

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 11, 2021**

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

Others Present: **Mayor Nelson**
 Bethany Langve, Clerk/Treasurer
 Judge Kerr

The meeting was called to order by the Committee Chair at 5:31pm.

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 April 27, 2021 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the April 27, 2021 Budget and Finance Committee meeting. Scot Stokes seconded the motion, all in favor, motion passed.
2. Review and Approve purchase requisition – There were no purchase requisitions presented to the Committee.
3. Review and recommend approval to Council, Claims entered through 05/07/2021. The claims and check register had previously been reviewed by the Committee. Richard Klose made a motion to approve the claims entered through 05/07/2021. Bruce McGee seconded the motion, all in favor, motion passed.
4. Review and approve the June 2020 Financial Statements. There were no questions or comments. Bruce McGee made a motion to approve the June 2020 Financial Statements. Scot Stokes seconded the motion, all in favor, motion passed.
5. Review and approve the July 2020 Financial Statements. There were no questions or comments. Bruce McGee made a motion to approve the July 2020 Financial Statements. Scot Stokes seconded the motion, all in favor, motion passed.
6. Review and approve the August 2020 Financial Statements. There were no questions or comments. Bruce McGee made a motion to approve the August 2020 Financial Statements. Scot Stokes seconded the motion, all in favor, motion passed.
7. Review and approve the April 2021 Utility Billing Adjustments. There were no questions or comments. Emelie Eaton made a motion to approve the April 2021 Utility Billing Adjustments. Bruce McGee seconded the motion, all in favor, motion passed.
8. Review and approve Payroll Register for pay period ending 05/02/2021 totaling \$205,114.91. Bruce McGee made a motion to recommend approval of the payroll register for pay period ending 05/02/2021 totaling \$205,114.91. Scot Stokes seconded the motion, all in favor, motion passed.

New Business –

9. CARES Funding Discussion – The Committee asked if the departments were being asked to request CARES money during budget time. The Mayor stated the CARES funds must be spent from the fund which they were originally expended from. The Committee asked if there are any

plans regarding spending the CARES funds? The Mayor stated the Ambulance Department needs sleeping quarters, the Police Department needs a remodel, and the Fire Department needs two vehicles. He stated there are other funds coming from the State as well. Judge Kerr stated she was in attendance to get clarification on the CARES funds and if any of the money would come to the City Court. The Mayor stated most of the money was paid out of the General Fund due to the Fire, Ambulance and Police departments, and most of that was the Police Department wages. The Mayor stated if reimbursement could be provided to the Court he would look into it. He stated there would be other opportunities down the road as well.

10. Claims Review Schedule Beginning with 7/13/2021 –
7/13/2021 – Scot Stokes 7/27/2021 – Bruce McGee
8/10/2021 – Emelie Eaton 8/24/2021 – Scot Stokes
9/14/2021 – Richard Klose 9/28/2021 – Bruce McGee

Old Business –

11. The Committee requested the Meal Pay and Drill Pay Resolutions be moved to the next agenda since there were no updates.
12. The Committee stated Dan McGee had been given all of the information, regarding the Cemetery land, to the City Planning Director, and the Mayor and City Clerk would have to Sign and file it.

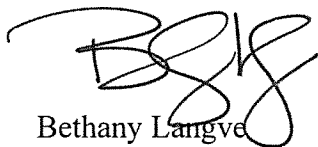
Other Items –

13. Review the Pay Period Ending 05/02/2021 Comp/Overtime Report. The Committee reviewed the comp/overtime reports and had no questions or comments.
14. Clerk/Treasurer Update – The Clerk/Treasurer stated she had no updates at this time other than she was preparing for budget time.
15. Mayor Update – The Mayor stated the newest officer was earning his keep. The Mayor stated on the 30th of April the Safety Officer and the Fire Marshall attempted to have a fire drill at City Hall. When they did it was discovered, there was no fire alarm. It was also discovered there are no smoke or carbon monoxide detectors in City Hall. Not only are there none in City Hall but there are none at the FAP, WWTP, WTP and the Library. The Mayor stated he is going to have to work with City Staff to remedy this.

Announcements –

16. The next Budget and Finance Committee meeting will be held on May 25, 2021 at 5:30pm.
17. Scot Stokes 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.