

**--NOTICE OF MEETING--
PUBLIC WORKS COMMITTEE**

June 2, 2026

5:30 PM

CITY HALL

326 GRANT STREET

COUNCIL CHAMBERS

OLD BUSINESS

- **Consideration and Approval of minutes from Meeting on May 5, 2026.**

CITIZENS PARTICIPATION

NEW BUSINESS

- **Consider and discuss Road Easement Agreement near Economic Development Park**
- **Discuss budget adjustment for the rebuild of Recycle Center Loader**
- **Consider and discuss Permit Fee Schedule**

OTHER BUSINESS

STAFF REPORTS

- **Josiah Bayless**

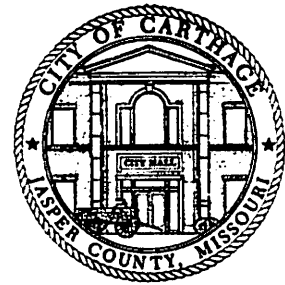
ADJOURNMENT

**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: 06/1/2026

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"

MAY 5, 2026, PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: Juan Topete, Ray West, and Robin Harrison

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

Citizens Present: Bren Flanigan

Chairperson Juan Topete called the Public Works Committee meeting to order at 5:30 p.m.

Robin Harrison made a motion to accept the minutes of the April 8, 2026, meeting. All ayes, motion passed.

New Business:

1. Discussion of the County Road Tax from Josiah and Traci. A percentage of the County property taxes are allocated to roadway projects with City limits. In the past these funds have been sent to the Special Road District and now will go straight to The County for disbursement to The City. Proposed ideas for the use of the funds is to make improvements to the Stormwater Ditch at the intersection at 4th & Garrison, to help with the flooding problem, or possibly using the funds to improve the roads once Spire is done with their work in town. The members of the Committee feel that Stormwater Ditch would be the best use of the money.
2. We received two bids for a replacement forklift for the Recycle Center, \$25,000.00 was budgeted for the replacement. One bid was from Weise for \$28,611.00 for a CAT Forklift and the other was from B & H Industrial for \$21,450.00, for a Unicarrier Forklift. Our mechanics have checked out the Unicarrier and feel it would be a good, reliable machine. Robin Harrison made a motion to accept the bid from B & H Industrial and forward it to City Council for approval. All Ayes, motion carried.
3. Update on the repairs to the Recycle Center Loader. It is getting a new engine and a complete overhaul; it should be completed soon and back to the Recycle Center.
4. Regarding the Oak St. Bridge, the design phase has started, and we are ready to enter into a contract with the Railroad to begin the review process. Robin Harrison made a motion to move forward to allow them to review the plans and send notice to proceed and enter into the agreement with the Railroad. All ayes, motion carried.

Staff Reports:

Josiah reported:

1. The Street Dept has hired Kevin Andrews and is hoping to fill one final position soon, to have a full crew.
2. The street overlay at E. Central & River has been completed, as well as the overlay on Garrison to Chestnut St.
3. Dakota was able to make a large Route 66 Stencil and will be used to put the shield in the Kellogg Lake and Whee Bridge areas.
4. There was a road cave in on Gene Taylor Dr. on Monday, due to rusted pipe and churning water from the heavy rain we had. The Street Department was able to get that situation taken care of and the road re-opened in the same day.
5. The latest Dumpster Day, Sunday, was a success. Three Street Dept. Employees were present to help, nine dumpsters were filled and 250 tires were disposed of. There was a steady flow of people until the end of the event. Keith Wheat thanked The Mayor for showing up to the event.
6. Update on the targeted code enforcement that has begun on Oak St., we have been getting a good response and positive feedback. Sally from Vision Carthage has received 42 applications for people seeking help with repairs they need to have done.
7. The design for The Downtown Sidewalk Extension Project is ready to be presented to The City Council to move forward.

Traci reported:

1. New policies and procedures for short-term rentals, aka, Air B & B, will be going before the City Council soon for an Ordinance. In the past these rentals did not have any rules or inspections and this needs to be addressed to make sure that they are safe for lodging.

Ray West made a motion to adjourn the meeting at 6:15 p.m. All Ayes, motion carried.

OAD EASEMENT AGREEMENT

This Road Easement Agreement (“Agreement”) is made and entered into as of this ____ day of _____, 2026 (“Effective Date”), by and between the **City of Carthage, Missouri** a Missouri Municipal corporation (“Grantor”), and the **City of Carthage, Missouri**, a Missouri municipal corporation (“Grantee”).

1. Grantor of Easement

In consideration of the sum of ONE DOLLAR and 00/100 (\$1.00) and other good and valuable consideration, Grantor hereby grants and conveys to Grantee a non-exclusive, perpetual easement for roadway purposes (“Easement”) over, across, and upon the real property owned by Grantor and more particularly described in **Exhibit A** attached hereto and incorporated by reference (“Easement Area”).

2. Purpose of Easement

The Easement is granted solely for the purpose of constructing, operating, using, maintaining, repairing, replacing, and reconstructing a public roadway and related improvements including, but not limited to, sidewalks, drainage, signage, utilities, landscaping, and lighting customarily associated with roadway construction.

3. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri.

4. Recording

This Agreement shall be recorded in the land records of Jasper County, Missouri, at Grantee’s sole expense.

5. Binding Effect

This Agreement shall run with the land and be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns.

6. Entire Agreement; Amendments

This Agreement constitutes the entire agreement between the parties regarding the Easement and may be amended only by a written instrument executed by both parties and recorded.

IN WITNESS WHEREOF, the parties have executed this Road Easement Agreement as of the date first written above.

GRANTOR:

CITY OF CARTHAGE, MISSOURI
a Missouri Municipal Corporation

By: _____
Mayor David B. Flanigan

ATTEST:

By: _____
City Clerk, Miranda Deal

GRANTEE:

CITY OF CARTHAGE, MISSOURI
a Missouri municipal corporation

By: _____
Mayor David B. Flanigan

ATTEST:

By: _____
City Clerk, Miranda Deal

STATE OF MISSOURI)
) ss.
COUNTY OF JASPER)

On this _____ day of _____, 2026, before me, a Notary Public, personally appeared the Mayor and City Clerk of the City of Carthage, Missouri, known to be or satisfactorily proven to be the person who executed the foregoing instrument on behalf of the City of Carthage.

Notary Public

My Commission Expires:

Exhibit A

A 60.00 foot ingress egress easement being described as 30.00 foot on either side of the following described centerline, Beginning at the Northwest Corner of the Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) of Section 21, Township 28, Range 31, Jasper County, Missouri, Thence North 89 Degrees, 56 Minutes, 03 Seconds East along the North line of said Quarter, Quarter 1329.75 feet to the Northeast Corner of the Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) of said Section, Thence North 89 Degrees, 56 Minutes, 03 Seconds East along the North line of the Southeast Quarter (SE1/4) of the Southeast Quarter (SE1/4) of said Section 932.00 feet more or less to the Westerly Right-of-way of Dr. Russell Smith Way and the Point of Termination.