

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, August 24, 2021**

**Members Present:** Scott Stokes  
Emelie Eaton  
Bruce McGee  
Richard Klose

**Public Input:** *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

**General Items**

1. Review and approve the August 10, 2021 Budget and Finance Committee minutes. Richard Klose moved to approve the minutes of the August 10, 2021 Budget and Finance Committee meeting. Bruce McGee seconded the motion, all in favor, motion passed.
2. Review and approve purchase requisitions. There were two presented to the committee. The first was from Action Electric regarding lighting and electrical work in the Council Chambers portion of City Hall. This came as a result of questions at the previous meeting regarding a lack of bids. This bid was \$3,950 less than the only other bid from Ace Electric. Scot Stokes moved to approve this Purchase Requisition. Richard Klose seconded. All in favor. Motion passed. The second Purchase Requisition was from Raisin Auto regarding damage to a police vehicle. The bid was for \$11,208.60. Bruce McGee moved for approval of this claim. Richard Klose seconded the motion. All in favor. Motion passed.
3. Review and recommend approval to Council, Claims entered through 8/08/2021. Bruce McGee had reviewed the Claims Detail report and the check register for accuracy. He had no questions but had noted a couple things he had never seen before and had asked the Clerk Treasurer to explain. The responding text was read to the committee. Bruce McGee subsequently made a motion to recommend approval of the claims entered through 8/08/2021. Richard Klose seconded the motion, all in favor, motion passed.
4. Review and approve Payroll Register for pay period ending 8/08/2021 totaling \$223,709.48. Bruce McGee made a motion to recommend approval of this claim totaling \$223,709.48. Since the amount matched the register, Emelie Eaton seconded the motion, all were in favor and the motion passed.

**New Business –**  
None

**Old Business –**

5. Update from Mayor regarding Cemetery Parking Lot. Richard Klose from the American Legion stated he had spoken with the City Planner, Nick Altonoga, who stated he had drawn up a draft of a Contract for Deed but that draft needs to be approved by the City Attorney. Mr. Klose further stated that once the finalized document has been approved he will present it for approval by the American Legion. The Legion meets next on the second Thursday of September. Mr. Klose further stated that this matter need not appear on the Budget and Finance agenda until after the second Thursday in September. He explained that once the American Legion approves the documents, they will be passed on to the Council at the next available workshop and subsequently voted on by the Council.

## Other Items –

7. Review Comp Overtime Report from PPE 8/08/2021. Everything looked to be in order. The committee noted there were four items which the City will receive reimbursement for.

8. Clerk Treasurer Update – The Clerk Treasurer was not in attendance. However, she had left a note stating “I will continue to work on the rest of the budget to present a complete budget to Council on 08/30/2021. At this time, I have received no recommendations for changes to what was presented last night.”

9. Mayor Update – not in attendance. No update.

## Announcements –

10. The next Budget and Finance meeting will be held on September 14, 2021 at 5:00 p.m.

11. Richard Klose will be reviewing the claims for the next Budget & Finance meeting. There was comment regarding recent requests for documents that had been made by a committee member and not received. The Chair stated it could be specifically added to the next agenda as a new item for discussion. The Committee member responded that while it would be good to discuss that topic as a general item, the request for documents was specifically made to better understand the budget now that it was being discussed by the entire Council. The Chair apologized for not having followed through with having it as an item on the agenda. There was also general dissatisfaction expressed by two of the committee members regarding the meeting time for the Committee. It was stated that the request was made to move the meeting time up to 5:00 in order to allow the committee to have time for a more free flowing discussion on topics rather than having to limit discussion and knowledge sharing about the budget. It was noted that since the meeting time had been moved up the meetings were shorter than they were when the committee met at 5:30. It was noted that the Mayor had not attended one entire meeting since the date the meeting time was moved up to allow for discussion. It was stated that the Mayor only sits in on these meetings to assure a quorum and that he did not decide the agenda nor was he the expert on the budget. The committee requested it discuss the meeting time be changed again at the September 14 meeting.

Review of Claims schedule 9/14/2021 Richard Klose	9/28/2021 Bruce McGee
10/12/2021 Emelie Eaton	10/26/2021 Bruce McGee
11/9/2021 Richard Klose	11/23/2021 Scot Stokes
12/14/2021 Emelie Eaton	12/28/2021 Bruce McGee

The meeting was adjourned at 5:27 p.m.

Respectfully submitted,



Emelie Eaton  
Budget and Finance Chair

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