

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, October 28, 2025**

Members' Present: Michelle Mize, Richard Klose, Heidi Sparks

Others Present: 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 October 14, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of October 14, 2025. Heidi Sparks seconded the motion. With no objection, the minutes of October 14, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Kelly Strecker presented a purchase requisition for Matt Wheeler as he could not be present at the meeting. The first requisition was to replace the actuators at the water plant. The cost to replace the actuators is \$57,568.58 and will be purchased from Northwest Pipe. Heidi Sparks moved to approve the purchase requisition for the replacement of the actuators at the water plant. Richard Klose seconded the motion. With no objection, the purchase requisition was approved. The second requisition was to rebuild the motor at the sewer plant. The cost to rebuild the motor is \$15,570.23 and the parts will be purchased from A+ Electric Motors. There was discussion regarding rebuilding the motor or replacing it with a new motor. One question was asked as to what the warranty on a rebuilt motor is, and how long will a rebuild motor last. Kelly stated that she would get with Matt and report back at the next meeting. Heidi Sparks moved to approve the purchase requisition to rebuild the motor at the sewer plant. Richard Klose seconded the motion. With no objection, the purchase requisition was approved.
3. Review and recommend approval to Council; claims entered through October 24, 2025. Michelle Mize moved to approve the claims and check register for claims entered through October 24, 2025. Heidi Sparks seconded the motion. With no objection, the claims and check register of October 24, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending October 12, 2025, totaling \$259,225.95. Michelle Mize motioned to approve the payroll register for the pay period ending October 12, 2025, totaling \$259,225.95. Heidi Sparks seconded the motion. With no objection, the payroll register for October 12, 2025, was approved. There was no public comment.

New Business – None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending October 12, 2025.
2. Mayor Update – The mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that she and Kurt are working on getting a Victim Witness Advocate hired. She stated that this is a part-time position, with no benefits and would consist of about 3-5 hours a week. This is a budgeted position, and it needs to be filled to avoid an audit finding. Kelly also stated that she is continuing to work on the Annual Financial Report, which is due December 31, 2025.

Announcements –

1. The next Budget and Finance Committee meeting will be held on Monday November 10, 2025, at 5:30 pm.
2. Richard Klose is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:10 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.