

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 24, 2022**

Members Present: **Richard Klose – Chair** **Emelie Eaton**
 Heidi Sparks **Michelle Mize**

Others Present: **Kelly Strecker, Amber Hatton, Brittney Moorman-left at 5:45, Nathan Herman-left at 5:50, Michele Braukman (from 6:05-6:15)**

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

Public Input: There was no public in attendance

General Items –

1. Review and approved May 10, 2022, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of the May 10, 2022, Budget and Finance Committee meeting. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions – The Committee was presented with 4 purchase requisitions.
 - a. Nathan Herman explained to the Committee the purchase requisition for Industrial Systems and the need to replace the Regal Smartvalve set up flow portion control at the water plant. Michelle Mize made a motion to approve the purchase requisition Industrial Systems. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
 - b. Nathan Herman explained to the Committee the purchase requisition for Star Services and the need to replace the piping to the lift well at the water plant. Emelie Eaton made a motion to approve the purchase requisition for Star Services. Heidi Sparks seconded the motion, all in favor, motion passes 4-0.
 - c. Nathan Herman explained to the Committee the purchase requisition for Lockwood Precast and the need for a retaining wall at the water treatment plant. Emelie Eaton made a motion to approve the purchase requisition for Lockwood Precast. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
 - d. Brittney Moorman explained to the Committee the need to replace the tablets with new laptops for the 8 council members. The old tablets are no longer working properly, and they are not meeting the needs of the council members. The Committee asked that the old tablets be donated to the library. Richard Klose made a motion to approve the purchase requisition for the new laps for the council members. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
3. Review and recommend approval to Council; claims entered through May 20, 2022. Michelle Mize had previously reviewed the claims and check register. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending May 15, 2022, totaling \$205,036.16. This total was incorrect, the correct total is \$193,410.11. Michelle Mize motioned to approve the payroll register for the pay period ending May 15, 2022 totaling \$193,410.11. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business – None

Unfinished Business – None

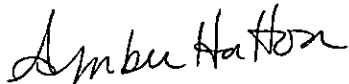
Other Items –

5. Review Comp/OT reports for the pay period ending May 15, 2022.
6. Mayor Update – Closed executive legal matter addressed.
7. Clerk/Treasurer Financial Update. Clerk/Treasurer provided the committee with an update on financial activities.

Announcements –

8. The next Budget and Finance Committee meeting will be held on June 14, 2022.
9. Heidi Sparks will be reviewing claims for the next meeting held on June 14, 2022.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amber Hatton". The signature is fluid and cursive, with the first name "Amber" and last name "Hatton" clearly distinguishable.

Amber Hatton
Accounts Payable

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