

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, April 13, 2021**

Members Present:	Emelie Eaton	Bruce McGee
	Richard Klose	
Others Present:	Mayor Nelson	Bethany Langve

The meeting was called to order by the Committee Chair at 5:32pm.

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 March 23, 2021 Budget and Finance Committee meeting minutes. Bruce McGee moved to approve the minutes of the March 23, 2021 Budget and Finance Committee meeting. Richard Klose seconded the motion, all in favor, motion passed.
2. Review and Approve purchase requisition – The Committee was presented with an increase to a previously approved purchase requisition from for installation of air conditioning in the FAP building. The increase amount was for \$313.00, and there were no questions or comments from the Committee. Richard Klose made a motion to approve the increase to the previously approved purchase requisition for installation of air conditioning in the FAP building. Bruce McGee seconded the purchase requisition, all in favor, motion passed.
3. Review and Approve purchase requisition – The Committee was presented with an increase to a previously approved purchase requisition for repairs to the 2012 street sweeper. The increase amount was for \$423.52, and there were no questions or comments from the Committee. Bruce McGee made a motion to approve the increase to the previously approved purchase requisition for repairs to the 2012 street sweeper. Richard Klose seconded the purchase requisition, all in favor, motion passed.
4. Review and recommend approval to Council, Claims entered through 04/09/2021. The claims and check register had previously been reviewed by the Committee. The Committee asked why there was a claim paying AMR. The Mayor stated the new Ambulance Director has a great relationship with AMR and is purchasing supplies with them to get better pricing. Bruce McGee made a motion to approve the claims entered through 04/09/2021. Richard Klose seconded the motion, all in favor, motion passed.
5. Review and approve Payroll Register for pay period ending 03/21/2021 totaling \$188,095.20. Richard Klose made a motion to recommend approval of the payroll register for pay period ending 03/21/2021 totaling \$188,095.20. Bruce McGee seconded the motion, all in favor, motion passed.
6. Review and approve Payroll Register for pay period ending 04/04/2021 totaling \$199,003.57. The Committee asked why this payroll was greater than the previous payroll. There was a water break that caused double time pay. Richard Klose made a motion to recommend approval of the payroll register for pay period ending 04/04/2021 totaling \$199,003.57. Bruce McGee seconded the motion, all in favor, motion passed.

New Business – None

Old Business –

7. The Mayor stated the Meal Pay and Drill Pay resolutions would be on the next workshop if the City Attorney can get them completed. The Mayor stated he received an email from the Auditors he was waiting for and these resolutions should be on the next workshop.
8. Regarding the cemetery parking lot, the Planning Director was checking on the wording of the transfer. He now has everything he needs for the legal description. The American Legion will need to approve of the contract once it is drafted and approved by the City Attorney. The City is selling the land to the American Legion at a reduced cost. This update will be on the next Budget and Finance meeting.

Other Items –

9. Review the Pay Period Ending 04/4/2021 Comp/Overtime Report. The Committee reviewed the comp/overtime reports and had no questions or comments.
10. Clerk/Treasurer Update – The Clerk/Treasurer stated the new Utility Billing Clerk has begun working and is doing great. She also stated all her staff is back in the office full time, and the office will reopen with limited hours April 26th.
11. Mayor Update – The Mayor stated he has been speaking with Vince Ricci regarding the State providing Laurel money. The Mayor is still working on getting approximately \$1.1 million for the intake project. Laurel should get a hair over a million dollars for the ARC funds. The Mayor is trying to get preliminary engineering drawings done for a new water tank. If the Senate passes the new infrastructure bill, then Laurel should get \$1.6 million and that can be used for a new reservoir. The City would have to match the funds, but we have plenty. FEMA has never audited one of our projects and if they did, they would realize the State had not provided the 25% match for the intake.

Announcements –

12. The next Budget and Finance Committee meeting will be held on April 27, 2021 at 5:30pm.
13. 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.