



City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

February 28, 2023 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

OTHER COUNCIL MEMBERS: Mayor Dan Rife

STAFF PRESENT: City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Deputy City Clerk Courtney Walker, HR Coordinator Michael Miller, Parks and Recreation Director Abi Almandinger

Chair Robin Harrison called the meeting to order at 05:00 PM.

2. Old Business

1. Approval of February 14, 2023 Minutes

ACTION: Motion to accept/approve item 2.1. by Robin Blair
Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Trudy Blankenship
Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

3. Citizens Participation

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

4. New Business

1. Discuss Remainder of Dick Horton Bill

Ms. Cox explained that Dick Horton sent in an itemization for his consulting hours and she recommended that the committee move forward with final payment. Ms. Blankenship made a motion to pay the remainder of the bill. Ms. Cossey explained why she would be voting no on the motion and voiced her concerns over the time that was billed for versus the itemization that was received. Ms. Blankenship made a motion to rescind her previous motion and table the discussion. Motion carried. There were additional spreadsheets

provided to the committee that were not included in the packet.

ACTION: Motion to table item 4.1. until March 14th by Robin Blair
Motion passed with a 4:0
AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

2. Consider and Discuss City of Carthage Wellness Packet

Mr. Miller presented the changes to the City of Carthage employee wellness packet. There were a few changes, including adding points for getting a pneumonia shot, the employee golf policy was added, and there is now a wellness success story page that features employees who have had positive lifestyle changes thanks to the wellness packet. Mr. Miller requested that the incentive amount remain the same at \$150 to be paid out in December to employees who have met the 100 point requirement on the wellness packet.

ACTION: Motion to approve the wellness packet and keep the \$150 incentive for employees by Tiffany Cossey
Motion passed with a 4:0
AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

3. Consider and Discuss Dental & Vision Insurance Renewals

Mr. Miller presented renewal rates to the committee regarding dental and vision insurance. Delta Dental will remain the same price and VSP Vision had a 5% increase in cost. Mr. Miller did not look at other options because administration was happy with the cost and coverage. Mr. Miller also advised that employee participation was at approximately 50%.

ACTION: Motion to leave dental/vision plans as is by Trudy Blankenship
Motion passed with a 4:0
AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

4. Consider and Discuss Parks & Golf Job Descriptions

Mr. Miller explained to the committee that some changes had been made to Parks and Golf job descriptions. There were slight changes to the verbiage of some part-time positions. The main change was to the Golf Operations Supervisor, being repointed and combined with the Golf Pro position. Mr. Miller requested the Golf Maintenance Supervisor position be discussed at a later time.

ACTION: Motion to approve all job descriptions with an amendment to the Operations Supervisor position to reflect gender-neutral language and table the approval of Golf Maintenance Supervisor to a later date by Trudy Blankenship
Motion passed with a 4:0
AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey

5. Staff Reports

Ms. Deal reported that license renewals are still being worked on and that there are several delinquent this year. A majority of the Food Truck licenses will start being sent in with the arrival of Food Truck Friday. She also reported that Opengov is hoping to start implementing the new financial system in mid April.

Ms. Cox reported that she invested \$1,000,000 in a one-year CD at Community National Bank. In addition, she will be looking at investing other funds into MOSIP, due the interest rates being 5.12% currently. She also reported that there were no health insurance claims over \$50,000 from October 2022 - December 2022.

Mr. Dagnan thanked Mr. Miller and Ms. Almandinger for their work on the job description changes.

5. **Adjournment**

ACTION: Motion to adjourn at 6:03 p.m by Trudy Blankenship

Motion passed with a 4:0

AYES: Robin Harrison, Trudy Blankenship, Robin Blair, Tiffany Cossey