City of Carthage, Missouri

CITY COUNCIL

MAY 27, 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=AwCx5gvXyPY

The Carthage City Council met in regular session on the above date in Council Chambers at 6:30 PM with Mayor David B. Flanigan presiding. Fire Chief Jason Martin gave the invocation. Police Chief Bill Hawkins led the flag salute.

The following Council Members answered roll call: Derek Peterson, Kate Gilpin, Ray West, Lori Leece, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. Council Members Jack Perkins and David Thorn were absent. 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.

Ms. Leece made a motion, seconded by Mr. Peterson, to approve the minutes of the May 13, 2025 Council meeting. Motion carried.

Mr. Wells made a motion, seconded by Mr. West, to approve the Closed Session minutes of the May 13, 2025 Special Council meeting. Motion carried.

During Public Comments, Jackie Boyer with the Kellogg Lake Board encouraged everyone to attend the Kid’s Fishing Day event on June 7 at Kellogg Lake.

Renae Minshew with the Carthage Humane Society updated the Council on upcoming fundraisers happening that benefit the shelter. She also mentioned that there will be a low cost parvo vaccine clinic for dogs and puppies.

Jonathan Roberts, with the YMCA, explained why the increase in pool fees is being requested.

Mr. Snow reported that the Budget Ways and Means Committee met on May 14 and heard the CWEP budget presentation. The next meeting is scheduled for June 4 at 5 pm to continue with budget perfection.

Ms. Leece reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. There were also some job descriptions discussed for the taxi driver and various fire department positions. Mr. Wells made a motion, seconded by Mr. Peterson, to approve the changes to the taxi driver job description. Motion carried. Mr. Wells made a motion, seconded by Mr. Peterson, to approve the new organizational chart for the fire department which included merging the Fire Marshal and Deputy Chief jobs, and adding Battalion Chiefs. Motion carried. Mr. Well made a motion, seconded by Mr. Peterson, to approve the new job description for the Deputy Fire Chief. Motion carried. Mr. Peterson made a motion, seconded by Mr. Wells to approve the new job description for the Fire Training Chief. Motion carried. Ms. Gilpin made a motion, seconded by Mr. Peterson, to approve the job description for the Battalion Chief. Motion carried. The next meeting is will be June 10th at 5:30.

Mr. Snow reported the Public Safety Committee met on May 22nd and discussed various events. The Red, White and Boom event will be in Municipal Park and will have vendors and activities for all ages. Mr. Snow made a motion, seconded by Ms. Leece, to close Robert Ellis Young from the Fairgrounds to the Golf Course and Richard Webster Drive at Oak to the Dog Park from 12:30 pm to 9 pm on July 4. Motion carried. They also discussed the Color Run for St. Lukes on June 21. Mr. Snow made a motion, seconded by Ms. Leece to close Katherine at Fairview, Katherine at Carrie, Pearl at Katherine, from 9 am to 12 pm on June 21 for the Color Run. Motion carried. They discussed Dumpster Days that is being hosted by Vision Carthage. There is no motion needed. The event will be in the Memorial Hall parking lot on June 8 from 3-7 pm. The staff reports included changes at the Fire Department and taxi driver changes. They discussed the Blue Shield program in Resolution 2089, this will open up more grant opportunities for the Police Department. The next meeting will be June 16th at 5:30.

Ms. Schramm reported the Public Services Committee met May 20th. Tyler Markham discussed the fee adjustments he has requested for the cart rentals at the golf course. That appears in Council Bill 25-37. Resolution 2088 was approved by the committee, it is to surplus a damaged building. The Red, White and Boom 5K will be the morning of July 4 in Municipal Park, there are no road closures required for the event. Ms. Schramm made a motion, seconded by Mr. Wells, to allow the use of Municipal Park for the Red, White and Boom 5K on July 4. Motion carried. The Kraken Swim Team will be hosting their annual swim meet on July 12 at the Municipal Park Pool. The event brings in food trucks who donate a portion of their proceeds back to the swim team. Ms. Schramm made a motion, seconded by Mr. Snow, to allow food trucks to set up inside Municipal Park for the event on July 12. Motion carried. The increased pool fees were discussed and appear in Council Bill 25-36. The bids for the Kellogg Lake Fountain were received, Ms. Schramm made a motion, seconded by Ms. Leece, to accept the bid from Site One in the amount of $23,424.70 for the fountain. Motion carried. The Memorial Hall table and chairs bid came in under budget. The bid includes, tables, chairs, and hangers. Ms. Gilpin made a motion, seconded by Mr. West, to accept the bid from Carthage Hardware in the amount of $27,794.98 for the chairs, tables, and hangers. The tables and chairs came in under budget by $22, 205.02, Ms. Schramm made a motion, seconded by Ms. Gilpin to reallocate the savings to the Memorial Hall curtain project. Mr. Snow stated that isn't the typical process and that it would need to go back to the budget committee. Mr. Snow made a motion, seconded by Ms. Schramm, to table the discussion and take the reallocation back to the budget committee for them to decide and bring to Council at the June 10 meeting. Motion carried. Ms. Schramm made a motion, seconded by Mr. Peterson, to table Council Bill 25-38 until the June 10 meeting. Motion carried. The Council on the Arts requested permission to use Central Park for their Summer Concert Series events. Ms. Schramm made a motion, seconded by Mr. Peterson, to allow the Summer Concert Series events in Central Park. Motion carried. Mr. Markham gave updates on the Golf Course Operations. The next meeting will be on June 17th at 5:30.

Mr. Peterson reported the Public Works Committee is between meetings. The next meeting will be June 3rd. at 5:30.

Special Committee and Board Liaison reports were given by Ms. Schramm for Vision Carthage, and Mr. Wells for the Jasper County Commission.

Mayor Flanigan reported on attending recent Chamber Coffee events, the CEDC meeting, the Crosslines Open House, the Mural Ribbon Cutting, and the Memorial Day Celebration. He also thanked the CCF for their receipt donations to various non-profits in the area. He hopes to attend the Humane Society meeting on Thursday evening, and there will be a housing study meeting Thursday morning that he will be attending.

During Remarks from Council Members, Ms. Leece reported that the Habitat for Humanity will be building their 200th home and it will be located in Carthage. Ms. Schramm reported on her upcoming attendance at the Annual Chamber of Commerce Banquet on June 5. Mr. Wells thanked Mr. Bayless again for having his crew work on the culverts on Maple Street. They are working really well with all the rain that has been received. Mr. Peterson encouraged everyone to attend Kids Fishing Day on June 7, there will be many activities with the Kellogg Lake Board, the Department of Conservation and the Rotary Club out there. Ms. Gilpin looks forward to her first humane society meeting this week.

Fire Chief Jason Martin reported that he will be working on getting the new organizational structure in place by July 1 to start with the new fiscal year. He also mentioned that a few of the fire department employees will be attending training that week.

Interim Public Works Director Josiah Bayless reported that the weather has been affecting the mosquito fogging, but it will resume this week. The sidewalk project is moving along as planned. He also mentioned that he would be working with Vision Carthage to determine the best entry and exit points for the dumpster days event in the Memorial Hall parking lot to ensure everything flows smoothly.

Parks and Recreation Director Abi Almandinger reported that the vandalism in the park has decreased so the restrooms will begin staying open later into the evenings. Kids Fishing Day and the Carthage Rodeo will be happening on June 7. The Red White and Boom event planning has begun and there will be many activities that day including a golf tournament, food trucks, and free swimming. Free mahjong classes will begin taking place at Memorial Hall. Lime scooters have been placed throughout the town and if a scooter is in a location for more than 48 hours, residents are encouraged to contact the Parks office so they can get the scooters moved. The Parks office is taking sign ups for a pickleball tournament in July. The Pool Committee met with Watersedge and discussed new options for a pool facility. They will be bringing options back to the committee to discuss.

The Committee on Claims filed a report in the amount of $2,863,167.60 against the following funds: General Revenue $136,802.14, Public Health $159,320.74, Lodging $6,897.64, Parks/Stormwater $9,475.00, Fire Protection $26,313.50, Golf $27,630.44, Capital Improvements $5,573.36, Myers Park $56,085.00, Use Tax $8,136.00, Public Facilities $128,375.67, Public Library $30,000.00, Payroll $268,558.11 , and Carthage Water and Electric $2,00,000.00. Mr. Peterson made a motion, seconded by Ms. Leece, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 25-25 -- An Ordinance of the City of Carthage, Missouri authorizing the Mayor to execute an agreement between the City of Carthage, Missouri and Cellco Partnership DBA Verizon Wireless, for a temporary COW/COLT cell tower for Marian Days 2025 held in Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-24.

C.B. 25-26 -- An Ordinance authorizing the Mayor to enter into a contract with Elements Construction Concepts, Inc. of Joplin, Missouri, for the replacement of the West Macon and Center Street Box Culverts in the amount of $308,915.00, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-25.

C.B. 25-27 -- An Ordinance of the City of Carthage, Missouri authorizing the Mayor to enter into a contract with Elite Site Work of Kisse Mills, Missouri for the HH and Chapel Road Sidewalk project in the amount of $289,559.00, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-26

C.B. 25-28 -- An Ordinance authorizing the Mayor to enter into a contract with JKS Construction Inc., for a box culvert replacement on East Chestnut Street, in the amount of $165,474.00, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-27.

C.B. 25-29 -- An Ordinance authorizing the Mayor to enter into an amended contract with the Vision Carthage for Specified Services in the City of Carthage, until June 30, 2026, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-28.

C.B. 25-30 -- An Ordinance authorizing the Mayor to enter into an agreement with the Boots Court Foundation/Carthage Visitors Center for $36,000.00 annually beginning July 1, 2025, for Tourism and Marketing Services, in the City of Carthage, Missouri was placed on second reading.

Mr. Snow made a motion, seconded by Mr. Peterson, to table until the June 10 Council Meeting in order to change some of the language in the contract. Motion carried.

C.B. 25-31 -- An Ordinance authorizing the Mayor to execute a Contract between the City of Carthage and the Carthage Over 60 Center for services in the amount not to exceed $23,000.00 was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-29.

C.B. 25-32 -- An Ordinance authorizing the Mayor to execute a Memorandum of Understanding between the City of Carthage and the Carthage Economic Development Corporation and to agree upon general terms and commit to the financial terms of the Agreement was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-30.

C.B. 25-33 -- An Ordinance authorizing the Mayor to enter into a contract with Guaranty Bank for Banking Services was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-31.

C.B. 25-34 -- An Ordinance authorizing the Mayor to enter into an agreement with Union Pacific Railroad Company for the plan review of the McGregor St Bridge in the amount of $25,000.00, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-32.

C.B. 25-35 -- An Ordinance authorizing the Mayor to sign an amended and restated City of Carthage, Missouri, Police and Fire Pension Plan City of Carthage document. Such amendment and restatement of the Plan is as recommended by the Police and Fire Pension Plan Committee was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-33.

Under New Business, C.B. 25-36 -- An Emergency Ordinance authorizing the Mayor to enter into an amended contract with the Fair Acres Family Y, Inc. to increase the fees for the pool in the City of Carthage, Missouri was placed on first reading.

Mr. Snow made a motion, seconded by Ms. Schramm, to forward Council Bill 25-36 to second reading due to its emergency status. Motion carried.

C.B. 25-36 -- An Emergency Ordinance authorizing the Mayor to enter into an amended contract with the Fair Acres Family Y, Inc. to increase the fees for the pool in the City of Carthage, Missouri second reading followed by a roll call vote of 8 ayes and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-34.

C.B. 25-37 -- An Ordinance changing the golf cart rental fees at the Carthage Municipal Golf Course was placed on first reading.

Ms. Schramm made a motion to change the council bill to include the new rental fees into the Council Bill, The Public Services Committee approved a higher rental fee than what was in the Council packet. Mr. Peterson brought up a past Ordinance that was approved that had maximum and minimum fees that could be charged for the green fee and cart fees and stated that if that is still in place, the new increase would be higher than that Ordinance that was previously passed.

Mr. Snow made a motion, seconded by Ms. Schramm, to table Council Bill 25-37 until the June 24 Council Meeting to allow for research into that Council Bill and to take this back to the Public Services Committee. Motion carried.

Ms. Schramm rescinded her original motion.

C.B. 25-38 -- An Ordinance authorizing the Mayor to enter into a contract with A to Z Theatrical Supply and Services for the purchase and installation of new backstage curtains at Memorial Hall for the amount of $32,250.00, in the City of Carthage, Missouri was tabled previously in the meeting until the June 10 Council Meeting.

Mr. Snow made a motion, seconded by Mr. Peterson, to approve Resolution 2088 -- A Resolution approving the declaration as surplus to the City's needs and authorizing the disposition of the indoor hitting bay. Resolution 2088 was adopted after a roll call vote of 8 yeas and 0 nays. 10 ayes and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells.

Mr. Snow made a motion, seconded by Mr. Peterson, to approve Resolution 2089 -- A Resolution affirming the City of Carthage's dedication to public safety and its commitment to reducing violent crime within its jurisdiction. Resolution 2089 was adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells.

During closing comments, Ms. Snow talked about recent weather.

Ms. Gilpin made a motion, seconded by Mr. Peterson, to close the meeting according to section 610.021 (1), the agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body or its representatives and its attorneys followed by a roll call vote of 8 yeas and 0 nays. 10 ayes and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. Motion carried and the Council entered closed session at 7:53 p.m.

CLOSED SESSION

Ms. Schramm made a motion, seconded by Ms. Leece, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 8:37 p.m.

CLOSED SESSION
MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
May 27, 2025

The Carthage City Council met in closed session on the above date in the City Hall Conference Room at 6:30 p.m. with Mayor David B. Flanigan presiding.

Ms. Gilpin made a motion, seconded by Mr. Peterson, to close the meeting according to section 610.021 (1), the agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body or its representatives and its attorneys followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. Motion carried and the Council entered closed session at 7:53 pm.

There was a short recess and closed session was called to order at 8:00 pm.

The following Council Members answered roll call: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells.

Attorney Jon Gold, City Administrator Traci Cox, City Clerk Miranda Deal were also present.

Attorney Gold spoke to the Council about ongoing legal matters.
The italics were added due to the settlement being finalized*
Mr. Snow made a motion, seconded by Mr. Wells, to accept the settlement offer of $181,720.00 from Opengov and to allow the Mayor to sign the settlement agreement. Motion carried by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells.

Attorney Gold also spoke with the Council about a decision that the former Council had made and how to move forward.

Mr. Snow made a motion, seconded by Mr. Peterson, to ask Attorney Gold to contact the Attorney General's office to explain a situation that has happened and get their opinion on the matter. Motion carried by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells.

Ms. Schramm made a motion, seconded by Ms. Leece, to adjourn the closed session Council Meeting at 8:34 p.m. followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Lori Leece, Ray West, Tom Barlow, Alan Snow, Jana Schramm, and Ron Wells. Motion carried and the Council returned to regular session.

Respectfully submitted,

Miranda Deal
City Clerk