

City of Carthage, Missouri

CITY COUNCIL

October 28, 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=1iskrlhgjz0>

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, Genaro Cifuentes, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Jana Schramm. Council Members Kate Gilpin and Ron Wells were absent. City Attorney Jon Gold and City Administrator Traci Cox were also absent.

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

Mr. Snow made a motion, seconded by Mr. Peterson, to approve the minutes of the October 14, 2025 regular and closed session Council meeting minutes. Motion carried.

During Presentations Police Chief Bill Hawkins and Police Captain Chad Dininger presented the 4 Corporals that were being pinned with their Corporal badges that evening. Corporal Tacket, Corporal Ransome, Corporal Luce, and Corporal Snow were all pinned by someone of their choosing.

During public comments, Kim Bausinger with the Carthage Area United Way was present to help present the different places that people with a food emergency can go if the food stamp benefit is not sent out at the first of the month. She also mentioned the different places that people can donate to if they are able to help.

Eileen Sherlock with the Carthage Crisis Center was present to let everyone know that along with their dinner meals, they will be serving meals at lunch as well and helping anyone with basic toiletry items if needed.

Julie Reams with the Chamber of Commerce was present to thank the City and all the departments and volunteers that helped with the Maple Leaf Festival and the parade. She also said that 2026 would be the 60th anniversary of the festival.

Jana Conklin with the Boots Visitors Center was present to give a quarterly update. They have heard from many businesses that they are thankful for what the Boots Court

does in helping attract tourists to Carthage. She also reported that in October, there were visitors from 37 states and 25 countries to the visitors center.

Sally Stuart with Vision Carthage updated the Council on one of the houses that was part of Restoration Carthage and said that the siding had been completed. She also reported that the landscaping around the roundabout sculpture has started and the Christmas hanging basket decorations had been completed. She also mentioned that Vision Carthage has many events planned for December on Monday's and Thursday's. She also thanked the Police Department for their recent work on an issue with the local UMB banks.

Mr. Snow reported that the Budget Ways and Means Committee is between meetings. The next meeting is scheduled for November 10th at 5:30 pm, it is unclear at that time if that meeting will happen or be cancelled.

Mr. Peterson reported that the Committee on Insurance, Audit and Claims met on this day and approved the claims. The committee also approved the updated job description for the Police Administrative Coordinator which added some language relating to the taxi program. Mr. Peterson made a motion, seconded by Mr. Snow, to approve the changes to the Police Administrative Coordinator job description. Motion carried. The next meeting will be on November 13th at 5:30.

Mr. Snow reported that the Public Safety Committee met on October 20th. Mark Sponaule was present to discuss the Christmas parade route and ask for closures. Mr. Snow made a motion, seconded by Ms. Schramm, to close and vacate the square and close Chestnut and Main, one block east to Grant Street, and one block west to Lyon Street, south on Main Street to 11th Street, one block east and west from Grant Street to Lyon Street including the intersections of 9th and 10th streets, from 4:30-8 pm on December 1st. Motion carried. They approved Resolution 2102 which is accepting a blue shield grant from the state for the police department, they also heard from Deputy Chief Maples with the Fire Department about "The Compliance Engine" software that is under new business. The Veterans Day parade will be on November 11 at 5 pm. Mr. Snow made a motion, seconded by Ms. Schramm, to close Main and Grant from Chestnut to 3rd Street, and 4th, 5th, and 6th, streets between Grant and Main from 4:30 until the end of the parade. Motion carried. The next meeting will be on November 24th at 5:30 pm.

Ms. Schramm reported that the Public Services Committee met October 21st. They approved the road names for Municipal Park that is in Council Bill 25-69. They also discussed putting the Route 66 logo on the streets in Kellogg Lake. The Boots Court operating hours changes were approved for the winter months, the hours will be 10 am – 6 pm from November 1 until March 31. Vision Carthage presented their events for the month of December. The first Monday night is the night of the Christmas parade and will be the lighting of the Mayor's Christmas tree and the lighting of the Downtown Square. The second Monday is the Candy Cane Hunt. Ms. Schramm made a motion, seconded by Mr. Peterson, to allow the use of Central Park on December 8th for the Candy Cane Hunt. Motion carried. The third Monday is the Woodland Winter at Kellogg Lake. Ms.

Schramm made a motion, seconded by Mr. Snow, to allow the use of Kellogg Lake Park for their Woodland Winter night on December 16th from 5-7 pm. Motion carried. The fourth Monday is the ugly sweater skating party at the skating rink. The committee reviewed the bids for the golf course pump house and it is with Nuco pump and is under new business. The golf chemicals bid for the year was reviewed. Ms. Schramm made a motion, seconded by Ms. Kang, to approve the bid from Advanced Turf Solutions for \$53,046.73 for golf chemicals for 2026. Motion carried. The committee reviewed the bids for the Ash tree removals and plantings. Ms. Schramm made a motion, seconded by Mr. Peterson, to accept the bid of \$13,800 from Hodges Tree Trimming for the removal of trees at the golf course. Motion carried by a vote of 7-1 with Mr. Perkins casting the no vote. Ms. Schramm made a motion, seconded by Mr. Peterson, to approve the tree planting bid for \$12,245 from Outer Oaks. Motion carried by a vote of 7-1 with Mr. Perkins casting the no vote. The tree removal and planting is part of a grant from the state and is to help remove the infected ash trees throughout the City. Ms. Schramm also reported that there will be a tourism board meeting on Wednesday. The next meeting will be on November 18th at 5:30 pm.

Mr. Peterson reported that the Public Works Committee is between meetings. The next meeting is scheduled for November 4th at 5:30 pm.

Special Committee and Board Liaison reports were given by Mr. Perkins for the CWEP Board, Ms. Kang for the Boots Court Visitor's Center, Ms. Schramm for Harry S. Truman Coordinating Council and Vision Carthage, and Mr. Peterson for the Planning, Zoning, and Historic Preservation Commission.

Mayor Flanigan reported that he recently toured Ott's Foods, presented a proclamation to the Alpha Delta Kappa Teachers sorority, attended the CEDC, MBH Trust, CWEP, and code enforcement meetings. He also reported that Kate Gilpin had submitted her resignation from City Council and asked for thoughts and prayers for her. He also said there was no longer a need for the closed session listed on the agenda, so there is no need for a motion to enter that later in the evening. He asked for a motion to move the next council meeting from November 11 to the 13th at 6 pm, due to the 11th being a city holiday. Mr. Peterson made a motion, seconded by Mr. Snow, to move the City Council meeting from November 11th to November 13th at 6 pm. Motion carried.

During Remarks from Council Members, Mr. Peterson encouraged anyone who lives or owns a business in the historic districts within the city to attend the Planning and Zoning meetings where they are discussing the new guidelines that were presented by the Walker Collaborative. The commission to determine what guidelines they want to include moving forward regarding the historic district. Ms. Kang reported that she attended the regional MML meeting in Aurora with Ms. Schramm and Mr. Wells, she also reported that she has been attending the Police Department's Citizens Academy. Mr. Snow asked for prayers for Kate Gilpin who is dealing with health issues. Ms. Schramm reported on attending the regional MML meetings, the CEDC and MBH Trust meetings, and also attending the citizens police academy.

Police Chief Bill Hawkins reported that the citizens academy is going well, and reported on the blue shield grant. He also thanked all the citizens who helped the police department track the suspect who attempted to flee in the fatal accident last week.

Fire Chief Jason Martin reported the pancake feed was not as successful in years past due to the weather. He also reported that on Halloween, the kids are out of school that day so he expects there to be a lot of trick or treaters out.

Public Works Director Josiah Bayless reported that Maple Leaf went as smooth as it could, they helped get the light tunnel decorated for Vision Carthage, and the projects that are currently underway are moving along.

Parks and Recreation Director Richard Bonine reported that he has had many meetings with different organizations. He thanked the workers at Lowes who helped clean up the community garden, they have a few job openings at parks and golf. He hired a new golf pro who starts on Wednesday and they are looking for a new greens keeper and an assistant golf supervisor. He also reported that the boxing event that was held the previous Friday at Memorial Hall was almost a sell out and they look forward to hosting future events.

The Committee on Claims filed a report in the amount of \$3,517,440.82, against the following funds: General Revenue \$321,178.20, Public Health \$162,185.48, Lodging \$4,524.94, Parks/Stormwater \$64,488.42, Fire Protection \$35,908.20, Golf \$41,028.95, Capital Improvements \$18,811.00, Parks and Recreation \$4.22, Myers Park \$252,935.52, Use Tax \$52,279.70, Public Facilities \$1,232.00, Library \$80,000.00, Payroll \$732,864.19, and Carthage Water and Electric \$1,750,000.00. Mr. Peterson made a motion, seconded by Ms. Kang, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 25-65 -- An Ordinance of the City of Carthage, Missouri authorizing the Mayor to execute a Contract between the City of Carthage, Missouri and SW Missouri Engineering, LLC for engineering and technical services for the Downtown Sidewalk Improvements project, 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, Genaro Cifuentes, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Jana Schramm. The Council Bill was approved and numbered Ordinance 25-63.

C.B. 25-66 -- An Ordinance authorizing the Mayor to enter into an Agreement with Lakeland Office Systems for a 5-year lease for printers throughout City departments, 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, Genaro Cifuentes, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Jana Schramm. The Council Bill was approved and numbered Ordinance 25-64.

C.B. 25-67 -- An Ordinance authorizing the Mayor to enter into an Agreement with Lakeland Office Systems for printer service and maintenance, 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, Genaro Cifuentes, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Jana Schramm. The Council Bill was approved and numbered Ordinance 25-65.

Under New Business, C.B. 25-68 -- An Ordinance authorizing the Mayor to enter into a contract with Brycer, L.P., to provide the Carthage Fire Department with "The Compliance Engine" for a term of three years, in the City of Carthage, Missouri, was placed on first reading with no action taken.

C.B. 25-69 -- An Ordinance of the City of Carthage naming the streets within Municipal Park around the Rodeo Arena, was placed on first reading with no action taken.

C.B. 25-70 -- An Ordinance authorizing the Mayor to enter into an Agreement with Nuco for the purchase and installation of a new pump station at the Carthage Municipal Golf Course in the amount of \$189,062.77, in the City of Carthage, Missouri, was placed on first reading with no action taken.

C.B. 25-71 -- An Ordinance authorizing the Mayor to enter into an agreement between the City of Carthage and Missouri Highways and Transportation Commission for the installation and maintenance of ornamental lighting at the intersections of Route 571 & Airport Drive, and Route 571 & Elk Street, in the City of Carthage, Missouri, was placed on first reading with no action taken.

Under Resolutions, Mr. Snow made a motion, seconded by Mr. Peterson, to approve Resolution 2102 -- A Resolution authorizing the Mayor to accept the Missouri Department of Public Safety Blue Shield Grant for the Carthage Police Department. Resolution 2102 was adopted after a roll call vote of 8 yeas and 0 nays. Ayes: Derek Peterson, Genaro Cifuentes, Ray West, Jack Perkins, David Thorn, Beth Kang, Alan Snow, and Jana Schramm.

During closing comments, Mayor Flanigan congratulated Mr. Snow on his first grandbaby. Mr. Peterson extended his well wishes for Kate, Mr. West congratulated Mr. Snow and told Mr. Bonine that he spoke with about 9 people and they said they would all utilize the dog park if the fee was waived. Mr. Perkins thanked Chief Martin for his thoughtful invocations. Mr. Thorn congratulated Mr. Snow, and he is glad that Carthage has taken care of Memorial Hall and it is still being used. Ms. Kang congratulated Mr. Snow and sends her prayers to Kate. Mr. Snow thanked everyone and wished good luck to the fall high school sports that were wrapping up. Ms. Schramm said that the LIME scooters are gone for the year, she also thanked Ms. Kang for her work in helping to get Grace Episcopal Church to cover the senior center meals for the month of November. She also wished Kate comfort and said she had a life well done.

Mr. Snow made a motion, seconded by Ms. Schramm, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 8:10 p.m.