



City of Carthage, Missouri

CITY COUNCIL

September 9, 2025 - 6:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Invocation**
- 3. Pledge of Allegiance to Flag**
- 4. Calling of the Roll**
- 5. Reading and Consideration of Minutes of Previous Meeting**
 1. Approval of August 26, 2025 Minutes
- 6. Presentations/Proclamations**
 1. Oath of Office - Ward 2 Council Member Genaro Cifuentes
- 7. Public Comments**

(Each person addressing the Council shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer any further questions by the Council or Chair)
- 8. Reports of Standing Committees**
 1. Agendas and Minutes of Standing Committees
- 9. Reports from Special Committees and Board Liaisons**
 1. Agendas and Minutes of Special Committees
- 10. Report of the Mayor**
- 11. Reports/Remarks of Councilmembers**

(During reports/remarks of councilmembers, members of the council may take this opportunity to report on meetings, make comments and/or express concerns regarding current issues impacting the city, or make announcements concerning topics of interest of the council.)
- 12. Administrative Reports**
- 13. Report of Claims Presented Against the City**
 1. Motion and a second to approve the Claims
- 14. Public Hearings**
- 15. Old Business**
 1. C.B. 25-59 -- An Ordinance to amend Section 202 -- Drug Free Workplace of the Personnel Policy Manual of the City of Carthage
- 16. New Business**

1. C.B. 25-44 -- An Ordinance to amend Section 200 -- General Employment Policies of the Personnel Policy Manual of the City of Carthage by adding Section 208 - Employment Records Policy
2. C.B. 25-60 -- An Ordinance to amend the Personnel Policy Manual of the City of Carthage, Missouri
3. C.B. 25-61 -- An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects.
4. C.B. 25-62 -- An Ordinance authorizing the Mayor to enter into an agreement with Terra Foundation, to perform a Water Delineation Study on the South Economic Development Park land that consists of roughly 246 acres, for \$5,500.00, in the City of Carthage, Missouri.
5. C.B. 25-63 -- An Ordinance amending the Annual Operating and Capital budget of the City of Carthage for Fiscal Year 2024-2025 for the Fire Sales Tax Fund
6. C.B. 25-64 -- An Ordinance amending Chapter 17, Article VII, Section 17-257, of the Carthage City Code

17. Mayor's Appointments

1. Standing Committee Appointments

18. Resolutions

19. Closing Comments

20. Executive Session

1. **CLOSED SESSION:** 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.

21. Adjournment

1. Additional Packet Correspondence

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

CITY COUNCIL

August 26, 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=xB6EPn0zwvs>

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.

The following Council Members answered roll call: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. Council Member Jana Schramm was absent. City Administrator Traci Cox and City Attorney Jon Gold were also present.

The following Department Heads were present: Police Captain Chad Dininger, Fire Chief Jason Martin, Public Works Director Josiah Bayless, IT Administrator Michael Keith, and City Clerk Miranda Deal.

Mr. Peterson made a motion, seconded by Mr. Snow, to approve the minutes of the August 12, 2025 Council meeting minutes. Motion carried.

During public comments, Regina Wells 2026 S Maple spoke on the LIME scooters and how they are not being monitored properly and does not think they are worth the little revenue they bring in.

Mr. Snow reported that the Budget Ways and Means Committee is between meetings. The next meeting is scheduled for September 8th at 5:30 pm.

Mr. Peterson reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. They also approved the employee records policy and the whistleblower policy changes that will be coming before the Council at the next meeting. The next meeting will be September 9th at 5:30.

Mr. Snow reported that the Public Safety Committee met August 18th. Sally Stuart with Vision Carthage was present to talk about the upcoming events they have planned. Dumpster days is scheduled for October 4th and will be in the Fair Acres parking lot so they can prevent overnight dumping, Restoration Carthage is scheduled for September 27, and October 11 is the community clean up day. Julie Reams was present to ask for

road closures for Maple Leaf events, those will appear in Resolution 2100. The committee also approved a donation to the police department from M&M Wrecker or a metal utility trailer. The next meeting will be September 22nd at 5:30.

Mr. West reported that the Public Services Committee met August 19th. They discussed the disc golf course redesign, this will keep it away from the high-traffic areas and also create a beginner-friendly course. It includes the addition of a putting course and a driving range. The baskets have already been replaced and the money leftover has been carried forward. Mr. West made a motion, seconded by Mr. Snow, to approve the disc golf design and install it in phases. Motion carried. They discussed and approved the street names for the rodeo arena in Municipal Park, the names have to have a 30 day public notice period before they can be brought to Council for approval. They gave permission to the Jasper County Youth Fair to seek grant funding for improvements or the replacement of the poultry barn. The Carthage Area United Way golf tournament is scheduled on September 20th, they have requested that the Scoop It food truck be allowed to set up inside the park during the tournament to provide free ice cream to the golfers and volunteers. Mr. West made a motion, seconded by Mr. Peterson, to allow the Scoop It truck in Municipal Park on September 20 from 8 am – 1 pm. Motion carried. Tyler Markham presented a Senior Shamble Monthly Tournament plan to the committee. This event is very popular in the area with all the local courses hosting one. He is wanting to set them for the first Monday of every month which does not conflict with the other courses, and he asked for the registration fees to be split between green fee, cart fee, and pro shop revenues. The shambles would work around the maintenance schedule and if approved, he would like to have one in September and then resume in the spring time. Mr. West made a motion, seconded by Mr. Snow, to approve the senior shamble schedule and split registration fees between green fees, cart fees, and pro shop revenue. Motion carried. Sally Stuart with Vision Carthage was present to speak about dumpster days. Mr. West made a motion, seconded by Mr. Snow to allow the use of the Fair Acres parking lot on October 4, to put the dumpsters to help prevent overnight dumping. Motion carried. She also asked for the use of Central Park for a short time on October 11 to help organize volunteers for the community clean up day. Mr. West made a motion, seconded by Ms. Gilpin, to allow Vision Carthage to use Central park on October 11 to get the volunteers organized prior to the event. Motion carried. The Carthage Humane Society and Roadrunners were present to discuss a charity run to benefit the Humane Society. They will return in September with a finalized date. Julie Reams was present to ask for permissions for Maple Leaf. These also appear in Resolution 2100. The MDC cost share grant to remove and replace infected Ash trees at the golf course was discussed. Terms of the grant include planting 2 trees for every 1 that is removed at the golf course. An issue with that is the amount of care the young trees take. The trees would be placed in locations that do not have irrigation to them and would require golf staff to keep them watered thoroughly. It was agreed to do the removal and replacement in phases. This year, 13 trees would be removed and 26 would be placed.

Mr. Peterson reported that the Public Works Committee is between meetings. The next meeting will be on September 2nd at 5:30 pm.

Special Committee and Board Liaison reports were given by Mr. Perkins for the Carthage Water and Electric Plant Board, and Mr. Snow for the hiring committees for Parks and Recreation Director and the Police Chief.

Mayor Flanigan reported on his attendance to many meetings including a town hall meeting hosted by Representative Cathy Jo Loy. He visited the Chamber golf tournament. He stated that the last of the board changes are up for second reading this evening and after the appointments tonight, the boards and committees will all be full again. He also mentioned that he has a Ward 2 appointee on the agenda and hopes that the Council will approve him for the seat.

During Remarks from Council Members, Mr. Wells reported that in talking with businesses, they are happy with the way things are going with the new Mayor and Council. Mr. Snow reported that he is unsure on the MDC grant at the golf course requiring 2 trees for every 1 removed. Ms. Kang reported that she recently toured the CWEP building and attended a workshop they hosted. She will also start reporting on the Boots Foundation board meetings since she is the new liaison. Mr. Perkins thanked the Mayor and Council for all of their work and stated that things are going really well right now. Mr. West thanked Julie Reams for all the work she is doing for the Maple Leaf Festival. Ms. Gilpin agrees with Regina Wells on the scooters not being a good thing for Carthage. Mr. Peterson also encouraged the Council to vote and approve the Mayor's Ward 2 appointee. He has worked with him in the past and says he is a very positive person and thinks he will be a great addition to the Council.

Police Captain Chad Dininger reported that police department was accepted into the Blue Shield Program that they applied for a few months ago and they were given 6 weeks to decide what to spend their allotted money on. They believe the best use of the money from that program is to invest in dash cameras for the patrol vehicles.

Fire Chief Jason Martin reported that over the Labor Day weekend, the fire department will be in the Walmart parking lot doing the MDA boot drive. He also congratulated Chad and Josiah's team for doing better than the fire department in the Chamber golf tournament.

Public Works Director Josiah Bayless updated everyone on the progress on Hazel Avenue. All the curb and gutter has been poured and they are working on filling in the spaces before overlaying the asphalt on that road. He also reported that the gas company is moving their gas main on Airport Drive before other work can begin. The Downtown Square sidewalk project is nearing completion, and the East Chestnut culvert has been removed and will be replaced soon. He reported on the promotion of Keith Wheat to Street Superintendent and is glad to have him in that position with his 40 years of knowledge.

City Administrator Traci Cox reported on the recent CEDC meeting and reported that the new billboard is up and reported on the housing and lodging studies. The LIME scooters will be picked up in October. The 2026 budget had been successfully installed

and reports will be sent out to departments tomorrow. She also thanked Angie Judd, Chad Carney and Tyler Markham out at parks and golf for all of the work they have been doing to keep the parks up and running in the absence of a Director.

The Committee on Claims filed a report in the amount of \$2,404,481.42 against the following funds: General Revenue \$116,575.97, Public Health \$161,476.65, Lodging \$24.72, Parks/Stormwater \$11,552.50 Golf \$12,422.20, Capital Improvements \$7,780.44, Parks and Recreation \$5.02, Myers Park \$9,378.50, Public Facilities \$20,040.73, Payroll \$465,224.69, and Carthage Water and Electric \$1,600,000.00. Mr. Peterson made a motion, seconded by Mr. Wells, to accept the report and allow the claims. Motion carried.

A public hearing for the property tax rates proposed to be set by the City of Carthage was held. No citizens participated.

Under Old Business, C.B. 25-51 -- An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for Fiscal Year 2025–2026 for specified funds (General Fund, Use Tax Fund, and Public Facilities Bond Fund) for carryover projects was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-48.

C.B. 25-52 -- An Ordinance levying general taxes upon real estate property located within the City of Carthage, Jasper County, Missouri for the year 2025, for General Revenue purposes and other purposes, and fixing the rates thereof was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-49.

C.B. 25-53 -- An Ordinance authorizing the City of Carthage, Missouri, to enter into a subagreement with the Southwest Missouri Joint Municipal Water Utility Commission regarding reallocated water storage space in Stockton Lake was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-50.

C.B. 25-54 -- An Ordinance amending Chapter 2, Chapter 18, and Chapter 21 of the Carthage City Code was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-51.

C.B. 25-55-- An Ordinance to amend the Personnel Policy Manual of 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, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-52.

C.B. 25-56 -- An Ordinance authorizing the Mayor to execute a Memorandum of Understanding between the City of Carthage and Jasper County regarding the use and distribution of Opioid Settlement Funds for the Jasper County Jail Treatment Program was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thron, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-53.

C.B. 25-57 -- An Ordinance to establish a procedure to disclose potential conflicts of interest and substantial interests for certain municipal officials was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thron, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-54.

C.B. 25-58 -- An Ordinance amending Chapter 17, Article III, Section 17-37 – Members, of the Carthage City Code was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thron, Beth Kang, Alan Snow, and Ron Wells. The Council Bill was approved and numbered Ordinance 25-55.

Under New Business, C.B. 25-59 -- An Ordinance to amend Section 202 -- Drug Free Workplace of the Personnel Policy Manual of the City of Carthage was placed on first reading with no action taken.

Under Mayor's Appointments, Mr. Snow made a motion, seconded by Mr. Peterson to approve the Mayor's Appointment of Genaro Cifuentes for Ward 2 Council Member. Motion carried. He will be sworn in at the next Council meeting.

Mr. Peterson made a motion, seconded by Mr. Snow, to approve the Mayor's appointments as presented. Motion carried.

Police Personnel Administration Board

Cassandra Ludwig – January 2028 – new appointment

Doris Paxtro – December 2028 – new appointment

Zoning Board of Adjustments

Alyssa Hess – April 2028 – new appointment

Under Resolutions, Mr. Snow made a motion, seconded by Mr. Peterson, to approve Resolution 2099 -- A Resolution providing for the formal acceptance of a donation from M&M Wrecker to the Carthage Police Department for an 8' x 5' metal utility trailer by the City Council of the City of Carthage, Missouri pursuant to City policy. Resolution 2099 was adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thron, Beth Kang, Alan Snow, and Ron Wells.

Mr. Snow made a motion, seconded by Mr. Peterson, to approve Resolution 2100 – A Resolution authorizing City support and permissions for several programs of the 59th Annual Maple Leaf Festival in the City of Carthage, Missouri. Resolution 2100 was

adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Kate Gilpin, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Ron Wells.

During closing comments, Mayor Flanigan mentioned that he has been questioned about why his portrait is not yet on the Council Chambers wall and said that there have been some mishaps, but it is coming in the future. Genaro Cifuentes was welcomed by all. Ms. Kang thanked Julie Reams for all the work on Maple Leaf. Mr. Snow reported that he had not heard that the police department was accepted as a Blue Shield City and appreciates the work the police department does, he also wished everyone a happy Labor Day.

Mr. Snow made a motion, seconded by Mr. Peterson, to adjourn the meeting. Motion carried and meeting adjourned at 7:35 pm.

**—NOTICE OF MEETING—
PUBLIC WORKS COMMITTEE
September 2, 2025
5:30 PM
CITY HALL
326 GRANT STREET
COUNCIL CHAMBERS**

OLD BUSINESS

- **Consideration and approval of minutes from the previous meeting.**

CITIZENS PARTICIPATION

NEW BUSINESS

- **Discuss Contractor for TAP Project HH & Chapel Rd. Sidewalk**
- **Discuss Water Delineation Studies, Wetland pricing Information, for The Economic Development Park**
- **Possibility of a price increase on 24X36” copies made in our office.**

OTHER BUSINESS

STAFF REPORTS

- **Josiah Bayless**
- **Traci Cox**

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 THE MEETING.**

**POSTED: 08/29/2025
BY: Rachel Sutherland**

PUBLIC WORKS COMMITTEE

Public Works Department 623 E 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011

"America's Maple Leaf City"



SEPTEMBER 2, 2025, PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: Derek Peterson, Jack Perkins, David Thorn, Ron Wells

Staff Members present: Josiah Bayless, Director of Public Works, Traci Cox, City Administrator, and Rachel Sutherland, Public Works Administrative Assistant.

Citizens Present: Bren Flanigan.

Chairman Derek Peterson called the Public Works Committee meeting to order at 5:30 p.m.

Ron Wells made a motion to accept the minutes of the August 5, 2025, Committee meeting. All ayes, motion passed.

New Business:

1. Josiah opened a discussion regarding Hessling being awarded the HH & Chapel Rd. Sidewalk Project Bid. After a discussion by the Committee Members, David Thorn made a motion to reject Hessling and re-open bidding for this project, all ayes, motion passed.
2. Four bids were received for The Water Delineation Study for The Economic Development Park. Josiah suggested accepting the lowest bid received from Terra Foundation, in the amount of \$5,500.00. Jack Perkins made a motion to accept the bid, all ayes, motion carried.
3. Josiah discussed the need to have a price increase of 24 X 36" copies that are done for customers in the Public Works Office. The current price of a copy is \$3.00 per page; the suggested increase would be \$3.50 per page for Black & White and \$4.00 for Color Copies. Ron Wells made a motion to accept the increase, all ayes, motion passed.

Other Business:

Staff Reports:

- Josiah reported that the Square Sidewalk Project is scheduled to be completed by Friday, September 5th.
- The East Chestnut Culvert is torn out and ready for forms to be set and concrete poured.
- Hazel St., per Spire requirement, the gas line is being moved, the curb and gutter is done, now waiting for Blevins to spread asphalt, then it will be open to traffic.
- There has been a pre-construction meeting for Airport/Fairview
- Keith Wheat has been promoted to Street Department Superintendent; he is very knowledgeable and will do great in this position.
- The City's Storm Water System is being mapped out.
- Traci reported that Cochran Engineering will be taking care of the Downtown Sidewalk Extension Project.

Ron Wells made a motion to adjourn the meeting at 6:11 p.m. All Ayes, motion carried.



City of Carthage, Missouri

BUDGET WAYS & MEANS COMMITTEE

September 8, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of July 22, 2025 minutes
- 3. Citizens Participation**

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
 1. Consider and Discuss Budget Amendment for Fiscal Year 2024/2025
 2. Consider and Discuss Taxi Grant Application
 3. Consider and Discuss Changes to Chapter 17 Article VII Relating to the Carthage Redevelopment Corporation Ordinance
 4. 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**

September 9, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of August 26, 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. 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

TREE BOARD

September 2, 2025 - 4:30 PM
Parks & Recreation Office
521 Robert Ellis Young Drive
Carthage, MO 64836

AGENDA

1. Old Business

1. Approval of previous minutes.

2. Citizens Participation

(Citizens wishing to address the Board should notify the City in advance and provide the item they want to address in written format at least 24 hours before the meeting. Please call the Parks & Recreation office at 417-237-7035.)

3. New Business

1. Consider and discuss Grand Street tree project.
2. Consider and discuss Arbor Day 2026.

4. Staff Reports

5. Other Business

6. 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



AGENDA

Planning, Zoning, and Historic Preservation Commission

Thursday, September 4, 2025 5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

Call to Order

AMENDED

Minutes of Previous Meeting Thursday, August 7, 2025

Public Participation

Each person who wishes to address the commission must put their name and address on the sign-up sheet and shall state their name prior to speaking. Each person is limited to two (2) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer further questions by the commission or the chair.

Public Hearing

1. No Items

Staff Report

New Business

1. Discuss meeting dates for the Commission

Old Business

1. Review Middle Market Housing Ordinance
2. Review and Discuss Draft of Design Guidelines
3. Select a Secretary

Next Meeting: Thursday, October 2, 2025

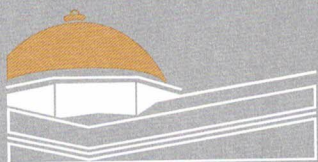
Adjourn

Commission Members

Voting Members:	Chairman	Joshua Anderson	1205 S Main	417-793-2196
	Vice Chairman	Philip Brown	2533 Theo	417-793-8065
	Member	Robyn Peterson	1131 Grand Ave	417-439-5694
	Member	Torie Bounous	12522 Dogwood Road	417-310-0124
	Member	Rick Stuart	1118 Belle Aire	816-804-2933
	Member	Heather Collier	528 E Centennial	617-980-1467
	Member	Matt Smith	1022 E Chestnut	417-437-2281

Non-Voting Members:	Mayor	Bren Flanigan	City Hall	417-237-7003
	City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Derek Peterson	1141 Sheila Ann Drive	417-674-0144

Staff:	Public Works Director	Josiah Bayless	Public Works Department	417-237-7010
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CARTHAGE PUBLIC LIBRARY

612 S. Garrison Avenue
Carthage, Missouri 64836

Ph 417.237.7040

Fx 417.237.7041

carthage.lib.mo.us

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES Tuesday, September 9th, 2025 5:15 p.m.

Carthage Public Library Board Room
612 S. Garrison Ave.

AGENDA

Roll Call of Members

Minutes from the Last Meeting

Financial Reports

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports

Building Committee

Budget Committee

Community Relations

By-Laws

Library Gardens

ADA Compliance

Communications

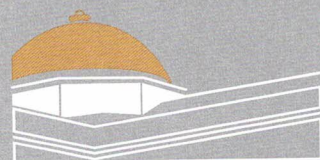
Compensation/Wages

New Business

Payment of Bills

Closed Session

Adjournment



CARTHAGE PUBLIC LIBRARY

612 S. Garrison Avenue
Carthage, Missouri 64836

Ph 417.237.7040

Fx 417.237.7041

carthage.lib.mo.us

Posted at 12:00 P.M. this 2nd day of September, 2025

Notice is hereby given that the Carthage Public Library Board of Trustees will conduct a closed meeting in the Carthage Public Library Board Room at 5:15 p.m. on Tuesday, September 9th, 2025.

The agenda of said meeting includes a vote to close a portion of this meeting pursuant to RSMo 610.021.3

An Ordinance to amend Section 202 – Drug Free Workplace of the Personnel Policy Manual of the City of Carthage.

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

SECTION I: Section **202 – Drug Free Workplace** of the Personnel Policy Manual is hereby amended and replaced with the following:

202. Drug and Alcohol Policy:

01. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended, 49 CFR Part 382, as amended, and 49 CFR Part 40, as amended. Copies of Parts 655, 382, and 40 are available in the drug and alcohol program manager’s office and can be found on the Internet at the Department of Transportation (DOT) Office of Drug and Alcohol Policy and Compliance website <http://www.transportation.gov/odapc>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with these regulations.

Portions of this policy are not DOT-mandated, but reflect the City’s policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 32, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

All City of Carthage employees are subject to the provisions of the Drug-Free Workplace Act of 1988.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify Human Resources no later than five days after such conviction.

02. Covered Employees

This policy applies to all City employees and officers; every employee performing a “safety-sensitive function” as defined below, and any person applying for such positions.

Under City policy, safety-sensitive positions are positions that perform or support fire suppression, law enforcement, or FTA/FMCSA positions.

Under FMCSA (Part 382), you are a covered employee if you perform any of the following safety-sensitive functions:

- Driving a commercial motor vehicle which requires the driver to have a CDL
- Waiting to be dispatched to operate a commercial motor vehicle
- Inspecting, servicing, or conditioning any commercial motor vehicle
- Performing all other functions in or upon a commercial motor vehicle (except resting in a sleeper berth)
- Loading or unloading a commercial motor vehicle, supervising or assisting in the loading or unloading, attending a vehicle being loaded or unloading, remaining in readiness to operate the vehicle, or giving or receiving receipts for shipments being loaded or unloaded
- Repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle

Under FTA (Part 655), you are a covered employee if you perform any of the following safety-sensitive functions:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

03. Prohibited Behavior

Use of illegal drugs is prohibited at all times. Prohibited drugs include:

- marijuana
- cocaine
- phencyclidine (PCP)
- opioids
- amphetamines

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees required to take a post-accident test are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test, whichever occurs first.

04. Medical Marijuana

Employees utilizing medical marijuana must adhere to all applicable state and federal laws, as well as City policies. The use, possession, sale, transfer, manufacture, or distribution of marijuana or marijuana paraphernalia on City premises or while conducting City business is strictly prohibited. Employees believed to be under the influence of marijuana while on duty shall be subject to drug testing. Employees who are not in covered safety-sensitive positions will not be tested for marijuana, nor will it be used for employment decisions.

05. Consequences for Violations

FTA Consequences

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and provided with contact information for Substance Abuse Professionals (SAPs).

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties until the start of the employee's next regularly scheduled duty period (but for not less than eight hours) unless a retest results in the employee's alcohol concentration being less than 0.02.

FMCSA Consequences

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and provided with contact information for Substance Abuse Professionals (SAPs).

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties until the start of the employee's next regularly scheduled duty period, but for not less than 24 hours following administration of the test.

Treatment/Discipline

Per City policy, any employee who tests positive for drugs or alcohol (BAC at or above 0.04) or refuses to test will be terminated.

06. Circumstances for Testing

Pre-Employment Testing

A negative pre-employment drug test result is required before an employee can first perform job duty functions. If a pre-employment test is cancelled due to an error at the collection site or laboratory, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions. An applicant who receives a positive drug test or fails to arrive for a drug test as directed by the employer will have their offer of employment withdrawn.

If an FTA or FMCSA covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before he or she can return to a safety-sensitive function.

A DOT covered employee or applicant who has previously failed or refused a DOT drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements.

Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when the City of Carthage has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained **supervisor or other** trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions.

Post-Accident Testing

City Procedures

All City employees and officers shall be subject to post-accident drug and alcohol testing under the following circumstances:

- **Accidents involving a motor vehicle or heavy equipment, unless the vehicle or equipment was legally stopped and struck by another party.**
- **Accidents resulting in damage to City equipment, property, or private property caused by the operation of City vehicles or heavy equipment.**
- **Accidents resulting in an employee being cited for a traffic violation.**
- **Accidents resulting from a violation of a safety policy or procedure.**
- **Accidents resulting in an injury to any party involved.**

FTA Procedures

Covered employees shall be subject to FTA post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by the City of Carthage using the best information available at the time of the decision, will be tested.

Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the City of Carthage using the best information available at the time of the decision, will be tested.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

FMCSA Procedures

Covered employees shall be subject to FMCSA post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an occurrence involving a commercial motor vehicle operating on a public road in commerce, and involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee who was performing safety-sensitive functions with respect to the vehicle.

Non-fatal Accidents

As soon as practicable following an occurrence involving a commercial motor vehicle operating on a public road in commerce, and not involving the loss of a human life, an alcohol test will be conducted on each driver who receives a citation within eight (8) hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene; or
- (2) One or more motor vehicles incur disabling damage and must be transported away from the scene by a tow truck or other motor vehicle.

As soon as practicable following an occurrence involving a commercial motor vehicle operating on a public road in commerce, and not involving the loss of a human life, a drug test will be conducted on each driver who receives a citation within thirty-two (32) hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene; or
- (2) One or more motor vehicles incur disabling damage and must be transported away from the scene by a tow truck or other motor vehicle.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

All City employees and officers are subject to the City post-accident testing procedures. Employees in FTA and FMCSA positions who are subject to post-accident testing that do not meet the FTA or FMCSA post-accident testing guidelines will still be tested using non-DOT post-accident testing procedures.

Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year within each DOT agency. The current year testing rates can be viewed online at <http://www.transportation.gov/odapc/random-testing-rates>. If a given driver is subject to random testing under the rules of more than one DOT agency, the driver will be subject to random drug and alcohol testing at the annual percentage rate established by the DOT agency regulating more than 50% of the driver's function.

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

Follow-up Testing

Follow-up testing may be required if an employee is returning from a leave of absence due to seeking assistance from a drug or alcohol program, or to confirm a positive test.

07. Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Dilute Urine Specimen

If there is a negative dilute test result, the City of Carthage will accept the test result and there will be no retest, unless the creatinine concentration of a negative dilute specimen was greater than or equal to 2 mg/dL, but less than or equal to 5 mg/dL.

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. The City of Carthage guarantees that the split specimen test will be conducted in a timely fashion. This split specimen test will be conducted at the expense of the employee.

08. Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test within a reasonable time, as determined by the employer.
- (2) Fail to remain at the testing site until the testing process is complete.
- (3) Fail to provide a specimen for a drug or alcohol test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient specimen for a drug or alcohol test without a valid medical explanation.
- (6) Fail or decline to take a second drug test as directed by the collector or employer.
- (7) Fail to undergo a medical evaluation as required by the MRO or employer's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine drug test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and provided with contact information for SAPs.

09. FMCSA Clearinghouse

The Commercial Driver's License Drug and Alcohol Clearinghouse (Clearinghouse) is a database containing information regarding drivers who are subject to FMCSA drug and

alcohol testing regulations. The following personal information will be reported to the Clearinghouse for covered drivers:

- (1) A verified positive, adulterated, or substituted drug test result;
- (2) An alcohol confirmation test with a concentration of 0.04 or higher;
- (3) A refusal to submit to DOT test;
- (4) An employer's report of actual knowledge that a driver has:
 - a. used alcohol while performing safety-sensitive functions;
 - b. used alcohol within four hours of performing a safety-sensitive function;
 - c. used alcohol for eight hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test; or
 - d. used a controlled substance;
- (5) A substance abuse professional (SAP) report of the successful completion of the return-to-duty process;
- (6) A negative return-to-duty test; and
- (7) An employer's report of completion of follow-up testing.

10. Voluntary Self-Referral

Any employee who has a drug and/or alcohol abuse problem and has not been notified of the requirement to submit to reasonable suspicion, random or post-accident testing or has not refused a drug or alcohol test may voluntarily refer her or himself to the Human Resources Department, who will refer the individual to a substance abuse counselor for evaluation and treatment.

The substance abuse counselor will evaluate the employee and make a specific recommendation regarding the appropriate treatment. Employees are encouraged to voluntarily seek professional substance abuse assistance before any substance use or dependence affects job performance.

Any safety-sensitive employee who admits to a drug and/or alcohol problem will immediately be removed from his/her safety-sensitive function and will not be allowed to perform such function until successful completion of a prescribed rehabilitation program.

FMCSA Procedures

Prior to participating in a safety-sensitive function, the employee must also undergo a DOT return-to-duty drug test with a verified negative result and/or a return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02.

11. Prescription Drug Use

The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to the employee's supervisor. Medical advice should be sought, as appropriate, while taking such medication and before performing safety-sensitive duties.

12. Inspections

City property, including vehicles, desks, lockers, and storage areas, is subject to inspection at any time without notice. Employees should have no expectation of privacy regarding City property.

13. Contact Person

For questions about the City's anti-drug and alcohol misuse program, contact the Human Resources Department.

SECTION II: This Ordinance shall take effect and be in force effective from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2025.

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

Sponsored by: Insurance, Audit and Claims

COUNCIL BILL NO. 25-44

ORDINANCE NO.

An Ordinance to amend Section 200 - General Employment Policies of the Personnel Policy Manual of the City of Carthage by adding Section 208 - Employment Records Policy.

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

SECTION I: Section **200 - General Employment Policies** of the Personnel Policy Manual is hereby amended by adding Section 208 -Employment Records Policy.

208. Employment Records Policy: The City of Carthage is required by law to maintain certain employment records for all employees. These records are the property of the City and shall be maintained in a secure and confidential manner.

All employees must notify their supervisors or Department Directors within ten (10) days of any changes to their:

- Current address
- Legal name
- Telephone number
- Marital status
- Number of income tax deductions
- Insurance beneficiaries
- Emergency contact ~~information~~ **information**

01. Personnel Files

All official personnel files shall be kept confidential and securely maintained at City Hall. Access to personnel files is restricted to:

- Human Resources
- Department Heads
- City Administrator
- Mayor for purposes of the care, management and control of the City of Carthage and the superintending control of its' officers.
- City Council, as a body and not individually, for purposes of the care, management and control of the City of Carthage. ~~All requests for an employee file shall be made to the Mayor Pro Tem who shall examine the file and report to the Council.~~

- A Council Member may fill out a request form to view a personnel file if it relates to hiring, firing, disciplining or promoting and present the request to the Mayor Pro Tem. A closed session will be placed on the agenda for the next regularly scheduled City Council meeting according to 610.021(3) RSMo. If the Council votes to go into closed session and if the reason for review of the personnel file is determined reasonable and related to hiring, firing, disciplining or promoting by a simple majority vote of the Council, the Human Resource Director shall make the personnel file available for review by the Council at the closed session.

Employees may review their personnel file by making a written request to Human Resources either in writing or email. Within ten (10) days of the request, the City will make the records available for inspection. All personnel file reviews must be conducted in the Human Resources Director's office in the presence of the Human Resources Director. Employees are not permitted to take or modify any document or other item contained in their employment file. Employee records shall not be disseminated outside of the organization unless required by a court order requesting the documents, or an authorization to release form is signed by the employee and received by Human Resources.

02. Medical Records

Employee medical records shall be maintained separately from general employment records to ensure confidentiality. These records will be securely housed in the Human Resources Director's office.

Access to medical records is restricted to:

- The Human Resources Director
- Department Heads and the City Administrator, only on a **need-to-know** basis

The City of Carthage is committed to protecting the privacy and confidentiality of all employee records in accordance with applicable laws and regulations.

SECTION II: This Ordinance shall take effect and be in force effective from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____ 2025.

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

Sponsored by: Insurance, Audit and Claims

COUNCIL BILL NO. 25-60

ORDINANCE NO.

An Ordinance to amend the Personnel Policy Manual of the City of Carthage, Missouri.

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

Section 608 of the Personnel Policy Manual shall be amended to read as follows:

608. Whistleblower Protection Policy: The City of Carthage requires Department Heads, officers and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the City of Carthage, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

01. Reporting Responsibility: This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that the City of Carthage can address and correct inappropriate conduct and actions. It is the responsibility of all Department Heads, officers, and employees to report concerns about violations of the City of Carthage's code of ethics or suspected violations of law or regulations that govern the City of Carthage's operations.

02. No Retaliation: It is contrary to the values of the City of Carthage for anyone to retaliate against any Department Head, officer, or employee who in good faith reports an ethics violation or a suspected violation of law, such as a complaint of discrimination or suspected fraud or suspected violation of any regulation governing the operations of the City of Carthage. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

03. Reporting Procedure: The City of Carthage encourages employees to share their questions, concerns, suggestions, or complaints with their supervisor. If you are not comfortable speaking with your supervisor or you are not satisfied with your supervisor's response, you are encouraged to speak with your Department Head. Supervisors and Department Heads are required to report complaints or concerns about suspected ethical and legal violations in writing to the City of Carthage's human resources department, who has the responsibility to investigate all reported complaints. However, you should never feel that you are required to file a complaint with the person who has caused the issue, or someone under this person's supervision. You may address your issue to the supervising authority over the person who you believe is the source of a problem. Employees with concerns or complaints may also submit their concerns in writing directly to their supervisor, Department Head, or the City Administrator. If the complaint is against any Department Head, the City Administrator, the City Attorney, or a Council ~~Person~~, **Member**, a complaint may be filed with the Mayor. If the complaint is against the Mayor, the complaint may be filed with the Mayor Pro Tem **or any city Council Member**. ~~Any employee may also submit their concerns in writing directly to any sitting Council Member.~~ If a Council Member receives a complaint, they are to take the complaint to the Mayor or City Administrator, as long as the complaint is not against them.

04. Compliance

(a) Compliance Officer: The City of Carthage's human resources department is responsible for ensuring that complaints which are made to a city employee with supervising authority, regarding unethical or illegal conduct, are investigated and resolved. The City Administrator will advise the City Council and/or Department Head of all complaints and their resolution and will report annually to the Auditor on compliance activity relating to accounting or alleged financial improprieties.

(b) Any complaints made against the Mayor may be directed to the Mayor Pro Tem and may be investigated either by action of the **Council members** or through the **Council's** employment of an independent third party.

05. Accounting and Auditing Matter: The City of Carthage's City Administrator or human resources department shall immediately notify the chair of the Insurance, Audit, and Claims Committee and/or Auditor of any concerns or complaint regarding city accounting practices, internal controls, or auditing and work with the Insurance, Audit, and Claims Committee and/or Auditor until the matter is resolved.

06. Acting in Good Faith: Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

07. Confidentiality: Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

08. Handling of Reported Violations: The City of Carthage's City Administrator, or human resources department, or representative of the city council will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

PASSED AND APPROVED THIS DAY OF _____, 2025

David B. Flanigan, Mayor
City of Carthage

Attest:

Miranda Deal, City Clerk

Sponsored by: Insurance Audit and Claims

COUNCIL BILL NO. 25-61

ORDINANCE NO. _____

An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects.

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

SECTION I. That the Mayor is hereby authorized to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects.

SECTION II. That all ordinances or parts of ordinances therefore enacted which are in conflict herewith are hereby repealed.

SECTION III. This ordinance shall take effect and be in force from and after its passage an approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2025.

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

Sponsored by: Budget Ways & Means Committee

COUNCIL BILL NO. 25-62

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into an agreement with Terra Foundation, to perform a Water Delineation Study on the South Economic Development Park land that consists of roughly 246 acres, for \$5,500.00, in the City of Carthage, Missouri.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into an agreement with Terra Foundation, to perform a Water Delineation Study on the South Economic Development Park land that consists of roughly 246 acres, for \$5,500.00, in the City of Carthage, a copy of which agreement is attached hereto and incorporated herein as if set out in full.

SECTION II: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2025.

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

Sponsored by: Public Works Committee

COUNCIL BILL NO. 25-63

ORDINANCE NO.

AN ORDINANCE AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE FOR FISCAL YEAR 2024 - 2025 FOR THE FIRE SALES TAX FUND.

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

SECTION I: The City of Carthage’s 2024 – 2025 Annual Operating and Capital Budget for the **Fire Sales Tax Fund**, is hereby amended to reflect supplemental appropriations from the unallocated and unappropriated Fund Balance, for:

- a.) An amount not to exceed \$720,209 to the Capital Outlay line item for Lease Purchase payment from Lease Proceeds for a new fire truck, pursuant to a year-end journal entry to record the lease.

SECTION II: This ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2025.

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

BILL NO. _____

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 17, ARTICLE VII, SECTION 17-257 OF THE
CARTHAGE CITY CODE**

WHEREAS, Chapter 353 of the Revised Statutes of Missouri, known and referred to as The Urban Redevelopment Corporations Law (“Chapter 353”), authorizes the City to approve, by ordinance, redevelopment plans that allow for the redevelopment of blighted areas within the City and the granting of tax abatements and exemptions to encourage such redevelopment;

WHEREAS, no tax abatement or exemption authorized by the City Council under Chapter 353 can become effective until the City Council conducts a public hearing to consider a proposed redevelopment plan and such tax abatement or exemption;

WHEREAS, prior to the public hearing, the City Council must furnish to the political subdivisions whose boundaries for ad valorem taxation purposes include any portion of the property to be affected by tax abatement or exemption: (1) notice of the scheduled public hearing and (2) a written statement of the impact on ad valorem taxes such tax abatement or exemption will have on the political subdivisions;

WHEREAS, Section 353.110.3 of the Revised Statutes of Missouri provides that such notice and written statement shall be as provided by local ordinance before the public hearing; and

WHEREAS, the City Council now desires to establish its procedures to provide the notice and written statement as required by Section 353.110.3 of the Revised Statutes of Missouri.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CITY OF
CARTHAGE, MISSOURI, AS FOLLOWS:**

Section 1: Chapter 17, Section 17-257 (a) (2) and (3) are hereby amended to read as follows:

- (2) Not less than fifteen (15) days before a public hearing to consider a redevelopment plan that provides for tax abatement or tax exemption pursuant to Chapter 353 of the Revised Statutes of Missouri, the City shall mail or otherwise deliver to each political subdivision whose boundaries for ad valorem taxation purposes include any portion of the property to be affected by a redevelopment plan:
- (3) Notice of the scheduled public hearing, which shall include, but is not limited to:
 - (a) the time, date and place of the public hearing, and
 - (b) a statement that all interested persons and all political subdivisions will have the opportunity to be heard on such grant of tax abatement or exemption.
 - (c) A written statement of the impact on ad valorem taxes such tax abatement or exemption will have on the political subdivisions, which shall include an estimate of the amount of ad valorem tax revenues of each political subdivision which will be affected by the proposed tax abatement or exemption, based on the estimated assessed valuation of the real property involved as such property would exist before and after it is redeveloped.

Section 2. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the City Council and approval by the Mayor.

PASSED by the City Council, and **APPROVED** by the Mayor, of the City of _____, Missouri, this ____ day of _____, 2025.

(SEAL)

David B. Flanigan, Mayor

ATTEST:

Miranda Deal, City Clerk

Council Committee

9/9/2025

Committee on Insurance/Audits

Budget Ways & Means

Alan Snow*
Derek Peterson**
Jana Schramm
David Thorn

and Claims

Derek Peterson*
Ron Wells**
Kate Gilpin
Beth Kang
Genaro Cifuentes

Public Service

Jana Schramm*
Ray West**
Jack Perkins
Beth Kang

Public Safety

Alan Snow*
Ray West**
Kate Gilpin
Genaro Cifuentes

*Chairman
**Vice-Chairman

Public Works

Derek Peterson*
Ron Wells**
Jack Perkins
David Thorn

Elected Officials and Administrative Staff

City Administrator- Traci Cox

326 Grant Street
417-237-7003

Mayor-Bren Flanigan

801 S Country Club Rd
417-237-7003

b.flanigan@carthagemo.gov

City Attorney-

326 Grant Street
417-237-7003

City Clerk-Miranda Deal

326 Grant Street
417-237-7000

Municipal Judge-Jeremy Workman

3210 S Grand
417-237-7001

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*Term ends 2026

**Term ends 2027

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