1. Agenda

    Documents:

    CITY COUNCIL AGENDA 09 14 21.PDF

2. Meeting Materials

    Documents:

    COUNCIL PACKET 09 14 21.PDF

COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, SEPTEMBER 14, 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
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. 21-40** – An Ordinance authorizing the Mayor to enter into a contract with the Maple Leaf Car Show Committee for use of Kellogg Lake Park on October 15 and 16, 2021, in the City of Carthage Missouri. (Public Services)
16. New Business
    1. **C.B. 21-39** – An Ordinance to amend Section 404 Workers Compensation (05-12) of the Personnel Policy Manual of the City of Carthage. (Insurance, Audit and Claims)
    2. **C.B. 21-41** – An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for Fiscal Year 2021-2022 for specified funds (General Fund, Fire Protection Tax Fund, Parks/Stormwater Sales Tax Fund). (Budget Ways & Means)
17. Mayor's Appointments

18. Resolutions

   1. **Resolution 1941** – A Resolution approving the recommendation of the McCune Brooks Regional Hospital Trust for the distribution of funds ($75,000.00 per year for five years) from the restricted trust fund to Joplin Regional Medical School Alliance. (McCune Brooks Regional Hospital Trust)

   2. **Resolution 1942** – A Resolution approving the declaration as surplus to the City's needs and authorizing the disposition of office furniture (An executive style desk from the Assistant City Administrator's office Asset #001222). (Budget Ways & Means)

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

COUNCIL AGENDA
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MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
August 24, 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: Ed Barlow, Juan Topete, Robin Harrison, Ray West, David Armstrong, Ceri Otero, Craig Diggs, Alan Snow and Seth Thompson. Council Member Mike Daugherty was absent. 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. Snow made a motion, seconded by Mr. Diggs, to approve the minutes of the August 10, 2021 Council Meeting. Motion carried unanimously.

Mr. Armstrong made a motion, seconded by Mr. Snow, to amend the agenda to remove C.B. 21-39 and add Resolution 1940 – A Resolution of the City of Carthage, Missouri, stating its intent to seek funding through the American Rescue Plan Act ("ARPA") and authorizing the City Clerk to pursue activities in an attempt to secure funding. Motion carried.

Mr. David Brenier, Mercy Regional Supervisor, presented the Zoll Clinical Save Award to Police Department employees Elias Salinas and Wesley Eckols, Fire Department employees Michael Tippie, Jody Roughton and Mat Fasano and Mercy EMS employees Andrea Luker and Alex Cutbirth for their work in saving the life of a 60 year old male who had collapsed in his yard.

During Citizen's Participation Period: Betsy Flanigan, 801 S. Country Club Road, discussed the importance of historic preservation and the need to appoint qualified people to the Planning, Zoning & Historic Preservation Commission.

Mr. Snow reported the Budget Ways & Means Committee is between meetings with the next meeting scheduled for September 13.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. Changes to the transitional and light duty policy were discussed. C.B. 21-39 was removed from the agenda to allow additional changes. Ms. Otero made a motion, seconded by Mrs. Harrison, to approve an advanced leave request of 84 hours for Justin Butler. Motion carried.

Mr. Barlow reported that the Public Safety Committee met August 16. Mr. Barlow made a motion, seconded by Mr. Snow, to allow the closure of George E. Phelps from Grand to Clinton and traffic control from Clinton to Airport Drive from 5:00 p.m. to 7:30 p.m. on October 15. In accordance with the Title VI non-discrimination laws for the Taxi service, Resolution 1939 was approved and forwarded to Council.

Mr. Topete reported that the Public Services Committee meeting scheduled for August 17 was cancelled due to lack of quorum. The Chamber of Commerce is requesting use of Myers Park on October 10 for a Balloon Glow in conjunction with the Maple Leaf Festival. Mr. Topete made a motion, seconded by Mr. Diggs, to allow the use of Myers Park for the Balloon Glow on October 10. Motion carried. The Carthage Maple Leaf Car Show will be held October 15-16 in Kellogg Lake Park. Participants will be allowed to camp during the overnight hours on October 15. The City will provide picnic tables, four traffic barricades and additional trash barrels as needed. There will be food truck vendors and monster truck rides. Insurance will be provided for the event. This is being presented in C.B. 21-40.

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

Special Committee and Board Liaison reports were given by Ms. Otero for the Carthage Humane Society, and Mr. Armstrong for the Civil War Museum.

Mayor Rife reported on meetings with various boards and committee members.

During reports of Council Members, Mr. Armstrong discussed the agenda appointment to the Planning & Zoning Commission and the need to take that commission in a different direction. Mr. Snow thanked those employees who had been presented the Clinical Save Award.

Fire Chief Roger Williams thanked Mr. Snow for the kind words.

Parks & Recreation Director Mark Peterson discussed a recent golf tournament with 63 couples that brought business to town.

City Administrator Tom Short reported on the following: MML webinar discussing the application process for ARPA funds, a future budget adjustment, meeting with CVB representatives, a draft RFP for hiring a facilitator for council retreat, P&Z Commission training requirements, funds requested from McCune Brooks Hospital Trust Board, a TAC meeting, Region M meeting, social media training, staff checking the accuracy of past benefit applications for P&F pension funds, MoDOT cost share for Hazel to Phelps project, CEDC meeting, and a redistricting seminar with MML.

The Committee on Claims filed a report in the amount of $714,514.54 against the following funds: General Revenue $63,448.36, Public Health $158,495.43, Public Safety $7,391.00, Parks/Stormwater $39,864.53, Golf $4,175.78, Public Facilities $233,353.98 and Payroll $207,781.46. Ms. Otero made a motion, seconded by Mr.Topete to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-22 – An Ordinance to amend Section 10-1 of the Carthage Code, by adopting the 2018 International Fire Code including Appendices B, C, D, F, G and I as supplemented or amended was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West. The Council Bill was approved and numbered Ordinance 21-37.

C.B. 21-36 - An Ordinance levying General Taxes upon Real Property located within the City of Carthage, Jasper County, Missouri for the year 2021, for General Revenue purposes and other purposes, and fixing the rates thereof was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West. The Council Bill was approved and numbered Ordinance 21-38.

C.B. 21-37 - An Ordinance to establish a procedure to disclose potential Conflicts of Interest and substantial interests for certain Municipal Officials was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West. The Council Bill was approved and numbered Ordinance 21-39.

C. B. 21-38 - An Ordinance to amend Section 2-60 Functions of Public Works Committee, of the Carthage Code by replacing with 2-60 Functions of Public Works Committee, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West. The Council Bill was approved and numbered Ordinance 21-40.

Under new business, C.B. 21-40 - An Ordinance authorizing the Mayor to enter into a contract with the Maple Leaf Car Show Committee for use of Kellogg Lake Park on October 15 and 16, 2021, in the City of Carthage Missouri was placed on first reading with no action taken.

Mr. Snow made a motion, seconded by Mr. Barlow, to approve the Mayor's appointment of Alan Bull to the Planning, Zoning & Historic Preservation Commission until August 2025. Motion failed 4-5. Ayes: Barlow, Harrison, Snow and West. Nays: Armstrong, Diggs, Otero, Thompson and Topete.

Mr. Barlow made a motion, seconded by Ms. Otero, to approve Resolution 1939 - A Resolution of the City of Carthage, Missouri adopting the Non-Discrimination/Limited English Proficiency (LEP) Plan. Resolution 1939 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West.

Mr. Snow made a motion, seconded by Ms. Otero, to approve Resolution 1940 – A Resolution of the City of Carthage, Missouri, stating its intent to seek funding through the American Rescue Plan Act ("ARPA") and authorizing the City Clerk to pursue activities in an attempt to secure funding. Resolution 1940 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West.

Closing Comments: Mr. Armstrong discussed the need for citizen's trust. Mr. Snow thanked the teachers for their hard work since school has begun.

Mr. Thompson made a motion, seconded by Mr. Diggs, to close the meeting according to Section 610.021 (1) the Agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body or its representatives and its attorneys followed by a roll call vote on the board of 9 yeas and no nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West. Motion carried at 7:21 p.m.

CLOSED SESSION

Ms. Otero made a motion, seconded by Mr. Diggs, to return to the regular session of the Council Meeting at 8:26 p.m. followed by a roll call vote of 9 yeas and no nays. Ayes: Armstrong, Barlow, Diggs, Harrison, Otero, Snow, Thompson, Topete and West.

Mr. Diggs made a motion, seconded by Mr. Snow, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 8:27 p.m.

____
Dan Rife, Mayor

____
Traci Cox, City Clerk

PRESENTATIONS/ PROCLAMATIONS

PUBLIC HEARINGS

OLD BUSINESS

COUNCIL BILL NO. 21-40 **ORDINANCE NO. ____________**

An Ordinance authorizing the Mayor to enter into a contract with the Maple Leaf Car Show Committee for use of Kellogg Lake Park on October 15 and 16, 2021, in the City of Carthage Missouri.

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 enter into a use agreement with the Maple Leaf Car Show Committee for the use of Kellogg Lake Park on October 15 and October 16, 2021, 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.

____
MAYOR

ATTEST:

____
CITY CLERK

Sponsored by: Public Services Committee

USE AGREEMENT

THIS AGREEMENT (hereinafter as the "Agreement"), made and entered into this _______ of _______________, ___________, by and between the City of Carthage (hereinafter as the "City"), and the Carthage Maple Leaf Car Show, (hereinafter as the "User").

WHEREAS, the City in its park system owns, leases, or controls various fields or parks for events throughout the City;

WHEREAS, the User is conducting an event at one or more of the parks or fields owned, leased, or controlled by the City and wishes to use one of the City's parks to conduct such event; and

WHEREAS, it is the parties' desire to enter into an agreement which sets forth their respective rights and responsibilities.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. Purpose. The City shall allow the User to use Kellogg Lake Park (hereinafter as the "Park") to conduct a Swap Meet and Car Show.

2. Term. The term of this Agreement shall be October 15, 2021 (10/15/2021) to October 16, 2021 (10/16/2021). Access to the Park will be allowed during regular Park hours during the term of this Agreement. The City will allow the User to camp during the overnight hours of October 15, 2021 (10/15/2021).

3. Rental. User agrees to pay the rental fee for use of the Park in the amount of five hundred dollars ($500).

4. Conditions. The User, at its expense, will provide the following:

1. Portable toilets to meet the expected demand.
2. Trash dumpster to meet the expected demand.
3. Electric services from CWEP.
4. Provide a diagram of intended Park use for each activity.
5. Provide a written description of each activity.
6. Provide a diagram of public parking, vendor parking, food truck parking and car show participant parking for non show vehicles and trailers.
7. Provide signage for public parking, vendor parking and traffic flow.
8. Provide a damage deposit of five hundred dollars ($500) prior to the first day of activities. This deposit will be refundable upon review of property by Carthage Park Superintendent.
9. Food trucks and merchandise vendors must provide documentation of City of Carthage Business License and State of Missouri Sales Tax License prior to the event.
10. One alcohol sales provider may be used. This provider must provide their Jasper County Liquor License, City of Carthage Business License and Missouri Sales Tax License prior to the event.

The City will provide the following:

1. Additional picnic tables to meet the expected demand.
2. Closed gates on the west and southeast portion of the Park.
3. Four (4) traffic barricades.
4. Additional trash barrels to meet expected demand.

5. Care of the Facilities. User agrees to place and leave all trash from its events in the barrels provided by the City and the dumpster provided by the User. City agrees to handle removal of the barrels from the Park after the event. User agrees to coordinate removal of the dumpster with their arranged provider in a timely manner after the event.

6. Indemnification and Hold Harmless. User shall have the responsibility for the safety of persons and property at those facilities used during its occupancy and use of the Park. User expressly agrees to indemnify the City against any and all claims for personal injury or property damage of every nature whatsoever, related to the User use of the Park and including any parking areas. To the fullest extent permitted by law, USER agrees to indemnify, defend and hold harmless the CITY, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses were caused by the negligence or other wrongdoing of USER, or of any supplier or subcontractor, or their agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of CITY or any of its agents or employees.

7. Insurance. That prior to holding any activity at the Park, User agrees and shall obtain a comprehensive general liability insurance policy in a form and with an insurer satisfactory to the City. Said policy shall name the City as an additional insured. User shall maintain such policy for the duration of this Agreement. The amount of general liability insurance shall be at least two million dollars ($2,000,000.00) per person per occurrence for personal insurance, property damage, and product liability, if applicable. User shall furnish the City with proof of said insurance coverage prior to use of the Park. User understands that the City does not provide insurance coverage for the User's personal property or equipment. The City of Carthage must be named as additional insured on User insurance policies for this agreement. USER agrees that CITY shall be provided at least thirty (30) days advance written notice of any cancellation or rescission of any policy that USER or any of its subcontractors or suppliers is required to maintain under the contract documents.

8. Assignment. User agrees that no right or obligation of this Agreement, nor right in the Park, may be assigned or subleased by User without prior written consent of the City.

9. Default. If User shall neglect or fail to do or perform any of its covenants and promises herein contained, the City may terminate this Agreement upon five (5) days written notice and cancel further use of its facilities by User.

10. Waiver of Default. That failure by the City to require strict performance of any covenant, promise, or condition of the Agreement shall not affect the City's right to subsequently enforce the same, nor shall a waiver of default be construed to be a waiver of any succeeding default or a waiver of this clause. To be effective, any waiver by the City must be in writing.

11. Notice. Any notice must be served upon the City by first class mail, postage prepaid at the following addresses:

City Clerk Traci Cox
326 Grant Street
Carthage, MO 64836

Any notice must be served upon User by first class mail, postage prepaid, to User at the following address:

Maple Leaf Car Show Committee

Everett Reynolds

12. Cost of Litigation. That if suit or legal action is instituted by any party hereto to establish or enforce any right under this Agreement, to recover any amounts due hereunder, to correct a breach of covenant, term or condition hereto, or to litigate any other matter arising from the execution of this Agreement, the prevailing party in the trial court and the prevailing party on any appeal shall recover reasonable attorney's fees awarded by the trial and appellate courts, in addition to costs and disbursements. The parties agree that a reasonable rate for attorney fees will be $175.00 per hour. This provision shall survive any termination of this Agreement.

13. Merger Clause. This writing represents the entire Agreement between the parties. No promises, representations or agreement, written or oral, shall amend, change, or add to any of the express provisions herein.

14. Construction. That this Agreement shall be construed pursuant to the laws of the State of Missouri. The parties agree that no construction of this Agreement shall be made in a court of competent jurisdiction against the interest of any party to this Agreement on the basis that the party had primary responsibility for drafting the Agreement.

15. Swap Meet, Sales Tax, Licenses. USER will ensure all vendors participating in the swap meet will collect sales tax on items sold. Vendors will be required to fill out a special event application for the State of Missouri prior to the event. Vendors will also be required to obtain a City license for the sales of items at the meet, prior to the event.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representative the day and year first-above written.

16. Monster Truck Rides. USER may offer Monster Truck rides through a provider approved by the City of Carthage Parks & Recreation Department. Monster Truck Rides will be allowed only is a location defined by City of Carthage Park Superintendent. This location must be fenced off with no public access inside the temporary fencing.

17. Monster Truck Ride Insurance. That prior to holding any activity at the Park, the approved Monster Truck ride provider agrees and shall obtain a comprehensive general liability insurance policy in a form and with an insurer satisfactory to the City. Said policy shall name the City as an additional insured. User shall maintain such policy for the duration of this Agreement. The amount of general liability insurance shall be at least two million dollars ($2,000,000.00) per person per occurrence for personal insurance, property damage, and product liability, if applicable. User shall furnish the City with proof of said insurance coverage prior to use of the Park. User understands that the City does not provide insurance coverage for the User's personal property or equipment. The City of Carthage must be named as additional insured on User insurance policies for this agreement. USER agrees that CITY shall be provided at least thirty (30) days advance written notice of any cancellation or rescission of any policy that USER or any of its subcontractors or suppliers is required to maintain under the contract documents.

The coverage to be provided to City of Carthage is not intended to, nor does it waive, nor shall it be construed as waiving in any way whatsoever, any sovereign immunity or official immunity provided to City of Carthage or its officials, officers or employees by the Constitution of the State of Missouri or by any federal, state or local law, ordinance or custom. The Terms "sovereign immunity" and "official immunity" shall be given the broadest interpretation allowed by law. Maple Leaf Car Show Committee acknowledges that it is not authorized to waive any immunity that the City or its officials or employees may have.

CITY OF CARTHAGE, MISSOURI

____

Mayor, Dan Rife

ATTEST:

____

City Clerk, Traci Cox

USER

____

By: ____________________________

ATTEST:

____

Printed Name: ____________________

NEW BUSINESS

COUNCIL BILL NO. 21-39 **ORDINANCE NO. _________**

An Ordinance to amend Section 404 Workers Compensation (05-12) of the Personnel Policy Manual of the City of Carthage.

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

SECTION I: Section **404 (05-12) Workers Compensation** of the Personnel Policy Manual is hereby repealed and the following enacted in lieu thereof:

05. Transitional Duty Assignments: In some cases, an injured, disabled, or pregnant employee may be able to continue in his/her regular job with only minimal modifications. However, at times, a totally different work assignment is necessary to accommodate the prescribed restrictions identified by the employee's physician or a Worker's Compensation physician. This temporary accommodation is referred to as a transitional or "light" duty assignment. This is not a long-term solution nor is it intended to accommodate permanent restrictions resulting from an injury or inability to complete specified job duties. For hours worked during transitional duty, the employee is paid at 100%. The objectives of the transitional duty assignment are to:

1. Return an injured, disabled, or pregnant employee to productive employment who might otherwise be on leave.
2. Assist the injured, disabled, or pregnant employee in the transition from disability to work.
3. Control the cost of a claim and thereby reduce the overall cost of Worker's Compensation.

An employee who is injured as a result of a work-related accident and is unable to return to work immediately due to the medical restrictions placed upon him or her by a Worker's Compensation physician (i.e., unable to do the essential functions of the job without a direct threat or undue hardship) may be assigned a transitional duty position until he is able to return to regular duty. Other requests that are the result of non-work related injuries, disabilities, or other medical diagnoses that would require a transitional duty assignment must be accompanied by detailed restrictions from the employee's physician. The Worker's Compensation physician or employee's physician will be required to determine if modified duty would pose a hindrance to recuperation or an increased risk of re-injury or harm to the employee. The provider will also determine if the employee's condition would pose a safety or health hazard to fellow employees and/or the general public.

06. Identification of Transitional Duty: Department Heads will be responsible for identifying transitional duty positions in each department and reporting those to the City Administrator. Every effort shall be made to assign employees to positions consistent with their position. However, transitional duty employees may be assigned to positions within other departments until the employee is released to full duty work status.

07. Requesting Transitional or Light Duty: If an employee needs to be exempt from some portion of their job duties or needs to be restricted in how they perform some their duties, the employee must submit a written request to their immediate supervisor. The request must include a medical note from the employee's treating physician indicating the temporary exemption/restriction from performing certain duties. This documentation will be submitted to the Department Head for review, consideration, and final decision. If the employee is also taking prescribed medications that may affect the employee's ability to perform assigned work, this must be reported to the immediate supervisor and Department Head for consideration of the overall request.

08. Granting or Denying Transitional or Light Duty Requests: The Department Head for the employee will review the request in consultation with Human Resources and respond in writing to the employee. If a department has work available qualifying as "light duty", the Department Head may assign said work to any employee. The Department Head is not required to allow any employee who cannot perform all of the essential functions of the position to return to work. If the request is approved, the employee will be informed of their assignment, location, hours, etc. The modified or light duty assignment will be reviewed every 30 days by the Department Head with oversight from Human Resources. If the request for modified or light duty is denied, the employee will also be informed of this in writing by the Department Head. If a transitional or light-duty assignment is offered by the employer and approved by the employee's physician, an employee's refusal to accept the offer of light-duty may affect the employee's right to workers' compensation benefits under applicable law.

09. Conditions while on Transitional or Light Duty: Any time a department approves an employee's request for light or limited duty, the following conditions will apply:

1. The employee will be exempted from working overtime until medical restrictions are rescinded.
2. The employee may be assigned to another position without a reduction in pay. The employee may be assigned to work in jobs not directly reflected in the employee's current position.
3. The employee may be required to submit to medical evaluations by City selected physicians to provide additional medical information.

10. Transitional Duty Duration: The transitional duty assignment will be for a period not to exceed 90 days. Throughout the 90-day period of recovery, the Department Head will be responsible for monitoring the employee's status. At the end of the 90-day period, if the employee has still not fully recovered from the work-related injury, the Department Head will direct the Worker's Compensation physician or employee's physician to provide a written prognosis of the duration of recovery and proposed treatment. Based on the Worker's Compensation or employee's physician's response, the City may choose to continue the transitional duty position, request a second opinion from another Worker's Compensation or licensed physician or terminate the transitional duty position. There are no permanent transitional or light duty assignments.

11. Transitional Duty Termination: At that time the Department Head, along with the City Administrator and Mayor concurring, may offer to another individual a full-time appointment after the original individual in the position has been off more than 90 days who has not worked due to the injury. Prior to making a full-time appointment, the Department Head shall review the medical file to determine the prognosis for early recovery. The final decision concerning offering a regular appointment to another person shall be based on the good of the service. If a full-time replacement has been made, the employee on leave can return only to a vacant position and may not displace a full-time employee.

12. Returning to Full Duty: Prior to the employee's return to full and unrestricted duty, the employee must submit a medical authorization to do so. The medical documentation must indicate a return to work date and state the employee can perform all duties of the position with no restrictions. The Department Head retains the right to require any employee to submit to a fit for duty examination as deemed necessary to ascertain whether the employee is able to fulfill all essential job functions with or without reasonable accommodation.

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

COUNCIL BILL NO. 21-41 **ORDINANCE NO. ______**

AN ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEAR 2021–2022 FOR SPECIFIED FUNDS (GENERAL FUND, FIRE PROTECTION TAX FUND, PARKS/STORMWATER SALES TAX FUND).

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

SECTION I: The City of Carthage's 2021 – 2022 Annual Operating and Capital Budget for the **General Fund,** is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

a.) the **CMA Department**;

- Main Street line item in an amount not to exceed $25,000 for the approved Agreement with Vision Carthage; and
- The Economic Development Services line item in an amount not to exceed $34,500 for participation with CWEP on a contract for the development of an Economic Development Strategic Plan.

b.) the **Capital Improvements Department** for an amount not to exceed $99,426 to, Capital line item for CivicPlus website software;

c.) the **Police Department**, Computer Services line item for the outstanding Omnigo bill for an amount not to exceed of $16,000;

d.) the **Parks & Recreation Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed $4,500 to the Capital Outlay line item, as a carry-over from Fiscal Year 2021 for fencing replacement/repair for Rock Stadium due to vandalism; and

e.) the **Fire Department** in an amount not to exceed $30,000 to the Capital Outlay line item, for the purchase of the adjoining parking lot property from First Baptist Church.

SECTION II: The City of Carthage's 2021 – 2022 Annual Operating and Capital Budget for the **Fire Protection Sales Tax Fund,** is hereby amended to reflect supplemental appropriations from the unallocated and undesignated and unallocated fund balance, for;

- An amount not to exceed $140,000, to the **Capital Projects** line item for (Carry-Over project; Brush Truck, ($85,000) and (Carry-Over project; Furnishings, for Station #2, $55,000); and
- An amount not to exceed $579,790.29 to the **Capital Outlay** line item for Lease Purchase payments from Lease Proceeds of $579,790.29 pursuant to a year end journal entry; and
- An amount not to exceed $6,900 to the **Miscellaneous** line item for emergency repair/replacement of the damaged bay door at Fire Station #2.

SECTION III: The City of Carthage's 2021 – 2022 Annual Operating and Capital Budget for the **Parks Storm Water Sales Tax Fund,** is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- An amount not to exceed $80,000 to the **Capital Outlay line item,** for carry-over funds/project for the Golf Course Bunker Renovation; and
- an amount not to exceed, $125,000 to the **Capital Outlay line item** for carry-over funds/project for the Tree Inventory and Maintenance for the Parks & Recreation System project; and
- an amount not to exceed, $1,554 to the **Capital Outlay line item** for carry-over funds/project for the Griggs Park Pickle Ball Courts; and
- an amount not to exceed, $95,750 to the **Capital Outlay line item** for carry-over funds/project for the Parks Master Plan, from the unallocated and unappropriated Fund Balance; and
- an amount not to exceed, $258,524.13 to the **Capital Outlay line item** for Lease Purchase payments from Lease Proceeds of $258,524.13, pursuant to a year end journal entry.

SECTION IV: 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: Budget Ways & Means Committee

MAYOR'S APPOINTMENTS

RESOLUTIONS

RESOLUTION NO. 1941

A RESOLUTION APPROVING THE RECOMMENDATION OF THE McCUNE-BROOKS REGIONAL HOSPITAL TRUST FOR THE DISTRIBUTION OF FUNDS ($75,000 PER YEAR FOR FIVE YEARS) FROM THE RESTRICTED TRUST FUND TO JOPLIN REGIONAL MEDICAL SCHOOL ALLIANCE.

WHEREAS, the City of Carthage established the McCune-Brooks Regional Hospital Trust (Trustee) in December 2011 for the benefit of the citizens of Carthage, as an irrevocable common law trust under Missouri law; and

WHEREAS, the City approved the sale of the Hospital Property, including all property described as the "Leased Property" and the "Assumed Assets" under the Lease, to Mercy-Carthage for the Purchase Price; and

WHEREAS, the remaining amounts paid by Mercy-Carthage pursuant to the Asset Purchase Agreement were deposited in the McCune-Brooks Regional Hospital Trust; and

WHEREAS, the Grantors of the Trust have agreed that as part of the Lease Agreement all net lease proceeds received by Grantor shall be held, administered, and distributed upon the recommendations of the Trustee, subject to the approval of the City Council; and

WHEREAS, the Trustee may at any time make recommendations for distribution of the principal, and net income, subject to the approval of the City Council, for only the following purposes:

a) to or for the benefit of the welfare and healthcare related purposes of the citizens of the greater Carthage. Missouri metropolitan area;

b) to reconstitute and provide funds to operate the Hospital, if needed, upon termination of the Lease Agreement;

c) to pay any liabilities and obligations of McCune-Brooks under the Lease Agreement;

d) to enforce the terms of the Lease Agreement, including hiring consultants and attorneys;

e) to pay the costs necessary for McCune-Brooks to continue its affairs during the term of the Lease Agreement and to wind up its affairs during the Lease Term, including the cost of attorneys, auditors and accountants; and

WHEREAS, the Trustee has recommended the distribution of funds pursuant to section a) above, for a grant award for equipment in addition to construction expenses (as delineated in the application), to the following recipient:

Joplin Regional Medical School Alliance $75,000 per year for five years

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 Council of the City of Carthage, Missouri does hereby approve the recommendation of the Trustee for the distribution of funds pursuant to section a) above, and the attached application.

PASSED AND APPROVED THIS __________ DAY OF ____________, 2021.

ATTEST:

____
Dan Rife, Mayor

____
Traci Cox, City Clerk

Sponsored by: McCune Brooks Regional Hospital Trust

REGIONAL
MEDICAL SCHOOL
ALLIANCE

P.O. Box 400 | Neosho, MO 64850 | 417.455.8266

August 9, 2021

McCune Brooks Regional Hospital Trust
c/o Schmidt Associates
1105 Industrial Drive
Carthage, MO. 64836

Dear Trustees:

On behalf of the Joplin Regional Medical School Alliance, I would like to thank you once again for your very generous gift to support a new College of Dental Medicine in our area. I am also deeply appreciative for the opportunity to submit this follow-up proposal for additional funding to support the cost of purchasing equipment for the facility.

I am submitting this cover letter as Chairman of the Joplin Regional Medical School Alliance Fundraising Committee, which is the charitable entity working with Kansas City University in order to bring this project to fruition. Our organization (JRMSA) was originally formed to bring the medical school to Joplin, and we decided to undertake a similar initiative with respect to the College of Dental Medicine.

We work closely with Kansas City University, but are a separate fundraising entity. Our focus has been on bringing to the citizens of our region better health care through education.

I hope you will view our request favorably, and if there are questions or concerns, please do not hesitate to contact me.

Sincerely,

Rudolph E. Farber
Chairman, Joplin Regional Medical School Alliance – Fundraising Committee

REF/cas

Enclosure

REGIONAL MEDICAL SCHOOL ALLIANCE

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 21 2012

JOPLIN REGIONAL MEDICAL SCHOOL ALLIANCE
C/O ROB OBRIAN
320 E 4TH ST
JOPLIN, MO 64801

Employer Identification Number:
27-3183285
DLN:
500271105
Contact Person:
RICHARD COMBS ID# 31024
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
July 20, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

JOPLIN REGIONAL MEDICAL SCHOOL

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Kansas City University

ORGANIZATIONAL SUMMARY

Mission

Kansas City University (KCU) is a community of professionals committed to excellence in education, research, patient care and community service while *improving the well-being of the communities we serve*.

Vision

Become the most student-focused health sciences university in the nation by: delivering value; cultivating team spirit; and becoming a trusted partner.

History

Founded in 1916 by George J. Conley, DO, KCU is the fifth oldest osteopathic medical school in the country and the eighth largest in the United States. The University has educated more than 12,000 osteopathic physicians since its inception, with over 2,000 alumni practicing in Kansas and Missouri alone. KCU physicians fill critical needs nationally, with 50 percent practicing in primary care specialties and 30 percent serving in rural or underserved areas.

In recent years, KCU has expanded to a second campus in Joplin, which welcomed its first class of medical students in 2017. It is the first medical school to open in Missouri in nearly 50 years and the only medical school in the southwest Missouri region. KCU-Joplin places a strong emphasis on patient-centered primary care and rural health to help address physician shortages in these areas.

In 2021, KCU broke ground for a College of Dental Medicine on the Joplin campus. The new college will address the significant and growing oral health needs of the four-state region of southwest Missouri, northwest Arkansas, northeast Oklahoma and southeast Kansas. It is expected to welcome its first class in 2023.

Goals

Institutional goals from the 2017 – 2021 KCU Strategic Plan:

- Strengthen outcomes-based education for students through curricular innovation that incorporates teaching excellence and leading-edge technology.
- Expand the national impact and reputation of KCU through the development of additional health sciences programs, new campuses and strategic partnerships.
- Expand research that leverages the region's diverse demographics and resources to improve the health of our community.
- Develop partnerships that align with KCU's mission and create value for our constituents.
- Build the best university team in the profession.

Audience Served

- 1,800+ Kansas City University students enrolled at the Kansas City and Joplin campuses.
- 14,000+ K-5 elementary school students receiving health assessments annually through the Score 1 for Health program.
- Thousands of indigent and isolated people in remote areas of Guatemala, Dominican Republic and Kenya through our Global Health Initiative.

Services and Programs

- Medical Education—Kansas City University offers the following degree programs:
  - Doctor of Osteopathic Medicine (DO)
  - Master of Science in Biomedical Sciences (MS)
  - Doctor of Clinical Psychology (PsyD)
  - DO/MA in Bioethics Dual Degree
  - DO/MBA in Healthcare Leadership through a partnership with Rockhurst University
  - Coming soon: Doctor of Dental Medicine (DMD)
- A robust research program—most prominently in molecular and cellular biology—keeps the KCU faculty on the leading edge of advancements in medicine and gives students opportunities to develop their research and critical thinking skills.

Organizational Structure

KCU is governed by the Board of Trustees and the Executive Team, and is advised by the President's Cabinet, which includes University executive leadership appointed by the President. The Board of Trustees is composed of alumni, business leaders and regional and national experts in health care, business management and education.

The Board of Trustees consists of thirteen to seventeen voting members who are elected for three-year terms and are limited to no more than four consecutive terms. The President and CEO of the University sits on the Board as a non-voting trustee. The Governance and Nominating Committee annually presents a slate of candidates who must be confirmed by a majority vote of all incumbent members of the Board of Trustees. The Board also elects special committees that advise on and investigate specific initiatives and opportunities.

Standing committees include:

- Academic, Research and Medical Affairs
- Audit
- Community Engagement
- Compensation and Benefits
- Executive
- Finance and Investment
- Governance and Nominating

Recent Key Achievements

- *Center for Medical Education Innovation*
  - The new Center for Medical Education Innovation was completed in spring of 2020 but unable to fully open until spring of 2021 due to the pandemic. This facility provides the latest in virtual reality, haptic technology and simulated clinical

experiences for educating the next generation of physicians and health science professionals. It serves as a resource for students and health-care professionals throughout the region, offering opportunities for continuing medical education, inter-professional education and active research in academic collaboration.

- *COCA Exceptional Outcomes Award*
    - KCU College of Osteopathic Medicine joined a select group of medical schools in the United States in 2019 when it received the highest status possible from The American Osteopathic Association Commission on Osteopathic College Accreditation (COCA), the accrediting body of osteopathic medical education. KCU is one of only four osteopathic medical schools in the nation to receive an exceptional outcomes designation.
- *Student Success*
    - KCU's College of Osteopathic Medicine students continue to rise above the national averages for pass rates on the College of Osteopathic Medicine Licensing Exam (COMLEX); 97% of KCU COM students passed the COMLEX 1 as compared to a 94% national average. The COMLEX includes three medical licensing exams that assess osteopathic medical knowledge and clinical skills, provides a pathway for licensure and is a graduation requirement. Additionally, the University placed 100% of graduates seeking residencies in both 2019 and 2020.
- *Score 1 for Health – Joplin*
    - In the 2019-2020 academic year, KCU's Score 1 for Health program expanded comprehensive health screenings to include all eleven elementary schools in Joplin, Mo. In 2021 they hired a coach in Joplin to support the CHAMPS program designed to teach children and families healthy eating and healthy lifestyles.
- *Wellness*
    - The Chronicle of Higher Education named KCU one of its 2018 and 2020 "Great Colleges to Work For." Also in spring 2020, KCU was recognized by Ingram's Magazine as one of 14 Best Companies To Work For in Kansas City – businesses that quickly pivoted to operate differently in the new pandemic paradigm while supporting employees and keeping them productive and engaged. In March, KCU was named by the Kansas City Business Journal as one of the 2021 Healthiest Employers.
- *PsyD*
    - In 2017, KCU introduced the only Doctoral Program in Clinical Psychology (PsyD) in Missouri or Kansas. KCU's PsyD program includes an emphasis in geropsychology, which uniquely positions students to treat older adults who are the fastest growing sector of our country's population. In April 2021, the program received its contingency accreditation, the next step for this new program toward full accreditation which it will apply for in 2022-2023.
- *KCU Research Symposium*
    - KCU celebrates science at its annual Research Symposium. Due to the pandemic, the symposium has been held virtually the past two years. Approximately 200 students participated in 2021, with 114 poster presentations and abstract submissions. Also, 31 KCU GME-Consortium Residents presented their research efforts from residency sites.

PROPOSAL ADDENDUM

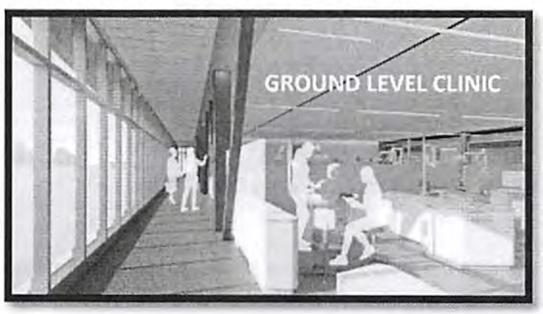
KCU-Joplin College of Osteopathic Medicine and the New **College of Dental Medicine**

Future College of Dental Medicine

65,000 square-foot Oral Heath Center for Innovative Dental Education & Service

Linking Dental and Medical Education

The Future of Oral Health Education



State of the Art Clinical Skills Learning

<u>Dr. Linda C. Niessen DMD, MPH, MP</u> is the founding dean of the KCU College of Dental Medicine on the KCU Joplin, campus.

Dr. Niessen previously served as dean and professor at Nova Southeastern University College of Dental Medicine in Fort Lauderdale, Florida. Dr. Niessen currently serves as chair of the ADA Council on Dental Education and Licensure.

Dr. Niessen started her career as a Commissioned Officer in the U.S. Public Health Service working with the Choctaw Nation of Oklahoma at the Talihina Indian Hospital, in Talihina, Oklahoma. Her academic career includes serving as a clinician caring for medically complex and geriatric patients at several VA Medical Centers. As a member of the faculty at Baylor College of Dentistry (now Texas A&M College of Dentistry), she authored numerous papers in peer reviewed journals and has been an invited speaker at meetings throughout the world on these topics. During this time, she launched a 2-minute dental news segment, "Dental Health Check" focusing on oral health. "Dental Health Check" aired weekly on WFAA-TV (Dallas's ABC affiliate) for 15 years, providing oral health news for consumers.

Dr. Niessen has served as president of the Dallas County Dental Society, American Association of Women Dentists, American Association of Public Health Dentistry, American Board of Dental Public Health, Friends of the National Institute of Dental and Craniofacial Research, and the American Academy of Esthetic Dentistry. She has served as a member of the National Advisory Dental Research Council for the National Institute of Dental and Craniofacial Research and a member of the US Department of Health and Human Services, Health Resources and Services Administration Advisory Committee on Training in Primary Care Medicine and Dentistry. She previously served as Vice President and Chief Clinical Officer for DENTSPLY International (now DentsplySirona), where she oversaw the global clinical education and professional relations activities for the dental manufacturing company.

Dr. Niessen received her Bachelor's degree in Chemistry from the University of New Mexico. She received her dental degree (DMD), her Masters in Public Health degree (MPH) and her Masters in Public Policy degree (MPP), all from Harvard University.

Dr. Niessen possesses a depth of oral health experience and is deeply committed to rural health and meeting the needs of underserved patients. She strives daily to make an immediate impact on the growing oral health needs of the communities surrounding Joplin, including those in the Native American populations.

Application Date: August 9, 2021

MCCUNE BROOKS REGIONAL HOSPITAL TRUST
Data Sheet for Organizations Requesting Grants

PLEASE NOTE: The McCune Brooks Regional Hospital Trust will review the data supplied herein making its determination as to whether or not it will recommend to the Carthage City Council that a grant be made to your organization. However, by reviewing your request and the information supplied herein, the Trust is in no way making any commitment to grant funds to your organization pursuant to this or any other request. Further, the Trust may, at its option, request additional information and such requests by the Trust should not be considered a commitment by the Trust to make any grant to your organization. The Carthage City Council must ultimately approve the Trust's recommendation for funding before any grant of funds can be made.

1. Legal name of your organization: Joplin Regional Medical School Alliance

2. Is your organization an organization qualified as a 501(c)(3) tax-exempt organization by the IRS or qualified in any other manner by the IRS as a tax-exempt entity? YES __X__ NO ______

   a. If your organization has qualified as a tax-exempt organization, please attach a copy of the IRS qualifying letter or such other documentation you are relying upon to establish your organization's tax-exempt status.

3. Please provide your organization's taxpayer identification number: 27-3183285

4. Please write a brief statement of the purpose of your organization. If you need additional space, you may write on the back of this form or attach a separate statement to this form.

   The purpose of the Joplin Regional Medical School Alliance is to strengthen and expand quality medical care in our region through medical and health education. JRMSA formed in 2008 as part of an initiative by Kansas City University and a group of local business leaders and medical professionals. KCU broke ground in 2016 on the site of the former St. John's Hospital, which had been destroyed by the devastating EF-5 tornado in 2011. In 2017, KCU-Joplin College of Osteopathic Medicine welcomed an inaugural class of 162 students to its medical school. JRMSA is now working with KCU to build a College of Dental Medicine as well. Thanks, in part, to a generous grant from the McCune Brooks Regional Hospital Trust earlier this year, KCU broke ground on the new CDM on May 22, 2021—the 10-year anniversary of the tornado.

5. How much money is your organization requesting from the McCune Brooks Regional Hospital Trust?

   $75,000 per year for five years for a total of $375,000.

6. When does your organization anticipate the need for funds it is requesting?

   As noted above, construction has begun on the new CDM and it is expected to be completed in time for the inaugural class in August of 2023. An additional pledge from the McCune Brooks

Regional Hospital Trust in the third quarter of 2021 will help ensure that funds are in place to ensure a smooth start to the first academic year.

7. Please write a brief statement as to the purpose for which these funds are being requested. If you need additional space, you may write on the back or attach a statement to this form.

KCU, supported by JRMSA, has identified oral health as a major problem for southwest Missouri and the surrounding region. Following an extensive needs assessment and feasibility study, a campaign for a new College of Dental Medicine is being conducted to address the need for oral health education and services.

Southwest Missouri, Northwest Arkansas, Northeast Oklahoma, and Southeast Kansas have fewer dentists per capita than most areas in the United States. This multi-state region within a 125-mile radius of Joplin, Missouri has a critical need for more dentists, with every county within that region being a Dental Health Professional Shortage Area (DHPSA), as determined by the federal government.

Out of the 50 states, Missouri ranks 41st, Arkansas 50th, Oklahoma 29th and Kansas 37th on the number of dentists per capita. The current dental workforce in Missouri represents an aging demographic nearing retirement age, with 55% over age 50 and 19% over age 65. The need for dentists in Missouri is projected to grow by some 780-805 by 2024.

Children can't learn when suffering from toothache pain and adults don't have the same employment opportunities when they are missing front teeth. Research has shown that poor oral health is associated with increased risk for chronic diseases, such as heart disease and diabetes. Patients who have the greatest need for dental care are often those who are unable to receive it, due to lack of dentist availability or patients' lack of ability to pay. The KCU College of Dental Medicine in our region will be a major step forward in meeting these needs.

Specifically, this proposal seeks funding to support construction and equipping of seven comprehensive care operatories. Located in the comprehensive care hubs, these state-of-the-science operatories will provide a comfortable, clean and contemporary environment that allows for patient privacy and safety in which to obtain comprehensive dental care. These operatories will promote student, staff and faculty collaboration.

In addition to the construction expense, the equipment needs of each operatory are significant:

Dental Chair
Dental Light—Chair Mount
Traditional Delivery System—Radius 332
Assistant Instrumentation
Monitor Mount
Doctor's Stool
Assistant's Stool
Monitor Mount on Wall
Keyboard Tray
Clinic Operatory Cart
Dental Barrier Film Dispenser

2-Hook Patient Coat Hook
Paper Towel Dispenser
Soap Dispenser
Hand Sanitizer Dispenser
Sharps Disposal
Accessory Rail & Mounting Brackets
Trash Receptacle
Intraoral Camera

These operatories will be used to directly provide oral health to citizens of Carthage and the region as well as train the next generation of oral health professionals as described in the following section.

8. If the McCune Brooks Regional Hospital Trust consents to recommend a grant to your organization of the funds requested for the purpose you have set forth in your response to Item 7 above, it will be because the trustee has determined that the purpose forwarded by the grant is for the general welfare and healthcare benefit of the citizens of Carthage, Missouri, and healthcare related purposes of the greater Carthage, Missouri, metropolitan area. Please write a brief statement as to how this requested grant to your organization will meet these purposes. If you need additional space, you may write on the back or attach a statement to this form.

   The KCU CDM in in our region will include a newly constructed Oral Health Center clinical facility and an Academic Center adjacent to the College of Osteopathic Medicine, with the two linked by a skyway. With an estimated 80 students per class, the CDM will improve access immediately by providing dental care in the Oral Health Center, in addition to educating the next generation of dentists. KCU will focus on recruiting students from the local areas with the goal that they will choose to remain in the area.

   An article from *The Journal of the American Dental Association* supports that "exposure to rural communities appears to positively influence student attitudes about treating underserved populations. In addition, dentists from rural areas are much more likely to return to rural areas to practice." These students have a commitment to being part of the solution. They may work in safety net clinics, locate their practices in underserved areas, or generally treat more underserved patients regardless of their practice location. Thus, having the KCU CDM in our region will enhance the chances that graduating dentists will establish practices in Carthage and the surrounding communities.

   Carthage area students seeking to pursue a career in dentistry will benefit from having a dental school in such close proximity. Carthage students can participate in the partnership programs KCU CDM has with Crowder College, Missouri Southern State University and Pittsburg State University. These partnership programs enable students to complete college and dental school in seven years instead of the standard eight years. There are currently seven Carthaginians in the KCU-Joplin College of Medicine, plus several others in the Yours to Lose: Advanced Medical School Acceptance Program at Missouri Southern State University. The latter partnership provides for automatic acceptance into KCU for 25 students during their freshman year at MSSU, offering enhanced curriculum and seamless transition into the medical school without having to take the Medical College Admissions Test. The dental partnership will mirror the partnership for the KCU College of Medicine.

The CDM will play a significant role in addressing the oral health care needs and improving oral health of communities like Carthage. Fourth-year dental students will rotate to community partner sites where they will provide comprehensive oral health care to thousands of underserved patients. These partner sites include Access Family Care with a facility in Carthage. The Carthage Access Family Care location has patients waiting over 8 months for a dental appointment. The CDM expects to place one to two students in the Carthage Access Family Care clinic, which would enlarge the current capacity and shorten waiting times. Further, Access Care has in its strategic plan to increase the number of chairs from four to up to eight, which would make room for even more students. In addition, citizens of Carthage needing specialty oral health care and unable to receive it in the community would be able to obtain it at the CDM Oral Health Center. KCU estimates that the new dental school will provide 40,000-50,000 patient visits each year when fully enrolled.

KCU is also looking to expand its Score 1 for Health program, which provides free, in-school health screenings for elementary-aged children (primarily K-5). These preventive services include physical exams, blood pressure checks, height and weight measurements, and vision, dental and hearing screenings. KCU currently participates with 11 schools in Joplin and would like to expand to work with the Carthage elementary schools as well.

9. What are the sources of funds your organization relies upon to achieve its goals? You need not list individual donors by name. Also, please provide a balance sheet and income statement for your organization.

   The KCU CDM is relying on gifts and grants from individuals, businesses and foundations, as well as its own capital expenditure budget, to fund start-up costs. Once the construction is completed, tuition and fees for service will provide a substantial portion of ongoing operating costs.

   Please see attached balance sheet and income statement (KCU).

10. Please list the name, address, Email address & phone # of the presiding officer of your organization.

    Larry D. McIntire, DO
    Freeman Health System
    1331 W 32nd St
    Joplin, MO. 64804
    LDMcIntire@gmail.com
    417-437-0502

11. Please list the names, addresses, and phone numbers of four (4) officers or members of your organization, other than your presiding officer, who will be available to the Trust, or Trust's appointee, for the purpose of interviews about the organization and for the purpose of being a source of information about your organization.

    1. Rudy Farber
       Community Bank & Trust
       100 S Wood St

Neosho, MO. 64850
RFarber@cbthomebank.com
417-455-8266

2. Dan Stanley
Edward Jones
1801 W 32nd St, Bldg B, Ste 103
Joplin, MO. 64804
Danl.Stanley@edwardjones.com
417-659-9994

3. Rob O'Brian
Rob@OBrianAssociates.com
417-438-0100

4. Don LaFerla
Don@laferlas.com
417-850-8156

12. Please identify an individual for follow up contact to review effectiveness of the grant.

Jennifer Ingraham
Vice President of Philanthropy & Alumni Relations
Kansas City University
1750 Independence Ave
Kansas City, MO. 64106
JIngraham@kansascity.edu
816-654-7282

Completed Affidavit **must** be included with application for consideration!

501(c) (3) VERIFICATION AFFIDAVIT

The undersigned, a duly appointed officer of Joplin Regional Medical School Alliance, (hereinafter referred to as the "Organization") hereby certifies that, as of the date shown below, the Organization is operating as an exempt organization as described in Section 501(c)(3) of the Internal Revenue Cole of 1986, as amended, that said Organization has provided to the McCune Brooks Regional Hospital Trust a copy of its letter from the Internal Revenue Service informing the Organization of the determination of its exempt status, and that the Organization has not in the past year lost or relinquished its exemption status for any reason.

Dated this 6th day of August, 2021.

Joplin Regional Medical School Alliance
(Name of Organization)

BY: ______________________________
Signature

Rudolph E. Farber, Chair
JRMSA Fundraising Committee
Typed Name and Title

Submit this completed application to:

McCune Brooks Regional Hospital Trust
c/o Schmidt Associates
1105 Industrial Drive
Carthage, MO. 64836

Requests will be reviewed at the next scheduled meeting of the Trustees.

Kansas City University of Medicine and Biosciences

Consolidated Statements of Financial Position

June 30, 2020 and 2019

	2020	2019
Assets		
Cash and cash equivalents	$ 35,760,380	$ 28,953,488
Accounts and interest receivable, net	463,106	618,672
Student loans receivable, net	2,344,413	2,113,841
Contributions receivable, net	1,050,414	1,527,586
Prepaid expenses and other	3,652,364	3,267,133
Beneficial interest in remainder trusts	12,103,651	13,363,351
Investments	123,241,563	128,183,524
Property and equipment, net	143,518,803	123,283,822
Total assets	$ 322,134,694	$ 301,311,417
Liabilities and Net Assets		
Liabilities		
Accounts payable	$ 5,048,800	$ 9,597,228
Deferred tuition revenue	16,433,281	14,284,447
Charitable remainder annuity payable	70,801	74,868
Accrued expenses	10,499,262	4,851,993
Refundable government student loan programs	2,339,271	2,631,209
Long-term debt, net	38,651,430	40,021,729
Total liabilities	73,042,845	71,461,474
Net Assets		
Without donor restrictions	224,733,771	200,387,634
With donor restrictions	24,358,078	29,462,309
Total net assets	249,091,849	229,849,943
Total liabilities and net assets	$ 322,134,694	$ 301,311,417

Kansas City University of Medicine and Biosciences
Consolidated Statement of Activities
Year Ended June 30, 2020

	Without Donor Restrictions	With Donor Restrictions	Total
Revenue, Gains and Other Support			
Tuition and fees	$ 80,346,917		$ 80,346,917
Clinical contracting revenue	378,628		378,628
Net investment return	4,762,375	$ 341,840	5,104,215
Change in beneficial interest in trust	-	(1,259,700)	(1,259,700)
Contributions and grants	486,352	1,956,408	2,442,760
Other	1,058,717	-	1,058,717
Net assets released from restrictions	6,142,779	(6,142,779)	-
Total revenue, gains and other support	93,175,768	(5,104,231)	88,071,537
Expenses and Losses			
Program activities			
Instructional	35,988,023	-	35,988,023
Academic support and student services	9,484,895	-	9,484,895
Operation and maintenance	6,960,678	-	6,960,678
Support activities			
Fundraising costs	1,628,262	-	1,628,262
Institutional support	14,767,773	-	14,767,773
Total expenses and losses	68,829,631	-	68,829,631
Increase (Decrease) in Net Assets	24,346,137	(5,104,231)	19,241,906
Net Assets, Beginning of Year	200,387,634	29,462,309	229,849,943
Net Assets, End of Year	$ 224,733,771	$ 24,358,078	$ 249,091,849

RESOLUTION NO. 1942

A RESOLUTION APPROVING THE DECLARATION AS SURPLUS TO THE CITY'S NEEDS AND AUTHORIZING THE DISPOSITION OF OFFICE FURNITURE (AN EXECUTIVE STYLE DESK FROM THE ASSISTANT CITY ADMINISTRATOR'S OFFICE ASSET #001222.

WHEREAS, City Department Heads exercise direct supervision over inventories of supplies, and the sale, trade, or disposition of surplus supplies and equipment belonging to the City; and

WHEREAS, the Purchasing Officer, is responsible (with Council approval) for the disposition or sale of salvage, obsolete, or surplus materials, to prevent deterioration and value loss of no longer used materials, and to reduce storage costs; and

WHEREAS, the Assistant City Administrator has discussed, and the Budget Ways & Means Committee recommends, declaring the above furniture as obsolete and surplus to the City's needs for consideration by the full City Council of declaring such item as surplus and obsolete.

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

That the aforesaid Office Furniture is determined and declared to be obsolete and surplus to the City's needs and is hereby authorized for disposition via donation to another local government (the Jasper County Circuit Court Clerk's Office at the Carthage Courthouse.)

PASSED AND APPROVED THIS __________ DAY OF ____________, 2021.

____

Dan Rife, Mayor

ATTEST:

____

Traci Cox, City Clerk

Sponsor: Budget Ways & Means Committee

MINUTES STANDING COMMITTEES

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, AUGUST 24, 2021
5:00 p.m.

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

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

OTHERS PRESENT: City Clerk Traci Cox, HR Coordinator Michael Miller and Abi Almandinger.

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 Mr. Diggs, the minutes of the August 10, 2021 meeting were approved 4-0.

2. **Review and approval of the Claims Report**: The Committee discussed items regarding the Claims Report. Mrs. Harrison moved to approve the claims. Motion carried 4-0.

NEW BUSINESS:

1. **Consider and Discuss Conflict of Interest C.B. 21-39., changes to Section 404 Workers Compensation of the Personnel Policy Manual.** Michael Miller explained the changes to the policy to incorporate light duty. Mr. Armstrong made a motion to forward to council but withdrew his motion to allow time to make additional changes to the policy.

2. **Discuss advance of leave for Justin Butler.** Michael Miller explained Justin Butler had recently been re-employed by the Police Department; therefore, he has not had time to accrue any leave. Mr. Butler will be on medical leave and has requested 84 hours of leave be advanced so his time off isn't unpaid. Mr. Diggs moved to approve the 84 hours of advanced time off with repayment coming from both sick leave and vacation accruals. Motion carried.

3. **Staff Reports:** Ms. Cox reported all paperwork had been sent to the state to implement the use tax.

ADJOURNMENT: Mrs. Harrison made a motion to adjourn at 5:39 PM. Motion carried 3-1.

Traci Cox

PUBLIC WORKS COMMITTEE

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

"America's Maple Leaf City"

9-7-2021 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Ray West, and Craig Diggs

Staff Members present: Zeb Carney, Public Works Director, Chelsea Rives, Public Works Administrative Assistant, and Greg Dagnan, Assistant City Administrator

Citizens: Abi Almandinger

Chairman David Armstrong called the Public Works Committee meeting to order at 5:34 p.m.

A motion was made by Craig Diggs to accept the minutes from the August 3, 2021 Committee meeting. All ayes, motion passed.

Citizen Participation: Abi Almandinger spoke about the tent needed for Hometown Holiday's, the tent would need to be staked down causing holes in the asphalt. Zeb Carney requested that Public Works be the ones to fix the holes once the tent is removed. All committee members were in agreeance.

New Business: Zeb Carney spoke about the revisions to the Governor's Cost Share Program. The amount decreased from $1,009,806 to $190,863. Craig Diggs made a motion to forward the information onto City Council at next week's meeting. All ayes, motion passed.

The committee discussed the TEAP application through MoDot. If selected the study would be done on the intersection at Garrison and 4th Street. The total study would cost $12,000 with MoDot paying for 80 percent ($9600) and the City paying 20 percent ($2400). Ray West made a motion to continue with the application process. All ayes, motion passed.

Other Business: Chairman David Armstrong discussed the committee seriously looking at options for Baker Blvd. Armstrong would like to see a sidewalk added for the citizens walking in the area. All committee members agreed.

Chairman David Armstrong requested the mayor consider removing Mike Daugherty from vice-chair person and replacing him with Craig Diggs due to lack of attendance.

Staff Reports:

Zeb reported on the following:

- Zeb stated Abi Almandinger, Vision Carthage, requested the handrails in front of the sidewalk mall be painted. Zeb agreed and stated he would like the project to be completed before Maple Leaf. The handrails will be painted black.

- Zeb has been in contact with Halls Brothers Construction regarding a product they use for bridge coverings. This product is used throughout Missouri and surrounding states with a high success rate. The process is typically completed in one day. Zeb will have more information on this in the coming weeks.
- IPads have been delivered, Dusty with Anderson Engineering is currently downloading the ESRI software to them.
- Hazel Street project for Schreiber's is in progress. The gas main has been moved and Sproul's will begin roadwork next week.
- Phelps's Storm water project is complete.
- Zeb received the preliminary Census information for Carthage. City of Carthage went from 14,378 citizens to 15,522 citizens.

Greg reported the following:

- Jasper County has offered to give the Fair Acres property to the City of Carthage. The YMCA and the property south of there would still belong to the County. Nate Dally is currently working up a contract.
- Myers Park is in the process of being surveyed and appraised.

Ray West made a motion to adjourn the meeting at 6:40 p.m. All ayes, motion carried.

MINUTES SPECIAL COMMITTEES AND BOARDS

CWEP
BOARD MEETING MINUTES

August 26, 2021

The Carthage Water & Electric Plant Board met in regular session August 26, 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
- ☒ Meagan Milliken-Customer Relations Mgr.
- ☒ 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 4:05 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None

APPROVAL OF MINUTES:

A motion by Lambeth and seconded by Goff to approve the minutes of the regular meeting of June 22, 2021, as presented, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Goff and seconded by Schmidt to approve disbursements for June in the amount of $3,413,981.89, passed unanimously.

A motion by Schmidt and seconded by Lambeth to approve disbursements for July in the amount of $5,424,789.68, passed unanimously.

FINANCIAL STATEMENT:

General Manager Bryant presented the financials for June noting that the net income for the company was short budget for the month by $71,000 and exceded budget for the year by $5,900,000 respectively. Operating revenues for the company exceeded budget for the month by $41,000 and $1,600,000 for the year. Expenses exceeded budget for the month by $133,600 but were less than budget for the year by $4,100,000 primarily due to the Electric department.

He reported that power and water loss percentages ended the fiscal year at 3.45% and 9.18%, respectively.

A motion by Goff and seconded by Schmidt to approve June financials passed unanimously.

General Manager Bryant presented the financials for July noting that all departments began the year strong with net income for the company exceeding both budget and prior year for the month. Operating revenues for the company exceeded budget for the month and prior year by $421,598 and $298,695, respectively. Expenses were lower than budget for the month and prior year by $321,691 and $136,385, respectively. He reported that power and water loss percentages for the month were 8.05% and 8.54%, respectively.

A motion by Lambeth and seconded by Schmidt to approve July financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

CONSIDERATION FOR THE INSTALLATION OF VISU-SEWER CURED-IN-PLACE (CIPP) PROJECTS FOR THE YEAR

General Manager Bryant noted Visu-Sewer provided a proposal for installing Cured-In-Place Pipe (CIPP) which includes cleaning and inspection of CWEP's collections system. The 2021 CIPP proposed cost for this project is $405,138.44 and will include all labor, material, and equipment.

GM Bryant recommends Visu-Sewer of Missouri be granted permission to proceed with this CIPP project.

A motion by Ross and seconded by Goff to grant permission to Visu-Sewer to proceed with this CIPP project, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF A DUMP TRUCK

General Manager Bryant reported the water distribution department is seeking to purchase a new dump truck that was budgeted for the current fiscal year. MHC-Kenworth, of Joplin, will have a 2022 model T880 dump truck available for immediate purchase in the next few weeks. After reviewing specifications and available options on several truck manufacturers, this vehicle will meet all the specifications and requirements of the department. CWEP may also purchase this vehicle on a cooperative contract in the amount of $163,699.00. GM Bryant recommends moving forward with the purchase of this dump truck from MHC-Kenworth, of Joplin.

A motion by Lambeth and seconded by Schmidt to proceed with the purchase of this dump truck from MHC-Kenworth, of Joplin, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF A FORD EXPLORER

General Manager Bryant announced the request for approval of the purchase of a new 2022 Ford Explorer which was budgeted for the new fiscal year. This vehicle meets CWEP's specifications and will be purchased from Joe Machens for Lincoln under the MoDOT contract in the amount of $28,414.00.

A motion by Goff and seconded by Lambeth to approve the purchase of a New 2022 Ford Explorer in the amount of $28,414.00, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF A DODGE DIESEL PICKUP TRUCK

General Manager Bryant noted a request to proceed with the purchase of a new 2022 Dodge Diesel, ¾ ton, 4X4, crew cab pickup truck for the electrical distribution department. After reviewing vehicle options, this heavy-duty truck is available on a cooperative contract from Landmark Dodge Chrysler Jeep, in Independence, Missouri. In the amount of $57,784.74 with a lead time of approximately 180 days. This vehicle includes all specifications that will meet the department's operational needs.

A motion by Ross and seconded by Schmidt to approve the purchase of a new 2022 Dodge Diesel, ¾ ton, 4X4, crew cab pickup truck, passed unanimously.

CONSIDERATION OF A CORE NETWORK UPGRADE

General Manager Bryant reported a request to proceed with purchasing four core access routers that will upgrade CWEP's network. This purchase will include all correlating software, licensing, and support. All products may be purchased on a cooperative contract from BlueAlly in the amount of $133,733.25.

A motion by Lambeth and seconded by Goff to proceed with the purchase of this core network upgrade, passed unanimously.

STAFF REPORTS:

General Manager Bryant gave a Sikeston update. He noted a meeting was held with Lockwood where CWEP provided an adjusted rate schedule and discussions were made about additional services CWEP could bring to the table that would help Lockwood out and benefit CWEP. Bryant mentioned the Demand Management Program and ESG rating to the Board. He reported the

MPUA Lineman training that is usually held in Springfield every year has been moved to Carthage.

General Counsel Ludwig noted new staff members in Customer Service have started and are doing a great job, with the new AMI switch they are learning quite a bit.

Director of Power Services Emery noted the crews are really busy. He reported a Mutual Aid request to Alexandria, Louisiana for hurricane relief was received today. Jeff Moore, Chance Adams, Justin Ralston and Chris Perry are the four that have volunteered to help out.

Director of Water Services Choate gave an update on all the projects the water crews are currently working on.

Director IT and Broadband Peterson gave a fiber and AMI update.

BOARD MEMBER COMMENTS:

Board Member Pat Goff commended the electric department for taking care of him.

Board Member Darren Collier noted the AMI switch out occurred at his office location and the crews were very professional, the switch out went very smoothly.

At 5:10 p.m. the meeting adjourned.

President – Steve Beimdiek

Secretary – Ron Ross

AGENDAS STANDING COMMITTEES

--NOTICE OF MEETING--

PUBLIC WORKS COMMITTEE

September 7, 2021

5:30 PM

CITY HALL

326 GRANT STREET

2ND FLOOR CONFERENCE ROOM

-- AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting

CITIZENS PARTICIPATION

None.

NEW BUSINESS

1. Consider and discuss revisions to Governor's Cost Share Program, Project GOVCS08 (Hazel Avenue).
2. Consider and discuss the TEAP agreement from MoDot for the intersection study at 4th and Garrison.

OTHER BUSINESS

1. None.

STAFF REPORTS - Zeb Carney & Tom Short

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: 9/3/2021

BY: Chelsea Rives

--NOTICE OF MEETING--

BUDGET WAYS & MEANS COMMITTEE

MONDAY, SEPTEMBER 13, 2021
5:30 P.M.

COUNCIL CHAMBERS, CITY HALL
326 GRANT ST., CARTHAGE, MISSOURI

--TENTATIVE AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

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

NEW BUSINESS

1. Consider and discuss an Ordinance Amending the 2021 - 2022 Annual Operating and Capital Budget for the City of Carthage.
2. Consider and discuss engagement of Baker Tilly: Proposed Municipal Advisory Services – Consulting Services Related to the American Rescue Plan ("ARP")
3. Consider and discuss ARPA Budgeting/methodology.
4. A Resolution approving the declaration as surplus to the City's needs and authorizing the disposition of office furniture (an executive style desk from the Assistant City Administrator's office).
5. Staff Reports.
6. 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 PRIOR TO MEETING.

POSTED: ______________________
BY: ______________________

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
September 14, 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
3. Consider and discuss C.B. 21-39, changes to Section 404 Workers Compensation of the Personnel Policy Manual

Citizens Participation

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

New Business

1. Staff 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

AGENDA

Notice is hereby given that the Carthage Water & Electric Plant Board will meet August 26, 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: July 2021

APPROVAL OF DISBURSEMENTS:	June	$3,413,981.89
	July	$5,424,789.68

FINANCIAL STATEMENT: June and July

COMMITTEE REPORTS

CITIZENS PARTICIPATION PERIOD:

OLD BUSINESS: None.

NEW BUSINESS:

1. Consideration for the installation of Visu-Sewer Cured-In-Place-Pipe (CIPP) projects for the year
2. Recommendation for the Purchase of a Dump Truck
3. Recommendation for the Purchase of a Ford Explorer
4. Recommendation for the Purchase of a Dodge Diesel Pickup Truck
5. Consideration of a Core network upgrade

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
AUGUST 31, 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
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 AUGUST 27, 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
SEPTEMBER 7, 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
   - **Ray Tubaugh-Discuss State Broadband Efforts**
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
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 SEPTEMBER 3, 2021 AT 4:00 P.M. (RSMO 610.020)

CARTHAGE TREE BOARD

TUESDAY September 14, 2021

4:00 P.M.

CARTHAGE PARK DEPARTMENT

TENTATIVE AGENDA

1: Plan and discuss Maple leaf tree picture event for Facebook.

2: Discuss any 2021 end of year events.

ADJOURNMENT

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

POSTED:

BY:

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES
Tuesday, September 14, 2021 5:15 p.m.

Steadley Family Legacy Center
612 S. Garrison Ave.

AGENDA
Roll Call of Members

Minutes from the Last Meeting

Financial Report

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports
- Building Committee
  - HVAC and humidity update
- Budget Committee
- Community Relations
- By-Laws
- Library Gardens
- ADA Compliance
- Communications
- New Business
  - Missouri Code of Ethics Resolution/By-laws Policy
- Payment of Bills
- Adjournment

CITY OF CARTHAGE

Planning, Zoning, and Historic Preservation Commission

AGENDA

Date of Meeting: **9/23/2021**

Place: **City Hall Chambers**
326 Grant St.

Time: **12:00 pm**

To Consider the following items:

1. Requested by: Chairman Mark Elliff
Request type: Other
Project Location: Council Chambers
Reason for Hearing: To review the CAMP Grant Request and distribution of training material.

2. Requested by:
Request type:
Project Location:
Reason for Hearing:

3. Requested by:
Request type:
Project Location:
Reason for Hearing:

4. Requested by:
Request type:
Project Location:
Reason for Hearing:

5. Requested by:
Request type:
Project Location:
Reason for Hearing:

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
	Councilmember	Ed Barlow		
	City Administrator	Tom Short	City Hall	417-237-7003
Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010

CORRESPONDENCE

MCCUNE BROOKS REGIONAL HOSPITAL TRUST
BOARD OF TRUSTEES

August 27, 2021

Dan Rife, Mayor
City of Carthage, Missouri
326 Grant Street
Carthage, MO 64836

Dear Mayor Rife,

Thank you for your August 9, 2021 Grant Application submission.

The Board of Trustees met August 25, 2021. Your request for $5,000,000 + associated income was considered and found it was not in compliance with the terms of the trust and thus was denied.

Sincerely,

Ron Petersen, Sr., Chairman
McCune Brooks Regional Hospital Trust

MCCUNE BROOKS REGIONAL HOSPITAL

FINANCIAL STATEMENTS

JULY 31, 2021

SCHMIDT
CPAS & ADVISORS

SCHMIDT
CPAS & ADVISORS

ACCOUNTANT'S DISCLAIMER REPORT

To Management
McCune Brooks Regional Hospital
3125 Dr. Russell Smith Way
Carthage, MO 64836

The accompanying financial statements of McCune Brooks Regional Hospital as of and for the year-to-date July 31, 2021 omit substantially all disclosures. The financial statements were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

Schmidt Associates, LLC

August 11, 2021

McCune Brooks Regional Hospital
Statements of Financial Position
July 31, 2021

Assets

Assets		
Cash in bank- New trust disbursement	$	5,132.29
New Trust investment		15,543,454.10
Escrow account		5,073,374.37
Total Assets	$	20,621,960.76

Liabilities and Net Position

Liabilities		
Accounts payable	$	1,560,334.00
Total Liabilities		1,560,334.00
Net Position		
Operational capital- Fund balance		18,800,712.98
Restricted- non expendable		322,626.00
Retained earnings		(61,712.22)
Total Net Position		19,061,626.76
Total Liabilities and Stockholders' Equity	$	20,621,960.76

Substantially all disclosures ordinarily included in Accrual basis financial statements are omitted, and no assurance is provided on these financial statements.

McCune Brooks Regional Hospital
Statements of Activities

	3 Months Ended July 31, 2021
Income	
Interest and dividend income- bond/escrow	300.93
Interest and dividend income-Trust	57,667.59
Interest income	8.91
Other income	2,086.33
Gain (Loss) realized and unrealized	(39,903.89)
Total Income	20,159.87
Operating Expenses	
Bank charges	3,872.09
Grants	75,000.00
Legal and professional fees	3,000.00
Total Operating Expenses	81,872.09
Net Income (Loss)	$ (61,712.22)

Substantially all disclosures ordinarily included in Accrual basis financial statements are omitted, and no assurance is provided on these financial statements.

"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:

The basic motion. 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."

The motion to amend. 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.

The substitute motion. 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 first on the last 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.