

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, April 23, 2024**

Members Present: Michelle Mize, Casey Wheeler, Richard Klose, Heidi Sparks

Others Present: Kelly Strecker

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve April 9, 2024, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of April 9, 2024. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through April 19, 2024. Michelle Mize moved to approve the claims and check the register for claims entered through April 19, 2024. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending April 14, 2024, totaling \$228,493.06. Michelle Mize motioned to approve the payroll register for the pay period ending April 14, 2024, totaling \$228,493.06. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.

New Business –None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending April 14, 2024.
2. Mayor Update – The Mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that the city was awarded all four HB 355 grants from the Montana Department of Commerce. The city was awarded \$391,972.129 for the 5th to 7th Avenue sewer line project. The library soffit and fascia project was awarded \$7,375.68. The W 12th St project was awarded \$38,025.48 and the new air conditioning system in council chambers was awarded \$19,380.00. Kelly said that all department heads have received their budget documents to start working on and they are due May 9, 2024. The finance department has been short staffed due to Amber being out on medical leave.

Announcements –

4. The next Budget and Finance Committee meeting will be held on May 14, 2024, at 5:30 pm.
5. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:15 p.m.

Respectfully submitted,



Kelly Strecker
Clerk Treasurer

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.