

City of Carthage, Missouri

CITY COUNCIL

February 11, 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=t-uj1rnuyJU>

The Carthage City Council met in regular session on the above date in Council Chambers at 6:30 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, Ray West, 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, City Clerk Miranda Deal, and Deputy City Clerk Amy Taylor.

Ms. Heckmaster made a motion, seconded by Ms. Leece, to approve the minutes of the January 28, 2025 Council meeting. Motion carried. Mr. Peterson made a motion, seconded by Mr. West, to approve the minutes of the January 30, 2025 Special Council meeting. Motion carried.

Police Chief Bill Hawkins introduced the two newest officers at the police department. City Clerk Miranda Deal issued the oath of office to police officers Hailey Criqui and Ryan Wagoner.

Ms. Heckmaster reported that the Budget Ways and Means Committee met on February 10th at 5:30. The committee considered and discussed a budget adjustment for Fiscal Year 2024-2025, which was for items that were already approved by the Council and that there were no new additions. Also discussed was an agreement with the Boots Court Foundation/Carthage Visitors Center. The committee discussed a 5-year capital plan for Information Technologies and Administration. The next meeting is March 10th at 5:30.

Ms. Schramm reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. She reported that the Committee discussed employee dental and vision insurance through Delta Dental and VSP, respectively. Dental rates increased 4.7% and vision rates decreased by nearly 10%, so it was recommended the City stay with the current providers. Ms. Schramm made a motion, seconded by Mr. Peterson, for the City to remain with Delta Dental and VSP for employee dental and vision benefits. Motion carried. The committee also discussed the Assistant City Administrator (ACA) job description. Ms. Schramm made a motion, seconded by Ms. Leece, to approve the new ACA job description. Motion carried. Last discussed was the City Administrator (CA) job description which will be updated to be

more gender neutral. Ms. Schramm made a motion, seconded by Mr. Taylor, to approve the updated CA job description. Motion carried. The next meeting is February 25th at 5:30.

Ms. Heckmaster reported that the Public Safety Committee is between meetings. The next meeting will be on February 24th at 5:30.

Mr. Barlow reported the Public Services Committee is between meetings. The next meeting is February 13th at 5:30.

Mr. Taylor reported that the Public Works Committee met February 4th at 5:30. Resolution 2076 was discussed. McCune-Brooks Foundation would like an agreement with the City that the parking lot located at 2nd & Howard would not be sold and would remain a public parking lot for people to use when visiting the Farmers Market. The next meeting is March 4th at 5:30.

Special Committee and Board Liaison reports were given by Mr. Peterson for Kellogg Lake Advisory Board, Ms. Heckmaster for Planning, Zoning, and Historic Preservation, and by Mr. Barlow for the Library Board.

Mayor Snow thanked Cooper Vanway and Dakota McDonald for their work removing a wall from Council Chambers to allow for more public seating. He recognized Eli Maples for his work organizing the dedication of the Baby Box located at fire station #2. He also thanked IT Director Michael Keith and Stronghold Data for their work stopping a potential ransomware attack on the city. Also recognized was HR Director Michael Miller for his work with the City Administrator Hiring Committee and he stated the committee will be moving forward with their recommendation for City Administrator at a future meeting. The mayor stated budget work has begun, and meetings are ongoing with department heads regarding their capital budget requests. Additionally, a budgeting work session will be held March 5th between department heads, city staff, and city council. He reported meeting last week with Ms. Cox, Chief Hawkins, and the Humane Society, who have come to the city with a proposed contract. He states the City and the Humane Society are working together on the contract to come to an agreement in terms.

During Remarks from Council Members, Mr. Peterson relayed his appreciation for the budgeting work session which has been scheduled. Ms. Heckmaster expressed her excitement about the Farmers Market building, which is receiving funds from the McCune-Brooks Foundation and announced a projected opening date in April of 2026. She said she enjoyed seeing the new officers sworn in and expressed her gratitude to those who serve. Mr. Barlow expressed his appreciation for the new officers and sends his prayers to them and to current law enforcement and first responders. Ms. Schramm mentioned meetings she has attended in the last week. She announced that Starbucks will be opening February 28th instead of the 14th due to changes being made. She says the downtown sidewalk project is coming along and says there is a meeting tomorrow to discuss thoughts and questions pertaining to the project. She detailed bridges that will need repair within the next few years, stating the possible cost of replacement of the bridges. She reported that a stop light has been reused from one location to another to save city funds. Efforts are underway to secure grants to make Baker a three-lane road with sidewalks. She thanked Zeb Carney for his vision and hard work in keeping Carthage growing and thriving, for his desire to save the city money, and being a valuable part of Carthage administration.

Police Chief Bill Hawkins reported that he likes the swearing in of new officers being done during council meetings. He also reported budget work for the police department is ongoing.

Interim Fire Chief Jason Martin reported the fire department is working on their budget. He also extended an invitation to those who would like to meet at the grave of fallen fire fighter Steve Fierro, who died in the line of duty on February 18, 2004. The gathering will be at 2 p.m. on February 15th in Park Cemetery.

Public Works Director Zeb Carney reported having employees scheduled in shifts for the incoming storm, pretreating intersections to be sure Carthage streets are taken care of. He says there is a meeting on Wednesday at 10 a.m. to discuss the downtown sidewalk project. Once information is gathered regarding scheduling and an estimated end date, it will be posted on the Public Works page.

Interim City Administrator Traci Cox talked about the potential ransomware attack. She has met with Vision Carthage and the Chamber of Commerce to discuss renewal of their agency contracts, which are ready to be forwarded to committee for approval. She states there has been a meeting with the Carthage Humane Society for contract negotiations. She encourages citizens to volunteer because the Humane Society needs the help. She reported that the new Tourism Director Melissa Little has been working on the formation of the new Tourism Advisory Board, and she has been working with Parks Director Abi Almandinger and Chelsey Cholley to kick off this year's Food Truck Friday events. Ms. Cox reported sales tax revenues for the current fiscal year are up \$45,000 to date, and the month is up \$19,960. Sales tax revenue for the current fiscal year is down \$176,000 YTD. She stated that she intends to look into why the use tax has been steadily going down.

The Committee on Claims filed a report in the amount of \$988,117.52 against the following funds: General Revenue \$125,959.20, Public Health \$467.50, Lodging \$16,549.17, Parks/Stormwater \$56,250.48, Fire Protection \$2,193.65, Golf \$34.59, Capital Improvements \$1,700.55, Myers Park \$1,711.50, Use Tax \$53,991.15, Public Facilities \$294,060.78, Library \$25,000.00, and Payroll \$410,198.95. Mr. Peterson made a motion, seconded by Mr. Taylor, to accept the report and allow the claims. Motion carried.

There was no Old Business.

Under New Business, C.B. 25-07 -- An Ordinance waiving the buyback option stated in Corporation Warranty Deed recorded with the Jasper County Recorder's office in book 2670 page 0149 on January 19, 2023, for all of Lot Number Two (2), Block Number Three (3), in Myers Park Subdivision, Plat Number Four (4), in the City of Carthage, Missouri was placed on first reading with no action taken.

C.B. 25-08 -- An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for Fiscal Year 2024-2025 for Specified Funds (General Fund, Use Tax Fund, and Public Facilities Bond Fund) was placed on first reading with no action taken.

Ms. Heckmaster made a motion, seconded by Mr. Peterson, to approve the Mayor's Board Liaison Appointment of Jana Schramm to Vision Carthage and the Jasper County Commission. Motion carried.

Ms. Schramm made a motion, seconded by Ms. Heckmaster, to approve the Mayor's Appointment of Jim Swatsenbarg to the Jasper County Extension Center until March 2026. Motion carried.

Mr. Peterson made a motion, seconded by Ms. Leece, to approve Resolution 2076 -- A Resolution of the City of Carthage, Missouri, stating that there is no intent to sell the public parking lot located at 2nd and Howard Street and allowing the use of the lot by future Route 66 Market visitors. Resolution 2076 was adopted after a roll call vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Leece, Heckmaster, Barlow, and Schramm.

During closing comments, Ms. Schramm stated she attended the Stakeholders Legislative Roundtable discussion on February 2nd with Mayor Snow, Ms. Cox, and Ms. Heckmaster. On February 3rd, she attended the dedication of the Safe Haven Baby Box at fire station #2, and thanked Carthage for driving this project forward. She announced that Vision Carthage will be hosting A Groovy 70s Casino Night fundraiser at Memorial Hall on February 22nd. She also mentioned the Soroptimist Spuds event and auction happening on March 4th at The Bridge Church. Mr. Peterson revisited the appointments of members to the Tree Board, which he remembered being tabled in a previous Council Meeting. Mayor Snow said those appointments will be looked at after the April election.

Ms. Heckmaster made a motion, seconded by Ms. Schramm, to close the meeting according to section 610.021 (3), the agenda includes the possibility of a vote to close part of the meeting to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded, followed by a roll call vote of 6 yeas and 1 nay. Ayes: Chris Taylor, Derek Peterson, Ray West, Terri Heckmaster, Tom Barlow, and Jana Schramm. Nay: Lori Leece. Motion carried at 7:07 p.m.

CLOSED SESSION

Mr. Taylor made a motion, seconded by Mr. Peterson, to return to the regular session of the Council Meeting 8:22 p.m. followed by a roll call vote of 7 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Ray West, 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 8:27 p.m.

**CLOSED SESSION
MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
February 11, 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.

Ms. Heckmaster made a motion, seconded by Ms. Schramm, to close the meeting according to section 610.021 (3), the agenda includes the possibility of a vote to close part of the meeting to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded, followed by a roll call vote of 6 yeas and 1 nay. Ayes: Chris Taylor, Derek Peterson, Ray West, Terri Heckmaster, Tom Barlow, and Jana Schramm. Nay: Lori Leece. Motion carried at 7:07 p.m.

There was a short recess before the closed session started. Council went into closed session at 7:15 p.m.

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

Attorney Jon Gold, Interim City Administrator Traci Cox, City Clerk Miranda Deal, and HR Coordinator Michael Miller were also present.

Mr. Taylor made a motion, seconded by Ms. Heckmaster, to move forward with the statement of charges against Parks and Recreation Director Abi Almandinger. Motion carried by a vote of 6 yeas, and 1 abstain. Ayes: Taylor, Peterson, West, Heckmaster, Barlow, and Schramm. Abstain: Leece.

Ms. Schramm made a motion, seconded by Mr. Taylor to hold the personnel hearing on March 3 at 5 pm in Council Chambers. Motion carried by a vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Leece, Heckmaster, Barlow, and Schramm.

Mr. Taylor made a motion, seconded by Mr. Peterson, to return to the regular session of the Council Meeting at 8:22 p.m. followed by a roll call vote of 7 yeas and 0 nays. Ayes: Chris Taylor, Derek Peterson, Ray West, Lori Leece, Terri Heckmaster, Tom Barlow, and Jana Schramm. Motion carried.

Respectfully submitted,
Miranda Deal
City Clerk