



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

March 25, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of March 11, 2025 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. Consider and Discuss amendment to section 2-160 (b) of the City Code
 2. Presentation of the annual audit report by KPM CPA's
 3. 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

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

MARCH 11, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Derek Peterson, Terri Heckmaster

STAFF PRESENT: Interim City Administrator Traci Cox, Deputy City Clerk Amy Taylor, HR Director Michael Miller, IT Director Michael Keith

OTHER MEMBERS PRESENT:

Chair Jana Schramm called the meeting to order at 5:30 PM.

2. Old Business

1. Approval of February 11, 2025 Minutes

ACTION: Motion to accept/approve item 2.1. by Mr. 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 Ms. 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. Staff Reports – Ms. Cox reported meeting with ClearGov and Incode stating they will be implementing upgrades to their programs soon.

2. Consider and Discuss Amendments to Code Sections 2-316 and 2-328 and a document which recites the current language of these Sections – not discussed

5. Adjournment

ACTION: Motion to adjourn at 5:34 PM by Ms. Heckmaster
Motion passed with a 3:0

AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

3/25/2025

A / P CLAIMS REPORT

	FUND	PERIOD	CHECK TOTAL	SPECIAL CHECKS
GENERAL REVENUE	110	3/25/2025	\$ 63,677.90	\$ 121,347.66
PUBLIC HEALTH	121	3/25/2025	\$ 357.60	\$ 158,832.65
CLOSED LANDFILL	122	3/25/2025		
LODGING TAX	123	3/25/2025	\$ 3,000.00	\$ 240.85
CIVIC ENHANCEMENT	124	3/25/2025		
PUBLIC SAFETY FUND	126	3/25/2025		\$ 1,003.52
PARKS / STORM WATER	128	3/25/2025	\$ 10,040.00	
CID/TIF	129	3/25/2025		
INMATE SECURITY	130	3/25/2025		
FIRE PROTECTION	131	3/25/2025		\$ 177.97
FAIR ACRES	141	3/25/2025		
GOLF	142	3/25/2025	\$ 16,367.66	\$ 1,757.27
CAPITAL IMPROVEMENTS	161	3/25/2025		
PARKS AND RECREATION	162	3/25/2025	\$ 46.98	
MYERS PARK	163	3/25/2025	\$ 4,504.50	
JUDICIAL EDUCATION	164	3/25/2025		
USE TAX	165	3/25/2025	\$ 15,047.50	\$ 53,929.92
PUBLIC FACILITIES	175	3/25/2025	\$ 4,742.00	
TAX DISTRIBUTION	221	3/25/2025		
ARPA	222	3/25/2025		
LIBRARY	343	3/25/2025		
POWERS MUSEUM	345	3/25/2025		

A / P TOTAL	\$ 117,784.14	\$ 337,289.84
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PAYROLL \$ 698,062.27

CARTHAGE WATER & ELECTRIC

GRAND TOTAL:

TO THE MAYOR AND CITY COUNCIL, CARTHAGE, MISSOURI:

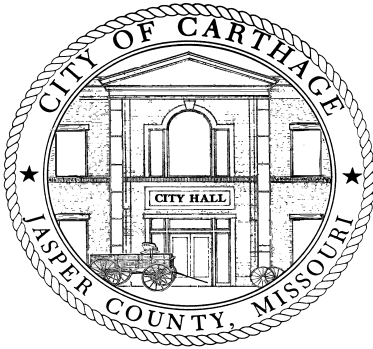
This is to certify that we have examined the schedule of Warrants and Claims, together

with supporting data, consisting of payrolls, invoices, bills and memoranda, and find it correct and complete and that the disbursements are included in the current budget or have been otherwise appropriated for except as-follows:

Committee on Claims

TOTAL		Special Checks Breakdown:		
		<u>Fund:</u>	<u>Vendor</u>	<u>Ck</u>
\$	185,025.56			
\$	159,190.25	110	Elan Financial	Draft
\$	-	123	Elan Financial	Draft
\$	3,240.85	126	Elan Financial	Draft
\$	-	131	Elan Financial	Draft
\$	1,003.52	142	Elan Financial	Draft
\$	10,040.00	110	Spire	Draft
\$	-	142	Spire	Draft
\$	-	165	MW Fence	94134
\$	177.97	110	MW Fence	94134
\$	-	121	Republic Services	ACH
\$	18,124.93	110	Wex Bank	94133
\$	-	110	jasper county clerk	94132
\$	46.98			
\$	4,504.50			
\$	-			
\$	68,977.42			
\$	4,742.00			
\$	-			
\$	-			
\$	-			
\$	-			
\$	-			
\$	-			
\$	455,073.98			
\$	698,062.27			
\$	-			
\$ 1,153,136.25				

City of Carthage



"America's Maple Leaf City"

326 Grant St., Carthage, MO 64836
(417) 237 7000 FAX (417) 237 7002

TO THE MAYOR AND COUNCIL:

THE COMMITTEE ON CLAIMS FILES REPORT SHOWING
CLAIMS AGAINST THE VARIOUS FUNDS IN AMOUNTS
AS FOLLOWS:

3/25/2025

GENERAL REVENUE		\$185,025.56
PUBLIC HEALTH		\$159,190.25
CLOSED LANDFILL	 \$	-
LODGING		\$3,240.85
CIVIC ENHANCEMENT	 \$	-
PUBLIC SAFETY	 \$	1,003.52
PARKS/STORMWATER		\$10,040.00
CID/TIF	 \$	-
INMATE SECURITY FUND	 \$	-
FIRE PROTECTION		\$177.97
FAIR ACRES	 \$	-
GOLF		\$18,124.93
CAPITAL IMPROVEMENTS	 \$	-
PARKS & RECREATION	 \$	46.98
MYERS PARK		\$4,504.50
JUDICIAL EDUCATION	 \$	-
USE TAX		\$68,977.42
PUBLIC FACILITIES		\$4,742.00
TAX DISTRIBUTION	 \$	-
ARPA	 \$	-
LIBRARY		
PAYROLL		\$698,062.27
SUB TOTAL	 \$	1,153,136.25
	 \$	-
CARTHAGE WATER & ELEC	 \$	-
GRAND TOTAL	 \$	1,153,136.25

RESPECTFULLY SUBMITTED,

x _____

x _____

x _____

x _____

**AN EMERGENCY ORDINANCE AMENDING SECTION 2-160(b)
OF THE CARTHAGE CITY CODE**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI as follows:

SECTION I: Section 2-160: Resignation or Discharge of the Carthage City Code is hereby amended:

(b) The city may terminate their employment by giving them thirty (30) days notice. The thirty day notice is to begin from the first or second council meeting each month, depending upon which meeting the majority of the members of the council voted and the mayor concurred that their employment should be terminated. A termination payment equal to one-half a month's salary will be allowed **unless the city negotiated a termination payment with the City Administrator at the time of employment, in which case the negotiated termination payment will be allowed** plus any other benefits that may have accrued. In the event the termination is the result of an act of dishonesty or acts involving moral turpitude, such termination payment shall not be paid.

NOTE: Language that is **Bold and Underlined** has been added.

SECTION II: In all other respects, Section 2-160 shall remain in full force and effect.

SECTION III: This ordinance shall be considered an emergency ordinance 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 MARCH, 2025.

Alan Snow, Mayor

ATTEST:

Miranda Deal, City Clerk