

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, September 10, 2024**

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

Others Present: Kelly Strecker, Mayor David Waggoner, Matt Wheeler, Tom Canape

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 August 27, 2024, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of August 27, 2024. Heidi Sparks seconded the motion. With no objection, the minutes of August 27, 2024, were approved. There was no public comment or Committee discussion.
2. Review and approve purchase requisitions. There were 5 total purchase requisitions, the first purchase requisition was for Pro Rover. Matt stated that there are a lot of dead branches on the trees at Thompson Park and he wants to have the trees trimmed. Matt received two quotes, one from Pro Rover for \$9,350.00 and one from Melle's Tree service in the amount of \$11,400.00. Matt selected Pro Rover to do the work. The next one was for a new pickup for Matt in the Public Works department. It is for a 2025 Chevrolet 4x4 regular cab pickup. The cost of the new pick-up is \$45,550.00 and will be adding a few lights. Matt stated that Lyndy acquired his old pickup for her department as her QRU vehicle broke down and is too costly to repair. Chief Langve submitted a purchase requisition for 11 new phones for his department. The Chief could not be present at the meeting and the committee voted to have this item tabled until the next meeting for further discussion. Chief Langve also submitted a purchase requisition for 3 new PCs for the officers. These PC's will be purchased through Systems Technology Consultants and the quote is for \$6,162.00. Chief Langve submitted another purchase requisition for a new patrol car. He wanted to give a heads up to the committee that he has begun looking for a new patrol car to replace the car that was totaled on the 4th of July. He is estimating that he could probably find a new car for \$35,000.00 and would be using Federal Equitable Sharing funds to purchase the car.
3. Review and recommend approval to Council; claims entered through September 6, 2024. The claim for Montana League of Cities and Towns was removed for further discussion. Richard Klose moved to approve the claims and check the register as amended for claims entered through September 6, 2024. Michelle Mize seconded the motion. With no objection, the amended claims and check register of September 6, 2024, were approved.
4. Review and approve Payroll Register for the pay period August 28, 2024, retro pay, totaling \$4,736.47. Heidi Sparks motioned to approve the payroll register for the pay period August 28, 2024, retro pay totaling \$4,736.47. Michelle Mize seconded the motion. With no objection, the payroll register for August 28, 2024, was approved. There was no public comment or Committee discussion.
5. Review and approve Payroll Register for the pay period ending September 1, 2024, totaling \$264,937.52. Heidi Sparks motioned to approve the payroll register for the pay period ending September 1, 2024, totaling \$264,937.52. Michelle Mize seconded the motion. With no objection, the payroll register ending September 1, 2024, was approved. There was no public comment or Committee discussion.
6. Review and approve the 2024 August Utility Billing Adjustments, Heidi Sparks moved to approve the 2024 August Utility Billing Adjustments. Michelle Mize seconded the motion. With no objection, the 2024 August Utility Billing Adjustments were approved. There was no public comment or Committee discussion.

New Business –Richard Klose said there was discussion at the Park Board meeting the other night regarding making the park budget like an enterprise fund to keep monies that come into the park separated from the general fund.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending September 1, 2024.
2. Mayor Update – The Mayor stated that he did not have any updates this week.
3. Clerk/Treasurer Financial Update-Kelly stated that she is catching up on everything that got put on the back burner while trying to finish up the budget. She is also working on the closure of two of the HB355 grants as two projects have been completed.

Announcements –

4. The next Budget and Finance Committee meeting will be held on September 24, 2024, at 5:30 pm.
5. Heidi Sparks is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:15 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.