



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

July 23, 2024 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of July 8, 2024 Minutes
- 3. Citizens Participation**

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
 1. Consider and discuss budget amendment for Paul Martin Services for FY 23-24 and FY 24-25
 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

BUDGET WAYS & MEANS COMMITTEE

July 8, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Alan Snow, Dustin Edge, Christopher Taylor

MEMBERS ABSENT: Terri Heckmaster

OTHER COUNCIL MEMBERS:

STAFF PRESENT: Assistant City Administrator Traci Cox, and City Clerk Miranda Deal

Chairman Snow called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of June 24, 2024, Minutes

ACTION:	Motion to approve item 2.1. by Christopher Taylor
	Motion Passed with a 3:0
AYES:	Alan Snow, Dustin Edge, Christopher Taylor

3. Citizens Participation

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

4. New Business

1. Consider and Discuss expenses for Economic Development Park

Jeff Meredith was present to discuss expenses for the economic development park. He asked the committee for funds to purchase a large sign for the advertisement of available land, funds to have a water delineation study done, and funds to purchase the right of way from the Swearingen Trust to put the entrance of the road in for the economic development park.

ACTION:	Motion to move forward with a budget adjustment for \$20,000 for a sign and t delineation study by Christopher Taylor
	Motion Passed with a 3:0

AYES:	Alan Snow, Dustin Edge, Christopher Taylor
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2. Consider and Discuss budget amendment for fiscal year 2023-2024

Ms. Cox reviewed a few items on the budget adjustment and answered questions from the committee members. These amounts are some end of year adjustments as well as the adjustments that have been approved by emergency purchase procedures and budget adjustments.

ACTION:	Motion to forward to full council for approval by Christopher Taylor
	Motion Passed with a 3:0
AYES:	Alan Snow, Dustin Edge, Christopher Taylor

3. Discuss current contract with Vision Carthage

Vision Carthage has expressed that they wish to make no changes to their contract at this time. There was no further action taken.

4. Discuss current contract with the Carthage Chamber of Commerce

Ms. Cox reported on the changes that have been made with the Chamber of Commerce contract. The City now has a Champion membership which allows for the ex-officio board member. The City gets 3 four person golf teams at the annual golf tournament and the tourism rent was removed. Under the scope of services, there was a section added that stated what the City would provide. The City will provide use of the golf course for the annual golf tournament, use of Memorial Hall for four days for the annual banquet and three days for the business expo. There is no council bill for this amended contract yet, the new contract will have to be sent to the attorney with a Council Bill for approval before going to council.

ACTION:	Motion to have a council bill created and forward the amended contract to council Edge
	Motion Passed with a 3:0
AYES:	Alan Snow, Dustin Edge, Christopher Taylor

5. Staff Reports

Ms. Cox reported on the new online budget book process. Department heads will have access and receive training soon to get their budget summaries updated, the process has also started on upgrading the financial software. She reported that the sales tax came in at \$269,921.33 which is higher when compared to the same month last year which was \$265,634.06. The use tax came in at \$94,524.26 which is down compared to the same month last year which was \$106,311.56. She reported that the marijuana tax came in at \$11,315.01. She also reported that there were enough certified signatures for the recall of Ms. Cossey, and that the attorney is preparing an order to present to the council at the council meeting.

5. Adjournment

ACTION:	Motion to Adjourn at 06:15 PM by Christopher Taylor
	Motion Passed with a 3:0
AYES:	Alan Snow, Dustin Edge, Christopher Taylor

COUNCIL BILL NO. 24-37

ORDINANCE NO. _____

AN EMERGENCY ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEAR 2023 - 2024 AND FOR FISCAL YEAR 2024-2025 FOR THE GENERAL REVENUE 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 **Central Municipal Activities**, is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$5,008.86 to the Professional Fees line item; and

SECTION II: The City of Carthage's 2024 - 2025 Annual Operating and Capital Budget for the **General Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated fund balance, for:

b.) the **Central Municipal Activities**, is hereby amended to reflect a supplemental appropriation of an amount not to exceed \$15,000.00 to the Professional Fees line item; and

SECTION III: This ordinance shall be considered an emergency under the terms of the City Charter

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Dan Rife, Mayor

ATTEST:

Miranda Deal, City Clerk

Invoice

BILL TO

City of Carthage

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1115	04/30/2024	\$2,500.00	07/31/2024	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/15/2024	Services	TCs/T. Cossey re retention to pursue possible misfeasance of city administration; draft appointing resolution and engagement letter; EM/T. Cossey re same	1:06	0.00	0.00
04/16/2024	Services	Revise hiring resolution and engagement letter; TC and EM/T. Cossey re status	0:36	0.00	0.00
04/27/2024	Services	Detailed review of charter and code re. respective responsibilities of mayor, city council, and city administrator; review/organize notes; TC and EM/T. Cossey	4:42	250.00	1,175.00
04/28/2024	Services	Review additional documents potentially relating to removal; outline potential reasons for removal; review germane docs and charter provisions; draft removal resolution and bill of impeachment	4:42	250.00	1,175.00
04/29/2024	Services	EMs and TC/client re status of legislative changes and options; revise draft bill of impeachment	0:36	250.00	150.00

BALANCE DUE

\$2,500.00

Paul Martin Law LLC
 1406 N. Broadway
 Saint Louis, MO 63102
 paul@paulmartinlaw.org

Invoice

BILL TO
City of Carthage

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1121	06/14/2024	\$17,133.86	07/14/2024	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/06/2024	Services	Review additional issues re pending legislation and mayor's refusal to permit council consideration of same; research viability of suspension pending impeachment hearing	3:12	250.00	800.00
05/07/2024	Services	Additional research re suspension remedy; TC interview/B. Lasley re CWEP board termination; additional work on resolution and bill of impeachment	3:24	250.00	850.00
05/09/2024	Services	EMs/Mayor Rife, G. Dagnan, M. Deal re interviews; EMs/T. Cossey re timing/hearing discussion and other matters	0:30	250.00	125.00
05/10/2024	Services	EMs/G. Dagnan and his attorneys re interview; EM/T. Cossey re same	0:30	250.00	125.00
05/13/2024	Services	Prepare/finalize Garrity letters and EMs/D. Rife, G. Dagnan, and attorney re interviews; TC/T. Cossey re 5/10 council meeting and need for additional documentation	1:00	250.00	250.00
05/14/2024	Services	TC/T. Cossey re scheduling; EMs/M. Deal re Mayor Rife interview EM	0:18	250.00	75.00
05/15/2024	Services	Continue work on Rife impeachment resolution and bill; EMs/D. Rife and C. Thornton re interview; research attorney reliance defense; EM/council	3:54	250.00	975.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/16/2024	Services	members re process EMs/N. Nickolas, M. Deal, and T. Cossey re city's contracts with Lauber Municipal Firm; additional research on legality of suspending mayor pending impeachment; TC/B. Lassey re CWEP incident; review city's purchasing policy, Lauber firm's 5/15 "contract", and city minutes re previous termination of LMF; TCs/T. Cossey re same; EMs/N. Nickolas re same; revise resolution and bill of impeachment	4:12	250.00	1,050.00
05/17/2024	Services	Travel time to attend special CC MTG	8:30	125.00	1,062.50
05/17/2024	Services	Prepare for/attend special CC MTG	2:30	250.00	625.00
05/17/2024	Services	Mileage (529 M. x \$0.67)	1	354.43	354.43
05/18/2024	Services	Review charter re authority to veto impeachment resolution; research conflicts of interest; TCs/T. Cossey and A. Snow re same	2:18	250.00	575.00
05/19/2024	Services	Additional research on conflicts of interest and parliamentary rules; continue to draft/revise impeachment ordinance., bill of impeachment, and amended impeachment resolution; TC and detailed EM to T. Cossey re same	3:36	250.00	900.00
05/20/2024	Services	Travel time to attend special city council meeting	8:30	125.00	1,062.50
05/20/2024	Services	Additional research re prohibitory conflicts of interest; prepare for/attend special CC MTG	1:48	250.00	450.00
05/20/2024	Services	Mileage (529 M. x \$0.67)	1	354.43	354.43
05/21/2024	Services	EMs/T. Cossey and A. Snow re tonight's proceedings and agenda problem; EMs/M. Deal re various impeachment matters; EMs/M. Deal, B. Hawkins, D. Rife, C. Thornton, T. Englemeyer, and A. Snow re waiver of service of impeachment resolution; EMs/T. Englemeyer re status	1:18	250.00	325.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/22/2024	Services	of proceeding EMs and TC/M. Deal re 5/21 council actions; EMs/T. Cossey re same	0:18	250.00	75.00
05/24/2024	Services	EM and TC/C. Thornton re possible special council session to discuss impeachment settlement; analyze possible settlement scenarios; TC/T. Cossey re same	0:42	250.00	175.00
05/25/2024	Services	TCs and EMs/C. Thornton and T. Cossey re possible special session to discuss impeachment settlement; EMs/M. Deal re delivery of resolution and ordinance to mayor; review Mo. AG's response to Sunshine Law complaints; begin outline of impeachment testimony	2:12	250.00	550.00
05/28/2024	Services	TCs and EMs/C. Thornton & T. Cossey re city administrator status and city attorney retention; prepare for impeachment hearing	3:12	250.00	800.00
05/29/2024	Services	Multiple EMs/T. Engelmeyer, C. Thornton, and M. Deal re hearing process; research applicability of Sec. 536.070 (discovery depositions) to Rife impeachment; prepare testimony of M. Deal and B. Lasley; TC/B. Lasley re same; EMs and TC/T. Cossey re status	7:42	250.00	1,925.00
05/30/2024	Services	Prepare for impeachment trial	6:24	250.00	1,600.00
05/31/2024	Services	Prepare for impeachment trial; review Rife circuit court petition and suggestions in support; TC/T. Cossey re trial prep and Rife petition; EMs/C. Thornton and T. Engelmeyer re Rife petition and impeachment hearing status	8:12	250.00	2,050.00

BALANCE DUE

\$17,133.86

Paul Martin Law LLC
 1406 N. Broadway
 Saint Louis, MO 63102
 paul@paulmartinlaw.org

Invoice

BILL TO

City of Carthage

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1122	06/14/2024	\$10,375.00	07/14/2024	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/01/2024	Services	Research issues involved in Mayor Rife's petition for temporary restraining order and begin draft of suggestions in opposition	6:30	250.00	1,625.00
06/02/2024	Services	Continue work on Suggetions in Opposition to Mayor Rife's petition for temporary restraining order	5:42	250.00	1,425.00
06/03/2024	Services	Draft/revise suggestions in opposition to TRO motion; file and email clients re same; prepare for impeachment hearing	6:30	250.00	1,625.00
06/04/2024	Services	Draft and file application for change of judge; prepare for impeachment hearing; review temporary restraining order and multiple TCs/court clerks, clients, and reporters re same; research, draft, and file motion to reconsider TRO order; detailed EM/clients re same	6:36	250.00	1,650.00
06/06/2024	Services	Research, draft, and file motions to dissolve/dismiss TRO action and for sanctions; TC/ct. clerk re hearing date; EM/clients re status of court case; check Mo.Casnet re judge assignment; TC/ct. clerk for J. Nicholls (Barton Co., assigned judge) re case status and hearing date	2:42	250.00	675.00
06/07/2024	Services	Detailed EMs/J. Nicholls re	1:12	250.00	300.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/10/2024	Services	case status and pending motions; receive and file exhibit (6/3 mtg. minutes) in support of motion to dismiss. Review/analyze motion to amend pleadings and proposed First Amended Petition; draft Articles of Incorporation; EM and TC/client re status	3:48	250.00	950.00
06/11/2024	Services	Research and draft motion for judgment on the pleadings (Rife First Amended Petition) and memorandum in support of same; TC/J. Shelby re case status; detailed client EM re Rife's motion to amend petition, council's MFJOTP, and case status	8:30	250.00	2,125.00

BALANCE DUE

\$10,375.00