



City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

April 22, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Derek Peterson, Terri Heckmaster

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

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

2. Old Business

1. Approval of April 8, 2025 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 broker agreement with Ollis/Akers/Arney
Ms. Cox reported that there was an RFQ posted for liability insurance, and that there were two companies who responded. One was Higginbotham, who is the current broker for the City, the other was Ollis/Akers/Arney. Higginbotham didn't respond to the RFQ in full, and Ollis/Akers/Arney provided a very thorough response. Ms. Cox believes that going with Ollis/Akers/Arney will be a good choice for the City. There was not an agreement sent in time to get it put into the packet, so it was recommended to table forwarding this until the committee could review the agreement. It was also recommended to table to resolution at the council meeting.

ACTION: Motion to table until may 13th meeting by Derek Peterson;
Motion passed with a 3:0
AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

2. Staff Reports

Ms. Cox reported that the budget is still being put together. She also reported that the IT network and host grant was reinstated, so work will begin on submitting reimbursements for that, and TEC starts working on the Public Works door access project on Monday. Ms. Deal reported that the next meeting would have the banking bids on the agenda for approval.

5. Adjournment

ACTION:	Motion to Adjourn at 05:41 PM by Terri Heckmaster
	Motion Passed with a 3:0
AYES:	Jana Schramm, Derek Peterson, Terri Heckmaster