



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

April 9, 2024 - 5:30 PM
CW&EP Community Room
627 W Centennial Ave

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of March 26, 2024 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. Staff Reports
- 5. Adjournment**

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City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

March 26, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Robin Blair, Tiffany Cossey, Chris Taylor

OTHER COUNCIL MEMBERS: Mayor Dan Rife, Mark Elliff

STAFF PRESENT: City Administrator Greg Dagnan, Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Parks and Recreation Director Abi Almandinger, and City Attorney Nate Dally

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

2. Old Business

1. Approval of March 12, 2024 Minutes

ACTION: Motion to accept/approve item 2.1. by Tiffany Cossey
Motion passed with a 3:0

AYES: Robin Blair, Tiffany Cossey, Christopher Taylor

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Christopher Taylor
Motion passed with a 3:0

AYES: Robin Blair, Tiffany Cossey, Christopher Taylor

3. Citizens Participation

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

Darren Collier spoke to the committee about adding a few definitions to the code of ethics policy that was on the agenda. He mentioned that it was a nice document to start with, but the committee shouldn't pass something that can't be enforced. He stated that the document needed some more work before moving forward.

4. New Business

1. Consider and Discuss adding the Assistant City Administrator as an officer of the City

Ms. Cossey mentioned that she would like to see some clarification as far as the Assistant City Administrator being able to speak freely to the council and other City officials. Ms. Cox mentioned that maybe that could be added in a separate

ordinance when they define what an officer of the City is.

ACTION: Motion to forward c.b. 24-21 to council by Christopher Taylor

Motion passed with a 3:0

AYES: Robin Blair, Tiffany Cossey, Christopher Taylor

2. Consider and Discuss Code of Ethics Policy Change

Mr. Dally informed the committee that he had placed some documents on their desks that had the original code of ethics policy and part of the charter that had the reporting requirements listed. He also had sample copies of an ethics ordinance from the Missouri Ethics Commission and Missouri Municipal League. Ms. Cossey asked if this was just a policy change or if it would be codified, Mr. Dally said he left blanks in the sample he put together if the council decided to pass and codify it. Mr. Dally said he took parts from multiple places and put it all together and said the committee would have to decide what they wanted to keep or change. He said there is a whistleblower policy in the personnel manual and he explained some of the changes from our current ordinance. Ms. Cossey stated that she would like more time to review the new documents she had received and really look through the policy Mr. Dally created.

ACTION: Motion to table item 4.2 until April 23 by Tiffany Cossey

Motion passed with a 3:0

AYES: Robin Blair, Tiffany Cossey, Christopher Taylor

3. Staff Reports

Ms. Cox reported that MPR, the City's insurance provider, was raising the deductible for wind and hail claims to \$25,000 per occurrence, that is up from \$1,000. She mentioned that a lot of insurance companies are switching to deductibles that equal 1% of the property's value so the \$25,000 is still a good deal for the City. She also reported that she is almost done with revenue estimates for the next budget year and that next week department meetings will start to begin reviewing budget requests.

Mr. Dagnan reported that there was a 5 year personnel plan done last year with positions that departments would like to add. This year there are two positions that are being asked for. If the budget committee approves them, the job descriptions will come to this committee for approval.

5. Adjournment

ACTION: Motion to adjourn at 5:51 pm by Christopher Taylor

Motion passed with a 3:0

AYES: Robin Blair, Tiffany Cossey, Christopher Taylor