

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, November 23, 2021**

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

**Others Present:**        **Appointed Mayor Eaton**  
                                 **Stan Langve, Police Chief**  
                                 **Bethany Langve, Clerk/Treasurer**

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 09, 2021, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the November 09, 2021, Budget and Finance Committee meeting. Scot Stokes seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisition increase for the Fire Department Command vehicle. The Clerk/Treasurer explained the initial purchase requisition approval for the Fire Department Command vehicle was done on April 27, 2021. The original approval amount was \$72,259.87; however, the final invoice was for \$79,503.87. This was an increase of \$7,244.00. The Clerk/Treasurer provided an email approval from Mayor Nelson; however, the Budget and Finance Committee needs to approve the increase. Bruce McGee motioned to approve the \$7,244.00 increase to the original purchase requisition from the Fire Department for the new Command vehicle. Scot Stokes seconded the motion, all in favor, motion passed 3-0.
3. Review and recommend approval to Council; claims entered through 11/19/2021. The Committee had previously reviewed the claims and check register. The Committee asked if where the City's credit card payments were on the register. The Clerk/Treasurer stated they were in the previous claims register. The Committee asked if there was a balance kept on the City credit cards. The Clerk/Treasurer stated there was no balance kept on the City credit cards as they were paid in full each month. There were no further questions or comments regarding the claims. Scot Stokes made a motion to approve the claims entered through 11/19/2021. Richard Klose seconded the motion, all in favor, motion passed 3-0.
4. Review and approve Payroll Register for the pay period ending 11/14/2021 totaling \$202,062.33. Bruce McGee motioned to approve the payroll register for the pay period ending 11/14/2021 totaling \$202,062.33. Richard Klose seconded the motion, all in favor, motion passed 3-0.

**New Business –**

5. CARES Funds Update – The Clerk/Treasurer went over the figures she provided for the CARES funding. She stated reports are due to the US Treasury by April 30, 2022. The Committee asked if the City's reports would be ready. The Clerk/Treasurer stated her reports are ready. However, the portal to submit the reports to the US Treasury isn't available yet. The Committee asked what the cost of the remodel to the Police Department was. Chief Langve stated it was difficult to get anyone to bid on the project. He stated one contractor wanted \$15,000 just to bid on the project.

He stated contractors don't want to come to look at the project because they are all swamped. The Committee asked if KLJ was doing the engineering of the project. The Chief stated he is using plans that are approximately 12 years old. The Committee asked if the remodel of the Police Department or the addition of the Ambulance Department sleeping quarters should go first. The Chief stated they should be done together as they are both high-priority projects. The Chief stated locker space is a big issue, and he is hoping this remodel will get his department through the next 7-10 years.

#### **Old Business –**

6. The Committee had previously requested current CD rates, and the Clerk/Treasurer provided the rates at the previous meeting. However, one Committee member was absent from that meeting, so the rates are being presented again. The Committee reviewed the rates and asked if the City had any money held at Altana. The Clerk/Treasurer stated the City had a CD at Altana. The Committee asked what the maturity date of the Altana CD was. The Clerk/Treasurer stated she would need to find out and bring that information to the next meeting. The Committee asked if the City had any money held at Western Security Bank. The Clerk/Treasurer stated the City had a CD at Western Security Bank. The Committee asked what the maturity date of the Western Security Bank CD was. The Clerk/Treasurer stated she would need to find out and bring that information to the next meeting.
7. Feral Cat Clinic – Chief Langve stated citizens contacted him regarding \$10,000 for a cat rescue clinic. One of his first questions is who wants the funding. The City of Laurel doesn't have a cat ordinance. However, there is a nuisance ordinance, and feral cat complaints could be investigated via the nuisance ordinance. The Chief stated the department very seldom gets complaints regarding feral cats. He stated he is also concerned about where these individuals will be trapping cats, how they will be managing the program and liability. Will the City of Laurel have any liability? Will these individuals be considered contractors, and will the City of Laurel be liable to pay them as contractors? Will they be going into the County? If any of the cats are rabid, how will that be handled under public safety? The Chief feels a better use of these individuals' time would be to put on an educational clinic for the public. The Chief stated he went through his budget with the individuals, and he stated he didn't have \$10,000 to give to them. They asked him if the Clerk/Treasurer was lying to them. He asked them if the Clerk/Treasurer referred to the Animal Control wages budgeted before the November hire date. The Chief stated his department doesn't have extra money and doesn't see spending the money on something the City of Laurel doesn't have a nexus. He feels education regarding not feeding or attracting these animals would be better. The Mayor thanked Chief Langve for coming and speaking to the Committee regarding the subject. She stated these individuals said they spoke to someone at the Police Department, and the Committee needed to hear both sides of the conversation. The Committee is concerned about them getting someone's pet and liability issues. The Budget and Finance Committee is not making a recommendation at this time.

#### **Other Items –**

8. Review Comp/OT reports for the pay period ending 10/31/2021. The Committee asked the Police Chief about the DUI Task Force. The Chief stated Yellowstone County allots a certain amount of money to overtime DUI shifts. The Committee asked the Chief if the department does roadblocks for DUI's. The Chief stated yes, but that tactic has gone out of favor here in Montana. The Committee had no additional comments or questions.
9. Clerk/Treasurer Update – The Clerk/Treasurer stated she would have the Police Chief speak to the feral cat clinic before providing her update. The Clerk/Treasurer stated the letter to MDT regarding funding for West Railroad went out in the mail today. She also stated the CARES Funds reports to the US Treasury are due April 30, 2022.

10. Mayor Update – Mayor Eaton stated she was thankful the letter for West Railroad went out in the mail. She said it got bogged down in emails. She stated it was drafted, reviewed by the City Attorney, and then sent to the State.

**Announcements –**

11. The next Budget and Finance Committee meeting will be held on December 14, 2021, at 5:30 pm.
12. Bruce McGee 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.**