



City of Carthage, Missouri
**COMMITTEE ON
INSURANCE/AUDIT AND CLAIMS**

April 28, 2026 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Ron Wells, Robin Harrison, Susan Reddy, Ray West

OTHER COUNCIL MEMBERS:

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

Chair Ron Wells called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of April 14, 2026 Minutes

ACTION: Motion to accept/approve item 2.1. by Robin Harrison;
Motion passed with a 4:0

AYES: Ron Wells, Robin Harrison, Susan Reddy, Ray West

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Ray West;
Motion passed with a 4:0

AYES: Ron Wells, Robin Harrison, Susan Reddy, Ray West

3. Citizens Participation

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

4. New Business

1. Consider and discuss changes to the Personnel Policy regarding Section 503 --
Holidays Authorized

HR Coordinator Michael Miller presented the changes to the personnel manual, adding Good Friday and adjusting the days off for when Christmas Eve and Christmas fall on the weekends.

ACTION: Motion to accept and forward to council item 4.1. by Robin Harrison;

Motion passed with a 4:0

AYES: Ron Wells, Robin Harrison, Susan Reddy, Ray West

2. **Staff Reports**

It was discussed to change the time of the committee meeting to 6 pm. Mrs. Harrison made a motion, seconded by Mr. West, to move the committee meeting time to 6 pm unless there is a fuller agenda, then the meeting will be at 5:30 pm. Motion carried.

Mrs. Harrison brought up the resignation and discharge council bill that was previously tabled and has not been brought back up. Mrs. Harrison made a motion to bring the original version of the resignation and discharge section relating to City Administrator. Motion carried.

Ms. Cox reported that the budget process continues, she also reported that Ms. Deal attended a GFOA training last week. The hopes are to get her in a contract to get the GFOA Certified Public Finance Officer certification to where she can move up and take over the Finance Officer position.

5. **Adjournment**

ACTION: Motion to adjourn at 5:44 pm by Robin Harrison;
Motion passed with a 4:0

AYES: Ron Wells, Robin Harrison, Susan Reddy, Ray West