

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, February 25, 2020**

**Members Present:**    **Emelie Eaton**  
                                  **Richard Klose**

**Bruce McGee**

**Others Present:**     **Mayor Nelson**

**Bethany Langve**

The Meeting was called to order by Chair Eaton 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.*

**General Items**

- Review and approve the minutes of the February 11, 2020 meeting. Richard Klose made a motion to approve the minutes of the February 11, 2020 Budget and Finance Committee meeting. Bruce McGee seconded the motion to approve the February 11, 2020 Budget and Finance Committee meeting minutes, all in favor, motion passed.
- Review and approve the January 2020 Month End Balance Sheet. The Clerk/Treasurer stated that the January 2020 Month End Balance Sheet was not completed. She stated that she had some important meetings to schedule and attend. She will bring the January 2020 Month End Balance Sheet to the March 10<sup>th</sup> meeting. The Committee agreed that would be acceptable.
- Review and approve the January 2020 Financial Statements. The Committee reviewed the January 2020 Financial Statements and had no questions or comments. Richard Klose made a motion to approve the January 2020 Financial Statements. Emelie Eaton seconded the motion to approve the January 2020 Financial Statements, all in favor, motion passed.
- Review and recommend approval to Council Claims entered through 02/21/2020. Richard Klose reviewed the Claims Detail report and the Check Register for accuracy. There were no questions regarding the claims. Richard Klose made a motion to recommend approval to Council the claims entered through 02/21/2020, Bruce McGee seconded the motion, all in favor, motion passed.
- Review and approve Payroll Register for pay period ending 02/09/2020 totaling \$199,117.60. The two-page summary was reviewed, signed and dated. Bruce McGee made a motion to approve the payroll register for pay period ending 02/09/2020 totaling \$199,117.60. Richard Klose seconded the motion, all in favor, motion passed.

**New Business** – One member of the Committee stated that the Ambulance mill levy would be brought up at the Council Meeting and asked to be put on a workshop for a discussion. Another Committee member asked if the needs assessment had been completed, and the answer was no. The Emergency Services Chair had been provided DA Davidson as a contact. They can possibly be a company that can provide guidance throughout the process of drafting the mill levy. The Ambulance Director will need to provide the needs assessment numbers to the Emergency Services Committee, and what the department needs to run full-time. The information is needed 85 days prior to the Council saying yes. There is no time to put the mill levy on the primary ballot, and Emergency Services doesn't want this going on the November ballot. If this mill levy doesn't pass the Emergency Services Committee needs to find out

why, correct the mistakes, and go out for the mill levy again. There has been lots of talk regarding this mill being an Ambulance only mill levy versus a mill levy for all emergency services. The Emergency Services Committee feels that it needs to remain an Ambulance only mill levy. The Clerk/Treasurer stated that she would ask the auditors about restricting most of the mill levy and allowing a portion of the mill levy to be unrestricted.

**Old Business – None**

**Other Items**

- Review the Comp/Overtime Report for pay period ending 02/09/2020. The Committee reviewed the report and had no questions or comments.
- Review the January 2020 Journal Vouchers. The Committee reviewed the journal vouchers and had no questions or comments.
- The Clerk/Treasurer stated that she was going to look at the Safer Grant.
- The Mayor stated that he had nothing at this time.

**Announcements –**

- The next Budget and Finance Meeting will be held on Tuesday March 10, 2020 at 5:30pm
- Emelie Eaton 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.**