

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, January 26, 2021**

Members Present: **Emelie Eaton** **Bruce McGee**
 Richard Klose **Scot Stokes (Late)**
Others Present: **Bethany Langve**

The meeting was called to order by the Committee chair at 5:20pm.

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 input.

General Items –

1. Review and approve the January 12, 2021 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the January 12, 2021 Budget and Finance Committee meeting. Bruce McGee seconded the motion, all in favor, motion passed.
2. Review and Approve purchase requisition – There were no purchase requisitions to approve tonight.
3. Review and recommend approval to Council, Claims entered through 01/22/2021. The claims and check register had previously been reviewed by the Committee. There was a question regarding a late fee, and about reducing the Verizon Wireless invoice. There were no additional questions or comments. Scot Stokes made a motion to approve the claims entered through 01/22/2021. Bruce McGee seconded the motion, all in favor, motion passed.
4. Review and approve Payroll Register for pay period ending 01/10/2021 totaling \$201,515.07. Bruce McGee made a motion to recommend approval of the payroll register for pay period ending 01/10/2021 totaling \$201,515.07. Richard Klose seconded the motion, all in favor, motion passed.

New Business – None

Old Business –

5. The Committee asked for an update from the Mayor regarding the two draft resolutions. The Mayor was not in attendance, but he sent a message that the City Attorney was still reviewing these draft resolutions.
6. The Transit Bus Repairs update. The Clerk/Treasurer provided a quote from Jim and Tracy's, and a statement from the City Mechanic. The quote is for a new engine, not a rebuilt one. The Committee asked about the warranty that would be provided. The Clerk/Treasurer stated she would ask the City Mechanic. The Committee asked if this was the same bus that had been repaired previously. The Committee wants to see this come forward as a purchase requisition as repairing this bus and keeping it for a backup would be best. The Committee asked where the money would come from to repair this bus. The Clerk/Treasurer stated the money to repair the bus would come from the Transit Fund, not General Fund. The Committee asked when the new Transit Bus would be delivered, and the Clerk/Treasurer stated she wasn't sure but she would ask the State.
7. Cemetery Parking Lot update. The Mayor was not in attendance, but he provided a message stating the City Attorney was still reviewing this topic.

Other Items –

8. Clerk/Treasurer Update – The Clerk/Treasurer stated the last submission for the CARES funds had been submitted. The Committee asked if there were restrictions regarding spending this money. The Clerk/Treasurer stated she asked the City Auditors about this and they stated the City could send the money according to its purchasing policy. The Clerk/Treasurer stated the Mayor had a list of items he was considering using the funds for. The Committee asked if employees were back in City Hall full time. The Clerk/Treasurer stated Code Enforcement was in part time due to permits required from the wind damage. The Committee asked if there was an accounting for all the “work from home” items purchased. The Clerk/Treasurer stated there was an accounting, and once everyone returns to the office these items will be used to replace old and failing equipment.
9. Mayor Update – The Mayor was not in attendance, so no update was given.

Announcements –

10. The next Budget and Finance Committee meeting will be held on February 09, 2021. The meeting will be held at 5:15pm via ZOOM.
11. Bruce McGee will be reviewing the claims for the next meeting.

Respectfully submitted,



Bethany Langye
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.