

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 27, 2021**

Members Present: Emelie Eaton Bruce McGee
 Richard Klose Scot Stokes

Others Present: Bethany Langve, Clerk/Treasurer

The meeting was called to order by the Committee Chair at 5:01pm.

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.*

There was no public input.

General Items –

1. Review and approve the July 13, 2021 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the July 13, 2021 Budget and Finance Committee meeting. Bruce McGee seconded the motion, all in favor, motion passed.
2. Review and approve the July 20, 2021 Budget and Finance Committee meeting minutes. Scot Stokes moved to approve the minutes of the July 20, 2021 Budget and Finance Committee meeting. Bruce McGee seconded the motion, all in favor, motion passed.
3. Review and Approve purchase requisition from the Library for the purchase of replacement computers. The Committee asked what the Library was doing with their old computers. The Clerk/Treasurer stated she wasn't sure what the Library was going to do with them. The Committee stated the Success Center uses old computers for veterans. The Committee asked if the Library had to get permission from Council to dispose of the old computers. The Clerk/Treasurer stated the Library Board oversees all Library assets, not the City Council. Bruce McGee made a motion to approve the purchase requisition for the Library computers. Scot Stokes seconded the motion, all in favor, motion passed.
4. Review and recommend approval to Council, Claims entered through 07/23/2021. The claims and check register had previously been reviewed by the Committee. Scot Stokes made a motion to approve the claims entered through 07/23/2021. Richard Klose seconded the motion, all in favor, motion passed.
5. Review and approve Payroll Register for pay period ending 07/11/2021 totaling \$208,203.25. Scot Stokes made a motion to recommend approval of the payroll register for pay period ending 07/11/2021 totaling \$208,203.25. Richard Klose seconded the motion, all in favor, motion passed.

New Business –

Old Business –

6. Discussion regarding the Cemetery parking lot. The Committee stated they had been told the Mayor stated he had given the information to Sam, Sam said he hasn't received the information, and Nick stated he is too busy to get the information to the other two.

Other Items --

7. Review the Pay Period Ending 07/11/2021 Comp/Overtime Report. There were no comments or questions regarding the report.
8. Clerk/Treasurer Update – The Clerk/Treasurer stated her staff, the Public Works Director and she got 5 ARPA grants submitted for the competitive grant process. The Committee asked if these same projects can be resubmitted again in January. The Clerk/Treasurer stated the same projects can be resubmitted again in January. The projects must be shovel ready, funds must be obligated by December 31, 2024, and cost must be incurred by December 31, 2026. The Committee asked if the ARPA money was being held for the West Railroad project. The Clerk/Treasurer stated she wasn't sure because that was up to the Mayor and City Council. The Clerk/Treasurer stated the mills should be in next week so the budget process can start. The Committee asked why they no longer received a preliminary budget. The Clerk/Treasurer explained it was not an actual budget until the mills came in and would need to be changed once those arrived so it is just easier to do the budget once the mill value is in and the final budget can be done. The Committee stated they would like to get the budget as early as possible so they can review it longer. The Clerk/Treasurer stated she was going to talk with the Mayor about having a special budget meeting on the 23rd and 30th of August. The Committee asked how they could find out what resolutions dictate revenues or expenditures in the budget. The Clerk/Treasurer stated either the Council Secretary or her could locate those documents and bring them to the Budget and Finance Committee meeting.
9. Mayor Update – The Mayor was not in attendance.

Announcements –

10. The next Budget and Finance Committee meeting will be held on August 10, 2021 at 5:00pm.
11. Emelie Eaton will be reviewing the claims for the next meeting.

Respectfully submitted,



Bethany Langve
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.