

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, September 24, 2024**

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

Others Present: Kelly Strecker, Mayor Dave Waggoner, JW Hopper, Chief Langve (6:00 p.m.)

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 September 10, 2024, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of September 10, 2024. Heidi Sparks seconded the motion. With no objection, the minutes of July 09, 2024, were approved.
2. Review and approve purchase requisitions. Chief Hopper presented a purchase requisition for 10 sets of bunker gear for the fire department. Chief Hopper stated that each fireman will have 2 sets, and this requisition should almost complete that, other than the new fireman that have been with the department less than one year. The cost of the new gear is \$42,200.00 with each set being approximately \$4,200.00. There was Committee discussion. With no objection, the purchase requisition for the new bunker gear was approved. Chief Langve presented a purchase requisition for cell phones for the police officers. Chief stated that each officer should have a work phone and not be being using their personal phones for business. He also stated that they should not be sharing phones especially for evidence purposes. The cost of the new phones with cell phone plans will not exceed \$11,000.00. Chief stated that moving forward the cell phone plans will be budgeted. There was Committee discussion. With no objection, the purchase requisition for new cells phones for the officers was approved.
3. Review and recommend approval to Council; claims entered through September 20, 2024. Heidi Sparks moved to approve the claims and check the register for claims entered through September 20, 2024. Michelle Mize seconded the motion. With no objection, the claims and check register of September 20, 2024, were approved. There was no public comment or Committee discussion.
4. Review and approve Payroll Register for the pay period ending September 15, 2024, totaling \$258,354.70. Heidi Sparks motioned to approve the payroll register for the pay period ending September 15, 2024 totaling \$258,354.70. Michelle Mize seconded the motion. With no objection, the payroll register ending September 15, 2024, was approved. There was no public comment or Committee discussion.
5. Review and approve August 2024 monthly financial statement. Heidi Sparks moved to approve the August 2024 monthly financial statement. Michelle Mize seconded the motion. With no objection, the August 2024 monthly financial statement was approved. There was no public comment or Committee discussion.

New Business –None

Old Business – Kelly stated that the claim check for the Montana League of Cities and Towns that was pulled last meeting has been signed and mailed out. The mayor has agreed to pay it for this fiscal year but would like to look into what we are getting out of our membership for the cost and have further discussions.

Other Items –

1. Review Comp/OT reports for the pay period ending September 15, 2024.
2. Mayor Update – The mayor did not have any updates this week.

3. Clerk/Treasurer Financial Update-Kelly stated that they have closed the month of August as far as financials. She stated that she is continuing to work on the HB 355 close out of 2 grants.

Announcements –

4. The next Budget and Finance Committee meeting will be held on October 8, 2024, at 5:30 pm.
5. Casey Wheeler is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:20 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.