



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

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May 28, 2024 - 5:30 PM  
CITY HALL COUNCIL CHAMBERS

**AGENDA**

- 1. Call to Order**
- 2. Old Business**
  1. Approval of May 14, 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**

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May 14, 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:**

**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 23, 2024 Minutes

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

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

2. Review & Approval of the Claims Report

**ACTION:** Motion to accept/approve item 2.2. by Terri Heckmaster;  
second by None;  
Motion passed with a 4:0

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

3. Consider and Discuss Code of Ethics Policy Change

Ms. Schramm asked the committee to table until May 28.

Ms. Schramm made a motion to amend the original motion to table indefinitely.  
Motion carried.

Ms. Schramm's amended motion to table indefinitely, carried with a vote of 4:0.  
Ayes: Cossey, Schramm, Peterson, Heckmaster.

4. Consider and Discuss media policy change

**ACTION:** Motion to table indefinitely or until committee asks to bring it  
back item 2.4. 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 Council Bill for financial software upgrades

There were some questions asked about what this council bill was for and what is currently being used. Ms. Deal explained that the city currently uses Incode through Tyler Technologies, this is just an upgraded version with some more advanced features. She reminded the committee that Traci had asked a few meetings ago to bring a council bill to the committee to upgrade the software.

**ACTION:** Motion to forward to council item 4.1. by Jana Schramm  
Motion passed with a 4:0

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

2. Staff Reports

Ms. Deal reported that Ms. Cox is working on updating the budget numbers after the previous nights long budget meeting. Ms. Schramm asked about the Opengov refund, Ms. Deal explained that in Mr. Dally's letter to the council he addressed that issue and stated that it would have to be taken back up when new counsel is hired and best to be discussed in a closed session.

**5. Adjournment**

**ACTION:** Motion to adjourn at 5:46 pm by Terri Heckmaster  
Motion passed with a 4:0

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