

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, December 14, 2021**

**Members Present:**                **Richard Klose**                        **Bruce McGee**  
   **Scot Stokes**

**Others Present:**        **Appointed Mayor Eaton**  
                                 **Bethany Langve, Clerk/Treasurer (via Phone)**

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 November 23, 2021, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the November 23, 2021, Budget and Finance Committee meeting. Scot Stokes seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisitions – There were no purchase requisitions presented to the Committee.
3. Review and approve the November 2021 Utility Billing Adjustments. Richard Klose made a motion to approve the November 2021 Utility Billing Adjustments. Bruce McGee seconded the motion, all in favor, motion passed 3-0.
4. Review and recommend approval to Council; claims entered through 12/10/2021. The Committee had previously reviewed the claims and check register. Bruce McGee made a motion to approve the claims entered through 12/10/2021. Scot Stokes seconded the motion, all in favor, motion passed 3-0.
5. Review and approve Payroll Register for the pay period ending 11/28/2021 totaling \$239,209.62. Scot Stokes motioned to approve the payroll register for the pay period ending 11/28/2021 totaling \$239,209.62. Richard Klose seconded the motion, all in favor, motion passed 3-0.

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

**Unfinished Business –**

6. CD Maturity Dates – The Clerk/Treasurer provided the Committee with the maturity dates of the three City-held CDs. The Committee would like to talk about moving those three CDs to a higher paying CD at the time of maturity.

**Other Items –**

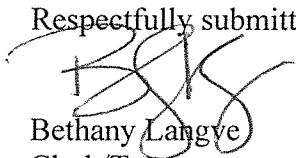
7. Review Comp/OT reports for the pay period ending 11/14/2021. The Committee reviewed the 11/14/2021 Comp/Overtime reports.
8. Review Comp/OT reports for the pay period ending 11/28/2021. The Committee reviewed the 11/28/2021 Comp/Overtime reports.
9. Clerk/Treasurer Update – The Clerk/Treasurer provided the committee with an update on finance activities.

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

**Announcements –**

11. The next Budget and Finance Committee meeting will be held on December 28, 2021, at 5:30 pm.
12. Richard Klose will be reviewing claims for the next meeting.

Respectfully submitted,



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.**