City of Carthage, Missouri
CITY COUNCIL

January 14, 2025 - 6:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

To hear the full comments and discussions, please refer to the recorded Youtube video of this meeting.

https://www.youtube.com/watch?v=Ympefb6VtBg

The Carthage City Council met in regular session on the above date in Council Chambers at 06:30 PM with Mayor Alan Snow presiding. Interim Fire Chief Jason Martin gave the invocation. Police Chief Bill Hawkins led the flag salute.

The following Council Members answered roll call: Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Interim City Administrator Traci Cox and City Attorney Jon Gold were also present.

The following Department Heads were present: Police Chief Bill Hawkins, Interim Fire Chief Jason Martin, Public Works Director Zeb Carney, IT Administrator Michael Keith, and City Clerk Miranda Deal.

Mr. Taylor made a motion, seconded by Mr. Peterson, to approve the minutes of the December 10, 2024 Council Meeting. Motion carried

During Citizen's Participation, Jonathan Roberts with the YMCA reviewed the statistics for the 2024 year and future plans for the YMCA.

Ms. Schramm reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. She went over the salary study results and the process the salary study committee went through for the new salary schedule. Ms. Cox also thanked the salary study committee for all of their hard work and making sure the employees were taken care of. The insurance audit and claims committee also reviewed the revised Tourism/PIO job description. Ms. Heckmaster made a motion, seconded by Ms. Leece, to approve the revised job description. Motion carried. The next meeting is January 28 at 5:30.

Ms. Heckmaster reported that the Budget Ways and Means Committee met on January 13 and discussed the budget goals and calendar for fiscal year 2025-2026. Ms. Heckmaster made a motion, seconded by Mr. Peterson to approve the budget goals and budget calendar for fiscal year 2025-2026. Motion carried. The committee also reviewed and approved the crop share farm lease agreement with SB Farms that appears in Council Bill 25-01. They reviewed an emergency ordinance for an agreement with Stronghold Data for a network and host project. The cost is $155,663.90 and is mostly funded through a grant. It appears in Council Bill 25-02 along with a budget adjustment in Resolution 2065 for the additional funds. Council Bill 25-03 was reviewed and approved. It is the final obligation of the ARPA funds for projects from fiscal year 2024 and fiscal year 2025. The agreement with Missouri and Northern Arkansas Railroad was reviewed and approved, this will allow the railroad to review plans for the repairs to the

McGregorstreet bridge, it appears in Council Bill 25-04. The city is being awarded an additional $87,000 in federal financial assistance for the taxi service, this appears in Council Bill 25-05. The implementation of the salary study was discussed. Funding to implement the study will cost an additional $395,000 per fiscal year. Salaries budgeted for the current fiscal year at $6,642,000 with only $3,087,000 or 46% expended as of January 10 due to positions that have been vacant. At this time, it is believed that there will not need to be a budget adjustment for additional funding to implement the salary study early. Ms. Heckmaster made a motion, seconded by Mr. Taylor, to approve the implementation of the salary study effective on the January 23 through February 5 pay period. Motion carried. A budget adjustment for additional funding for Paul Martin was approved and is in Resolution 2067. There was a police car damaged in an accident and the insurance company is only valuing the car at $27,000. Three bids were received to replace the car. ESU Pursuits has a 2025 V8 Durango in stock for $44,900, Landmark Dodge quoted $43,386 for a Durango but it would be 3-4 months, and Corwin Dodge quoted $44,844 for a Durango but it would be 3-4 months. Ms. Heckmaster made a motion, seconded by Mr. Barlow, to approve the best bid from ESU Pursuits for $44,900 for the replacement Durango available immediately. Motion carried. The next meeting is February 10 at 5:30.

Ms. Heckmaster reported that the Public Safety Committee met on December 16. The committee heard from Shelby Howard who spoke on behalf of the Carthage Police Officers Association. The majority of the Carthage police officers are requesting to be recognized as a bargaining unit in the Southwest Missouri Fraternal Order of Police Regional Lodge #27 and the Carthage Police Officers Association to be their exclusive bargaining representative and to bargain collectively with the FOP over their salary and other employment conditions. The administration will work to prepare a council bill to be presented at the next Public Safety Committee. Interim Chief Martin reported that the radios are almost done being installed, he has applied for a grant to get new AED machines, and work that will be done with emergency management plans. Captain Dininger reported on two new officers and switching their radios to Motorola which has been a great improvement. The next meeting was moved due to a City holiday and is scheduled for January 27 at 5:30.

Mr. Barlow reported the Public Services Committee met on December 17. The committee discussed the purchase of a stump grinder. The contract is through Sourcewell and comes in under budget. Mr. Barlow made a motion, seconded by Mr. Peterson, to approve the purchase of a stump grinder through Fabick Cat for the price of $9,126.00. Motion carried. The committee also discussed the formation of a pool steering committee to develop a plan moving forward, that committee is under Mayor's Appointments for the evening. The committee discussed the Parks Operations Assistant job description, there is more work to be done on the job description and is tabled until the next meeting. The committee discussed the changes to the Tourism/PIO job description, the changes include forming a tourism advisory board and reinstating Food Truck Friday as part of the role. The next meeting is January 21 at 5:30.

Mr. Taylor reported that the Public Works Committee is between meetings with the next meeting scheduled for February 4 at 5:30.

Special Committee and Board Liaison reports were given by Mr. Peterson for the Kellogg Lake Board, Ms. Schramm for the Harry S Truman Coordinating Council, and Mr. Barlow for the Library Board.

Ms. Schramm also reported that she forgot to discuss the City of Carthage Employee Wellness packet. It is an incentive for the employees to participate in the wellness program and it is a

$200 incentive for non-nicotine users and $100 for nicotine users. Ms. Schramm made a motion, seconded by Ms. Heckmaster to approve the employee wellness packet. Motion carried.

Mayor Snow thanked the police department in their hard work in solving the hit and run accident that had happened in December, he also thanked the street department for the snow removal and Michael Keith and the Steet/Public Works department for their hard work in getting the new council furniture set up in time for the meeting. He reported on the City Administrator hiring committee and noted that he added Chief Hawkins to be a part of it since he was the longest tenured department head. He also discussed the letter from the City and CWEP that was released the prior week and that it was accidentally posted to social media when it was only supposed to go to the employees and that it was his miscommunication for not relaying the message about not posting it. He reported that the City received a letter from the Humane Society terminating their contract after meeting with them in December and the general consensus was that they would come back to the City when they had some important discussions with their board, and instead the City received the termination letter. He stated that the City is still open to negotiating with them to figure out a solution.

During Remarks from Council Members, there was thanks for the street and public works department for all of their recent work in keeping the roads cleared. Mr. Peterson said that the new roundabout is looking great and thanked Jonathan Roberts for giving his report on all that the YMCA does. Ms. Leece reported that she had received a letter from a citizen expressing their great appreciation for the taxi service. Ms. Heckmaster thanked Dominos and the community for everything they did for the kid that was injured in the hit and run accident, she also congratulated the local student who had done well at the State agriculture competition, and congratulated John Hacker for being inducted into The Chart's Hall of Fame at Missouri Southern. Mr. Barlow thanked the Police Department for their phenomenal work on finding the vehicle involved in the hit and run accident. Ms. Schramm thanked Mayor Snow and Ms. Cox for their work getting together the City and CWEP department heads, she also thanked Interim Fire Chief Jason Martin and Fire Marshal Eli Maples for the tour of both fire stations, she also thanked all who worked through the winter storm to make sure the citizens were taken care of.

Police Chief Bill Hawkins thanked everyone for their kind words for the work on the hit and run accident. He also thanked the salary study committee for their work on the salary study and that it is appreciated, he also thanked the council for approving the purchase of the replacement patrol vehicle.

Interim Fire Chief Jason Martin also thanked the salary study committee for their work on the salaries. He also reported that he has applied for a grant for new AED machines, there will be a blessing of t he Safe Haven baby box at station 2 on January 28 at 3:30 pm, he also reported that the fire department has filled 1 of 3 vacancies and are working on the other two. He thanked Zeb and his department for clearing in front of the bays at the fire stations.

Public Works Director Zeb Carney also thanked the committee for the salary study. He gave the numbers for the leaf pickup this season, and the snow clearing throughout town. He also reported that the sidewalks on the square, the HH and Airport Drive expansion, and the HH and Garrison traffic signal would all be underway once the weather starts warming up.

Interim City Administrator Traci Cox reported that the sales tax numbers were down this month, but we are still $25,000 over this time last year. The Use Tax is down and she has not had a chance to dig into it to figure out why, but it is under by $95,000 from this time last year.

She reported that the property tax numbers came in about $20,000 higher than last year. She gave an update on the audit and stated that since the City crossed a certain threshold and we are required to have a single audit done this year, we were able to send in a draft to the State Auditor to fulfil the December 31 deadline with the State. She thanked Jonathan for his report about the YMCA programs, reported on the Humane Society issue and hopes that they can find a solution to keep working together, the Tourism/PIO position has been filled by Melissa Little who will start on January 21. She also stated that it was great to have Mr. Carney back at the meeting to give a report on all the great things that are going on in the community and thanked him and his department and Michael Keith for the work on the new council furniture.

The Committee on Claims filed a report in the amount of $2,166,736.04, against the following funds: General Revenue $368,981.01, Public Health $1,305.01, Lodging $1,105.73, Parks/Stormwater $65,611.32, Fire Protection $203,967.04, Golf $8,741.68, Capital Improvements $62,786.10, Parks and Recreation $1,297.54, Myers Park $4,198.00, Use Tax $47,998.76, Public Facilities $293,618.89, Public Library $25,000.00, and Payroll $1,082,124.96. Mr. Peterson made a motion, seconded by Ms. Heckmaster, to accept the report and allow the claims. Motion carried.

There was no Old Business.

Under New Business, C.B. 25-01 – An Emergency Ordinance authorizing the Mayor to enter into a crop share farm lease agreement with SB Farms for the property generally known as the South Economic Development Park, in the City of Carthage, Missouri was placed on first reading.

Ms. Heckmaster made a motion, seconded by Mr. Peterson, to forward C.B. 25-01 to second reading due to its emergency status. Motion carried.

C.B. 25-01 – An Emergency Ordinance authorizing the Mayor to enter into a crop share farm lease agreement with SB Farms for the property generally known as the South Economic Development Park, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 6 yeas and 0 nays. Ayes: Taylor, Peterson, Leece, Heckmaster, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-01.

C.B. 25-02 -- An Emergency Ordinance authorizing the Mayor to enter into an agreement with Stronghold Data LLC, for the Network & Host Project in the amount of $155,663.90, in the City of Carthage, Missouri was placed on first reading.

Mr. Taylor made a motion, seconded by Mr. Barlow, to forward C.B. 25-02 to second reading due to its emergency status. Motion carried.

C.B. 25-02 -- An Emergency Ordinance authorizing the Mayor to enter into an agreement with Stronghold Data LLC, for the Network & Host Project in the amount of $155,663.90, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 6 yeas and 0 nays. Ayes: Taylor, Peterson, Leece, Heckmaster, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-02.

C.B. 25-03 -- 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 ARPA Fund was placed on first reading.

Mr. Taylor made a motion, seconded by Ms. Heckmaster, to forward C.B. 25-03 to second reading due to its emergency status. Motion carried.

C.B. 25-03 -- 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 ARPA Fund was placed on second reading followed by a roll call vote of 6 yeas and 0 nays. Ayes: Taylor, Peterson, Leece, Heckmaster, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-03.

C.B. 25-04 -- An Ordinance authorizing the Mayor to enter into an agreement with Missouri and Northern Arkansas Railroad Company Inc for the plan review of the McGregor St Bridge in the amount of $39, 061.00, in the City of Carthage, Missouri was placed on first reading with no action taken.

C.B. 25-05 -- An Ordinance to authorize the Mayor to accept federal financial assistance in the amount of $87,000.00 on behalf of the City of Carthage and to execute any contract(s) resulting from accepting any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects was placed on first reading with no action taken.

Ms. Heckmaster made a motion, seconded by Ms. Leece, to approve the Mayor's Appointment of Ray West as Council Member for Ward 2. Motion carried.

Ms. Heckmaster made a motion, seconded by Ms. Schramm, to approve the Mayor's Appointment of Bill Putnam, Lora Phelps, Shelby Baugh, Jeff Meredith, Kacey Thayer, Jonathan Roberts, Amy Burton, Lori Leece, Traci Cox, and Abi Almandinger to the Aquatic Park Steering Committee. Motion carried.

Ms. Heckmaster made a motion, seconded by Mr. Taylor, to approve Resolution 2065 -- A Resolution authorizing a supplemental budget adjustment to the General Revenue Fund Information Technologies Capital Outlay for the Network & Host Project in the amount of $13,264.00. Resolution 2065 was adopted after a roll call vote of 6 yeas and 0 nays. Ayes: Taylor, Peterson, Leece, Heckmaster, Barlow, and Schramm.

Ms. Heckmaster made a motion, seconded by Ms. Schramm, to approve Resolution 2066 -- A Resolution accepting the results of the Compensation System Market Update by McGrath Human Resources and implementing the salary adjustments on the January 23 through February 5, 2025 pay period. Resolution 2066 was adopted after a roll call vote of 6 yeas and 0 nays. Ayes: Taylor, Peterson, Leece, Heckmaster, Barlow, and Schramm.

Ms. Heckmaster made a motion, seconded by Mr. Peterson, to approve Resolution 2067 -- A Resolution authorizing a supplemental budget adjustment to the General Revenue Fund for Central Municipal Activities Professional Services for Paul Martin in the amount of $25,000.00. Resolution 2067 **failed** after a roll call vote of 4 yeas and 2 nays. Ayes: Peterson, Heckmaster, Barlow, and Schramm. Nays: Taylor, Leece.

During closing comments, Mr. Barlow thanked Mr. Carney for trying to get the costs of the bridge review down, Ms. Schramm hopes the City Administrator hiring committee will have a decision made by the end of the month, she also reported that the County Commissioners meeting, the health department reported that the flu and norovirus are going around. She also reported that she met with Sally Stuart at Vision Carthage and the artwork on the roundabout at Fairlawn and Garrison will be installed soon. Ms. Heckmaster wanted to state that part of Resolution 2067 was for services that have already been rendered.

Mr. Taylor made a motion, seconded by Mr. Peterson, to close the meeting according to section 610.021 (2), the agenda includes the possibility of a vote to close part of the meeting to discuss leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor followed by a roll call vote of 6 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Motion carried at 7:47 p.m.

CLOSED SESSION

Ms. Schramm made a motion, seconded by Mr. Taylor, to return to the regular session of the Council Meeting at 8:07 p.m. followed by a roll call vote of 6 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Motion carried.

Mr. Taylor made a motion, seconded by Ms. Heckmaster, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 8:10 p.m.

CLOSED SESSION
MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
January 14, 2025

The Carthage City Council met in closed session on the above date in City Hall Council Chambers at 6:30 p.m. with Mayor Alan Snow presiding.

Mr. Taylor made a motion, seconded by Mr. Peterson, to close the meeting according to section 610.021 (2), the agenda includes the possibility of a vote to close part of the meeting to discuss leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor followed by a roll call vote of 6 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Motion carried at 7:47 p.m.

There was a short recess before the closed session started. Council went into closed session at 7:53 p.m.

The following Council Members answered roll call Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm.

Interim City Administrator Traci Cox and City Clerk Miranda Deal were also present. Alyssa Hess was also present.

The Mayor updated the Council on real estate matters.

Ms. Schramm made a motion, seconded by Mr. Taylor, to return to the regular session of the Council Meeting at 8:07 p.m. followed by a roll call vote of 6 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Motion carried.

Respectfully submitted,
Miranda Deal
City Clerk