

**MINUTES
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, DECEMBER 18, 2018**

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.*

General Items

1. Review and approve the minutes of the December 04, 2018 meeting - Bruce McGee made a motion to approve the minutes of the December 04, 2018 meeting, Scot Stokes seconded the motion, all in favor, motion passes.
2. Review and approve November 2018 journal vouchers – The Committee reviewed the journal vouchers. Bruce McGee made a motion to approve the November 2018 journal vouchers, Scot Stokes seconded the motion, all in favor, motion passes.
3. Review and approve the November 2018 financial statements – Bethany gave a brief overview of the November 2018 financial statements. Bruce McGee made a motion to approve the November 2018 financial statements, Scot Stokes seconded the motion, all in favor, motion passes.
4. Review and approve the November 2018 utility billing adjustments – The Committee reviewed the November 2018 utility billing adjustments. Scot Stokes made a motion to approve the November 2018 utility billing adjustments, Richard Klose seconded the motion, all in favor, motion passes.
5. Review and recommend Council approve claims entered through 12/14/2018 – The Committee reviewed the claims detail report to the check register for accuracy. There were no questions regarding the claims. Bruce McGee made a motion to recommend approval of the claims to council, Scot Stokes seconded the motion, all in favor, motion passes.
6. Review Comp/Overtime hours from PPE 12/02/2018 – The Committee reviewed the Comp/Overtime hours and had no questions or comments.
7. Review and approve the payroll register for PPE 12/02/2018 totaling \$192,358.68 – The Committee reviewed and signed the payroll register for PPE 12/02/2018. Scot Stokes made a motion to approve the payroll register for PPE 12/02/2018 totaling \$192,358.68, Richard Klose seconded the motion, all in favor, motion passes.

New Business

Old Business

8. Update by the CAO on the City Court accounts receivables – The CAO was not in attendance, so the Mayor gave a brief update. The Mayor stated that the CAO will attend the 01/02/2019 Budget and Finance Committee meeting to provide an update on this topic. The Committee commented that this update has been outstanding for a long time now.

Other Items

The Mayor stated that once the Union 303 contract has been ratified the City will move a part-time dispatcher to a full-time position. He also stated that the City is going to have to be ready to become a class two city. Once the 2020 census comes out Laurel may be forced to become a class two city and hire a full time Fire Chief and Assistant Chief. The Mayor is working to prepare for this as it will cost the City money. The Committee questioned the \$6,500 emergency expenditure for one of the treatment plants computers. The Mayor explained that one of the computers that run the plant

went down and the City only has one back up, that is located at the Sewer Plant. As this computer part is vital to the operation of the plant the Mayor approved of the expenditure. The Mayor let the Committee know that Fish Wildlife and Parks would be in Laurel on the 2nd of January to meet with City Staff to discuss the 2003 intake. The Mayor stated that there would not be a City Council Workshop on the 26th of December. He stated that all business will be conducted at the January 2, 2019 City Council Meeting.

Announcements

9. The next scheduled meeting will be held January 02, 2019.
Happy New Year!!