

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, December 28, 2021**

**Members Present:** Richard Klose                      Bruce McGee

**Others Present:** Appointed Mayor Eaton  
Brittney Moorman, Council Secretary  
Nathan Herman, Plants Superintendent

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

**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.

There was no public in attendance

### General Items –

1. Review and approve the December 14, 2021, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the December 14, 2021, Budget and Finance Committee meeting. Bruce McGee seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisitions – The first purchase requisition was from the sewer department for the replacement of an electrical control panel for the lift well. Plants Superintendent, Nathan Herman, was present to provide information to the committee and answer any questions. Bruce McGee made a motion to approve the purchase requisition from the sewer department for the purchase of a replacement electrical control panel for the lift well. Richard Klose seconded the motion to approve the purchase requisition from the sewer plant for the purchase of a replacement electrical control panel for the lift well, all in favor, motion passed 3-0. The second purchase requisition was from City Hall for the replacement of a server. Council Secretary, Brittney Moorman, was present to present the purchase requisition and answer any questions. Richard Klose made a motion to approve the purchase requisition from City Hall for the purchase of a new server. Bruce McGee seconded the motion, all in favor, motion passed 3-0.
3. Review and recommend approval to Council; claims entered through 12/23/2021. The Committee had previously reviewed the claims and check register. Richard Klose made a motion to approve the claims entered through 12/23/2021. Bruce McGee seconded the motion, all in favor, motion passed 3-0.
4. Review and approve Payroll Register for the pay period ending 12/12/2021 totaling \$194,756.58. Richard Klose motioned to approve the payroll register for the pay period ending 12/12/2021 totaling \$194,756.58. Bruce McGee seconded the motion, all in favor, motion passed 3-0.

**New Business** – There was no new business

**Unfinished Business** – There was no unfinished business

**Other Items —**

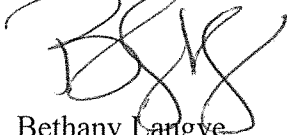
5. Review Comp/OT reports for the pay period ending 12/12/2021. The Committee reviewed the 12/12/2021 Comp/Overtime reports.
6. Clerk/Treasurer Update – The Clerk/Treasurer provided the committee with an update on finance activities.

7. Mayor Update – Mayor Eaton provided the committee with an update of City administrative activities.

**Announcements –**

8. The next Budget and Finance Committee meeting will be held on January 14, 2022, at 5:30 pm.
9. Emelie Eaton will be reviewing claims for the next meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'B. Langve', written over a horizontal line.

Bethany Langve  
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.**