City of Carthage, Missouri
CITY COUNCIL

APRIL 8, 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=KYMnt8lU63U

The Carthage City Council met in regular session on the above date in Council Chambers at 6:30 PM with Mayor Alan Snow presiding. 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. City Administrator Traci Cox and City Attorney Jon Gold were also present.

The following Department Heads were present: Police Chief Bill Hawkins, Fire Chief Jason Martin, Interim Public Works Director Josiah Bayless, Parks and Recreation Director Abi Almandinger, IT Administrator Michael Keith, and City Clerk Miranda Deal.

Mr. Taylor made a motion, seconded by Mr. Peterson, to approve the minutes of the March 25, 2025 Council meeting. Motion carried.

During Public Comments, Renae Minshew with the Carthage Humane Society invited the council to attend their Chip and Clip event this weekend. People will be able to have their pets microchipped and get their nails trimmed. She said there would be Easter activities as well. She also thanked Mayor Snow for all his time he has given to the City.

Sally Stuart with Vision Carthage updated the council on events that are taking place in town. She stated that they have applied for 6 different grants and she is looking to meet with large organizations outside of our area to try and get funding from as well. There are many large projects in the works and there will be a clean up day on April 26 in conjunction with the Chambers Earth Day celebration. She is also working with the police department to bring back dumpster days to help cleanup certain neighborhoods.

Ms. Heckmaster reported that the Budget Ways and Means Committee is between meetings. The next meeting will be on April 14th at 5:30.

Ms. Schramm reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. They discussed the new Parks Operations Assistant job description, Ms. Leece made a motion, seconded by Mr. Peterson, to approve the job description as presented. Motion carried. The next meeting will be on April 22nd at 5:30.

Ms. Heckmaster reported that the Public Safety Committee is between meetings. The next meeting will be on April 21st at 5:30.

Mr. Barlow reported the Public Services Committee met on March 27th. They were asked by the Kellogg Lake Board to close the lake for Kids Fishing Day in June. Mr. Barlow made a motion, seconded by Ms. Schramm to not allow fishing at Kellogg Lake from June 2 until June 7 at noon. Motion carried. The committee also discussed changing the logo on the Memorial Hall sign. The committee approved the new sign advertising policy, Mr. Barlow made a motion, seconded by Mr. West to approve the new sign advertising policy. Motion Carried. They also discussed the office rental contract for office spaces that are available. Mr. Barlow made a motion, seconded by Ms. Heckmaster to approve the rental contract for office spaces. Motion carried. They are working on updating the sponsorship policy, there was a Resolution approved for a donation for the concession stand floors, and the surplus of the old fair acres ballfield fencing. There were discussions about Red, White, and Boom, but that has been tabled until their next meeting. The next meeting will be on April 15th at 5:30.

Mr. Taylor reported the Public Works Committee met on April 1st and heard staff reports from Mr. Carney and the progress on the downtown sidewalks. The next meeting will be May 6th at 5:30.

Special Committee and Board Liaison reports were given by Ms. Schramm for the Jasper County Commissioners Meeting, Ms. Leece for Carthage Water and Electric Board, Ms. Heckmaster for Planning, Zoning, and Historic Preservation, Mr. Barlow for the Library Board, and Mr. Peterson for the Kellogg Lake Board.

Mayor Snow reported that he has attended several meetings. He said the humane society contract is getting some changes and then it will be sent back to their board for approval.

During Remarks from Council Members, Mr. Peterson thanked everyone who got out and voted, he also thanked Mayor Snow for his service to the City. Mr. West echoed Mr. Petersons comments, Ms. Leece thanked everyone who has gotten out and worked in the crazy weather lately and also thanked Mayor Snow for his time. Ms. Heckmaster thanked Mr. Bayless for his quick response to an issue she alerted him of, she also thanked Mayor Snow for his service to the City. Mr. Barlow thanked Mr. Bayless for all of his work and quick responses and encouraged people to support local downtown businesses as much as they can even with the sidewalk construction going on. Ms. Schramm reported that she attended recent meetings regarding tourism and planning the Centennial celebration for Route 66, she also attended the CWEP Board meeting, and the Jasco Emergency Services meeting.

Fire Chief Jason Martin reported that there were four sirens that failed in the recent storms and he has been working to get them fixed so they sound when needed. He reported they will be sounding them at 10 am tomorrow and will start sounding them at noon on Saturdays every week for the foreseeable future so they can make sure all the sirens are working as they should be. He also reported that at the next public safety meeting, there would be a demo of the mass notification system he would like to look at getting and welcomed all the council members to attend. He thanked the McCune Brooks Trust for their recent grant to allow us to purchase new AED's for all the City buildings, he will let everyone know once they have been purchased. He also thanked Mr. Bayless for his quick response to a neighbors issue with the gas line construction.

Interim Public Works Director Josiah Bayless reported that the stop light at HH and Garrison is about 3 weeks from being turned on. He said they would be flashing lights for a little while to get people used to a light being there. He also touched on some sidewalk issues they have had on the square, there is a section being repoured because it had cracked due to the mixture being too soft when it was done. He thanked Zeb Carney, Ms. Cox, and Mayor Snow for trusting him with the Interim Public Works Director title.

Parks and Recreation Director Abi Almandinger reported that the seasonal staff has returned, there have been meetings with Vision Carthage for projects, and Food Truck Friday starts this Friday in Central Park.

City Administrator Traci Cox reported thanked Sally Stuart for her report. She also mentioned that she met with some state senators today and they appreciate all the work we are putting into the downtown area. There have been some Federal regulations that have changed and some of our IT projects have been put on hold because of it. She also reported that the sales tax is down 47.65% from this same month last year, it came in at $127,230 for the month. That is down $68,000 year to date from the same time last year. The use tax was up for the month at $136,239, it is still down $107,000 year to date from the same time last year. She reported that the pool steering committee had their first meeting and there were a lot of good conversations that happened. She thanked Chief Martin for being proactive on the sirens and testing them every week. She also reported that the tornado insurance claim from last year has finally been closed out.

The Committee on Claims filed a report in the amount of $ $2,979,485.88 against the following funds: General Revenue $269,824.59, Public Health $2,994.24, Lodging $555.53, Public Safety $6,839.31, Parks/Stormwater $43,571.29, Fire Protection $1,711.04, Golf $22,576.98, Myers Park $3,725.00, Use Tax $11,326.00, Public Facilities $91,536.05, ARPA $90,962.06, Library $55,000.00, Payroll $378,863.79, and Carthage Water & Electric $2,000,000.00. Mr. Peterson, made a motion, seconded by Mr. Taylor to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 25-19 -- An Ordinance authorizing the Mayor to enter into a contract with Banner Fire Equipment, Inc., for the purchase of one (1) E-One Typhoon HP 75 Ladder Fire Apparatus was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Heckmaster, Leece, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-18.

C.B. 25-20 -- An Ordinance authorizing the Mayor to enter into an Agreement with The Walker Collaborative Team to prepare the Historic District Design Guidelines for the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Heckmaster, Leece, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-19.

Under New Business, C.B. 25-21 -- An Emergency Ordinance authorizing the Mayor to enter into a Contract with Servpro of Carthage for repairs to the Central Park Restrooms, in the City of Carthage, Missouri was placed on first reading.

Mr. Taylor made a motion, seconded by Ms. Leece, to advance Council Bill 25-21 to second reading due to its emergency status. Motion carried.

C.B. 25-21 -- An Emergency Ordinance authorizing the Mayor to enter into a Contract with Servpro of Carthage for repairs to the Central Park Restrooms, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Leece, Heckmaster, Barlow, Schramm. The Council Bill was approved and numbered Ordinance 25-20.

Ms. Heckmaster made a motion, seconded by Mr. Peterson, to approve Resolution 2082 -- A Resolution providing for the formal acceptance of a donation from the Carthage Youth Softball team of $5,115.00 for epoxy application on the floor of the concession stand by the City Council of the City of Carthage, Missouri pursuant to City policy. Resolution 2082 was adopted after a roll call vote of 7 yeas and 0 nays. Ayes: Taylor, Peterson, West, Leece, Heckmaster, Barlow, and Schramm.

Ms. Leece made a motion, seconded by Mr. Taylor, to approve Resolution 2083 -- A Resolution approving the declaration as surplus to the City's needs and authorizing the disposition of fencing. Resolution 2083 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, Mr. Barlow encouraged everyone to shop local, Ms. Schramm said she appreciated Mayor Snow and all of the work he has done.

Mr. Taylor made a motion, seconded by Ms. Heckmaster, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:22 p.m.