

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, June 25, 2024**

Members Present: Michelle Mize, Richard Klose, Heidi Sparks, Casey Wheeler

Others Present: Kelly Strecker

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

Public Input: There was no public comment.

General Items –

1. Review and approve June 11, 2024, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of June 11, 2024. Michelle Mize seconded the motion. With no objection, the minutes of June 11, 2024, were approved.
2. Review and approve purchase requisitions. Matt Wheeler, the Public Works director, had Kelly present a purchase requisition for fifty residential garbage containers. This is a yearly reoccurring purchase. Matt budgets every year for replacement cans. The purchase price for the fifty cans is \$5250.00. With no objection, the purchase requisition for the new cans was approved. There was no public comment or Committee discussion.
3. Review and recommend approval to Council; claims entered through June 21, 2024. Michelle Mize moved to approve the claims and check the register for claims entered through June 21, 2024. Heidi Sparks seconded the motion. With no objection, the claims and check register of June 21, 2024, were approved. There was no public comment or Committee discussion.
4. Review and approve Payroll Register for the pay period ending June 9, 2024, totaling \$250,145.31. Heidi Sparks motioned to approve the payroll register for the pay period ending June 9, 2024 totaling \$250,145.31. Casey Wheeler seconded the motion. With no objection, the payroll register ending June 9, 2024, was approved. There was no public comment or Committee discussion.

New Business –There were four invoices brought to the committee for approval, as the mayor was not comfortable signing. MES which was 5 gallons of soap for bunker gear in the amount of \$1,177.71. MT Ironworks for installation of the reader board on the support truck in the amount of \$2,018.25. Ace Hardware for chainsaws and batteries in the amount of \$1365.00 and another invoice to MES in the amount of \$4870.70 for wildland shirts. The committee agreed that these invoices were completed in violation of the Purchasing Policy. The Budget Finance Committee recommended that these invoices go before the council, for discussion.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending June 9, 2024.
2. Mayor Update – The mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that she is continuing to work on the budget.
4. Review the claim review schedule for the upcoming months. The committee asked to have this item moved to the next meeting.

Announcements –

5. The next Budget and Finance Committee meeting will be held on July 9, 2024, at 5:30 pm.
6. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:28 p.m.

Respectfully submitted,



Kelly Strecker
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.