



City of Carthage, Missouri

CITY COUNCIL

August 8, 2023 - 6:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

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**
 1. Approval of July 25, 2023 Minutes
 2. Amendment of June 15, 2023 Closed Session Minutes
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**
 1. Agendas and Minutes of Standing Committees
9. **Reports from Special Committees and Board Liaisons**
 1. Agendas and Minutes of Special Committees
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**
 1. City Administrator's Report
13. **Report of Claims Presented Against the City**
 1. Motion and a second to approve the Claims
14. **Public Hearings**
 1. The City of Carthage will hold a Public Hearing at 6:30 PM, Tuesday, August 8, 2023, in the City Hall, Council Chambers, 326 Grant Street Carthage, Missouri at which time Citizens may be heard on the property tax rates proposed to be set by the City of Carthage.

15. Old Business

16. New Business

1. C.B. 23-53 -- An ordinance levying general taxes upon real property located within the City of Carthage, Jasper County, Missouri for the year 2023, for general purposes and other purposes, and fixing the rates thereof.
2. C.B. 23-54 -- An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for fiscal years 2022 – 2023 and 2023 - 2024 for specified funds (General Fund, Fire Protection tax Fund, Parks/StormWater Sales Tax Fund, Civic Enhancement Fund, Capital Improvements Tax Fund, Public Facilities Fund, Use Tax Fund, ARPA Fund, Public Health Fund and Public Safety Fund).
3. C.B. 23-55 -- An Ordinance rezoning certain property on 815 West Central Ave in the City of Carthage from “D” Local Business and “B Second Dwelling” to “E” General Business as requested by Jason Choate.
4. C.B. 23-56 -- An ordinance to establish a procedure to disclose potential conflicts of interest and substantial interests for certain municipal officials.

17. Mayor’s Appointments

18. Resolutions

1. Resolution 2005 -- A resolution of the City Council of the City of Carthage approving a recommendation of the Public Works Committee granting an administrative lot split for property located in Gammon Park Addition, in the City of Carthage, Missouri.

19. Closing Comments

20. Executive Session

21. Adjournment

1. Additional Packet Correspondence

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



City of Carthage, Missouri

CITY COUNCIL

July 25, 2023 - 6:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

The Carthage City Council met in regular session on the above date in the Council Chambers at 06:30 PM with Mayor Dan Rife presiding.

Fire Chief Ryan Huntley gave the invocation.

Police Chief Bill Hawkins led the flag salute.

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

The following Department Heads were present: Police Chief Bill Hawkins, Fire Chief Ryan Huntley, Public Works Director Zeb Carney, Parks & Recreation Director Abi Almandinger, Assistant City Administrator Traci Cox, City Clerk Miranda Deal and Deputy City Clerk Amy Taylor.

Mr. Elliff made a motion, seconded by Mr. Snow, to approve the minutes of the July 11, 2023 Council Meeting. Motion carried unanimously.

During Citizen's Participation, Jen Kirby with Vision Carthage reported they held their inaugural Earth Day celebration in April. She also reported there have been several compliments on the flowers throughout town, which were grown by local youths. She reported that "Dumpster Days" was held in May, where trash was removed from local roadways. She hopes to see the continuation of this program. Also reported was the upcoming Downtown Carthage sale scheduled for late July 29, 2023.

Dorothy Weber, Administrative Assistant to City Administrators, spoke to the council about the issues that have arisen with the CWEP board. She stated the council and CWEP work for the taxpayers, and they need to get back to the jobs and business the taxpayers pay for.

Michael Miller, Human Resources Director, spoke to the council stating that before the issues with CWEP arose, that morale was at an all-time high, and that all departments were working together. He stated the current situation regarding CWEP is felt by all employees and has put a strain on every department.

Michael Keith, 1502 S. Garrison, spoke to the council stating this is the first job he's had where he feels like he works with a team, from the top to the bottom. He said everyone helps others, regardless of their department. He urges council and CWEP to get back on track and get back to business.

Mr. Snow reported that the Budget Ways & Means Committee is between meetings. The next

meeting is scheduled for August 14th.

Ms. Blair reported that the Committee on Insurance met on this date and approved claims. She also reported on the hiring of a new tourism director, the cancellation with OpenGov, and that the audit will be starting soon. The next meeting is scheduled for August 8th.

Mr. Elliff reported that the Public Safety Committee met July 17th. He reported on the treats on the square, tabled a citizen's request about parking. The committee discussed the Bright Futures Back-to-School bash for August 8th. Mr. Elliff made a motion, seconded by Mr. Snow, to close 4th Street from Maple to Garrison from 4 PM – 7:30 PM on August 8th. Motion carried. The committee also reviewed the resolution that is on the agenda. The next meeting is scheduled for August 21st.

Mr. Hardesty reported that the Public Service Committee is between meetings. The next meeting is August 15th.

Mr. Armstrong reported that the Public Works Committee is between meetings. The next meeting is scheduled for August 1st.

Special Committee and Board Liaison Reports were given by Mr. Snow for the CWEP board, and Ms. Blair for the Humane Society board. Mr. Elliff reported for the Jasper County Commission and the Police and Fire Pension.

Mayor Rife reported that a six-member board has been formed to look over the CWEP ordinances.

City Attorney Nate Dally reported that on his recent travels across the United States, he grew to appreciate the beauty of Carthage and appreciates the work that goes into maintaining it. He reported the state has implemented a new ticketing system that is causing some issues with ticketing, but they are being worked through. He also gave a timeline pertaining to the CWEP issue.

Police Chief Bill Hawkins reported the second Dodge Durango has been received. He also reported the Parking Committee has been disbanded.

Fire Chief Ryan Huntley reported that two of the three recent hires will start Thursday, and the third will start August 10th, pending passing all requirements. He states the fire department will then be fully staffed. Also reported is the receipt of sealed bids for the brush truck.

Public Works Director Zeb Carney reported that Public Works is currently hiring a Code 1 Officer. He also thanked Street Commissioner Josiah Bayless, who was in attendance at the meeting.

Parks and Recreation Director Abi Almandinger reported that Carter Park is now open, and that the work on Kellogg Lake Park will begin in two weeks. She also reported the hiring of an administrative assistant.

City Administrator Greg Dagnan thanked everyone for their support during his wife's recent medical treatments, and thanked the city employees and Traci Cox for the extra help at City Hall during his absence. He reported that MoDOT has determined that the railroad bridges are owned and will be maintained by the railroad. He also reported they are nearing selection of a new tourism director and have two remaining candidates. A selection should be made soon.

The Committee on Claims filed a report in the amount of \$597,291.89 against the following funds: General Revenue \$241,722.69, Public Health \$23,094.89, Lodging \$4,455.20, Parks/Stormwater \$21,006.85, Fire Protection \$32,902.86, Golf \$36,053.80, Parks and Recreation \$23.28, and Payroll \$238,032.32. Ms. Blair made a motion, seconded by Ms. Cossey, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 23-50 -- An Ordinance of the City of Carthage, Missouri authorizing the Mayor to execute an Agreement between the City of Carthage, Missouri and the Missouri Highway and Transportation Commission for Hazel Avenue and Airport Drive Roadway Improvements, in the City of Carthage, Missouri, was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Chris Taylor, Trudy Blankenship, David Armstrong, Robin Blair, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey. The Council Bill was approved and numbered Ordinance 23-56.

C.B. C.B. 23-51 -- An Ordinance authorizing the Mayor to enter into a Power Sales Agreement with the Southwestern Power Administration, in the City of Carthage, Missouri. was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Chris Taylor, Trudy Blankenship, David Armstrong, Robin Blair, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey. The Council Bill was approved and numbered Ordinance 23-57.

C.B. 23-52 -- An Ordinance authorizing the Mayor to enter into an Interconnection and Operating Agreement with the Southwestern Power Administration, and Southwest Power Pool, Inc. in the City of Carthage, Missouri. was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Chris Taylor, Trudy Blankenship, David Armstrong, Robin Blair, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey. The Council Bill was approved and numbered Ordinance 23-58.

There was no new business.

Mr. Elliff made a motion, seconded by Mr. Armstrong, to approve Resolution 2004 -- A resolution authorizing city support and permissions for several programs as part of the 44th annual Marian Days celebration in the City of Carthage, Missouri. Resolution 2004 was adopted after a roll call vote of 9 yeas and 0 nays. Ayes: Chris Taylor, Trudy Blankenship, David Armstrong, Robin Blair, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey.

During Closing Comments, Mr. Taylor stated he is hoping to get more residents to vote in Ward 1. Ms. Blair thanks Jen Kirby for her work, and thanked the city employees for attending the meeting to show support, and the remaining audience for their attendance. She thanked the speakers for voicing their opinions and concerns. Ms. Heckmaster thanked Zeb Carney for the cleanup of a tree that had fallen in front of her house, and thanked CWEP for keeping the power on during the recent storms when others were losing power. Mr. Snow offered a reminder that streets will be closing soon due to Marian Days, and asks that residents be mindful of the closures and plan accordingly. Ms. Cossey thanked the audience for their attendance, pointing out the large turnouts for the last few meetings.

Ms. Cossey made a motion, seconded by Mr. Armstrong, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:24 p.m.

Dan Rife, Mayor

Miranda Deal, City Clerk



City of Carthage, Missouri CITY COUNCIL

June 15, 2023 - 5:30 PM
ZOOM VIDEO CONFERENCING

MINUTES

The departure from the normal requirements of providing at least 24 hours' notice of this meeting was to alert the Council of threats that were made to City staff and at least 1 Council Member, from Carthage Water and Electric employees and to discuss potential disciplinary action for those who had made the threats.

The Carthage City Council met via Zoom video conferencing on the above date at 05:30 PM with Mayor Dan Rife presiding.

The following Council Members answered roll call: Brandi Ensor, Christopher Taylor, Trudy Blankenship, David Armstrong, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, Tiffany Cossey. City Administrator Greg Dagnan and City Attorney Nate Dally were also present. Brandi Ensor and Tiffany Cossey were present via Zoom Conferencing.

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

Mr. Armstrong made a motion, seconded by Mr. Taylor, to approve the minutes of the June 13, 2023 Council Meeting. Motion carried unanimously.

Mr. Elliff made a motion, seconded by Mr. Snow, to close the meeting according to section 610.021 (3), the agenda includes the possibility of a vote to close part of the meeting to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded followed by a show of hands vote of 9 yeas and no nays. Ayes: Brandi Ensor, Chris Taylor, Trudy Blankenship, David Armstrong, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey. Motion carried at 5:33 p.m.

There was no action taken in closed session.

Mr. Armstrong made a motion, seconded by Mr. Taylor, to return to the regular session of the Council Meeting, followed by a show of hands vote of 9 yeas and no nays. Ayes: Brandi Ensor, Chris Taylor, Trudy Blankenship, David Armstrong, Terri Heckmaster, Ed Hardesty, Alan Snow, Mark Elliff, and Tiffany Cossey. Motion carried at 8:14 p.m.

Mr. Armstrong made a motion, seconded by Mr. Taylor to remove the members of the Carthage Water and Electric Plant Board due to reasons that have been outlined by City Attorney Nate Dally. Said outlined reasons include the board failing to abide by Ordinance 2-320, and failure to provide budget documents as requested multiple times. Motion carried by a show of hands vote of 7 yeas and 2 nays. Ayes: Brandi Ensor, Chris Taylor, Trudy

Blankenship, David Armstrong, Ed Hardesty, Mark Elliff, and Tiffany Cossey. Nays: Terri Heckmaster and Alan Snow.

Mr. Hardesty made a motion, seconded by Ms. Blankenship, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 8:22 p.m.



City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

July 25, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Robin Blair, Tiffany Cossey, Terri Heckmaster, Christopher Taylor

OTHER COUNCIL MEMBERS: David Armstrong

STAFF PRESENT: Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Deputy City Clerk Amy Taylor

Chair Robin Blair called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of July 11, 2023 Minutes

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

AYES: Robin Blair, Tiffany Cossey, Terri Heckmaster, Christopher Taylor

NOES: None

ABSTAIN: None

2. Review & Approval of the Claims Report

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

AYES: Robin Blair, Tiffany Cossey, Terri Heckmaster, Christopher Taylor

NOES: None

ABSTAIN: None

3. Citizens Participation

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

4. New Business

1. Staff Reports

Ms. Cox stated they are interviewing two candidates for the Tourism Director position. They are also waiting for a letter from Attorney Dally to send to Open Gov in order to cancel the contract with them.

5. Adjournment

ACTION: Motion to adjourn at 5:34 PM. by Tiffany Cossey
Motion passed with a 4:0

AYES: Robin Blair, Tiffany Cossey, Terri Heckmaster, Christopher Taylor

NOES: None

ABSTAIN: None

--NOTICE OF MEETING--
PUBLIC WORKS COMMITTEE

August 1, 2023

5:30 PM

CITY HALL

326 GRANT STREET

COUNCIL CHAMBERS

-- AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting

CITIZENS PARTICIPATION

NEW BUSINESS

- Lot Split located in the 800 Block of W. Central, requested by Jason Choate.

OTHER BUSINESS

STAFF REPORTS

- Zeb Carney & Greg Dagnan

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: 07/28/2023

BY: Rachel Sutherland

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"



08-01-2023 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Brandi Ensor, Robin Blair and Chris Taylor

Staff Members present: Zeb Carney, Public Works Director, Greg Dagnan, City Administrator and Rachel Sutherland, Public Works Administrative Assistant.

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

A motion was made by Chris Taylor to accept the minutes from the June 6, 2023 Committee meeting. All ayes, motion passed.

New Business:

1. Discussion of lot split 800 Block of W. Central. Jason Choate wants to sell the back portion of the property that the car wash is being built on. This will create two legal descriptions. This proposed split meets all City Codes and Setbacks.

Brandi Ensor made a motion to forward to Council, all ayes motion carried.

Staff Reports:

Zeb reported on the following:

- Mo Dot to overlay and re-stripe 96 Hwy next year. This will create a left turn lane.
- Building Permits issued are up 60% from last year. There are 34 new houses being built at this time, and 21 of these are pre sold.
- Building Inspectors are keeping very busy. It can take 2-3 days for a commercial building inspection to be completed.
- Code Official 1 job posting is still open.
- Car dealership called and has 1 truck ready to be picked up. Zeb plans to go next Wednesday to get it. The truck that was ordered last year should be ready in approximately 6-9 weeks.
- Would like to see a new ordinance to establish changes that will affect how yard maintenance and junk abatements are handled and charged. We are seeing to many repeat offenders. Robin Blair discussed that she would like to see statistics on how this has benefited other cities. David is in favor of moving forward with changes and suggested it be put on the next Agenda.
- The old Tucker Seed Building had been added to the Demo list. It is owned by Bad Donkey Development, with plans to remodel. They are starting by reinforcing the structure.
- The owner of the old tire store has not responded and we are close to demolishing the building.
- Marion Days are off to a great start. There are many more people in attendance over last year. At least 70,000 people are expected. The campground is full and the food tents are ready to open. The new bathhouse is open. The Nazarene Church has offered their facility as the command center which is giving a nice, cool place.

Greg reported on the following:

- Further discussed that increase proposal for yard maintenance fees, and feels that we have been very generous with warnings and offers of help to people in the past, in rectifying the situations.
- Is having a difficult time getting a response from our Attorney, Melissa, in regards to the Railroad/Bridges ownership situation. The Court of Appeals states that the Railroad does own the bridges.

No further discussion by committee.

Robin Blair made a motion to adjourn the meeting at 6:10 p.m. All ayes, motion carried.



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

August 2, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of July 10, 2023 Minutes
- 3. Citizens Participation**

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
 1. Consider and Discuss an Ordinance levying general taxes upon real property located within the City of Carthage, Jasper County, Missouri for the Year 2023, for general revenue purposes and other purposes, and fixing the rates thereof.
 2. Consider and Discuss a Budget Amendment for Fiscal Year 2022-2023 and Fiscal Year 2023-2024
 3. Consider and Discuss Tourism Director Position
 4. Staff Reports
- 5. 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



City of Carthage, Missouri
**COMMITTEE ON
INSURANCE/AUDIT AND CLAIMS**

August 8, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of July 25, 2023 Minutes
 2. Review & Approval of the Claims Report
- 3. Citizens Participation**
(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
 1. Consider and discuss conflict of interest C.B. 23-56.
 2. Staff Reports
- 5. 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



City of Carthage, Missouri
**Ad Hoc Committee of CW&EP and
Board Members**

August 7, 2023 - 9:30 AM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Citizen's Participation**
- 3. New Business**
 1. Consideration of revisions to Carthage City Ordinances, §2-316 through §2-400
 2. Discuss Salary Study
- 4. 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



AGENDA

Planning, Zoning, and Historic Preservation Commission
Monday, August 7, 2023 5:30 pm
City Hall Chambers
326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting Monday, May 1, 2023

Public Hearing

1. Request for a Special Use Permit to operate a one licensed operator beauty shop at property located at 1330 Glenwood Place.
2. Request to Rezone property located at 815 W Central Avenue from 'D' Local Business and 'B' Second Dwelling to one Zoning Classification of 'E' General Business.

Staff Report

New Business

Old Business

1. Discuss Comprehensive Plan Amendments

Next Meeting:

Adjourn

Commission Members

Voting Members:	Chairman	Jim Hunter	1514 S River	417-850-5355
	Vice Chairman	Jim Swatsenbarg	601 Howard	417-358-1690
	Secretary	Joshua Anderson	1205 S Main	417-793-2196
	Member	Alan Bull	614 E Centennial	417-388-2309
	Member	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Robin Harrison	721 E 10th	417-483-8835
	Member	Matt Smith	1022 E Chestnut	417-437-2281

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator	Greg Dagnan	City Hall	417-237-7003
	Asst. City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Mark Elliff	1511 Grand Ave	417-359-3662

Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
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Public Works Department 623 E Seventh Carthage MO 64836 Tele: (417) 237-7010 Fax: (417) 237-7011 Email: pwd@carthagemo.gov



City of Carthage, Missouri

TREE BOARD

August 8, 2023 - 4:30 PM
Parks & Recreation Office
720 Robert Ellis Young Drive
Carthage, MO 64836

AGENDA

1. Old Business

1. Approval of Previous Minutes.

2. Citizens Participation

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

3. New Business

1. Consider and Discuss Tree Board City Ordinance.
2. Consider and Discuss City Trees in Parks.

4. Staff Reports

5. Other Business

6. 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

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES

Tuesday, August 8th, 2023 5:15 p.m.

Carthage Public Library Board Room
612 S. Garrison Ave.

AGENDA

Roll Call of Members

Minutes from the Last Meeting

Financial Reports

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports

Building Committee

Budget Committee

Community Relations

By-Laws

Library Gardens

ADA Compliance

Communications

Compensation/Wages

New Business

Payment of Bills

Adjournment

John Bartosh
Presiding Commissioner

JASPER COUNTY COMMISSION

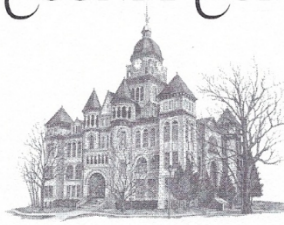
302 S. Main ST
Carthage, MO 64836

Tom Flanigan
Eastern District Commissioner

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

Daricus K. Adams
Western District Commissioner

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



COMMISSION AGENDA
AUGUST 8, 2023
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
 - **Carthage Chamber of Commerce-Julie Reams-Discuss Maple Leaf Festival**
 - **Jasper County Coroner-Surplus Vehicle**
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - **Act on the Bid for the XRF Analyzer for the Jasper County Health Department**
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 4, 2023 AT 4:00 P.M.

(RSMO 610.020)



City Administrator's Report

07/18/23-08/08/23

City Staff and Internal Projects

- Planning and Zoning reviewing City Comprehensive Plan, still under review (Planning and Zoning, Public Works, Engineering and Administration)
- Closing out the FY 23 Budget, Budget Adjustment Tonight (Admin, Traci)
- City Admin has been back full-time for the last two weeks (Thanks Traci for doing both jobs for a while)
- Tourism Director Hiring Process continues

Community

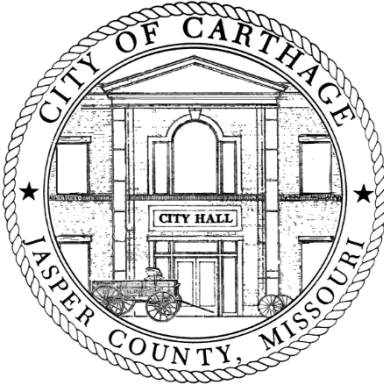
- Future of Rock Stadium meeting with R-9 reps and parks

Meetings

- Region M Grant Meeting
- Met to get a bid on new council furniture/set up
- Met with PD regarding Animal Control Numbers
- Several Trips to Marian Days
- Meet with Several Council Members one-on-one
- Jasper County Commission Meeting
- Budget Ways and Means
- Meeting With Chamber Director
- Public Works Meeting
- Jasper County Emergency Services Board Meeting
- Economic Development Director
- Several Meetings with Mayor and various department heads including Bi-Weekly staff meeting

Upcoming

- Council Planning session to be scheduled in the future



The City of Carthage

America's Maple Leaf City

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

NOTICE OF PUBLIC HEARING

A Public Hearing will be held at 6:30 P.M., Tuesday, August 8, 2023 in the City Hall, Council Chambers, 326 Grant Street Carthage, Missouri at which time Citizens may be heard on the property tax rates proposed to be set by the City of Carthage.

<u>Assessed Valuations</u>	<u>Current</u> <u>Year 2023</u>	<u>Prior Year</u> <u>2022</u>	
Real Estate – Residential	93,176,150	89,786,370	
Real Estate – Agriculture	574,040	587,580	
Real Estate – Commercial	53,099,860	48,834,300	
 <u>Local/State Assessed RR/Utilities</u>	 <u>Current</u> <u>Year 2023</u>	 <u>Prior Year</u> <u>2022</u>	
Local Valuations	1,864,760	1,853,490	
State Valuations	259,849	227,007	
 ASSESSED TOTALS	 148,974,659	 141,288,747	
 <u>Funds</u>	 <u>Prior Year</u> <u>Levy</u>	 <u>Proposed Levy</u>	 <u>Property Tax</u> <u>2023</u>
General Revenue Fund	0.3335	0.3335	\$496,830
Public Health Fund	0.0758	0.0758	\$112,923
Park & Recreation Fund	0.1439	0.1439	\$214,375
Library Fund	0.1665	0.1665	\$248,043
 FUND TOTALS	 0.7197	 0.7197	 \$1,072,171

*This rate is subject to change due to the receipt of subsequent information or upon notice from the State Auditor's Office. A copy of the City of Carthage Annual Budget for Fiscal Year 2023-2024 is available for public inspection at City Hall, 326 Grant Street Carthage, Missouri or on the City of Carthage website www.carthagemo.gov.

Traci Cox
Assistant City Administrator
City of Carthage

POSTED: 07/31/2023 Carthage City Hall, Carthage Public Library, Carthage Police Department, Carthage Fire Department, Carthage Website at www.carthagemo.gov Carthage Memorial Hall and Carthage Public Works Department

COUNCIL BILL NO. 23-53

ORDINANCE NO. _____

AN ORDINANCE LEVYING GENERAL TAXES UPON REAL PROPERTY LOCATED WITHIN THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI FOR THE YEAR 2023, FOR GENERAL REVENUE PURPOSES AND OTHER PURPOSES, AND FIXING THE RATES THEREOF.

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

SECTION I: That a tax be and the same is hereby levied for the year 2023, upon all real property which is subject to taxation for municipal purposes under the statutes of the State of Missouri, within the corporate limits of the City of Carthage, Jasper County, Missouri as follows:

First, for General Revenue purposes, 0.3335 cents per One Hundred Dollars assessed valuation.

Second, for the purpose of maintaining the Public Library for the City of Carthage, 0.1665 cents per One Hundred Dollars assessed valuation.

Third, for the purpose of maintaining Public Parks and Recreation within the City of Carthage, 0.1439 cents per One Hundred Dollars assessed valuation.

Fourth, for the purpose of maintaining the Public Health of the City of Carthage, 0.0758 cents per One Hundred Dollars assessed valuation.

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

PASSED AND APPROVED THIS _____, DAY OF _____, 2023.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

(Sponsored by the Budget Ways & Means Committee)

JASPER COUNTY CLERK

Charlie Davis



NOTICE OF 2023

07/18/23

AGGREGATE ASSESSED VALUATION FOR POLITICAL SUBDIVISIONS OTHER THAN SCHOOLS

As required by SECTION 137.245.3, I, Charlie Davis
County Clerk of Jasper County, State of Missouri, do hereby
certify that the following is the aggregate assessed valuation of
CAR CITY a political subdivision in Jasper County, for the year 2023
as shown on the assessment lists, plus railroad and utility
valuations as reported by the State Tax Commission.

Real Estate Valuations:

Residential	93,176,150
Agricultural	574,040
Commercial	53,099,860

TOTAL\$ 146,850,050

Local RR/Utility Valuations:

Residential	0
Agricultural	0
Commercial	1,864,760

TOTAL\$ 1,864,760

TOTAL REAL\$ 148,714,810

Personal Property Valuations:

Personal Property	66,218,350
Local RR/Utility	16,700

TOTAL\$ 66,235,050

State Assessed Railroad & Utility Valuations:

Real Estate	259,849
Personal Property	214,119

TOTAL\$ 473,968

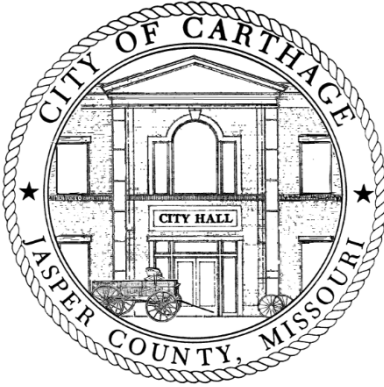
TOTAL CURRENT VALUATIONS \$ 215,423,828

NEW CONSTRUCTION..... \$ 4,620,850

This information is transmitted to assist you in complying with Section
67.110, RSMo, which requires that notice be given and public hearings held
before tax rates are set.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of
the County Commission of Jasper County at my office in
Carthage this 18 day of July, 2023

Clerk



The City of Carthage

America's Maple Leaf City

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

NOTICE OF PUBLIC HEARING

A Public Hearing will be held at 6:30 P.M., Tuesday, August 8, 2023 in the City Hall, Council Chambers, 326 Grant Street Carthage, Missouri at which time Citizens may be heard on the property tax rates proposed to be set by the City of Carthage.

<u>Assessed Valuations</u>	<u>Current</u> <u>Year 2023</u>	<u>Prior Year</u> <u>2022</u>	
Real Estate – Residential	93,176,150	89,786,370	
Real Estate – Agriculture	574,040	587,580	
Real Estate – Commercial	53,099,860	48,834,300	
 <u>Local/State Assessed RR/Utilities</u>	 <u>Current</u> <u>Year 2023</u>	 <u>Prior Year</u> <u>2022</u>	
Local Valuations	1,864,760	1,853,490	
State Valuations	259,849	227,007	
 ASSESSED TOTALS	 148,974,659	 141,288,747	
 <u>Funds</u>	 <u>Prior Year</u> <u>Levy</u>	 <u>Proposed Levy</u>	 <u>Property Tax</u> <u>2023</u>
General Revenue Fund	0.3335	0.3335	\$496,830
Public Health Fund	0.0758	0.0758	\$112,923
Park & Recreation Fund	0.1439	0.1439	\$214,375
Library Fund	0.1665	0.1665	\$248,043
 FUND TOTALS	 0.7197	 0.7197	 \$1,072,171

*This rate is subject to change due to the receipt of subsequent information or upon notice from the State Auditor's Office. A copy of the City of Carthage Annual Budget for Fiscal Year 2023-2024 is available for public inspection at City Hall, 326 Grant Street Carthage, Missouri or on the City of Carthage website www.carthagemo.gov.

Traci Cox
Assistant City Administrator
City of Carthage

POSTED: 07/31/2023 Carthage City Hall, Carthage Public Library, Carthage Police Department, Carthage Fire Department, Carthage Website at www.carthagemo.gov Carthage Memorial Hall and Carthage Public Works Department

AN ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEARS 2022 – 2023 AND 2023 - 2024 FOR SPECIFIED FUNDS (GENERAL FUND, FIRE PROTECTION TAX FUND, PARKS/STORMWATER SALES TAX FUND, CIVIC ENHANCEMENT FUND, CAPITAL IMPROVEMENTS TAX FUND, PUBLIC FACILITIES FUND, USE TAX FUND, ARPA FUND, PUBLIC HEALTH FUND AND PUBLIC SAFETY FUND).

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

SECTION I: The City of Carthage's 2023 – 2024 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 Taxi**, is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$52,000 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for the New Taxi; and
- b.) the Parks & Recreation Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$42,000 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for a 50 Foot Bi-Energy Towable Manlift; and
- c.) the Memorial Hall Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$36,100 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for Ceiling in Main Auditorium (\$22,900) and Lighting in Main Auditorium (\$13,200); and
- d.) the Civil War Museum Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$6,000 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for New Video; and
- e.) the IT Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$28,400 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for Police/Fire MDT's (\$13,600), Parks HQ Camera Expansion (\$2,300) and CPD Camera System Replacement (\$12,500); and
- f.) the Fire Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$3,000 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for House Demolition (3,000); and
- g.) the Street Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$38,500 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for Truck Replacement; and
- h.) the Public Works Department** is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$273,000 to the Capital Outlay line item, as a carry-over from Fiscal Year 2023 for Traffic Signal Garrison-HH (\$264,000), Bridge Maintenance (\$4,000), and Sycamore and Walnut Bridge Demo (\$5,000).

SECTION II: The City of Carthage's 2023 – 2024 Annual Operating and Capital Budget for the **Fire Protection Sales Tax Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- An amount not to exceed \$95,768 to the Capital Projects line item for carry-over projects; Brush Truck Outfitting (\$33,418) and Building Renovation (\$62,350).

SECTION III: The City of Carthage's 2023 – 2024 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 \$87,000 to the Capital Outlay line item, for carry-over of Triplex Mower (\$69,000) and Fair Acres Field Maintenance (\$18,000).

SECTION IV: The City of Carthage's 2023 – 2024 Annual Operating and Capital Budget for the **Civic Enhancement Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- A supplemental appropriation of up to \$4,288,650 for carry-over of Grant Revenues from the McCune Brooks Hospital Trust Fund to the Capital Outlay expense line item for the Parks Master Plan Project.

SECTION V: The City of Carthage's 2023 – 2024 Annual Operating and Capital Budget for the **Capital Improvements Tax Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- A supplemental appropriation of up to \$437,770 to the Capital Projects line item for carry-over of the TAP River Street Sidewalk project.

SECTION VI: The City of Carthage's 2023 – 2024 Annual Operating and Capital Budget for the **Public Facilities Bond Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- A supplemental appropriation of up to \$2,200,637 to the Capital Projects line item for carry-over of the I-49 Roundabout project.

SECTION VII: The City of Carthage's 2023 – 2024 Annual Operating and Capital Budget for the **Use Tax Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

- A supplemental appropriation of up to \$160,000 to the Capital Projects line item for carry-over of the Baseball/Softball Upgrades at Fair Acres.

SECTION VIII: The City of Carthage's 2022 – 2023 Annual Operating and Capital Budget for the **General Fund**, is hereby amended to reflect supplemental appropriations from the

unallocated and unappropriated Fund Balance, for:

- the **Pool**, is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$30,000 to the Contract Services line item, for contract payments to the Fair Acres Family YMCA; and

SECTION IX: The City of Carthage's 2022 – 2023 Annual Operating and Capital Budget for the **Public Health Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- A supplemental appropriation of up to \$30,106 to the Vet & Humane Society line item for Carthage Humane Society contract overages; and
- A supplemental appropriation of up to \$17,221 to the Misc. Sanitation Charges line item for excess disposal charges.

SECTION X: The City of Carthage's 2022 – 2023 Annual Operating and Capital Budget for the **ARPA Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- A supplemental appropriation of up to \$579,726 to the Police Capital Outlay line item for the Police Car Take-home Project.

SECTION XI: The City of Carthage's 2022 – 2023 Annual Operating and Capital Budget for the **Public Safety Grant Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- A supplemental appropriation of up to \$3,072 to the General Tools & Supplies line item, \$9,980 to the Police Capital Outlay line item, and \$7,600 to the Miscellaneous line item for LEST Grant Expenses; and
- A supplemental appropriation of up to \$12,769 to the Fire Capital Outlay line item for new Headsets and Rope Rescue Gear.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2023.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

COUNCIL BILL NO. 23-55

ORDINANCE NO. _____

An Ordinance rezoning certain property on 815 West Central Ave in the City of Carthage from “D” Local Business and “B Second Dwelling” to “E” General Business as requested by Jason Choate

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

SECTION I: The following described property is hereby rezoned from D” Local Business and “B Second Dwelling” to “E” General Business, to wit:

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2023.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

Sponsored by: Planning, Zoning and Historic Preservation Commission

AN ORDINANCE TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, AS FOLLOWS:

Section I - Declaration of Policy. The proper operation of municipal government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the city.

Section II - Conflicts of Interest. The Mayor or any member of the City Council who has a “substantial or private interest”, as defined by state law in any bill shall disclose on the records of the City Council the nature of his interest and shall disqualify himself from voting on any matters relating to this interest.

Section III - Disclosure Reports. Each elected official, the chief administrative officer, the chief purchasing officer, and the general counsel (if employed full-time) shall disclose the following information by May 1 if any such transactions were engaged in during the previous calendar year:

a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.

b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.

c. The chief administrative officer and the chief purchasing officer also shall disclose by May 1 for the previous calendar year, the following information:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

2. The name and address of each sole proprietorship that he owned; the name address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation

system in which the person owned two percent or more of any class or outstanding stock, limited partnership units or other equity interests;

3. The name and address of each corporation for which such person served in the capacity of a director, officer, or receiver.

Section IV – Filing of Reports. The reports, in the attached format, shall be filed with the City Clerk and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section V – When Filed. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

a. Each person appointed to office shall file the statement within 30 days of such appointment or employment;

b. Every other person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the City Council may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.

Section VI – Filing of Ordinance. The City Clerk shall send a certified copy of this ordinance to the Missouri Ethics Commission within ten days of its adoption.

Section VII – Effective Date. This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

PASSED AND APPROVED THIS _____ DAY OF _____ 2023.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

RESOLUTION NO. 2005

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARTHAGE
APPROVING A RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE
GRANTING AN ADMINISTRATIVE LOT SPLIT FOR PROPERTY LOCATED IN
GAMMON PARK ADDITION, IN THE CITY OF CARTHAGE MISSOURI.**

WHEREAS, Article II Section 22 of the Code of Carthage provides for the approval of plats for subdivisions in the City of Carthage; and

WHEREAS, Section 22-21 provides for exemptions from the full provisions of the article with approval by the Mayor and City Council; and

WHEREAS, city staff reviewed the application and the proposed land split map for completeness and accuracy; and

WHEREAS, staff presented its recommendation to the Public Works Committee at its regularly scheduled meeting on August 1, 2023, for action and recommendation to the City Council; and

WHEREAS, on August 1, 2023, the Public Works Committee considered and discussed the staff recommendation and voted unanimously in favor of recommending said administrative lot split to the City Council.

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

That pursuant to Section 22-21 (d) of the Code of Carthage, the administrative lot split of Lot 5 and Lot 20 in the GAMMON PARK ADDITION, Carthage, Missouri (the “Property”) as recommended by the City's Public Works Committee is hereby approved as submitted (attached).

PASSED AND APPROVED THIS ____ DAY OF _____, 2023.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

Serving the area since 1922

1201 East 15th

Joplin, MO 64804

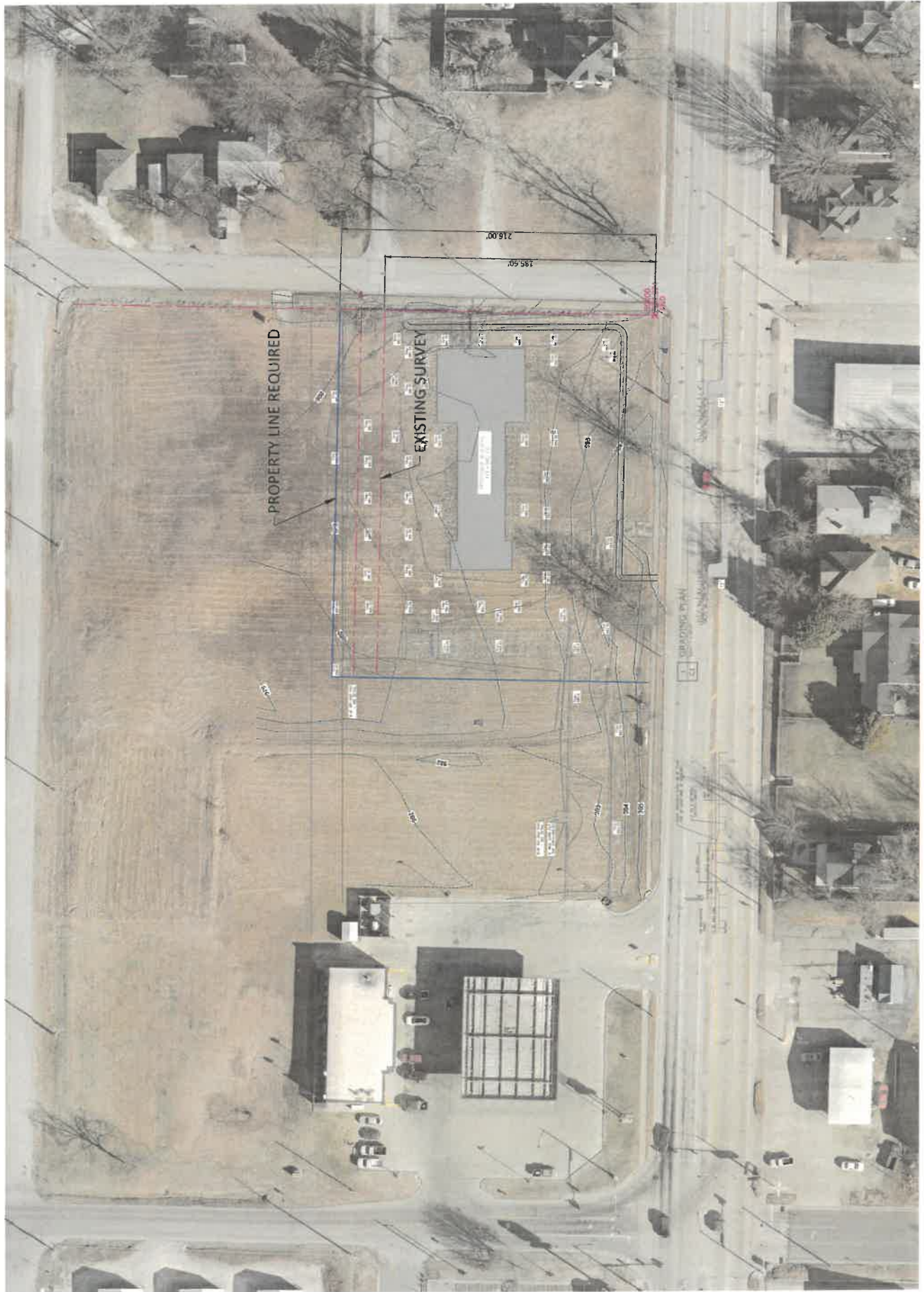
417-624-0311 417-624-0365 Fax

www.stewartandniece.com



PROPERTY DESCRIPTION:

All of Lots Numbered Six (6), Seven (7), Eight (8) Seventeen (17), Eighteen (18), Nineteen and the West 10.00 feet of Lots Five (5) and Twenty, in Gammon Park Addition to the City of Carthage, Jasper County, Missouri also all of the Vacated alley adjoining said lots



I hope your day is as blessed as ours. We appreciate your city for opening your arms and hearts to welcome and protect the Vietnamese pilgrims to Marian Day. Our leaders told us to book all hotels and buy what ever we need within the city limits to pay repay the city for your kindness. Thank you for your support, your kindness is rewarded many times in heaven. I am amazed at all the houses around the church let us camp and parked in their driveway for very minimal fee. We love your city and support. Live and let live, passing it forward is definitely what we feel about your city. With such a massive crowd inundated your city, there will be a very infractions, please forgive us as the majority of us just wanted to pray and appreciate our blessings. Again, thank you for your open arms and kindness.

This message was sent from the messaging service on your website via Thrillshare on 08/05/23 05:08 PM CDT

Memorandum
Mayor and Carthage City Council
City Council/Carthage Water and Electric Committee
Re: Committee Meeting Cancellation

08/07/23

On Friday at 1709 hours, 08/04/23, our city attorney received an email from Brian Schmidt, a member of the Water and Electric Board and a member of the Ad Hoc committee made up of some council members and some water and electric board members. This document asked for the significant modification of 10 different city ordinances. After a lengthy discussion with our City Attorney and Mayor, it was determined that we would cancel the joint meeting of this committee scheduled for 08/07/2023 at 0930. The following statement was attached to the cancellation.

Dear Carthage Community,

We regret to inform you that the scheduled meeting for today has been postponed due to unforeseen circumstances. Over the weekend, we were sent a suggestion by the Carthage Water and Electric Board that we modify several city ordinances. We identified certain issues related to the wording and content of proposed ordinances that require careful examination. Our priority is to ensure that any changes proposed align with the guidelines set forth in our Charter.

We believe in transparency and accountability, and as such, it would be counterproductive to hold the meeting without addressing these concerns. Our team is working diligently to thoroughly assess the proposed revisions to approximately ten city ordinances. These laws have been in effect for many years and play a vital role in shaping our city's future.

Our goal is to avoid wasting anyone's time and to ensure that the final agreements are not only legally sound but also in full compliance with State and Local laws and the City Charter. This process is vital to maintaining harmony within our community and upholding the values we hold dear.

We genuinely appreciate your understanding and cooperation during this crucial time. Rest assured, we will communicate the rescheduled date and time of the meeting as soon as we have addressed and clarified all charter concerns.

Together, we will continue to work towards a brighter and united Carthage.

Best regards,

Mayor Rife

The ordinance changes are attached. Mr. Dally has a family emergency today but may have more to add at the council meeting.

Greg Dagnan

<https://outlook.office.com/mail/inbox/id/AAQkAGQ3MTQyOWJjLWM4YzAtNDA2ZC05NzZkLWMxZmU1MGlxZDA3YwAQAL5j4nUq0E5EgwxcvYlaqp8...> 1/2

Sec. 2-316. Created.

There is created for the city an executive department to be known as the board of public works.

Said board shall consist of six (6) voting members appointed by the mayor with the approval of the council. No more than two (2) members of said board serving at any one (1) time shall be nonresidents of the City of Carthage. All such members must be residential, business customers or representatives of commercial or industrial customers of Carthage Water & Electric Plant (CW&EP). No more than one (1) member of the board can be employed by the same employer. In all cases, such members of this board shall live within five (5) miles of the Carthage, city limits.

Sec. 2-316. Established; Term of office.

- (a) There is established for the City of Carthage (city) an executive department to be known as the board of public works (Board). The Board shall consist of six (6) voting members appointed by the mayor with the approval of the city council. Prior to appointment, the mayor shall notify the CWEP General Manager of the appointee, to eliminate potential conflicts of interest and ensure the appointee is not in default to the utility.
- (b) No more than two (2) members of the Board serving at any one time shall be nonresidents of the city. All such members must have had business or professional experience, and must be residential or business customers or representatives of commercial or industrial customers of Carthage Water & Electric Plant (CWEP). No more than one (1) member of the Board can be employed by the same employer. In all cases, such nonresident members of the Board shall live within five (5) miles of the city limits.
- (c) The members of the Board of shall hold office for a term of six (6) years or until their successors are appointed and qualified. Board terms shall always begin on November 1 and shall be staggered so that every other year two (2) Board positions are appointed. Vacancies in the Board, occasioned by removals, resignations or otherwise, shall be reported to the mayor and be filled in like manner as original appointments, except that if the vacancy is an unexpired term, the appointment shall be made for only the unexpired portion of that term.

Sec. 2-317. Membership.

- (a) Each member of the board of public works, before entering upon the duties of his office, shall take and subscribe the same oath or affirmation as is required by law to be taken and subscribed by the elective officers of the city, which oath or affirmation shall be filed with the city clerk. Each member of the board of public works shall furnish to the city and shall at all times hereinafter maintain a bond given to the city in the penal sum of two thousand

dollars (\$2,000.00). The bond shall be paid for by the water and electric department. The bond shall be approved by the mayor and conditioned on the faithful performance of duties as members of the board and upon paying over all monies belonging to the city coming into their hands as provided by law. The bond shall be filed in the office of the city clerk.

- (b) Each member of the board of public works shall receive from the city, as full compensation of his services, a salary of one hundred dollars (\$100.00) per annum, payable monthly, from the revenues derived from the operation of the water and electric plant.
- (c) In addition to the six (6) voting members appointed by the mayor with the approval of the council, the mayor may appoint a city council member who shall be a nonvoting member of the board, with the approval of the council, and will receive no compensation for such service.

Sec. 2-317. Membership; Removal of members only for cause.

- (a) Each member of the Board, before entering upon the duties of his office, shall take and subscribe the same oath or affirmation as is required by law to be taken and subscribed by the elective officers of the city, which oath or affirmation shall be filed with the city clerk. Each member of the Board shall receive, as full compensation of his services, a salary of one hundred dollars (\$100.00) per annum, from the revenues derived from the operation of the water and electric plant.
- (b) In addition to the six (6) voting members of the Board appointed by the mayor with the approval of the city council, the mayor shall, with the approval of the council, appoint a city council member to serve as liaison to the Board. The Board liaison will receive no compensation for such service.
- (c) A Board member may be removed for the willful violation of any ordinance or city charter provision, for the conviction of a crime involving moral turpitude, or for the breach of his official duty or obligation, by the filing of a statement of charges with the city clerk, made by either the mayor or the council or any member thereof, specifying with detail the basis on which the charges were filed. The statement of charges shall immediately be delivered to the Board member against whom such charges have been filed. If the mayor files such charges, he shall immediately report this action to council.
- (d) In all cases where written charges of misconduct have been filed, the council shall set a day for the hearing of such charges, and shall cause to be served upon the accused member a written notice of the exact time and place where such charges will be heard. The notice as required herein shall in all cases be served upon the accused not less than ten days before the day of the hearing.

-
- (e) Upon the day set by the council for the hearing of the charges, the mayor and the council shall meet at the time and place decided upon, and shall forthwith proceed to hear all the evidence for and against the accused officer, adjourning the hearings from day to day if necessary.
 - (f) At the conclusion of the evidence and arguments pro and con, the council shall proceed to vote, by ayes and nays, voting upon each charge separately, if more than one charge has been made. If a two-thirds majority of all the members elected to the council find the accused guilty of the charges as made, or any of them, he shall be removed from his appointment. If a two-thirds majority does not find the accused guilty of the charges made, he shall retain his appointment to the Board.
 - (g) In all such cases, it shall be the duty of the city attorney, when required by the council, to attend all the hearings and prosecute the charges, and the accused member may be heard by himself or by counsel.
 - (h) If such member of the Board is removed, the city council shall cause to have filed with the city clerk a complete statement of all charges made against such member of the Board, and its findings thereon, together with a complete record of the proceedings.

Sec. 2-318. Official name for conducting business.

The business of the board of public works with the exception of the purchase of investments as prescribed in section 2-327 shall be transacted under the name or title of "Carthage Water and Electric Plant." (CWEP)

Sec. 2-319. Attorney.

The board of public works may employ the services of the city attorney or an assistant designated by him, to handle the legal affairs of the board and the water and electric plant. The board may pay the attorney a retainer fee in the amount of one hundred dollars (\$100.00) per month. The fee shall be paid from the operating revenues of the water and electric plant.

Sec. 2-319. Duties and Powers Generally.

- (a) The Board shall have full power and it shall be its duty to take charge of and exercise control over any public utilities now owned or which it may hereafter acquire or develop and all extensions thereof and the appurtenances thereto belonging, inside or outside the corporate limits of the City, and shall enforce the performance of all contracts and work, and have charge and custody of all the property, assets, books, and records belonging to

such utility or utilities; provided, that nothing herein shall be construed to authorize a sale of any municipally owned utility without approval by a majority of those voting in an election called to consider the question; but said Board may provide for the sale or other disposition of any useless, outworn, obsolete, or surplus supplies, equipment, or real estate not needed in the current or future operation of such utilities.

- (b) In the process of operating the city owned utilities, the Board is vested with full power and authority and authorized to manage, control, and operate such public utilities, and by way of description but not of limitation, to make such repairs, replacements, additions or extensions of service as it may deem proper for the public good, to enter into contracts with other public and private entities for the purchase of their product or the sale thereto subject to limitations prescribed by ordinance, to purchase operating supplies and equipment, the full power and authority to employ such labor as may be necessary on its behalf and prescribe and fix the compensation for said services necessary to operate said utilities.

Sec. 2-320. Employment of personnel.

- (a) The board of public works may appoint and employ for the purpose of operating the water, electric and sewage disposal departments such officers and employees as may be necessary, at such salaries or wages as may be just and fair for the type and amount of work done and compatible with, but not in excess of, compensation paid for similar work in similar communities in the area.
- (b) All appointees shall be under the supervision and control of the board of public works, and shall be appointed to hold their respective positions at the pleasure of the board, and shall perform such services as may be prescribed by the board.

Sec. 2-320. Employees of city owned utilities; Compensation.

The Board may select, employ and fix the salary of a general manager and may employ all necessary employees to operate all utilities under its control. The Board may delegate to its general manager all personnel decisions related to employment of all employees, the hours and duties of all employees and their compensation as necessary, consistent with a merit-based compensation structure to ensure the effective and efficient operation of all utilities. The general manager shall have the day-to-day duty and responsibility to manage the utilities and supervise all employees subject to the authority of the Board.

Sec. 2-321. Employee benefits authorized.

The board of public works may contribute toward the purchase of group life insurance, health, accident, hospital and surgical insurance for and on behalf of the employees and their dependents in such amounts and on such terms as the board deems fair and reasonable and for the best interests of the department.

Sec. 2-322. Rules and regulations.

The board of public works shall make such rules and regulations as it may deem proper, and shall prescribe the duties to be performed by each of its appointees. The board may require any of its appointees to give bond in such sum as the board may prescribe. Such bond shall be conditioned on the faithful performance of duties.

Sec. 2-323. Council approval of rates and budget.

- (a) A complete schedule of all rates charged by the board of public works for water, electricity and sewer services shall be furnished by the board of public works to the city clerk and shall be kept in the office of the city clerk for public inspection.
- (b) The annual budget of the board of public works shall be submitted to the council prior to the second council meeting in May of each year for approval. No appropriation shall be made from the budget until the budget has been approved by the council.
- (c) No change in the rate charged for electricity, water or sewer shall take effect until approved by the council.
- (d) The collection of rates for water service, electric light and power service or for any other product of service of the water and light plant shall be under the control and supervision of the board of public works, subject to the ordinances of the city council.

Sec. 2-323. Council approval of rates and budget.

- (a) A complete schedule of all rates charged by the Board of public works for water, electricity and sewer services shall be furnished by the Board of public works to the city clerk and shall be kept in the office of the city clerk for public inspection.
- (b) Each year, the Board shall approve an annual budget and present it to the city council for approval as a component of the city budget.
- (c) The annual budget shall include any electric, water, and sewer proposed rate adjustments. The city council shall either approve or disapprove the rates as presented by the Board. No change in the rate charged for electricity, water or sewer shall take effect until approved by the council, and no appropriation shall be made from the budget until the budget has been approved by the council.
- (d) The collection of rates for electric, water, and wastewater, or for any other product or service of CWEP shall be under the control and supervision of the Board, subject to the ordinances of the city council.

Sec. 2-324. Sewage disposal plant.

The board of public works shall supervise and have charge of the operation and maintenance of the sewage disposal plant and sewer flush tanks. It shall let all contract work

thereon and the purchase of supplies therefor, in the same manner as provided in section 2-330 and shall employ all necessary labor for the operation and maintenance of the same.

Sec. 2-325. Reserved.

Sec. 2-325. Information Requests

If at any time the Mayor or City Council wish to receive information from the CWEP Board regarding CWEP financial or operational information, the request shall be submitted by the Mayor, in writing, to the CWEP Board President, with a copy delivered to the CWEP General Manager. The request shall include details on the information sought and a requested deadline for delivery. The CWEP Board shall act upon the request within three business days or as soon as possible, and if the Board cannot deliver the information by the date requested by the Mayor, the Board shall give a detailed explanation of the cause for delay and the earliest time and date the information will be provided. CWEP and the CWEP Board are not under any obligation to provide any records pursuant to this section if those records are considered "closed records" pursuant to the Missouri Sunshine Law, § 610.010 et. seq.

Sec. 2-326. Revenues from sale of water and electric service.

- (a) All revenues derived from the sale of water and electric service, the sale of appliances and the sundry sources connected with the operation under the jurisdiction of the board of public works shall be deposited in the depository of city funds and charged to a fund known as the "water and electric fund." No monies shall be paid out of the fund except for the payment of expenses of operation, maintenance, repairs, extensions, replacement, depreciation, and any and all liability claims of the water and electric plant and the creation and maintenance of such reserves as the board of public works shall from time to time determine to be necessary and in keeping with sound business management.
- (b) No check shall be drawn upon the water and electric fund except upon a special warrant signed by the mayor and attested by the city clerk and approved by the president or secretary of the board of public works. The city council shall, monthly, and more often if necessary, appropriate out of the water and electric fund a sum of money sufficient to cover the expenses of operation, maintenance, repairs, extensions, replacements, depreciation, and any and all liabilities of the water and electric plant and in addition thereto, a sum of money equal to the amount which the board of public works has deposited in the bank selected by the city as the depository of city funds and designated "the water and electric operating fund."

Sec. 2-327. Investment funds; indebtedness not to exceed surplus.

- (a) The board of public works may invest and reinvest amounts set aside as reserves and also any surplus remaining in the hands of the city treasurer in obligations issued or guaranteed

by the United States or any other state, or any municipal or political subdivision, or any school district therein. Any investments so made shall be purchased and registered in the name of the board of public works. The sale, transfer, or exchange of any security or securities so registered shall be effected by the signature of the president of the board of public works, attested by the secretary, pursuant to authority granted by action of the board of public works. All income derived from such investments and the proceeds from the sale or payment of any investment shall be deposited with the city treasurer in the same manner as other revenues.

- (b) By vote of two-thirds of the qualified electors voting thereon, the board of public works may become indebted for or contribute toward the purchase, construction, extension or improvement of plants within the city limits to be leased or otherwise disposed of according to law to private persons or corporations, or manufacturing and industrial development purposes, including the real estate, buildings, fixtures and machinery, provided indebtedness or contribution does not exceed that sum carried on the books of account of the board of public works as surplus.

Sec. 2-328. Financial reports.

At least once each month the board of public works shall furnish to the city clerk a report directed to the city council, showing the balance of the water and electric operating fund, expenditures from the fund itemized as to payroll, bills for materials, supplies, etc., refunds of consumers' deposits and amounts set aside in reserve and a statement of amounts deposited in the city, showing the source of such revenue from the sale of water, electricity, consumers' deposits, income from investments and proceeds of sale of investments. In addition thereto, the report shall show the balance in reserve accounts together with a statement of all approved contract work let and all contracts completed under the supervision of the board during the month next preceding such report. The report shall be submitted in the following form: [Form omitted to save space]

Sec. 2-328. Financial Reports

- (a) The Board shall furnish to the city clerk monthly financial statements as approved by the Board.
- (b) The Board shall submit monthly board meeting minutes to the city clerk.

Sec. 2-329. Maintaining books; annual audit.

It shall be the duty of the board of public works to keep books of account, showing with entire accuracy current entries of the receipts and expenditures of the board in such manner as to enable the same to be understood and investigated, and also to preserve on file in its office, duplicate vouchers for all its expenditures, which books and duplicates shall at all times be open

to the examination of any councilmember or any committee appointed by the mayor and approved by the city council. The board of public works shall annually cause the books, accounts and records to be audited by a certified public accountant who is experienced in public utility accounting. A copy of the audit shall be filed in the office of the city clerk and approved by the city council. The contract for the making of the audit shall be first approved by the city council.

Sec. 2-329. Maintaining books; annual audit.

It shall be the duty of the Board to keep books of account, showing current entries of the receipts and expenditures of the Board in such manner as to enable the same to be understood and investigated. The Board shall annually cause the books, accounts and records to be audited by a certified public accountant who is experienced in public utility accounting. A copy of the audit shall be approved by the Board and filed in the office of the city clerk.

Sec. 2-330. Supervision over work and supplies for water and electric plant; contracts for major plant expansion subject to council approval.

The performance of all work and the furnishing of all supplies for the water and electric plants shall be under the supervision and control of the board of public works and contracts for the performance of work and the furnishing of supplies shall be let out in the same manner as other public works and contracts are let out, except in cases where it is not practicable to do so. All contracts pertaining to any major plant expansion, extension or repair shall be submitted to the council, and the council shall, by ordinance, approve same. No such contract shall be binding upon the board of public works until approved by the city council.

Sec. 2-330. Supervision over work and supplies for water and electric plant

The performance of all work and the furnishing of all supplies for CWEP shall be under the supervision and control of the Board.

Sec. 2-331. Reserved.

Editor's note(s)—Section 1 of Ord. No. 6698, adopted January 24, 1995, repealed § 2-331, which pertained to city departments to pay utilities and derived from Code 1978, § 133.210.

Sec. 2-332. Interference with orders.

No person shall willfully interfere with or obstruct the enforcement of any order issued by the board of public works.

Secs. 2-333—2-400. Reserved.

Sec. 2-333. Committee to be Established

No ordinance contained in Sections 2-316 through 2-400, or which pertains to CWEP or the CWEP Board, or which may in any way impact CWEP or the CWEP Board financially or operationally, may be taken up or voted on by city council without having been approved by a majority vote of a committee established to review the proposed ordinance or ordinance modification. Such committee shall consist of three (3) council members, appointed by the Mayor, and three (3) CWEP Board members, appointed by a majority vote of the CWEP Board. Any such ordinance created or modified without following the procedures set forth herein shall be deemed null and void.

Secs. 2-334—2-400. Reserved.