of Chamber Director, appraisal of Salvation Army Building, changes to the engineering contract, project funding for ARPA, budget process and use tax, potential land donation to the city, and McCune Brooks grant application submittal.

The Committee on Claims filed a report in the amount of $1,829,184.66 against the following funds: General Revenue $110,282.45, Public Health $4,429.00, Parks/Stormwater $2,665.00, Golf $2,945.60, Capital Improvements $265.00, Parks and Recreation $3.95, Payroll $208,593.66 and Water & Electric $1,500,000.00. Ms. Otero made a motion, seconded by Mr. Daugherty, to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-51 – An Ordinance to amend section 17-56 of the City of Carthage Code by adding #22 Temporary Signs was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-53.

C.B. 21-52 – An Ordinance granting a Special Use Permit for the operation of a One (1) licensed operator beauty shop to be located at 1422 W. Macon, as requested by Lacey M. Hensley in the City of Carthage, Jasper County, Missouri was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-54.

C.B. 21-53 – An Ordinance authorizing the Mayor to enter into an agreement with Sprouls Construction for street and storm water improvements in the amount of $700,828.00 on Garrison Ave. between Airport Drive and the Garrison, Fairlawn Roundabout, in the City of Carthage was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-55.

C.B. 21-54 – An Ordinance authorizing the Mayor to enter into a contract with The Threads, Inc., for Performance Management Software was placed on second reading followed by a roll call vote of yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-56.

C.B. 21-55 – An Ordinance to amend Section 9-3 of the Code of Carthage to establish voting district boundaries pursuant to the 2020 decennial census was placed on second reading. Mr. Armstrong made a motion, seconded by Mr. Daugherty, to amend C.B. 21-55 by changing Section 9-3 to Section 9-2. Motion carried.

C.B. 21-55 – An Ordinance to amend Section 9-2 of the Code of Carthage to establish voting district boundaries pursuant to the 2020 decennial census was placed on second reading as amended followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-57.

C.B. 21-56 – An Ordinance to amend Section 9-5 Candidates for office; filing, to comply with RSMo 115.127 by changing the filing period for office was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-58.

Under new business, C.B. 21-57 – An Ordinance to amend Section 500 – Leaves of the Personnel Policy Manual of the City of Carthage by adding subsection 511 Victim's Economic Safety and Security Act ("VESSA") Leave was placed on first reading with no action taken.

Mr. Armstrong made a motion, seconded by Mr. Topete, to approve the Mayor's appointment of Ceri Otero to the Budget Committee and Alan Snow to the Public Works Committee. Motion carried.

Mr. Daugherty made a motion, seconded by Mr. Armstrong, to approve Resolution 1949 – A Resolution providing for the formal acceptance of an anonymous donation of $10,000 by the City Council of the City of Carthage, Missouri pursuant to City Policy. Resolution 1949 was adopted by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve Resolution 1950 – A Resolution of the City Council of the City of Carthage adopting the 2021 Master Plan for the Carthage Parks and Recreation Department (Our Town Our Time) for the City of Carthage, Missouri (The "Plan"). Resolution 1950 was adopted by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Daugherty, Harrison, Otero, Snow, Thompson and Topete.

Closing Comments: Ms. Otero commented on the work put into the Parks Master Plan and Council Members extended holiday blessings.

Mr. Daugherty made a motion, seconded by Mr. Snow, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:45 p.m.

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Dan Rife, Mayor

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Traci Cox, City Clerk

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MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
November 9, 2021

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

The following Council Members answered roll call: Mike Daugherty, Ceri Otero, Craig Diggs, Alan Snow, Seth Thompson, Ed Barlow, Juan Topete, Robin Harrison, and David Armstrong. City Administrator Tom Short, Assistant City Administrator Greg Dagnan and City Attorney Nate Dally were also present.

The following Department Heads were present: Police Captain Bill Hawkins, Fire Chief Roger Williams, Public Works Director Zeb Carney, Parks & Recreation Director Mark Peterson and City Clerk Traci Cox.

Mr. Diggs made a motion, seconded by Mr. Snow, to approve the minutes of the October 26, 2021 Council Meeting. Motion carried unanimously.

Mr. Diggs made a motion, seconded by Mr. Snow, to approve the minutes of the November 1, 2021 Special Council Meeting. Motion carried unanimously

No citizens spoke during Citizen's Participation Period.

Mr. Snow reported the Budget Ways & Means Committee met on November 8 at 5:30 in Council Chambers. The budget adjustment Resolution was approved and forwarded to Council.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. A two-year contract for performance management software with Threads, Inc. was approved and appears in C.B. 21-54. Amendments to filing for office were also approved and appear in Council Bill 21-56. Redistricting of voter wards due to the 2020 census was discussed. Assistant City Administrator Dagnan is to look into the process before finalizing at the second reading.

Mr. Barlow reported that the Public Safety Committee is between meetings with the next meeting scheduled for November 15.

Mr. Topete reported that the Public Services Committee is between meetings with the next meeting scheduled for November 16.

Mr. Armstrong reported the Public Works Committee met on November 2. Parking lot improvements were discussed, and it was decided to tour the parking lots at the next meeting to look at costs and prioritize the needs.

Special Committee and Board Liaison reports were given by Mr. Barlow for the Planning, Zoning and Historic Preservation and Ms. Otero for the Carthage Humane Society.

Mayor Rife reported on his attendance at the Public Engagement meeting for the Parks Master Plan, a meeting of the Public Safety Hiring Committee, and an upcoming meeting with McCune Brooks Hospital Board regarding escrow funds. Mayor Rife read a letter of resignation from Ray West, Ward 2 Council Member. Mr. Barlow moved to accept Mr. West's resignation from the council with Mr. Daugherty seconding the motion. Motion carried.

During reports of Council Members, Mr. Armstrong thanked Mr. West for his public service. Mr. Topete commended the leaf pickup program.

City Attorney Nate Dally reported the deed had been updated for the transfer of Powers Museum to the school.

Fire Chief Roger Williams reported he will be retiring effective December 29.

Parks and Recreation Director Mark Peterson reported on the Public Engagement meeting for the Parks Master Plan.

Assistant City Administrator Greg Dagnan reported on meetings with Vision Carthage and CWEP to discuss parking lot improvements, his appointment to the Chamber Director Selection Committee, work to obtain a cost for the Salvation Army building, and working with the CVB to ensure future tourism grant funding.

City Administrator Tom Short reported on the following: a Zoom meeting with Baker Tilly regarding use of ARPA funds, a loan schedule from Baker Tilly for possible general obligation bonds or revenue bonds, Change Orders for Hazel and Garrison Street projects, sales tax revenues, financial statements, and the closing of city offices in observance of Veteran's Day.

The Committee on Claims filed a report in the amount of $663,696.36 against the following funds: General Revenue $105,011.30, Public Health $18,297.74, Parks/Stormwater $63,463.27, Golf $2,356.55, Capital Improvements $67,174.79, Myers Park $2,022.00, Public Facilities $1,764.00, Library $25,000.00, and Payroll $378,606.71. Ms. Otero made a motion, seconded by Mr. Armstrong to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-44 – An Ordinance authorizing the Mayor to execute an Agreement between the Missouri Highways and Transportation Commission and the City of Carthage, Missouri (Governor's Cost Share Agreement GOVCS0S) providing for transportation improvements to Hazel Street, from George Phelps Boulevard to Fir Road (Rte. HH), length of improvement is (approximately 1,483 feet) was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-47.

C.B. 21-46 -- An Ordinance authorizing the Mayor to enter into a contract with WEX Health, Inc. for COBRA Administrative Services was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-48.

C.B. 21-47 – An Ordinance to amend Section 21-144 of the Carthage Code, to Change the Reimbursement rate of sidewalk improvements was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-49.

C.B. 21-48 – An Ordinance changing Utility Cut Repair fees and establishing an after-hours inspection fee was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-50.

C.B. 21-49 – An Ordinance to amend Section 17-56 of the Carthage Code by adding #21 Solar Panels was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-51.

C.B. 21-50 – An Ordinance to amend Section 21-254 (e) (1), (2) and (3) of the Carthage Code to change the rates to move any building or structure in the City of Carthage was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete. The Council Bill was approved and numbered Ordinance 21-52.

Under new business, C.B. 21-51 – An Ordinance to amend section 17-56 of the City of Carthage Code by adding #22 Temporary Signs was placed on first reading with no action taken.

C.B. 21-52 – An Ordinance granting a Special Use Permit for the operation of a One (1) licensed operator beauty shop to be located at 1422 W. Macon, as requested by Lacey M. Hensley in the City of Carthage, Jasper County, Missouri was placed on first reading with no action taken.

C.B. 21-53 – An Ordinance authorizing the Mayor to enter into an agreement with Sprouls Construction for street and storm water improvements in the amount of $700,828.00 on Garrison Ave. between Airport Drive and the Garrison, Fairlawn Roundabout, in the City of Carthage was placed on first reading with no action taken.

C.B. 21-54 – An Ordinance authorizing the Mayor to enter into a contract with The Threads, Inc., for Performance Management Software was placed on first reading with no action taken.

C.B. 21-55 – An Ordinance to amend Section 9-3 of the Code of Carthage to establish voting district boundaries pursuant to the 2020 decennial census was placed on first reading with no action taken.

C.B. 21-56 – An Ordinance to amend Section 9-5 Candidates for office; filing, to comply with RSMo 115.127 by changing the filing period for office was placed on first reading with no action taken.

Mr. Daugherty made a motion, seconded by Mr. Armstrong, to approve Resolution 1946 – A Resolution of the Council of the City of Carthage, Missouri authorizing the approval of Change Order No. 1 for the Garrison Ave. Improvement Project and increasing the project budget by an amount not to exceed $349,563.00. Resolution 1946 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete.

Mr. Snow made a motion, seconded by Mr. Daugherty, to approve Resolution 1947 – A Resolution providing the authorization of amending the appropriation of funds from the Annual Operating and Capital Budget of the City of Carthage, Missouri for the Myers Park and Public Facilities Funds. Resolution 1947 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete.

Mr. Daugherty made a motion, seconded by Ms. Otero, to approve Resolution 1948 – A Resolution of the Council of the City of Carthage, Missouri authorizing the approval of Change Order No. 3 for the Governor's Cost Share (Hazel St. Improvement) Project and increasing the project budget by an amount not to exceed $126,214.00. Resolution 1948 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Harrison, Otero, Snow, Thompson and Topete.

Closing Comments: Mr. Diggs thanked Fire Chief Williams for his service, Mr. Snow congratulated the soccer and football teams for their accomplishments, and Mr. Topete and Ms. Harrison commended Mark Peterson for his handling of discussions at the Public Engagement meeting.

Mr. Armstrong made a motion, seconded by Mr. Daugherty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:20 p.m.

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Dan Rife, Mayor

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Traci Cox, City Clerk

PRESENTATIONS/ PROCLAMATIONS

OATH OF OFFICE

State of Missouri

County of Jasper

I, (state your name) solemnly swear, that I possess all the qualifications prescribed by law, that I will support the Constitution of the United States and of the State of Missouri, the provisions of the City Charter and Ordinances of the City of Carthage, and faithfully demean myself in office, and well and truly perform the duties of the office of Police Officer within and for said City, to the best of my skill and ability.

____

City Clerk

PUBLIC HEARINGS

OLD BUSINESS

COUNCIL BILL NO. __21-51____ **ORDINANCE NO. ________**

An Ordinance to amend Section 17-56 of the Carthage Code by adding #22 Temporary Signs.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: Section 17-56 of the Carthage Code is hereby amended by adding #22 Temporary Signs:

(22) The Public Works Department may approve temporary signage for commercial property in the Historic District. Temporary signage must comply with zoning regulations and be comparable with the surrounding signage. Temporary signage must be removed within 60 days unless approved by the Planning, Zoning and Historic Preservation Commission.

SECTION II: This Ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS __________ DAY OF ____________ 2021.

____

Dan Rife, Mayor

ATTEST:

____

Traci Cox, City Clerk

Sponsored by: Planning, Zoning and Historic Preservation Commission

COUNCIL BILL NO. 21-52 **ORDINANCE NO. ____________**

An Ordinance authorizing **a special use permit** for the operation of a One (1) licensed operator beauty shop to be located at 1422 W. Macon, as requested by Lacey M. Hensley in the City of Carthage, Jasper County, Missouri.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: A special use permit for the operation of a One (1) licensed operator beauty shop is hereby granted to Lacey M. Hensley to be located on real estate described as: **CARTHAGE HEIGHTS ADDITION LOT 30; commonly known as 1422 W. Macon, Carthage, MO**, with the following restrictions;

- Hours of operations from 7:00 a.m. to 7:00 p.m.
- No "advertising" signs allowed on property. A small Open sign near the entrance of the door is appropriate and a yard sign in the dimensions of a "Garage Sale".

SECTION II: Said special use permit is granted in accordance with Chapter 25-251 (16) of the Code of the City of Carthage.

SECTION III: This Ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS _______ DAY OF ____________________, 2021.

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Dan Rife, Mayor

ATTEST:

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Traci Cox, City Clerk

Sponsored by: Planning & Zoning Commission

COUNCIL BILL NO. 21-53 **ORDINANCE NO. ____________**

An Ordinance authorizing the Mayor to enter into an agreement with Sprouls Construction for street and storm water improvements in the amount of $700,828.00, on Garrison Ave. Between Airport Drive and the Garrison, Fairlawn Roundabout, in the City of Carthage, Missouri.

BE IT ORDAINED BY THE PEOPLE OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into an agreement with Sprouls Construction for street and storm water improvements on Garrison Ave. Between Airport Drive and the Garrison, Fairlawn Roundabout in the City of Carthage, Missouri, a copy of which agreement is attached hereto and incorporated herein as if set out in full.

SECTION II: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS ______ DAY OF ________________, 2021.

____
MAYOR

ATTEST:

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CITY CLERK

Sponsored by: Public Works Committee

AGREEMENT FORM 00500

THIS AGREEMENT, made this_____ day of_____________, 2021, by and between City of Carthage, Carthage, Missouri, hereinafter called "OWNER" and Sprouls Construction, Inc. doing business as (~~an individual), or (a partnership,~~) or (a corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the construction of Garrison Avenue Construction Stormwater & Widening Project, Carthage, Missouri.

2. The CONTRACTOR will furnish all of the materials, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS on the date stipulated in the NOTICE TO PROCEED and will complete the same within **120 calendar days or no later than December 1, 2022** unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.

4. The CONTRACTOR understands that the specifications governing the work contemplated are attached to this proposal.

5. The CONTRACTOR agrees to pay, without condition or recourse, as liquidated damages to the sum of Five Hundred and 00/100 dollars ($500.00) for each consecutive calendar day after the stated DATE OF COMPLETION or extension thereto that the CONTRACTOR shall be in default as provided in SECTION 15 OF THE General Conditions. CONTRACTOR further agrees to reimburse the subcontractors, suppliers, engineers, and other contractors of the OWNER for costs incurred and/or damages suffered by reason or reasons attributable to the CONTRACTOR'S failure to complete the CONTRACT by the completion date, or extensions thereof, as provided by section 15 of the General Conditions. Said liquidated damages and payments shall be withheld from the payments due the contractor. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of Seven Hundred Thousand Eight Hundred Twenty-Eight and 00/100 Dollars ($700,828.00).

6. The term "CONTRACT DOCUMENTS" means and includes the following:

(A) Invitation to Bid
(B) Instructions to Bidders
(C) Bid
(D) Bid Bond
(E) Agreement Form
(F) Notice of Award
(G) Notice to Proceed
(H) Performance Bond
(I) Payment bond
(J) General Conditions of Contract
(K) Supplementary Conditions
(L) Specifications prepared by Anderson Engineering, Inc. and dated September, 2021.
(M) Drawings prepared by Anderson Engineering, Inc. and dated September, 2021.
(N) Addenda

No. 1	dated Oct. 14	20 21
No. 2	dated Oct. 18	20 21
No. ______	dated ______	20__
No. ______	dated ______	20__
No. ______	dated ______	20__

7. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the Contract Documents.

8. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in three (3) copies each of which shall be deemed an original on the date first above written.

OWNER:

City of Carthage

(SEAL)____________________	By ____________________
Attest ____________________	Name Dan Rife (Please Type or Print)
Name Traci Cox	Title Mayor
Title City Clerk	

CONTRACTOR:

(SEAL)____________________	By ____________________
Attest ____________________	Name ____________________ (Please Type or Print)
Name____________________	Title ____________________

Change Order No. 1

Owner:	City of Carthage
Contractor:	Sprouls Construction, Inc.
Contract Date:	November 3, 2021

Project: Garrison Avenue Stormwater & Street Widening, Carthage, Missouri

Date: November 3, 2021

This change order is issued to authorize a change in the scope of contractual obligations and to revise the contract price in accordance thereof. The following items are hereby deducted or added to the contract:

Description and Reason for Change:

Items #5 - #7 Alternate pipe, per Carthage Street Specifications.

Item No.	Description	Unit	Original Units	Add or Deduct Units	Revised Total Units	Unit Price	Extended Total
5	15" RCP	LF	48	-48	0	$ 60.00	$ (2,880.00)
CO1-1	15" ADS PIPE	LF	0	48	48	$ 47.00	$ 2,256.00
6	24" RCP	LF	144	-144	0	$ 80.00	$ (11,520.00)
CO1-2	24" ADS PIPE	LF	0	144	144	$ 74.00	$ 10,656.00
7	36" RCP	LF	1655	-1615	40	$ 150.00	$ (242,250.00)
CO1-3	36" ADS PIPE	LF	0	1615	1615	$ 130.00	$ 209,950.00
						Total Amount	$ (33,788.00)

Original Contract Amount	$	700,828.00
Net Deduct, per Change Order No. 1	$	(33,788.00)
Revised Contract Amount, per Change Order No. 1	$	667,040.00

The terms of Settlement outlined above are hereby agreed to.

Accepted by Contractor:
Sprouls Construction, Inc.

By ______________________ Date: ______________
Dwight Sprouls

Accepted by Engineer:
Anderson Engineering, Inc.

By Jason Eckhart Date: 11/03/2021
Jason Eckhart, P.E.

Accepted by Owner:
City of Carthage

By ______________________ Date: ______________
Dan Rife, Mayor

COUNCIL BILL NO. 21-54 **ORDINANCE NO. _______**

An Ordinance authorizing the Mayor to enter into a contract with The Threads, Inc. for Performance Management Software.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a service agreement for Performance Management Software with The Threads, Inc., a copy of which is attached hereto and incorporated herein as if set out in full.

SECTION II: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS ________ DAY OF _______________, 2021.

____

DAN RIFE, MAYOR

ATTEST:

____

TRACI COX, CITY CLERK

Sponsored by: Insurance, Audit and Claims

CLIENT SUBSCRIPTION INFORMATION:

Client Name: City of Carthage Missouri	**Product Name:** Threads Culture Software 2 Year Subscription
Client Address: 326 Grant Street Carthage, MO 64836	**Subscription Term Start Date:** November 20, 2021 **Subscription Term End Date:** November 19, 2023
Client Billing Contact: Michael Miller m.miller@carthagemo.gov	**Subscription Effective Date:** November 20, 2021

This 2 Year Contract is governed by the Client Master Terms and Conditions last updated on November 15, 2019, which are incorporated by reference in this document.

PAYMENT TERMS:

Total Cost:	$12,022.56 USD for 2 Years based on 110 full-time positions and 41 part time positions; a 10% non-profit discount, and a 20% discount for a two year commitment (total savings of $4,675.44); position count adjusts at the Subscription Term End Date
Payment Terms:	Payment due on Subscription Term Start Date. Terms of Net 30 Days for wire transfer, ACH or check payments
Payment Frequency:	Every 2 Years on Subscription Term Start Date.
Subscription Term:	(2) Years. Notify Threads prior Subscription Term End Date to cancel or switch plans (Month-to-Month, Annual or 2 Year).

Recurring Cost is determined by the Client's Total Number of Positions at the time of the Monthly, Annual or 2 Year Subscription. Total Number of Positions is defined as all active employees, plus all to-be-hired-for positions ("Vacant Positions") on the Client's organization chart in the Threads Software. Payment is made up-front for the Subscription Term and the Recurring Cost is fixed for the duration of the Subscription Term.

SUBSCRIPTION PURCHASED:

Name	Description	Cost
Two Year	Threads Culture Software Subscription, including all available software features. A detailed description is included on page 2 of this contract.	$12,022.56 USD, every two years for (151) Total Number of Positions
Employee & Manager Training	(1) Session of Employee Training and (1) Session of Manager Training delivered via webinar	Included

AGREED TO AND EXECUTED BY AUTHORIZED REPRESENTATIVES OF THE PARTIES:

The Threads, Inc., d/b/a THREADS CULTURE	City of Carthage Missouri
By:	By:
Name (Printed): Benjamin Abbas	Name (Printed):
Title: Director of Finance & Operations	Title:
Date:	Date:

THREADS CULTURE SOFTWARE SUBSCRIPTION INCLUDES:

- **Performance Reviews / Appraisals:** Unlimited appraisals for all positions scored against your organization's core values criteria and the specific performance objectives for the employee's job title.
- **Culture Analytics:** View the health of the culture in any area of your organization with unlimited comparisons of appraisal scores by department or manager, plus for individuals over time.
- **Self / Peer / 360 Feedback.** Capture Peer, Self & 360 feedback in real-time throughout the year. Always stay current on what's happening inside your organization throughout the year, not just at review time.
- **Feedback Leaderboards.** Increase feedback participation with leaderboards showing feedback statistics and trends for Self, Peer & 360 feedback.
- **Feedback Requests.** Request Peer, Self & 360 feedback on demand during the year. Manage your feedback process with functionality to create, track and send reminders on feedback requests.
- **Check-In Reviews.** Provide short versions of the Threads review that give your team a quick way to check-in with their Manager on a periodic schedule throughout the year.
- **Goal Measurement.** What gets measured is what gets done. Enter goals for employees and/or job titles to ensure transparency in expectations and accountability in producing results.
- **Check-Ins & Documentation.** Store check-ins and on-going documentation within employee profiles to increase clarity and accuracy when populating reviews.
- **Job Descriptions.** Create, print and export current job descriptions for all job titles that include both performance and core values responsibilities.
- **Desktop & Mobile.** Provide your team with a seamless experience on desktop, tablets and phones, with complete software access from however they choose to login.
- **Threads Knowledge Base.** Complete access to the Threads Knowledge Base of performance criteria, core values rating criteria, interview questions and job description templates.
- **Hiring & Interviewing.** Increase your ability to find and hire people that fit your culture. Track applicants and rate candidates based on their ability to do the job and how well they fit with the core values of your organization. Hire candidates that are the best cultural fit.
- **Organization Chart.** Keep your organization chart up-to-date for your team. Drag and drop functionality makes it easy to update your organizational structure. User permissions and responsibilities update automatically.
- **Success Manager and Help Desk.** You will be assigned a dedicated member of the Threads team to assist with your set-up and on-going success with the software. Your team will have access to an online help center and be able to ask questions from live support with a response time under 24 hours.
- **Preferred Access to Training.** Threads software clients get preferred access for scheduling Employee and Manager training with Threads Culture trainers.

OFFER EXPIRATION DATE:

November 20, 2021

STANDARD PAYMENT TERMS:

Threads Culture offers multiple payment options for Clients.

PAYMENT BY ACH / WIRE TRANSFER:

To send payment via ACH or wire transfer include the following:

Beneficiary	Beneficiary Bank
Name: The Threads, Inc. **Address:** 6601 Development Drive Cedar Falls, IA 50613 USA **Bank Account Number:** 196474413495	**Bank Name:** US Bank, N.A. **ABA/Routing Number:** 073000545 **Address:** 425 Cedar St. Waterloo, IA 50701 USA **Swift Code:** USBKUS44IMT

PAYMENT BY CHECK:

To send payment by check, please send signed check to:

The Threads, Inc. d/b/a THREADS CULTURE
6601 Development Drive
Cedar Falls, IA 50613
USA

Client Master Terms and Conditions

These Client Master Terms and Conditions ("Terms") govern Your access to, and ongoing use of, the Threads Culture Offerings ("Offerings") specified in a Contract Form ("Contract") that incorporates these Terms by reference. The person that signs the Contract agrees to these Terms on behalf of his or her organization and represents that he or she has the authority to bind such entity and its affiliates to these Terms. "You" or "Your" refer to such entity and its affiliates and any of their respective agents, employees or other authorized user of the Offerings. If the person that signs the Contract that incorporates these Terms by reference does not have such authority, or if You do not agree with these Terms, You may not use the Offerings.

These Terms were last updated on November 15th, 2019. They are effective between You and The Threads, Inc. (d/b/a "Threads Culture" or "Threads") as of the date You execute the Contract.

You agree as follows:

1. **THREADS CULTURE OFFERINGS.** If and to the extent specified in a Contract Form, Threads Culture hereby grants You a worldwide, non-exclusive, non-transferable, non-assignable license to access and use the Threads Culture Offerings.

2. **FEES AND PAYMENTS.** You will pay to Threads Culture all of the fees specified in the Contract. The first payment will be due on the Subscription Term Start Date of the Contract, and each subsequent payment will be due as specified in that Contract. The fees are based on Your number of total positions, including both filled positions and to-be-hired positions ("Vacant") on Your organization chart in the Threads Culture Offerings on the Subscription Term Start Date or Renewal Date. The fees are fixed for one Subscription Term beginning on the Subscription Term Start Date but may be modified by Threads Culture thereafter by providing one month's prior written notice to You. All fees are net of any taxes You may be required to pay, or Threads Culture may be required to pay in connection with Your payment, in Your taxing jurisdiction. Payments are due in advance of the period for which they apply, except as otherwise expressly stated in the Contract. Unpaid amounts or errors may be billed in subsequent invoices. If You provide Threads Culture with credit card, debit card or bank account information, You authorize Threads Culture to use such payment information to automatically charge You on a recurring basis to collect all fees due under the Contract Form. You represent that You are authorized to incur charges against the payment card or account used to purchase the Offerings.

3. **TERM AND TERMINATION.** The term for which You are entitled to receive the Offerings shall be as set out in the applicable Contract for those Offerings ("Offerings Term"). Upon termination of the Contract or expiration of the Offerings Term thereof, Your access to the Offerings will be terminated. Upon expiration, the Offerings Term shall automatically renew for an additional Offerings Term of the same length unless either You provide Threads Culture (via email to billing@threadsculture.com), or Threads Culture provides You, notice of non-renewal at least 30 days prior to the end of the expiring Offerings Term. Additionally, Threads Culture may terminate or change some or all of the Offerings at any time for any or no reason without liability, effective immediately, by providing written notice to You.

4. **DEFAULTS.** Threads Culture may terminate these Terms or Contracts governed by these Terms, and all rights granted hereunder for cause upon ten (10) days notice if You materially breach these Terms, and fail to cure the breach within the ten-day notice period. A material breach includes, but it not limited to, failure to pay the applicable fees when due.

5. **MODIFICATIONS.** The licenses granted hereunder do not include the right to modify or create derivative works based upon the Offerings. You may not use the Offerings for any purpose that violates applicable law or regulation or that is not expressly authorized under these Terms and/or the Contract.

6. **ASSIGNMENT.** Neither party may assign or delegate any of its rights or obligations in the Contract, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld). The parties agree to provide the requisite consent to an assignment in conjunction with a sale of assets by either party, provided the sale is not to a competitor of the party asked to consent to the assignment. Subject to the foregoing, the Contract shall bind and inure to the benefit of the parties and their respective permitted assigns.

7. **CONFIDENTIALITY**. As used herein, "Confidential Information" means all confidential information disclosed by a party ("Disclosing Party") to the other party ("Receiving Party"), whether electronically, orally, or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Confidential Information of Threads Culture includes these Terms, the Contract and information provided as part of the Offerings. Your Confidential Information includes employee information and employee documents provided to Threads Culture to set-up and use the Offerings. Confidential Information does not include any information that (a) is or becomes generally known to the public without breach of any obligation owed to the Disclosing

Party, (b) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (c) is received from a third party without breach of any obligation owed to the Disclosing Party, or (d) was independently developed by the Receiving Party without reference to, or reliance upon, the Confidential Information of the Disclosing Party. Except as otherwise permitted in writing by the Disclosing Party, (i) the Receiving Party shall use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but in no event less than reasonable care) not to disclose or use any Confidential Information of the Disclosing Party for any purpose outside the scope of these Terms, and (ii) the Receiving Party shall limit access to Confidential Information of the Disclosing Party to those of its employees, contractors, and agents who need such access for purposes consistent with these Terms.

8. **INDEMNIFICATION.** You will indemnify, defend, and hold Threads Culture and its officers, directors, agents, insurers, sub-licensees, and employees harmless from and against any and all claims, actions, losses, damages, liabilities, costs and expenses (including but not limited to attorneys' fees and court costs) brought by a third party (collectively a "Third Party Claim") arising out of or in connection with (a) Your negligence or willful misconduct or the negligence or willful misconduct of an authorized user of the Offerings (b) use of the Offerings in a manner not authorized or contemplated by Contract (c) the materials provided by You in connection with Your use of the Offerings, (d) modifications to the Offerings not made by Threads (e) Your breach of this Contract or Your representations or warranties in this Contract (e) Your violation of applicable law, rule, or regulation. Threads Culture will notify You promptly of any Third Party Claim for which it seeks indemnification. Threads will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

9. **LIMITED WARRANTY AND WARRANTY DISCLAIMER**

(a) Threads warrants that at the time of delivery, the Offerings do not contain any virus or other malicious code that would cause the Offerings to become inoperable or incapable of being used in accordance with the Contract.

(b) The limited warranty set forth in Section 9(a) does not apply and becomes null and void if You breach any provision of Contract, or if You, or any authorized user, or any other person provided access to the Offerings by You or any authorized user, whether or not in violation of this Contract: (i) installs or uses the Offerings on or in connection with any hardware or Offerings not specified in the Contract or expressly authorized by Threads in writing; (ii) modifies or damages the Offerings; or (iii) misuses the Offerings, including any use of the Offerings other than as specified in the Documentation or expressly authorized by Threads in writing.

(c) If any of the Offerings fail to comply with the warranty in Section 8(a), and such failure is not excluded from warranty pursuant to Section 8(b), Subject to You promptly notifying Threads in writing of such failure, Threads shall, at its sole option, either: (i) repair or replace the Offerings, provided that You provide Threads with all information Threads reasonably requests to resolve the reported failure, including sufficient information to enable Threads to recreate such failure; or (ii) refund the Fees paid for such Offerings, subject to You ceasing all use of the Offerings. If Threads repairs or replaces the Offerings, the warranty will continue to run from the Effective Date and not from Your receipt of the repair or replacement.

(d) EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN SECTION 9(a), THE OFFERINGS AND DOCUMENTATION ARE PROVIDED "AS IS" AND THREADS HEREBY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. THREADS SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN SECTION 9(a), THREADS MAKES NO WARRANTY OF ANY KIND THAT THE OFFERINGS, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET YOUR OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY OTHER SYSTEM OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

10. **LIMITATION OF LIABILITY.** Except for infringement or misappropriation of Thread's intellectual property rights in the Offerings, in no event shall either party's aggregate liability to the other party, whether in contract, tort or under any other theory of liability, exceed the total amount paid by You to Threads under the applicable Contract in the 12 months preceding the incident.

11. **EXCLUSION OF CONSEQUENTIAL AND RELATED DAMAGES.** Except for infringement or misappropriation of Threads Culture's intellectual property rights in the Offerings, in no event shall either party have any liability to the other party for any lost profits, revenues, or indirect, special, incidental, consequential, cover or punitive damages, whether an action is in contract or tort and regardless of the theory of liability, even if a party has been advised of the possibility of such damages. The foregoing disclaimer will not apply to the extent prohibited by law.

12. **ENTIRE AGREEMENT.** These Terms and each Contract Form contain the entire agreement of the parties with respect to the Offerings specified in each Contract Form, and there are no other promises or conditions in any other agreements, whether written or

oral. These Terms supersede any prior written or oral agreements between the parties with respect to those Offerings specified in each Contract Form referencing these Terms.

13. **AMENDMENT.** The Contract may be modified or amended, if the amendment is made in writing and is signed by both parties except that Threads shall have the right to unilaterally amend the Contract to provide for changes in the offering.

14. **SEVERABILITY.** If any provision of these Terms, or any Contract Form, shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of these Terms or any Contract Form is invalid or unenforceable, but that by limiting such provision it would become valid or enforceable, but that by limiting such provision it would become valid or enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

15. **NOTICE.** The address of each party as set forth in the Contract Form shall be the appropriate address for the mailing of notices, checks, and statements, if any. All notices shall be sent certified or registered mail and shall not be deemed received or effective unless and until actually received. Either party may change its mailing address by written notice to the other.

16. **WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of these Terms shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of these Terms.

17. **APPLICABLE LAW.** These Terms shall be governed by the laws of the State of Iowa.

COUNCIL BILL NO. 21-55 **ORDINANCE NO.___________**

An Ordinance to amend Section 9-2 of the Code of Carthage to establish voting district boundaries pursuant to the 2020 decennial census.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: Section 9-3 of the Code of Carthage is hereby repealed and the following enacted in lieu thereof:

Sec. 9-3 Precincts.

Each of the wards of the City shall be divided into voting precincts as follows:

(1) First Ward.

The boundary line between precinct one (1) and precinct two (2) of the first ward shall begin at the …

(2) Second Ward.

The boundary line between precinct one (1) and precinct two (2) of the second ward shall begin at the …

(3) Third Ward.

The boundary line between precinct one (1) and precinct two (2) of the third ward shall begin at the …

(4) Fourth Ward.

The boundary line between precinct one (1) and precinct two (2) of the fourth ward shall begin at the …

(5) Fifth Ward.

The boundary line between precinct one (1) and precinct two (2) of the firth ward shall begin at the …

SECTION II: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS ________ DAY OF ____________, 2021.

____
Dan Rife, Mayor

ATTEST:

____
Traci Cox, City Clerk

Sponsored by: Staff

COUNCIL BILL NO. 21-56 **ORDINANCE NO. ____________**

An Ordinance to amend Section 9-5 Candidates for office; filing, to comply with RSMo 115.127 by changing the filing period for office.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: Section 9-5 shall be amended to read as follows:

Sec 9-5 Candidates for office; filing.

(a) All elections held for offices of the city shall be held without designation of party affiliation.

(b) Each declaration of candidacy filed with the city clerk shall be accompanied by the payment of the fee of twenty-five dollars ($25.00) to the city or by submitting to the city clerk the signatures of twenty-five (25) registered voters nominating the candidate who are residents of the district in which the candidate is running.

(c) Those persons wishing to be candidates for office in the city, shall register and file all necessary documentation, in a timely manner as outline in the general election laws of the state of Missouri.

SECTION II: This Ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS ____ DAY OF ______________________, 2021.

____

MAYOR

ATTEST:

____

CITY CLERK

Sponsored by: Insurance, Audit and Claims

NEW BUSINESS

COUNCIL BILL NO. 21-57 **ORDINANCE NO.____**

An Ordinance to amend Section 500 - Leaves of the Personnel Policy Manual of the City of Carthage by adding subsection 511 Victim's Economic Safety and Security Act ("VESSA") Leave.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: Section **500 - Leaves** of the Personnel Policy Manual is hereby amended by adding subsection 511 Victim's Economic Safety and Security Act ("VESSA") Leave.

511. Victim's Economic Safety and Security Act ("VESSA") Leave:

Employees who are the victims of domestic or sexual violence or who have a family or household member who is a victim of domestic or sexual violence may take VESSA Leave to address such violence by:

1. Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic or sexual violence to the employee or the employee's family or household member;

2. Obtaining services from a victim services organization for the employee or the employee's family or household member;

3. Obtaining psychological or other counseling for the employee or the employee's family or household member; and

4. Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic or sexual violence or to ensure economic security; or

5. Seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic or sexual violence.

The following policies and requirements shall apply to VESSA Leave:

1. The City shall provide two workweeks of unpaid or paid (sick, vacation, and personal) leave per year to eligible employees. Workweek shall mean an individual employee's standard workweek.

2. VESSA Leave can be taken intermittently or on a reduced work schedule. However, VESSA Leave will not be provided if the employee has already used all leave allowed under the federal Family and Medical Leave Act.

3. Employees must give 48 hours of advanced notice of their intent to take VESSA Leave.

4. In the event of an unscheduled absence, the City will not take any action against the employee if the employee provides certification within a reasonable time evidencing that their absence qualifies for VESSA Leave.

5. Eligible employees shall provide satisfactory and reasonable certification that their use of VESSA Leave complies with this policy. Employees may satisfy the certification requirement with a sworn statement from the employee and the following:

   A. Documentation from an employee, agent, or volunteer of a victim services organization, an attorney, a member of the clergy, or a medical or other professional from whom the employee or the employee's family or household member has sought assistance in addressing domestic violence or sexual violence and the effects of such violence;

   B. A police or court record; or

   C. Other corroborating evidence

   D. All information provided to the City related to VESSA Leave, including a statement

   E. of the employee or any other documentation, record, or corroborating evidence, and the fact that the employee has requested or obtained leave pursuant to this policy, shall be retained in the strictest confidence by the City, except to the extent that disclosure is requested or consented to in writing by the employee or otherwise required by applicable federal or state law.

6. Upon returning from VESSA Leave, employees will be returned to the same or equivalent employment position.

7. Eligible employees may request a "reasonable safety accommodation" from the City. Such a request shall be provided to the City and signed by the employee or by an individual acting on the employee's behalf, certifying that the reasonable safety accommodation is for a purpose authorized under § 285.625 RSMo. to § 285.670 RSMo.

8. The City will continue healthcare coverage of the employee during their use of VESSA Leave on the same basis as if the employee had been actively at work. During the periods of VESSA Leave, the employee may maintain their existing group health insurance with the City provided that the employee's premiums are paid in advance. The City will provide notice to the employee whenever they are 15 days behind in payment of the required premiums. An employee's continued failure to make payments shall result in termination of their coverage once the premium is overdue by 30 days.

9. This policy shall be subject to and interpreted according to the provisions of § 285.630 RSMo.

SECTION II: This Ordinance shall take effect and be in force effective from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF __________, 2021.

____
Dan Rife, Mayor

ATTEST:

____
Traci Cox, City Clerk

Sponsored by: Insurance, Audit and Claims

MAYOR'S APPOINTMENTS

Mayor's Appointments

November 2021

Budget Ways & Means

NAME	PHONE	ADDRESS
Ceri Otero	438-5395	1149 S.Main

Public Works

NAME	PHONE	ADDRESS
Alan Snow	793-7234	1110 Euclid Blvd.

RESOLUTIONS

RESOLUTION NO. 1949

A RESOLUTION PROVIDING FOR THE FORMAL ACCEPTANCE OF AN ANONYMOUS DONATION OF $10,000 BY THE CITY COUNCIL OF THE CITY OF CARTHAGE, MISSOURI PURSUANT TO CITY POLICY.

WHEREAS, periodically, private individuals and agencies would like to make donations and grants to the City of Carthage for general or specific purposes; and

WHEREAS, the City has adopted a policy to formalize the conditions and procedures to be followed by the City in accepting said donations and grants, and to assist the City Council in evaluating the impact of proposed donations and grants on the resources of the City of Carthage; and

WHEREAS, This policy also establishes guidelines that ensure donations occur at "arm's length" distance from any City decision-making process, and provide criteria and processes for the acceptance of donations; and

WHEREAS, City Staff ensured that there were no potential conflicts of interest regarding this donation, and protected the anonymity as much as legally possible provided by law for legitimate reasons; and ensured that the donor does not expect anything in return and there are no conditions attached to the donation; and

WHEREAS, the Public Safety Committee met and discussed concerns regarding transparency etc., including knowledge of the donation source, and any interest, the donor had in city business, and recommended acceptance of the donation at their November 15, 2021 meeting; and

WHEREAS, The City Administrator has prepared and submitted a report evaluating the impact of the proposed donation or grant on the resources of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, THE MAYOR CONCURRING HEREIN, AS FOLLOWS:

That the City hereby accepts a donation in the amount of ten thousand dollars and no cents ($10,000.00) from an anonymous donor for use in the Carthage Police Department. The donor did not place any restrictions on the specific use of the funds. A budget adjustment will be prepared when necessary to authorize the appropriation of these funds.

PASSED AND APPROVED THIS __________ DAY OF ____________, 2021.

____

Dan Rife, Mayor

ATTEST:

____

Traci Cox, City Clerk

Sponsor: Public Safety Committee

CITY ADMINISTRATOR DONATION REPORT:

The City Administrator shall prepare a report evaluating the impact of all proposed donations or grants on the resources of the City. This report must include both the immediate costs of placing said donation into service or program into action and the costs required to maintain or continue the program in future budget years. Such costs may include analysis of annual personnel, repair and maintenance and equipment expenditures and any future capital improvements required by the donation. The report must be submitted to Council at the same time acceptance of the donation or grant is to be considered. If additional operating costs are associated with the acceptance of the donation, the Council shall identify the source of revenues to defray the additional costs at the time of acceptance.

There will be no adverse impact of acceptance of the cash contributions. The Budget Ways & Means Committee will meet to determine a recommendation on the appropriation of these funds. It is recommended that the funds be placed in the Public Safety Fund budget pending Budget Ways & Means Committee recommendations for City Council action regarding appropriations of said funds.

RESOLUTION NO. 1950

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARTHAGE ADOPTING THE 2021 MASTER PLAN FOR THE CARTHAGE PARKS AND RECREATION DEPARTMENT (OUR TOWN OUR TIME) FOR THE CITY OF CARTHAGE, MISSOURI (THE "PLAN").

WHEREAS, The 2021 Parks & Recreation Master Plan has been written to provide clarity and direction for parks, trails, programs, facilities, partnerships, pricing, level of service, and a community leadership role that the Department of Parks & Recreation will pursue for a period of the next ten years; and

WHEREAS, the expected outcome following the adoption of this Master Plan by the City Council is that there will be a culture change that moves the Department from its historical community role to one that assumes an active leadership role with strong community support, thriving partnerships, and funding that will allow for the implementation of projects that are detailed in the report to be completed, and

WHEREAS, the City's Consultant in developing the 2021 Master Plan, has solicited input from stakeholders, citizens-at-large, and organized special interest groups regarding the overall direction for the City's Parks & Recreation Department, and

WHEREAS, there was an expressed desire for change to operations related to the Parks & Recreation Department, and

WHEREAS, changes of note were: creating a new culture that allows the Department to take a more active role in community development by intentionally leveraging its resources and partnerships to increase community pride and spur economic growth; capitalizing on the current level of support from community leaders to identify dedicated funding sources from within the city structure and outside sources of funding from grants, donations, foundations, and earned income to significantly elevate the level of service from what it has been to what it needs to be as detailed in the report; revisiting existing partnerships for the purpose of implementing a new contractual approach that results in each party contributing their fair share for the resources that are needed to host successful activities and events in Carthage, and

WHEREAS, the Consultant, Parks & Recreation Department and the Public Services Committee has studied the Plan of the City, surveyed conditions throughout the community, conducted multiple public meetings, held public forums to increase public awareness of the City's planning effort, conducted a statistically valid survey of the citizens of the City on issues related to the development of the City regarding Parks & Recreation services, and received public input from the community in developing the Master Plan for the Carthage Parks & Recreation Department; and

WHEREAS, a report was prepared of those efforts, which presented the Consultant's findings by identifying community issues, defining growth trends and projections, establishing levels of service being provided to existing development and projects and projecting future needs based on growth projections; and

WHEREAS, the purpose of the Plan is to arrive at clearly articulated preferred alternatives that will implement the Plan's policies with respect to these fundamental issues; and

WHEREAS, the Plan is an important mechanism for the preservation and acquisition of City assets, the timely provision of public facilities and services, and the adoption of equitable funding mechanisms to pay for the public costs that new growth brings to bear on the community;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, THE MAYOR CONCURRING HEREIN, AS FOLLOWS:

SECTION I: The 2021Master Plan for the Carthage Parks & Recreation Department (Our Town Our Time) for the City of Carthage, Missouri (The "Plan"), a true copy of which is attached hereto and incorporated herein as if set out in full, is hereby officially adopted.

SECTION II: An electronic copy of the Plan shall also be made available in the office of the Parks & Recreation Director and at the City Clerk's office for public inspection during normal office hours.

SECTION III: The 2021Master Plan for the Carthage Parks & Recreation Department (Our Town Our Time) for the City of Carthage, Missouri (The "Plan"), shall not commit the City of Carthage to specific funding levels or implementation strategies, but shall provide a vision for Carthage's Parks & Recreation system, and direction for achieving desired levels of Parks & Recreation services.

PASSED AND APPROVED THIS __________ DAY OF ____________, 2021.

____

Dan Rife, Mayor

ATTEST:

____

Traci Cox, City Clerk

Sponsored by Public Services Committee

MINUTES STANDING COMMITTEES

BUDGET WAYS & MEANS COMMITTEE
MONDAY, NOVEMBER 8, 2021 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Ed Barlow and Juan Topete. Ray West was absent.

OTHER COUNCIL MEMBERS PRESENT: Ceri Otero, David Armstrong, and Craig Diggs

OTHERS STAFF PRESENT: City Administrator Tom Short, Assistant City Administrator Greg Dagnan and City Clerk Traci Cox

Mr. Snow called the meeting to order at 5:30 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting:**

   Mr. Topete made a motion to approve the minutes for the previous Budget Meeting. Motion carried 3-0.

2. **Consider and discuss a Resolution Amending the 2021 – 2022 Annual Operating and Capital Budget for the City of Carthage.**

   Mr. Short discussed the Hazel Street Improvement Project and the Garrison Avenue Construction Project which necessitated a budget adjustment. Mr. Topete moved to forward the budget adjustment Resolution to council for approval. Motion carried.

NEW BUSINESS:

1. **Staff Reports.**

   Mr. Short reported on sales tax revenues, financial reports, discussions with Baker Tilly regarding revenue bonds and general obligations bonds for Garrison Street bridge improvements and Baker Street improvements and a Zoom meeting with Baker Tilly regarding use of ARPA funds.

2. **Other Business.**

ADJOURNMENT: The meeting adjourned at 5:56 PM on motion by Mr. Topete.

Respectfully submitted,
Traci Cox

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, NOVEMBER 09, 2021
5:00 p.m.

COMMITTEE MEMBERS PRESENT: Ceri Otero, David Armstrong and Robin Harrison.

OTHER COUNCIL MEMBERS: Mayor Dan Rife and Council Member Ed Barlow.

STAFF PRESENT: Assistant City Administrator Greg Dagnan, City Clerk Traci Cox

Chair Ceri Otero called the meeting to order at 5:00 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting**: On a motion by Ms. Harrison, the minutes of the October 26, 2021 meeting were approved 3-0.

2. **Review and approval of the Claims Report**: The Committee discussed items regarding the Claims Report. Ms. Harrison moved to approve the claims. Motion carried 3-0.

   Mr. Diggs arrived at 5:03 p.m.

NEW BUSINESS:

1. **Consider and discuss contract with The Threads, Inc. for Performance Management Software:** HR Coordinator Michael Miller discussed the discount associated with a two-year contract with Threads. Mr. Armstrong moved to approve the two-year contract and forward to Council. Motion carried. 4-0

2. **Consider and Discuss Amending Section 9-5 Candidates for office, filing:** Ms. Cox reported the state had changed the filing dates for the April election. The Code needs changed to reflect the new filing dates. Mr. Diggs moved to forward the Council Bill for approval. Motion carried.

3. **Staff Reports:** Committee members discussed C.B. 21-55 which establishes new voting district boundaries due to the 2020 census. The redistricting needs to be completed prior to the first day of filing for the April 2022 election which is December 7. Assistant Administrator Dagnan is to look into the process before finalizing at the second reading.

4. **Other Reports: None**

ADJOURNMENT: Ms. Harrison made a motion to adjourn at 5:22 PM. Motion carried 4-0.

Traci Cox

City of Carthage

Public Safety Committee – Minutes

Meeting Date November 15, 2021

Meeting Location: City Hall- Council Chambers

Call to Order: Chairman Barlow

Time Called to Order: 5:30pm

Attendance:
Chairman Barlow, Councilman Harrison, Councilman Thompson, Councilman Snow, Captain Hawkins, Chief Williams, Greg Dagnan, Deputy Chief Huntley, Abi Almandinger, Chanti Beckham

OLD BUSINESS

1. Councilman Harrison made the motion to accept the minutes from the previous meeting as written. Motion passed.

CITIZEN PARTICIPATION

1. Chanti Beckhham discussed the 2021 Run Through the Lights. The runners will be running through the CRM on Thursday December 16th at around 6:15pm to 7:30pm. Runners will be starting at the Church of Nazarene just to the south of the lights (CRM), cross the street and run through the lights display. Some runners will continue onto the Square and back making it a 5K run. Beckham would like a patrol car to block traffic while runners cross Fairview for traffic control. This is the same as previous years. Councilman Snow made the motion to approve the 2021 Run Through the Lights event on Thursday December 16th with officer assistance to cross Fairview and the closure of Fairview from Grand to east of CRM grounds at 6:15pm to 7:30. Motion passed.
2. Abi Almandinger discussed blocking parking spots on the Square for Hometown Holiday Christmas. These spots would be reserved by Vision Carthage for specific food trucks. These specific trucks will be at these locations for the duration of the Hometown Holiday Christmas event. The Carthage Police Department will be advised which food truck will be assigned to be in the specific spots. Signs will be made to notify citizens that the specific spot are reserved. Councilman Harrison made a motion to block spots on the square for specific food trucks for the Hometown Holiday Christmas event.
3. There was no further discussion on street closures from Abi Almandinger. No motion was made.

NEW BUSINESS

1. Bill Hawkins spoke with the committee on the annual anonymous donation. The CPD received a check for $10,000 from an anonymous donor. This is an annual donation that the CPD gets to use for unbudgeted items or what the CPD wants/feels necessary. It is not affiliated with the CPD budget. Councilman Snow made a motion to accept the annual donation for $10,000. Motion passed.

2. Staff Reports:

   - Fire Department

     - Chief Williams spoke with the committee about the passing of Baxter Springs firefighter who died in the line of duty. The CFD will be helping with the standing of the guard till he is laid to rest. The CFD will try to get a truck to the procession.
     - Chief Williams spoke with the committee about getting the Baptist Church lot purchased this week.
     - Chief Williams spoke with Danny Ross about the land at Station 2
     - Chief Williams retirement and station update

   - Police Department

     - Captain Hawkins gave committee an update on upcoming promotions. Woody will be promoted to Assistant Chief, Dininger to Patrol Lt., Pennell to Training Lt., Wolf to Administrative Sgt., and testing for Sgt. for day shift supervisor.
     - Captain Hawkins spoke briefly about the December 9th hearing for dog complaint. It is ongoing.
     - The officer who had left the CPD in violation of his contract has paid his debt.
     - CPD would like to recognized a reserved officer for his service

   - Greg Dagnan

     - Reported on a meeting with Public Works and CWEP to plan for parking lot improvements at 6th/Main.
     - Spoke on inflation rate and raises. Plan for this will be put in place soon.
     - No new news on CVB.
     - Salvation Army building remodel is $750,000

Councilman Harrison made a motion to adjourn. Motion passed.

Next Meeting Date: December 20, 2021
Next Meeting Location: City Hall Council Chambers

Persons with disabilities who need special assistance – please contact the Fire Department at 417-237-7100, or the Police Department at 417-237-7200 at least 24 hours prior to the meeting.

PUBLIC SERVICES COMMITTEE

November 16, 2021
City Hall Council Chambers
5:30 pm

Public Services Committee Members Present; Ceri Otero, Seth Thompson, Juan Topete

Members Absent: Mike Daugherty

Staff Present: Mark Peterson, Kailey Lambeth, Tom Short

Non-Members: Bren Flannigan, John Hacker

Meeting was called to order at 5:30 pm.

Old Business:

1. Consider and approve minutes from the previous meeting.
   Seth Thompson made a motion to approve October minutes.
   Motion Passed.

NEW BUSINESS:

1. **Consider and Discuss Carthage Parks & Recreation Comprehensive Master Plan "Our Town Our Time." Dick Horton will provide a presentation of core components.**

   Mark Peterson and Dick Horton presented concept designs and highlights of the Master Plan. Mr. Peterson started the discussion with an opening statement. "Need for a Vision for the future – Shortly after my appointment as Director of Parks and Recreation, I came to realize from my interactions with community leaders, organized users of the park system, our elected officials and city administration, that there was a need for an in-depth analysis of the system and its future potential. That realization was shared by others and led to the creation of a Comprehensive Park and Recreation Master Plan."
   Mr. Peterson and Mr. Horton elaborated on the following core components of the Master Plan.

Data Collection

1. Summary of Historical Documents
2. Public Engagement
3. Demographics and Psychographics
4. Citizen Survey
5. Park system assessment
6. Maintenance assessment
7. Recreation Program assessment

8. Organizational assessment

Data Analysis

1. Mapping
   a. Park System Mapping by Park Type
   b. Trail and Bike Connectivity Options
2. Park Design concepts
3. Partnership Assessment
4. Trends
5. Benchmarking
6. Pricing

Recommendations

Project Recommendations – Category 1
To Take Care of What We Have.

Park Upgrades
Deferred Maintenance

Project Recommendations – Category 2
To expand what we have

Looped Trails
Implement Design Concepts for Kellogg, Carter, Municipal, and Central Parks

Project Recommendations – Category 3
To fund a new trend or vision.

Land acquisition in the southern part of the community

The presentation and discussion was high level overview of these topics.

Mr. Peterson shared thoughts and ideas on how to move forward implementing recommendations. Mr. Peterson has completed an application to McCune Brooks Regional Hospital trust for $5,500,000. If this grant is awarded it would go towards implementing all of category one recommendations and the Central park concept design in category 2 recommendations. Securing the means to implement recommendations is the next phase. Mr. Peterson will be working with local opportunities, state and national grant opportunities and dedicated City of Carthage Park Stormwater Sales Tax, Use Tax and other capital resources through the traditional budget process.

Cero Otero made a motion to forward the Comprehensive Parks & Recreation Master Plan "Our Town Our Time," to the full council for adoption by resolution.
Motion Passed.

Staff Reports

This meeting was dedicated to the presentation and discussion of the Parks & Recreation Master Plan. No staff reports were given.

Meeting adjourned at 6:52 pm.

MINUTES SPECIAL COMMITTEES AND BOARDS

Draft Copy of Minutes Subject to Approval at The Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 1 November 2021

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Mark Elliff, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Jim Hunter, and Harry Rogers. Non-Voting Members include Mayor Dan Rife, City Administrator Tom Short and Council Member Liaison Ed Barlow. Staff includes Public Works Director Zeb Carney. There is currently one vacancy on the board.

The November meeting was held in City Council Chambers.

Commission Members Present: Mark Elliff, Abi Almandinger, Jim Swatsenbarg, Jim Hunter, Zeb Carney, Ed Barlow, and Harry Rogers.

Also, present: Julie Tilley, Greg Dagnan, David Armstrong, Alan Snow, Lacey Hensley, Kim Plew and Bren Flanigan.

A quorum was present.

Chairman Mark Elliff called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the October 4, 2021, meeting. Minutes were available for review in the packet prior to the meeting. A motion to approve the minutes as written was made by Abi Almandinger and was seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Second order of business was a request for a Special Use Permit for the operation of a one licensed operator beauty shop at 1422 W. Macon. Staff recommended allowing the Special Use Permit with restriction of hours from 7:00 a.m. to 7:00 p.m. and no "advertising" signs be allowed on property. A small Open sign near the entrance of the door is appropriate and a yard sign in the dimensions of a "Garage Sale" sign would be appropriate. A motion to approve the Special Use Permit with the before mentioned restrictions was made by Abi Almandinger and seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Third order of business was discussion of time limits on temporary banners and signs in the Historic District. Public Works Director Carney proposed that authority be given to the Public Works Department to approve a temporary banner/sign while a business is working on getting their business established and being able to promote their business between Planning, Zoning and Historic Preservation meetings when a permanent sign will be presented for approval. A motion to give authority to the Public Works Department to approve a temporary banner/sign for up to 60 days in the Historic District was made by Jim Swatsenbarg and seconded by Abi Almandinger. On a voice vote, all ayes, the motion passed.

Discussion was held regarding the CLG training and the date of November 10, 2021, noon in City Council Chambers was agreeable with the members of the Commission.

There were no further items on the agenda.

The next meeting is scheduled for Wednesday December 8, 2021 as the Christmas Parade is scheduled for Monday December 6th.

Harry Rogers made a motion to adjourn. That motion was seconded by Jim Hunter. Motion passed and the meeting adjourned.

Respectfully submitted,
Mark Elliff

CWEP
BOARD MEETING MINUTES

November 18, 2021

The Carthage Water & Electric Plant Board met in regular session November 18, 2021, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

☒G. Stephen Beimdiek- President
☒Danny Lambeth -Vice President
☒Ron Ross -Secretary
☒Alan Snow -Liaison
☒Brian Schmidt - Member
☒Pat Goff – Member
☒Darren Collier - Member

Staff:

☒Chuck Bryant-General Manager
☒Cassandra Ludwig-General Counsel
☒Jason Peterson-Director IT & Broadband
☒Megan Stump- Executive Assistant
☒Jason Choate-Director of Water Services
☒Kelli Nugent/CFO
☒Kevin Emery-Director of Power Services
☒Stephanie Howard-Director of Business & ED

President Beimdiek called the meeting to order at 4:01 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None

APPROVAL OF MINUTES:

A motion by Lambeth and seconded by Collier to approve the minutes of the regular meeting of October 21, 2021, as presented, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Ross and seconded by Goff to approve disbursements for October in the amount of $3,465,455.72, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for October noting that the net income for the company exceeded budget for the month and year to date by $619,304 and $1,618,082, respectively. Operating revenues for the company exceeded budget for the month and year to date by $295,893 and $1,533,823. Expenses for the company were lower than budget for the month and year to date by $323,357 and $84,516, respectively. She reported that power and water loss percentages are -11.08% and .86%, respectively.

A motion by Ross and seconded by Collier to approve October financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

PRESENTATION OF THE FISCAL YEAR 2021 AUDIT

Rebecca Baker, CPA with KPM CPAS & Advisors of Springfield, MO, presented the FY 2020-2021 audit report stating this was an unmodified clean opinion. It was also reported that KPM found no material weaknesses, no non-compliance issues, and no significant control deficiencies. Baker commended CWEP staff for their cooperation through the audit process. CFO Nugent expressed appreciation for KPM's professionalism and efficiency in the audit process as well as their guidance when needed throughout the year.

A motion by Goff and seconded by Schmidt to accept the audit for FY 2020-2021 as presented passed unanimously.

CONSIDERATION FOR THE PRE-APPROVAL PURCHASE OF A SERVICE TRUCK

General Manager Bryant reported the purchasing department has been seeking options of purchasing a new service crane truck for the water distribution department. He noted the purchasing department is being confronted with a rapidly changing inventory of fleet vehicles, and often daily. The current supply chain concerns and extended lead times that CWEP is experiencing with vehicles indicate that a more favorable option would be that, with prior authorization from the CWEP Board, the purchasing department could proceed with an immediate purchase from a dealership's inventory.

With the Board's approval, GM Bryant recommends moving forward with a pre-authorization purchase of a service crane truck if it becomes available for immediate purchase, meets CWEP's specifications, and is available for purchase through a cooperative contract agreement. He noted the anticipated cost for a new service truck should remain under $150,000.00

A motion by Ross and seconded by Lambeth to approve the pre-authorization purchase of a new service crane truck, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF SUB 2-1 REPLACEMENT GASKETS

General Manager Bryant noted there were requests for formal proposals to replace the top and bottom radiator gaskets on a transformer located at substation 2 on main street. There are a total of seven radiators on the transformer for a total of fourteen gaskets.

Proposals received were from Delta Star, Inc., in the amount of $53,159.00, and from Independent Electric Machinery Company for $57,680.00.

Upon the Board's approval, GM Bryant recommends that CWEP award this gasket replacement project to Delta Star, Inc., in the amount of $53,159.00

A motion by Lambeth and seconded by Schmidt to award this gasket replacement project to Delta Star, Inc. in the amount of $53,159.00, passed unanimously.

STAFF REPORTS:

General Manager Bryant gave an update on Sikeston, he noted CWEP will hold off on large purchases of diesel until prices go down. He announced Sparkle in the Park's lighting ceremony will be held on Monday the 29th at 6:00pm in Central Park. He commended staff who have worked very hard on this project and noted it being an outstanding project that has brought people together. Bryant reported he and Kevin Emery attended the Lockwood City Council meeting this week and are looking into opportunities in partnering with Lockwood in the future, he also noted a new rate structure has been developed for Lockwood. He gave an update on AMI and reported 98% of AMI electric meters are active and 83% of AMI water meters are active.

CFO Nugent noted her staff have been working on cyber readiness training in the event something happened to the computers. She reported Purchasing agent, Kelli Stinebrook, has been elected to serve on the Missouri Association of Public Purchasing (MAPP) Board which is a local chapter of the National Institute of Governmental Purchasing which represents Missouri's public sector procurement and materials management professionals.

General Counsel Ludwig invited the Board to the Christmas Luncheon on December 14th.

Director of Business and ED Howard invited the Board to a breakfast and learn with Cody Smith on Wednesday the 15th at 7:30am.

BOARD MEMBER COMMENTS:

Board Secretary Ron Ross noted he had computer problems and reported he received help from Communications Field Technician, Adam Ogle who went above and beyond and was very helpful. He noted IT Help Desk Technician Sabrina Menapace followed up the next morning. He added it was a pleasure working with them.

Board President Steve Beimdiek extends his thanks to all CWEP employees for a job well done and keeping the Board advised.

At 5:24 p.m. the meeting adjourned.

President – Steve Beimdiek

Secretary – Ron Ross

AGENDAS STANDING COMMITTEES

City of Carthage

NOTICE OF MEETING

Public Safety Committee – Agenda

November 15, 2021
5:30 p.m.
Carthage City Hall
Council Chambers
326 Grant, Carthage MO 64836

TENTATIVE AGENDA

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

CITIZEN PARTICIPATION

1. Consider and discuss Run Through Lights – Chanti Beckham
2. Consider and discuss blocking parking spots on Square for Hometown Holiday Christmas Event – Abi Almandinger
3. Consider and discuss Hometown Holiday street closures – Abi Almandinger

NEW BUSINESS

1. Consider and discuss acceptance of CPD $10,000 donation
2. Staff reports
    - Fire Department
    - Police Department

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.

POSTED: ____________

BY: ________________

-NOTICE OF MEETING-
Public Services Committee Tuesday November 16th, 2021
5:30 P.M.
Carthage City Hall, Council Chambers
326 Grant, Carthage MO 64836

AGENDA

Old Business

1. Consider and approve minutes from the previous meeting.

Citizens Participation (Citizens wishing to address the Council or Committee should notify the City in advance and provide the item they want to address in written format at least 24 hours before the meeting. Please call Kailey Williams at the Parks & Recreation office at 417-237-7035.

New Business

1. Consider and Discuss Carthage Parks & Recreation Comprehensive Master Plan "Our Town Our Time." Dick Horton will provide a presentation of core components.

Staff Reports

Other Business

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 BEFORE** MEETING.

Posted: ____________

By: ____________________

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
November 23, 2021
5:00 PM
Carthage City Hall Council Chambers

Old Business

1. Consideration and Approval of Minutes from Previous Meeting

2. Review and Approval of the Claims Report

Citizens Participation
(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

New Business

1. Consider and Discuss Victim's Economic Safety and Security Act ("VESSA") Leave Policy.

2. Staff Reports

3. Other Reports

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.

Posted: ___________________________

AGENDAS SPECIAL COMMITTEES AND BOARDS

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieus K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION

302 S. Main ST
Carthage, MO 64836

Carthage: 417-358-0421
Joplin: 417-625-4350

Toll Free: 800-404-0421
Fax: 417+358-0483

COMMISSION AGENDA
NOVEMBER 9, 2021
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

1. CALL TO ORDER
   PRAYER
   PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MINUTES
4. PRESENTATIONS
5. REPORTS AND COMMUNICATIONS
6. ELECTED OFFICIALS/CITIZENS REQUESTS
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
   - **Approve Bid for the Pharmacy Services for the Jasper County Sherriff**
   - **Appoint Aaron Rice of the Environmental Task Force of Jasper and Newton County**
   - **Approve Resolution Naming the Carthage Convention and Visitors Burau the area Destination Marketing Organization.**
   - **Discuss Adopting County Debt Management Policy**
10. PUBLIC HEARINGS

PUBLIC PARTICIPATION FROM AUDIENCE WHEN ADDRESSED YOU WILL BE ALLOWED THREE MINUTES TO SPEAK.

ELECTED OFFICIALS/CITIZENS WISHING TO BE HEARD UNDER ELECTED OFFICIALS/CITIZENS REQUEST MUST REQUEST TO SPEAK TO COMMISSION BY 4:00 P.M. ON THE FRIDAY PRIOR TO THE COMMISSION MEETING ON TUESDAY. CITIZENS SPEAKING TIME WILL BE LIMITED TO FIVE MINUTES.

THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:
COMMISSION OFFICE, 302 S. MAIN, COURTHOUSE, ROOM 101, CARTHAGE 417-358-0421

NOTICE POSTED NOVEMBER 5, 2021 AT 4:00 P.M. (RSMO 610.020)

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieus K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION

302 S. Main ST
Carthage, MO 64836

Carthage: 417-358-0421
Joplin: 417-625-4350

Toll Free: 800-404-0421
Fax: 417+358-0483

COMMISSION AGENDA
NOVEMBER 16, 2021
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

1. CALL TO ORDER
   PRAYER
   PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MINUTES
4. PRESENTATIONS
5. REPORTS AND COMMUNICATIONS
6. ELECTED OFFICIALS/CITIZENS REQUESTS
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
   - **Re-Appoint Carol Ott, Brian Christmas and Stan Heater to the Developmental Disability Resource Board of Jasper County**
10. PUBLIC HEARINGS

PUBLIC PARTICIPATION FROM AUDIENCE WHEN ADDRESSED YOU WILL BE ALLOWED THREE MINUTES TO SPEAK.

ELECTED OFFICIALS/CITIZENS WISHING TO BE HEARD UNDER ELECTED OFFICIALS/CITIZENS REQUEST MUST REQUEST TO SPEAK TO COMMISSION BY 4:00 P.M. ON THE FRIDAY PRIOR TO THE COMMISSION MEETING ON TUESDAY. CITIZENS SPEAKING TIME WILL BE LIMITED TO FIVE MINUTES.

THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:
COMMISSION OFFICE, 302 S. MAIN, COURTHOUSE, ROOM 101, CARTHAGE 417-358-0421

NOTICE POSTED NOVEMBER 12, 2021 AT 4:00 P.M. (RSMO 610.020)

AGENDA

Notice is hereby given that the Carthage Water & Electric Plant Board will meet November 18, 2021, 4:00 p.m. at the CWEP Complex, 627 W. Centennial, Carthage. The tentative agenda of the regular meeting includes:

ADDITIONS TO THE AGENDA

APPROVAL OF THE BOARD MINUTES:	October 2021	
APPROVAL OF DISBURSEMENTS:	October	$3,465,455.72
FINANCIAL STATEMENT:	October	

COMMITTEE REPORTS

CITIZENS PARTICIPATION PERIOD:

OLD BUSINESS: None.

NEW BUSINESS:

1. Presentation of the Fiscal Year 2021 Audit
2. Consideration for the pre-approval purchase of a service truck
3. Recommendation for the purchase of Sub 2-1 Replacement Gaskets

STAFF REPORTS

BOARD MEMBER COMMENTS

Persons with disabilities who need special assistance may call 417-237-7300 or 1-800-735-2466 (TDD via Relay Missouri) at least 24 hours prior to meeting.

Representatives of the news media may obtain copies of this notice by contacting:
Megan Stump, P O Box 611 Carthage, MO 64836 417-237-7300

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieus K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION

302 S. Main ST
Carthage, MO 64836

Carthage: 417-358-0421
Joplin: 417-625-4350

Toll Free: 800-404-0421
Fax: 417+358-0483

COMMISSION AGENDA
NOVEMBER 23, 2021
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

NO MEETING DUE TO
MISSOURI ASSOCIATION OF COUNTIES ANNUAL CONFERENCE

THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:
COMMISSION OFFICE, 302 S. MAIN, COURTHOUSE, ROOM 101, CARTHAGE 417-358-0421

NOTICE POSTED NOVEMBER 19, 2021 AT 4:00 P.M. (RSMO 610.020)

AGENDA

Planning, Zoning, and Historic Preservation Commission
Wednesday, December 8, 2021 5:30 pm
City Hall Chambers
326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting:

Public Hearing

NOTICE:
DUE TO LACK OF BUSINESS
MEETING IS CANCELLED

New Business

Old Business

Next Meeting: Monday, January 3, 2022

Adjourn

Commission Members

Voting Members:	Chairman	Mark Elliff	1511 Grand	417-358-3613
	Vice Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Harry Rogers	1350 S Main St	417-358-4527
	Member	Jim Hunter	1514 S River	417-850-5355
	Member	Vacant	Vacant	Vacant
	Member	Jim Swatsenbarg	601 Howard	417-358-1690
Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator	Tom Short	City Hall	417-237-7003
	Asst. City Administrator	Greg Dagnan	City Hall	417-237-7003
	Councilmember	Ed Barlow		
Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010

CORRESPONDENCE

The City of Carthage

America's Maple Leaf City

326 Grant St., Carthage, MO 64836 (417) 237-7000 FAX (417) 237-7002

MEMO TO: Mayor and Council Members

FROM: Traci Cox, City Clerk

SUBJECT: General Municipal Election April 5, 2022

Following this memo, please find the 2022 Missouri Election Calendar designating dates for the General Election to be held April 5, 2022.

At present, those holding these positions are eligible at the next election for the following terms:

Mayor Dan Rife (4 year term)

1st Ward Juan Topete (2 year term)
2nd Ward Ray Vacant (2 year term)
3rd Ward Mike Daugherty (2 year term)
4th Ward Craig Diggs (2 year term)
5th Ward Seth Thompson (2 year term)

Those persons wishing to be designated on the official ballot as a candidate should file their declaration of candidacy in person in the City Clerk's office, no sooner than Tuesday, December 7, 2021 beginning at 8:00 A.M. The last day to file is Tuesday, December 28, 2021 at 5:00 P.M. The office of the City Clerk will not be open on Saturdays and Sundays or those days designated a holiday by the City of Carthage.

The filing fee for each elective official shall be $25.00 payable by cash or credit card (processing fee will apply) or a petition with 25 signatures from registered voters from the ward represented. All filing fees shall be paid to the City Clerk at the time of filing.

Traci Cox
City Clerk

2022 Missouri Election Calendar

Official Election Day	Style of Election	Last Day to Register to Vote	First Day for Candidate Filing	Last Day for Candidate Filing	Final Certification Date
February 8, 2022	Bond elections may be held on the first Tuesday after the first Monday in February but no other issue shall be included on the ballot for such election.	January 12, 2022	October 12, 2021	November 2, 2021	November 30, 2021
March 8, 2022 (see local charter)	Charter cities and charter counties ONLY	February 9, 2022	November 9, 2021	November 30, 2021	December 28, 2021
April 5, 2022	General Municipal Election Day	March 9, 2022	December 7, 2021	December 28, 2021	January 25, 2022
August 2, 2022	Primary Election	July 6, 2022	February 22, 2022	March 29, 2022	May 24, 2022
November 8, 2022	General Election	October 12, 2022	July 12, 2022*	August 2, 2022*	August 30, 2022

116 W 3rd, Carthage, MO 64836
417-358-8181

Dear Mayor Rife & Carthage City Council Members:

Here is a review of what the Carthage Convention and Visitors Bureau has done during 2021. We are aware that there has been a lot of information passed around but wanted to showcase what we have actually achieved.

Previous city council members asked to see more marketing of Carthage and promotion of tourism in the area. We spent $216,935 on marketing and advertising during the fiscal year 2020/2021. This was a huge increase over previous years, spending just $53,433 for the fiscal year 2019/2020. We were able to leverage grants along with the lodging tax to maximize our advertising budget. This allowed us to promote and coordinate with the Carthage Rodeo Stampede, Kids Fishing Day and Maple Leaf. Also helping the city with Covid messaging and parks information just to name a few.

We hosted 7 very successful Food Truck Friday events which was an increase from last year. We expanded to offer themes, games, and entertainment to increase attendance. The vendors were very pleased with the larger crowds. We worked with the Parks Department to expand the 4th of July celebration, adding food trucks, a bounce house and live bands. Free skating, swimming and Kiddie Land were also offered. The 4th of July celebration was a full day of festivities instead of only an evening of fun. This was another very popular event that drew crowds to Carthage for the majority of the day. We have a huge following in our office of Route 66 travelers. A photo backdrop opportunity has been installed and we offer gift bags to all our visitors. We had approximately 350-400 travelers stop into our office, and we showcased many of these visitors on our social media pages.

Our marketing plan included a mix of using billboards, tv, online, print and social media:

Billboards enabled us to spread our message to a huge area. They were placed along Route 66 from Chicago to Oklahoma City, and I-49 from Kansas City to Arkansas. We were very pleased with the feedback from that marketing option. We spent $53,455 on both digital and vinyl billboards. Please see a selection of the artwork from those billboards.

TV was another marketing media for Carthage. For the year we spent $28,188 on TV ads in both the Springfield and Joplin markets. We advertised Maple Leaf, 4th of July, and Christmas in Carthage among others.

We used print media for both regional and national exposure to our Route 66 followers. That total was $29,254. We have also included some of these ads for you to see.

In digital media we spent $73,470. This included rebuilding the CVB website, photography, graphic design and paid digital advertising on social media venues. These ads greatly increased our followers which allowed us to spread the word much quicker for the events we promoted on our social media pages. We have again included some of these ads for you.

The remaining marketing budget of $32,500 was spent on branding, signage, radio ads and giveaways for our beloved Route 66 travelers.

As you can see, we had a very busy and eventful year. We were tasked with promoting tourism in Carthage and marketing our beautiful town. Although, we did experience a major problem within our office, we have worked very closely with both the Highway Patrol investigation and the forensic audit to find out exactly what happened. We can now tell you that based on what they are both telling us, we are looking at a theft of between $3,000 to $5,000 that happened primarily on our debit cards. As a board, we have taken steps to ensure that this can no longer happen. We will now be comparing bank statements, receipts & financial reports each month. We will no longer use debit cards but will transition over to a credit card that requires pre-authorization. Kim Bausinger, a board member, has stepped off the board to serve as the interim director for the CVB. Kim has worked tirelessly to straighten up our finances, working very closely with our CPA and the auditor to ensure our financials are correct.

The years 2020 and 2021 were explosive for the Carthage CVB. We admit as a board we did not keep up with the rapid advance of a budget that went from $53,433 to over $216,935 in a year and a half. There are now new steps in place to safeguard our financials. Going forward, the CPA will be taking over all financial information. We have set up a multi person approval process with more checks and balances. As already stated, bank statements will be closely viewed each month at the board meeting and the debit cards, our main problem, are no more. We have worked very hard over the last year and a half to turn the CVB into the marketing arm of Carthage. We feel that by increasing our budget by such an amazing amount and the marketing that we have showcased here that goal has been achieved. The lodging tax is also trending up and is currently 29% over what it was pre-Covid. We feel this can be directly correlated to the increased marketing that the CVB office has been doing.

Our office continues to stay open at this time. We are working hard to keep our finger on the pulse of Carthage. We continue to greet our Route 66 visitors, promote events and activities all around Carthage. We work with businesses in town to promote their specials and share other organizations social media posts daily to get the word out on what is going on in Carthage. We also work very closely with the Department of Tourism to utilize the grants that the State of Missouri offers, leveraging our budget and increasing our marketing ability. However, these grants are reimbursement grants so we must have the money to create and promote the ads before the grant money comes in. To even utilize the Missouri Department of Tourism, we have had to go through a lengthy recertification process to keep Carthage as Jasper County's Destination Marketing Office. As you can imagine, without the lodging tax, our budget is looking very tight and we will not be able to stay afloat much into 2022.

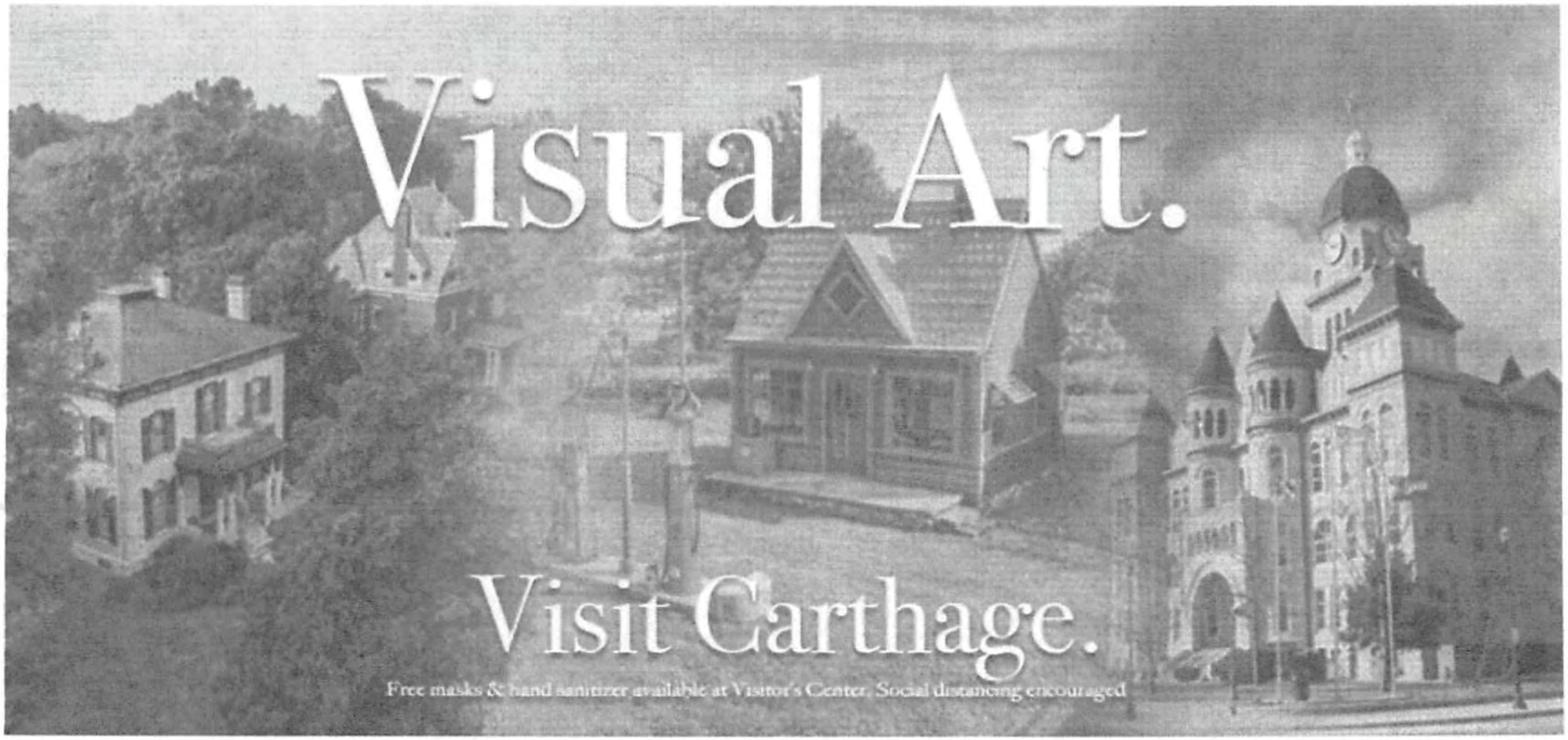
We hope you will consider continuing to allow Carthage CVB to market our amazing town by reinstating the pass through of the lodging tax to our office. Our board and director are open to answering any questions, as well as your feedback. Please reach out to the office and we can schedule a time to speak with any of you. Thank you.

Sincerely,
The Carthage CVB Board of Directors

Billboards


MISSOURI
enjoy the show
Visit
CARTHAGE
Missouri
66 DRIVE-IN


DRIVE·IN THEATER
MISSOURI
US
66
BOOTS COURT
AIR CONDITIONED
RADIO IN EVERY ROOM
Visit Carthage!
Carthage
Free masks and hand sanitizer available
at visitor's Center
Social distancing encouraged
MISSOURI


Visual Art.
Visit Carthage.
Free masks & hand sanitizer available at Visitor's Center. Social distancing encouraged


MISSOURI
US
66
STILL
KICKS
66 DRIVE-IN
Kel-Lake
MOTEL
BOOTS
COURT
AIR CONDITIONED
CARTHAGE
CARTHAGE, MISSOURI
Free masks & hand sanitizer available at Visitor's Center. Social distancing encouraged

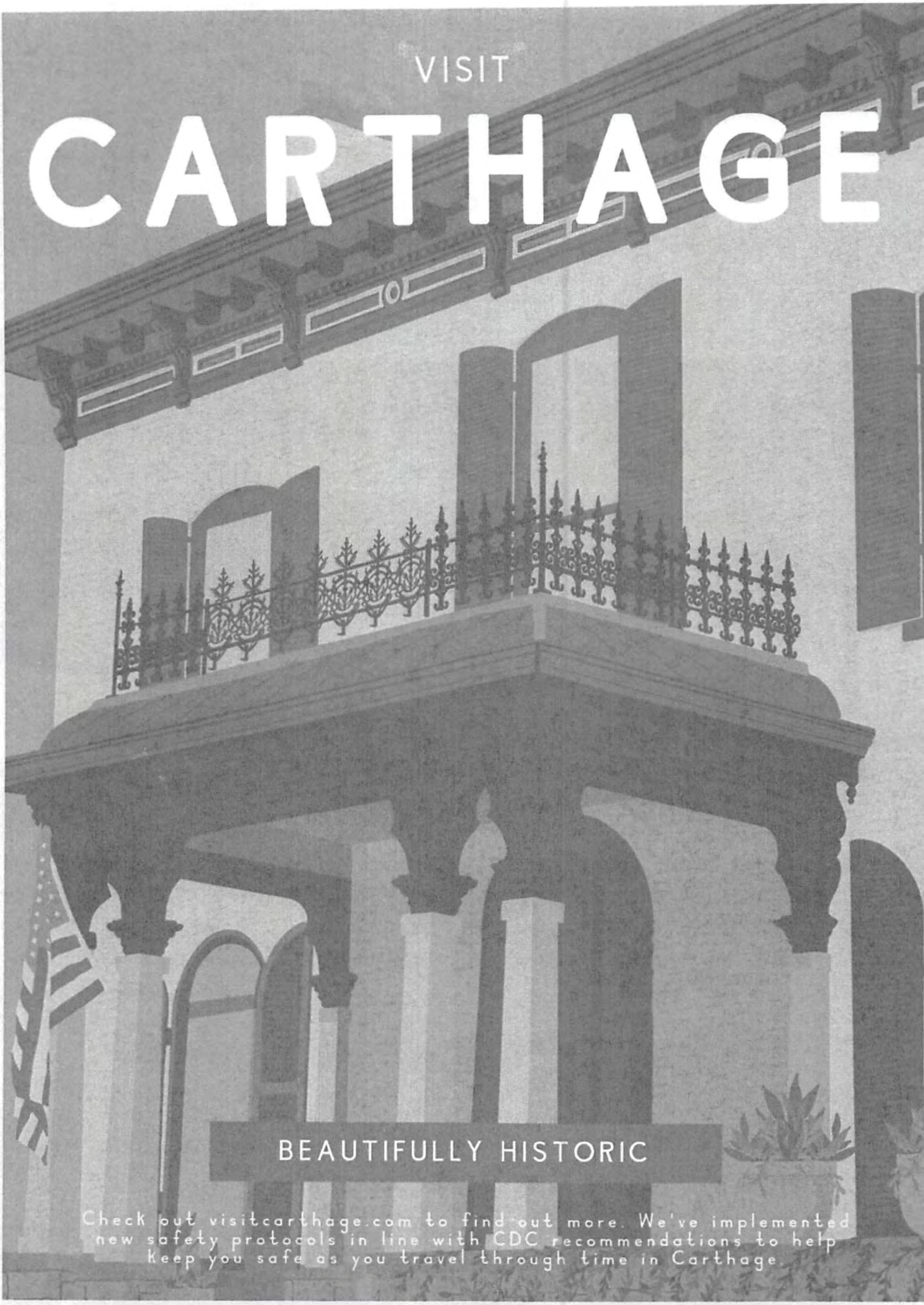
VISIT CARTHAGE!

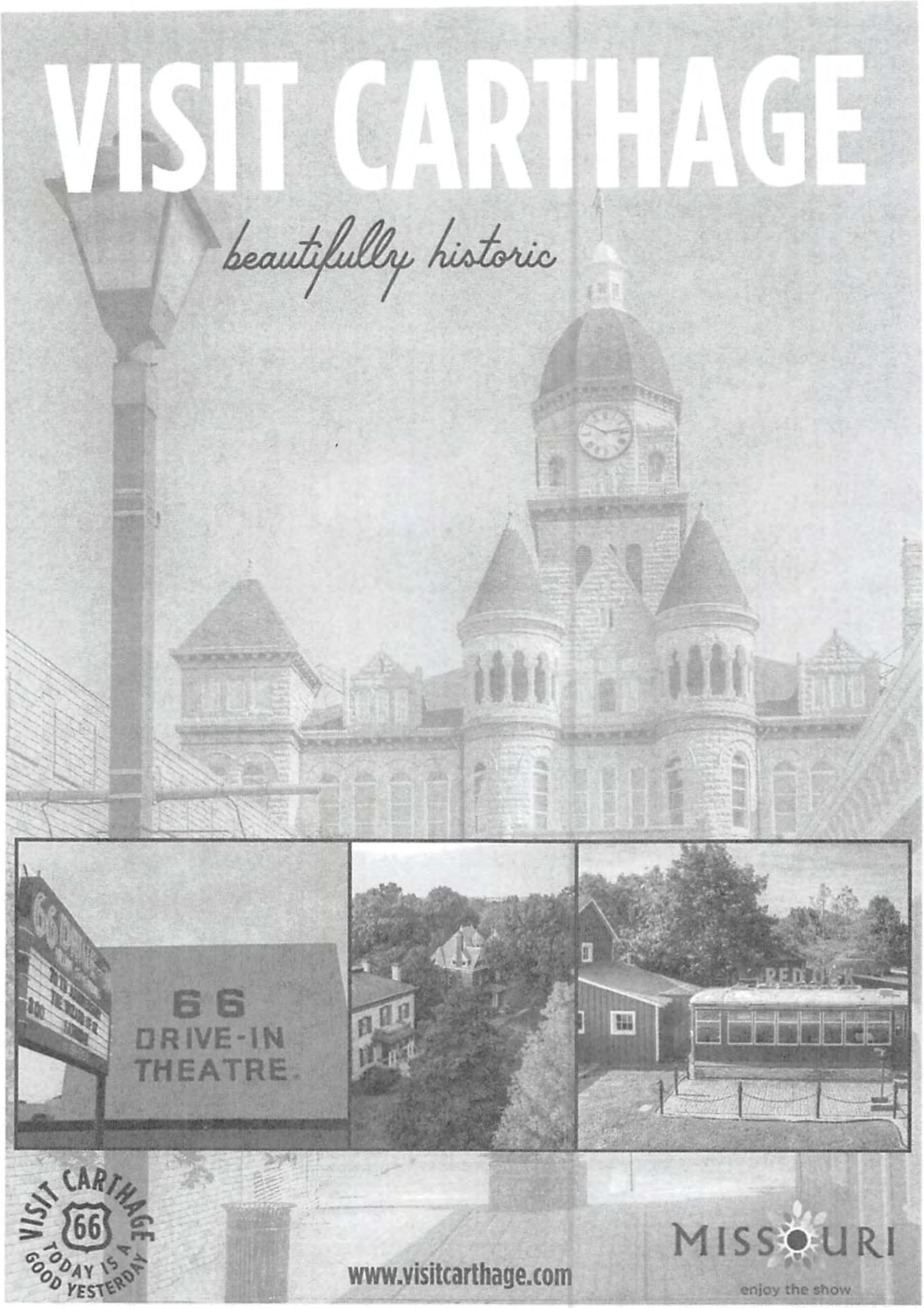
VISIT CARTHAGE MISSOURI

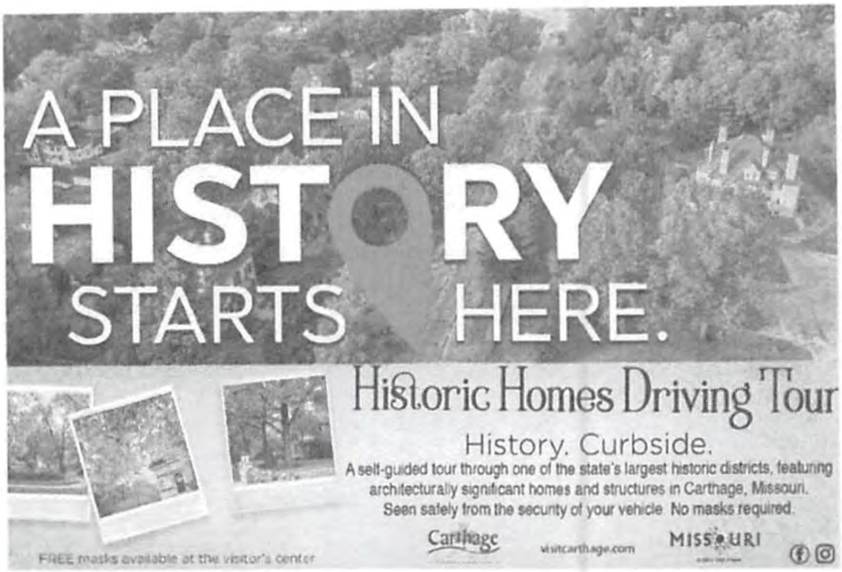
MISSOURI

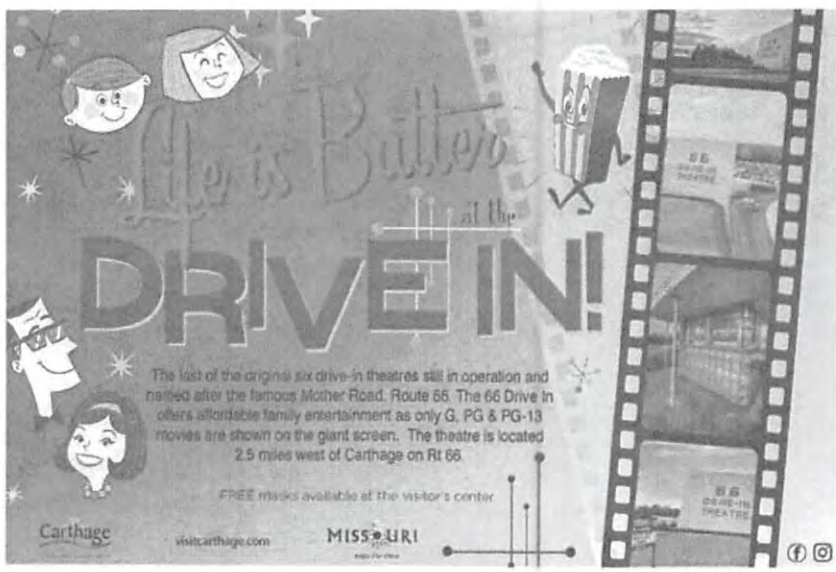
enjoy the show

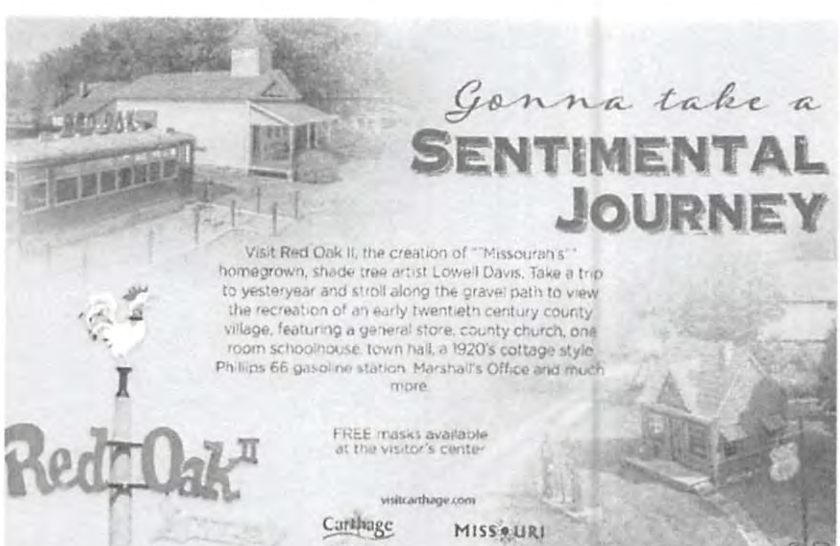
Print


VISIT
CARTHAGE
BEAUTIFULLY HISTORIC
Check out visitcarthage.com to find out more. We've implemented new safety protocols in line with CDC recommendations to help keep you safe as you travel through time in Carthage.


VISIT CARTHAGE
beautifully historic
66
DRIVE-IN
THEATRE
VISIT CARTHAGE
66
TODAY IS A GOOD YESTERDAY
www.visitcarthage.com
MISSOURI
enjoy the show

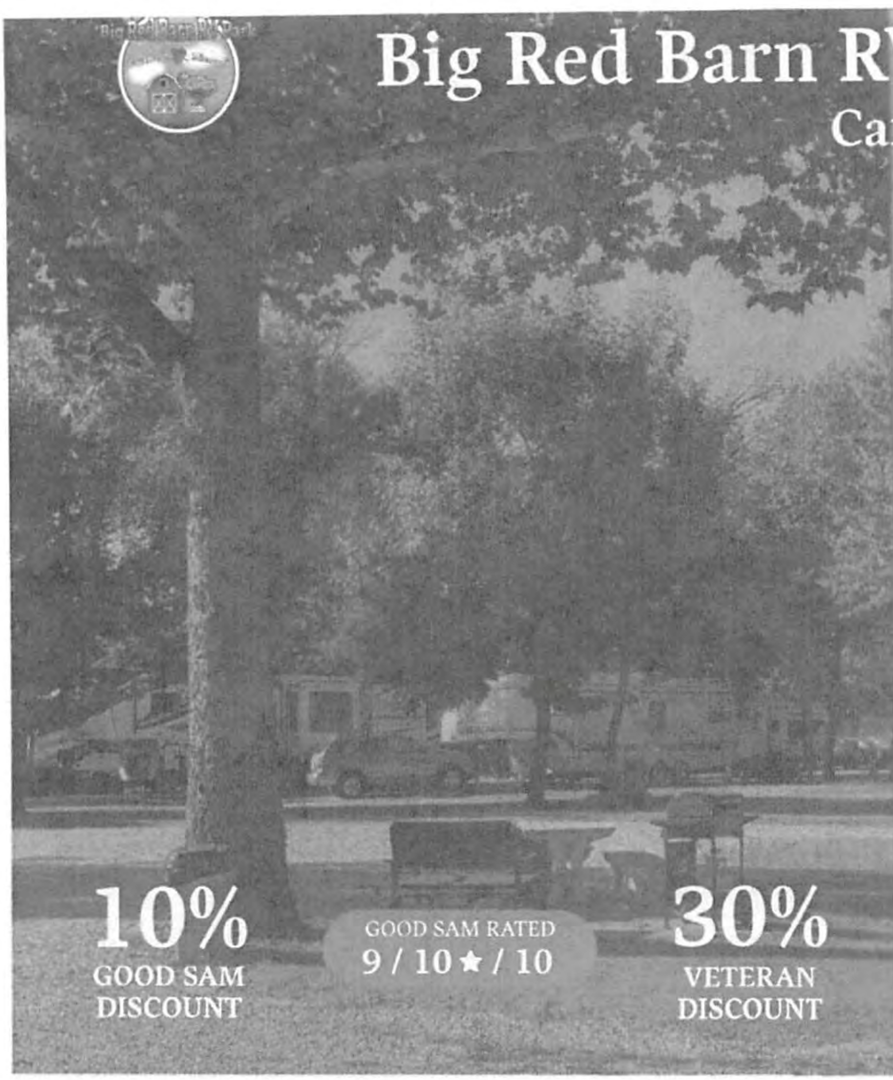

A PLACE IN
HISTORY
STARTS HERE.
Historic Homes Driving Tour
History. Curbside.
A self-guided tour through one of the state's largest historic districts, featuring architecturally significant homes and structures in Carthage, Missouri.
Seen safely from the security of your vehicle. No masks required.
FREE masks available at the visitor's center
Carthage
visitcarthage.com
MISSOURI


Life is Butter at the
DRIVE IN!
The last of the original six drive-in theatres still in operation and named after the famous Mother Road, Route 66. The 66 Drive In offers affordable family entertainment as only G, PG & PG-13 movies are shown on the giant screen. The theatre is located 2.5 miles west of Carthage on Rt 66.
FREE masks available at the visitor's center
Carthage
visitcarthage.com
MISSOURI


Gonna take a
SENTIMENTAL
JOURNEY
Visit Red Oak II, the creation of ""Missourah's"" homegrown, shade tree artist Lowell Davis. Take a trip to yesteryear and stroll along the gravel path to view the recreation of an early twentieth century county village, featuring a general store, county church, one room schoolhouse, town hall, a 1920's cottage style Phillips 66 gasoline station, Marshall's Office and much more.
FREE masks available at the visitor's center
visitcarthage.com
Carthage
MISSOURI
Red Oak II

Big Red Barn RV Park

Carthage, MO



- Open year round
- Long, wide, shaded pull-through sites
- Premium, FHU, and W/E sites
- Nightly, weekly, and monthly stays
- Rally groups welcome
- Cookies for humans and biscuits for fur babies at check in
- Park is friendly, quiet, lots of trees, space, flowers and birds, rabbits, squirrels

Phone: 417-358-2432
Website: www.brbrv.com

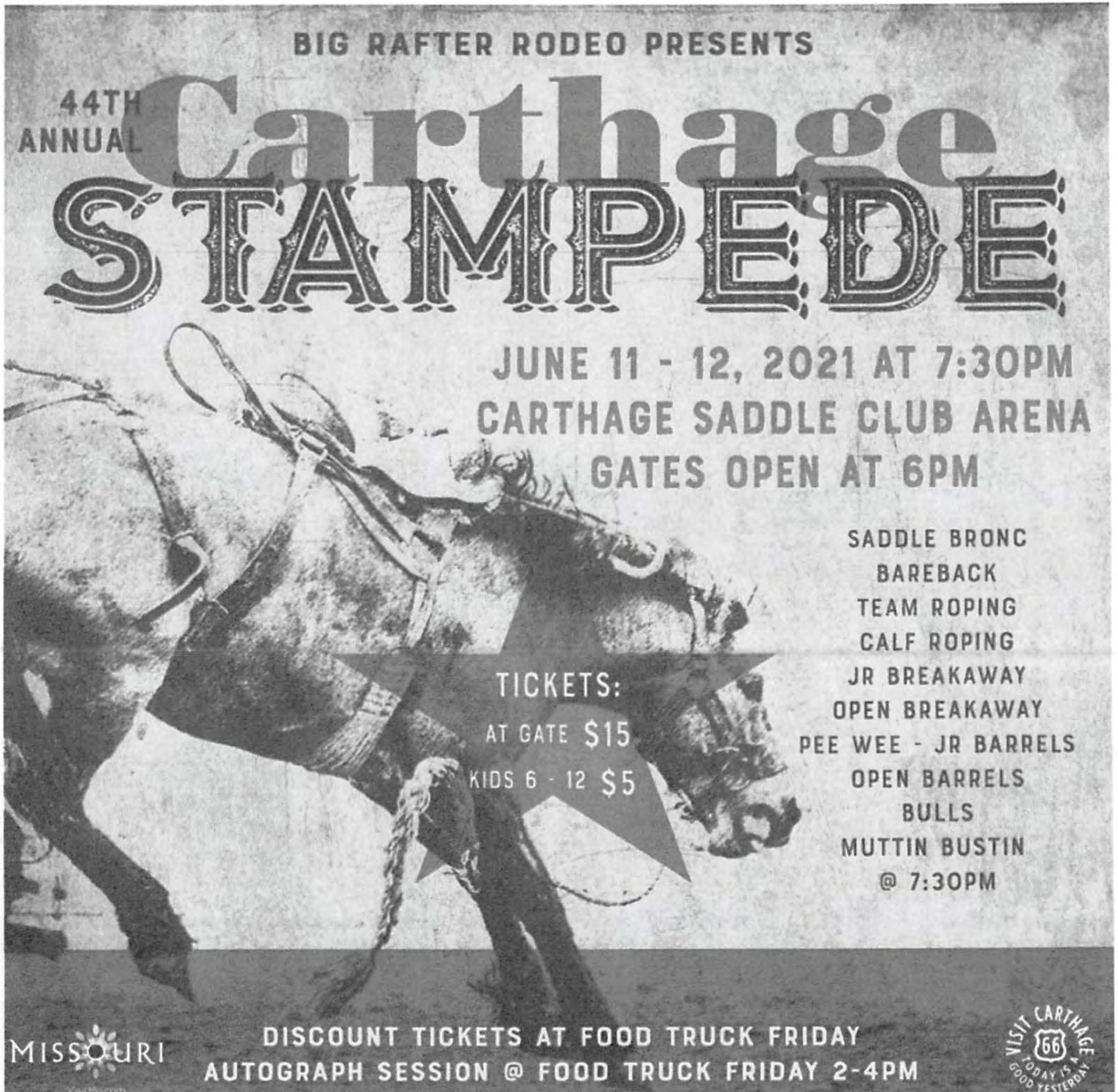
VISIT CARTHAGE

Check out visitcarthage.com to find out more. We've implemented new safety protocols in line with CDC recommendations to help keep you safe as you travel through time in Carthage.

Carthage

Masks are available at the Carthage Visitor's Center

Digital


BIG RAFTER RODEO PRESENTS
44TH ANNUAL
Carthage
STAMPEDE
JUNE 11 - 12, 2021 AT 7:30PM
CARTHAGE SADDLE CLUB ARENA
GATES OPEN AT 6PM
SADDLE BRONC
BAREBACK
TEAM ROPING
CALF ROPING
JR BREAKAWAY
OPEN BREAKAWAY
PEE WEE - JR BARRELS
OPEN BARRELS
BULLS
MUTTIN BUSTIN
@ 7:30PM
TICKETS:
AT GATE $15
KIDS 6 - 12 $5
MISSOURI
DISCOUNT TICKETS AT FOOD TRUCK FRIDAY
AUTOGRAPH SESSION @ FOOD TRUCK FRIDAY 2-4PM
VISIT CARTHAGE
66
TODAY IS A GOOD YESTERDAY


MONDAY, DECEMBER 7TH
AN OLD TIME
CHRISTMAS
CARTHAGE SQUARE
4PM-7PM
FREE PICTURES WITH SANTA, FOOD TRUCKS, MUSIC, CRAFTS FOR KIDS, AND A LIGHT TUNNEL
Free masks & hand sanitizer available at Visitor's Center
VISITCARTHAGE.COM
Social distancing encouraged

54th Annual

Carthage Maple Leaf Festival

Fall into Carthage

Maple Leaf Festival celebrates the colors and community of Carthage, Missouri, the Maple Leaf City, for the entire month of October.

visitcarthage.com

Masks and sanitizer on hand. Social distancing encouraged!

KID'S FISHING DAY

KELLOGG LAKE PARK
1215 ESTERLY DRIVE
JUNE 12TH 8AM-12PM

FREE

HOT DOGS SERVED AT 11AM

PRIZES AVAILABLE

FISHING POLES AND TACKLE BOXES PROVIDED BY BASS PRO SHOPS

MISSOURI
enjoy the show

Bass Pro Shops

CARTHAGE PARKS & RECREATION DEPT.

VISIT CARTHAGE
TODAY IS A GOOD YESTERDAY

Maple Leaf
FESTIVAL
ALL ACTIVITIES WILL BE HELD OUTDOORS
VENDORS WILL BE SPACED FOR SOCIAL DISTANCING
PLENTY OF HAND SANITIZING STATIONS
CLEANING THROUGHOUT THE EVENT

44TH ANNUAL

BIG RAFTER RODEO PRESENTS

CARTHAGE STAMPEDE

TICKETS

AT GATE 15.00

KIDS 6-12 5.00

JUNE 11 - 12, 2021 @ 7:30PM

CARTHAGE SADDLE CLUB ARENA

GATES OPEN AT 6PM

SADDLE BRONC

BAREBACK

TEAM ROPING

CALF ROPING

JR BREAKAWAY

OPEN BREAKAWAY

PEE WEE - JR BARRELS

OPEN BARRELS

BULLS

MUTTIN BUSTIN @ 7:30PM

MISSOURI

VisitMo.com

DISCOUNT TICKETS AT FOOD TRUCK FRIDAY

AUTOGRAPH SESSION @ FOOD TRUCK FRIDAY 2-4PM

VISIT CARTHAGE 66 TODAY IS A GOOD YESTERDAY


54TH ANNUAL
Maple Leaf Festival
OCTOBER 2ND - 24TH . CARTHAGE
Free masks & hand sanitizer available at Visitor's Center
Social distancing encouraged


FOOD
TRUCK
FRIDAY
· OCTOBER 9 ·
· CENTRAL PARK ·
· CARTHAGE ·
· PUMPKIN PATCH ·
· LIVE MUSIC ·
· FREE MASKS · HAND SANITIZER AVAILABLE ·
· SOCIAL DISTANCING ENCOURAGED ·

Branding


VISIT CARTHAGE 66 MISSOURI
CARTHAGE
VISIT CARTHAGE 66 MISSOURI
Visit CARTHAGE Missouri
CARTHAGE
VISIT CARTHAGE 66 MISSOURI

"Rosenberg's Rules of Order"

(Simple Rules of Parliamentary Procedure for the 21st Century)

Introduction

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules - "Robert's Rules of Order" - which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time, and for another purpose. If one is chairing or running a Parliament, then "Robert's Rules of Order" is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of, say, a 5-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of "Rosenberg's Rules of Order."

What follows is my version of the rules of parliamentary procedure, based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars: (1) Rules should establish order. The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings. (2) Rules should be clear. Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate. (3) Rules should be user friendly. That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process. (4) Rules should enforce the will of the majority while protecting the rights of the minority. The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, and fully participate in the process.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the Chair of the body who is charged with applying the rules in the conduct of the meeting. The Chair should be well versed in those rules. The Chair, for all intents and purposes, makes the final ruling on the rules every time the Chair states an action. In fact, all decisions by the Chair are final unless overruled by the body itself.

Since the Chair runs the conduct of the meeting, it is usual courtesy for the Chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the Chair should not participate in the debate or discussion. To the contrary, the Chair as a member of the body has the full right to participate in the debate, discussion and decision-making of the body. What the Chair should do, however, is strive to be the last to speak at the discussion and debate stage, and the Chair should not make or second a motion unless the Chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. And each agenda item can be handled by the Chair in the following basic format:

First, the Chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The Chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the Chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the Chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the Chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the Chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the Chair may limit the time of public speakers. At the conclusion of the public comments, the Chair should announce that public input has concluded (or the public hearing as the case may be is closed).

Fifth, the Chair should invite a motion. The Chair should announce the name of the member of the body who makes the motion.

Sixth, the Chair should determined if any member of the body wishes to second the motion. The Chair should announce the name of the member of the body who seconds the motion. (It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the Chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the Chair.)

Seventh, if the motion is made and seconded, the Chair should make sure everyone understands the motion. This is done in one of three ways: (1) The Chair can ask the maker of the motion to repeat it. (2) The Chair can repeat the motion. (3) The Chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the Chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the Chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the Chair takes a vote. Simply asking for the "ayes", and then asking for the "nays" normally does this. If members of the body do not vote, then they "abstain". Unless the rules of the body provide otherwise (or unless a super-majority is required as delineated later in these rules) then a simple majority determines whether the motion passes or is defeated.

Tenth, the Chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the Chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: "The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days notice for all future meetings of this body."

Motions in General

Motions are the vehicles for decision-making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the Chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member's desired approach with the words: "I move . . . . " So, a typical motion might be: "I move that we give 10-day's notice in the future for all our meetings."

The Chair usually initiates the motion by either (1) Inviting the members of the body to make a motion. "A motion at this time would be in order." (2) Suggesting a motion to the members of the body. "A motion would be in order that we give 10-day's notice in the future for all our meetings." (3) Making the motion. As noted, the Chair has every right as a member of the body to make a motion, but should normally do so only if the Chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

<u>The basic motion</u>. The basic motion is the one that puts forward a decision for the body's consideration. A basic motion might be: "I move that we create a 5-member committee to plan and put on our annual fundraiser."

<u>The motion to amend</u>. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: "I move that we amend the motion to have a 10-member committee." A motion to amend takes the basic motion which is before the body and seeks to change it in some way.

<u>The substitute motion</u>. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: "I move a substitute motion that we cancel the annual fundraiser this year."

"Motions to amend" and "substitute motions" are often confused. But they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a "motion to amend" or a "substitute motion" is left to the chair. So that if a member makes what that member calls a "motion to amend", but the Chair determines that it is really a "substitute motion", then the Chair's designation governs.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The Chair can reject a fourth motion until the Chair has dealt with the three that are on the floor and has resolved them.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed <u>first</u> on the <u>last</u> motion that is made. So, for example, assume the first motion is a basic "motion to have a 5-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a member might make a second motion to "amend the main motion to have a 10-member committee, not a 5-member committee to plan and put on our annual fundraiser." And perhaps, during that discussion, a member makes yet a third motion as a "substitute motion that we not have an annual fundraiser this year." The proper procedure would be as follows:

First, the Chair would deal with the third (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion passed, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) failed then the Chair would proceed to consideration of the second (now, the last) motion on the floor, the motion to amend.

Second, if the substitute motion failed, the Chair would now deal with the second (now, the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee by 5 members or 10 members). If the motion to amend passed the Chair would now move to consider the main motion (the first motion) as amended. If the motion to amend failed the Chair would now move to consider the main motion (the first motion) in its original format, not amended.

Third, the Chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (5-member committee), or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the Chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the Chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the Chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

A motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight." It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on "hold". The motion can contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote". When such a motion is made, the Chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a 2/3 vote of the body. Note: that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the motion to limit debate requires a 2/3 vote of the body. A similar motion is a motion to object to consideration of an item. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a 2/3 vote.

Majority and Super-Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a 7-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which, effectively, cuts off the ability of a minority of the body to take an action or discuss and item. These extraordinary motions require a 2/3 majority (a super-majority) to pass:

Motion to limit debate. Whether a member says "I move the previous question" or "I move the question" or "I call the question" or "I move to limit debate", it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a 2/3 vote to pass.

Motion to close nominations. When choosing officers of the body (like the Chair) nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a 2/3 vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled, or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a 2/3 vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a 2/3 vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate, perhaps disagreement and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to a re-opener if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider. First, is timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and by a 2/3 majority, can allow a motion to reconsider to be made at another time.) Second, a motion to reconsider can only be made by certain members of the body. Accordingly, a motion to reconsider can only be made by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she can make the motion to reconsider (any other member of the body may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again. That would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is then in order. The matter can be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the Chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the Chair before proceeding to speak.

The Chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The Chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the Chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is "no." There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "point of privilege." The Chair would then ask the interrupter to "state your point." Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "point of order." Again, the Chair would ask the interrupter to "state your point." Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the Chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the Chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the Chair discovers that the agenda has not been followed, the Chair simply reminds the body to return to the agenda item properly before them. If the Chair fails to do so, the Chair's determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the Chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the Chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.