

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, September 28, 2021**

Members Present: Richard Klose Scot Stokes
Others Present: Thomas C. Nelson, Mayor

The meeting was called to order by the Council Member Scot Stokes at 5:30pm.

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 September 14, 2021 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the September 14, 2021 Budget and Finance Committee meeting. Scot Stokes seconded the motion, all in favor, motion passed 3-0.
2. Review and Approve purchase requisition – Nathan Herman presented a purchase requisition for a new compact loader for the sewer department. This compact loader will be replacing a 1980's piece of equipment. The compact loader is half the size of a regular loader. Nathan did get three quotes, and all three are attached to the request. Scot Stokes moved to approve the purchase requisition for the compact loader for the sewer plant. Richard Klose seconded the motion, all in favor, motion passed 3-0.
3. Review and Approve purchase requisition – Nathan Herman presented a purchase requisition for a replacement actuators for the water department. These actuators are replacing 1980's equipment as well. Scot Stokes moved to approve the purchase requisition for the replacement actuators for the water plant. Richard Klose seconded the motion, all in favor, motion passed 3-0.
4. Review and approve the January 2021 month end report. The Committee review the January 2021 month end report and had no questions or comments. Scot Stokes made a motion to approve the January 2021 month end report. Richard Klose seconded the motion, all in favor, motion passed 3-0.
5. Review and approve the February 2021 month end report. The Committee review the February 2021 month end report and had no questions or comments. Scot Stokes made a motion to approve the February 2021 month end report. Richard Klose seconded the motion, all in favor, motion passed 3-0.
6. Review and approve the January 2021 Financial report. The Committee review the January 2021 Financial report and had no questions or comments. Scot Stokes made a motion to approve the January 2021 Financial report. Richard Klose seconded the motion, all in favor, motion passed 3-0.
7. Review and approve the February 2021 Financial report. The Committee review the February 2021 Financial report and had no questions or comments. Scot Stokes made a motion to approve the February 2021 Financial report. Richard Klose seconded the motion, all in favor, motion passed 3-0.
8. Review and approve the August 2021 Utility Billing Adjustments. The Committee reviewed the August 2021 Utility Billing Adjustments and had no questions or comments. Scot Stokes made a

motion to approve the August 2021 Utility Billing Adjustments. Richard Klose seconded the motion, all in favor, motion passed 3-0.

9. Review and recommend approval to Council, Claims entered through 09/24/2021. The claims and check register had previously been reviewed by the Committee. Scot Stokes made a motion to approve the claims entered through 09/24/2021. Richard Klose seconded the motion, all in favor, motion passed.
10. Review and approve Payroll Register for pay period ending 09/19/2021 totaling \$204,606.49. Scot Stokes made a motion to recommend approval of the payroll register for pay period ending 09/19/2021 totaling \$204,606.49. Richard Klose seconded the motion, all in favor, motion passed.

New Business – None

Old Business – None

Other Items –

11. Review the Pay Period Ending 09/19/2021. There were no comments or questions regarding the reports.
12. Clerk/Treasurer Update – The Clerk/Treasurer was not in attendance, and there was no update provided.
13. Mayor Update – The Mayor did not provide an update.

Announcements –

14. The next Budget and Finance Committee meeting will be held on October 12, 2021 at 5:30pm.
15. 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.