

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, April 22, 2025**

Members' Present: Heidi Sparks, Michelle Mize, Casey Wheeler

Others Present: Mayor Dave Waggoner, Kelly Strecker, Kelly Gauslow

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 April 8, 2025, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of April 8, 2025. Casey seconded the motion. With no objection, the minutes of April 8, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Matt Wheeler submitted a purchase requisition as he could not be present at the meeting. Heidi Sparks spoke, in Matt's absence, regarding the 2 pumps needed for the Murray Park Booster Station. The motor in one of the pumps has completely failed and the other is broken. These pumps are outdated, and we can no longer get parts. The pumps will be purchased from Granite Peak Pump Service. The total for the two pumps is \$17,847.64. Heidi Sparks moved to approve the purchase requisition. Casey Wheeler seconded the motion. With no objection, the purchase requisition was approved. There was no public comment. Kelly also presented a purchase requisition for new computers. She stated that two of the computers in the finance office were 8 years old. The two computers that will be replaced in the finance office are the accounts payable and utility billing computers. The police department also has two computers and need to be replaced, and one in the building department. Kelly stated that the CAO laptop computer is on the verge on completely quitting. All these computers are over five years old. Our IT department suggests replacement every five years so these are all needed. The cost to replace all 5 computers with Dell Technologies is \$8401.85. Heidi Sparks moved to approve the purchase requisition. Casey Wheeler seconded the motion. With no objection, the purchase requisition was approved. There was no public comment.
3. Review and recommend approval to Council; claims entered through April 18, 2025. Michelle Mize moved to approve the claims and check register for claims entered through April 18, 2025. Heidi Sparks seconded the motion. With no objection, the claims and check register of April 18, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending April 13, 2025, totaling \$260,637.31. Heidi Sparks motioned to approve the payroll register for the pay period ending April 13, 2025, totaling \$260,637.31. Michelle Mize seconded the motion. With no objection, the payroll register for April 13, 2025, was approved. There was no public comment.
5. Review and approve March 2025 monthly financial statement. Heidi Sparks moved to approve the March 2025 monthly financial statement. Michelle Mize seconded the motion. With no objection, the March 2025 monthly financial statement was approved. There was no public comment.

New Business –There was a brief discussion regarding funding the new firetruck. Kelly stated that she and Kurt have been spending a lot of time on this issue. Kelly stated that there are some CIP funds that will help with the down payment along with using general fund cash reserves. Kelly said that they believe the best interest rate would come from the Montana Board of Investments. Kelly said that she and Kurt will present their idea at the next Council workshop.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending April 13, 2025.
2. Mayor Update – The mayor stated that Loves truck stop is anxious to get started. He told the committee that city Council will start seeing a lot coming their way, as the project progresses.
3. Clerk/Treasurer Financial Update-Kelly stated that budget documents and the memo from the mayor will go out this week to all department heads. Kelly explained that the final rate study documents will be coming to city Council soon, as the proposed rate study that was done in December was only for one year. The upcoming documents will be the proposed rates for the next 4 years.

Announcements –

1. The next Budget and Finance Committee meeting will be held on May 13, 2025, at 5:30 pm.
2. Richard Klose is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:28 p.m.

Respectfully submitted,



Kelly Strecker

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