



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

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April 23, 2024 - 5:30 PM  
CITY HALL COUNCIL CHAMBERS

**MINUTES**

**1. Call to Order**

**MEMBERS PRESENT:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

**OTHER COUNCIL MEMBERS:** Mayor Dan Rife, Chris Taylor

**STAFF PRESENT:** City Administrator Greg Dagnan and City Clerk Miranda Deal,

Chair Tiffany Cossey called the meeting to order at 05:30 PM.

**2. Old Business**

1. Approval of April 9, 2024 Minutes

**ACTION:** Motion to accept/approve item 2.1. by Jana Schramm  
Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

2. Review & Approval of the Claims Report

There was discussion regarding the Zanevan bill. Ms. Cossey would like to have further detail as to what the miscellaneous engineering charges are for. She also denied payment for the City Officials Training that is hosted by Lauber Law Firm, she feels that the council members who signed up for that weren't fully aware of who was putting on the training and the council voted to discontinue using Lauber for legal services.

**ACTION:** Motion to allow ms cossey to view detailed zanevan bill and allow her to authorize release of payment by Terri Heckmaster

Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

**ACTION:** Motion to approve the claims report minus the \$4,317.50 that needs further details for zanevan by jana schramm  
Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

**3. Citizens Participation**

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

**4. New Business**

1. Consider and Discuss Code of Ethics Policy Change

There was discussion to update the new committee on where this policy change came from and how we got to this draft that was in the packet. Mr. Dally did not know what the committee wanted so he found multiple ethics ordinances from other cities and the state and put it all together to let the committee decide what they wanted to keep in it. The committee tabled this from the March 26 meeting until the April 23 meeting to have time to review. Ms. Schramm stated that she does not feel comfortable approving it at this time and wants the committee to go through each paragraph and decide if they want to keep it.

**ACTION:** Motion to table until may 14 item 4.1. by Jana Schramm  
Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

2. Consider and Discuss media policy change

Ms. Schramm reported that she has been working with Traci on the media policy to get the language correct. There is still work to be done on it.

**ACTION:** Motion to table until may 14 item 4.2. by Jana Schramm  
Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster

3. Staff Reports

Ms. Schramm had questions about the refund from Opengov and where the City was at in the process of that issue. Ms. Deal said Mr. Dally or Ms. Cox would have to provide them an update, as she was not aware where they were at in the process.

**5. Adjournment**

**ACTION:** Motion to adjourn at 5:50 pm by Derek Peterson  
Motion passed with a 4:0

**AYES:** Tiffany Cossey, Jana Schramm, Derek Peterson, Terri Heckmaster