



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

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

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Derek Peterson, Terri Heckmaster

OTHER COUNCIL MEMBERS:

STAFF PRESENT: Interim City Administrator Traci Cox, City Clerk Miranda Deal, and IT Administrator Michael Keith

Acting Chair Jana Schramm called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of November 12, 2024 Minutes

ACTION: Motion to accept/approve item 2.1. by Derek Peterson;
Motion passed with a 3:0

AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Terri Heckmaster;
Motion passed with a 3:0

AYES: 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 Tax Bill 996

Katherine Platt was present to talk about the tax lien that the property she co-owns received for not mowing the grass. The committee discussed what could be done about it, the committee only has the authority to waive the interest fees for late payment, but cannot waive the cost of the bill.

It was agreed to split the bill into two payments, due December 2 and January 2.

ACTION: Motion to waive the interest fees and allow a payment plan for the bill amount by Derek Peterson;

Motion passed with a 3:0

AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

2. Staff Reports

During staff reports, IT Administrator Michael Keith reported on a meeting with Stronghold Data about a 5 year plan and where the City will be heading in that time frame. A major item was getting cybersecurity procedures and plans in place and then working on converting users to be cloud based in as much as they can.

Ms. Cox reported that the salary study is almost complete and that Mr. Snow would be forming a committee to review the results. No one will have access to the results prior to the first meeting of the committee. She also reported on meetings with Ms. Schramm to discuss the tourism position and the creation of a tourism board to help guide the next director. She has met with Julie Reams with the Chamber to discuss future projects and changes for next year. She also reported that we received a large payment from the Peachtree CID, as well as the most recently monthly payment of what was collected. The plan is to get monthly payments going forward until the debt is paid off.

5. Adjournment

ACTION:	Motion to Adjourn at 05:49 PM by Terri Heckmaster
	Motion Passed with a 3:0
AYES:	Jana Schramm, Derek Peterson, Terri Heckmaster