

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, November 10, 2025**

Members' Present: Michelle Mize, Heidi Sparks, Richard Klose

Others Present: Kelly Strecker, Kelly Gauslow, JW Hopper

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve October 28, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of October 28, 2025. Heidi Sparks seconded the motion. With no objection, the minutes of October 28, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. JW Hopper presented a purchase requisition for 20 Wildland Packs and 10 Fire Shelters. The new Wildland Packs will be given to the volunteers that have been with the department for a long time and the used Wildland Packs will be given to the new volunteers in the department. The 10 new Fire Shelters are to replace the old Fire Shelters that the department has had for over 20 years. JW explained that he received a grant from the DNRC for \$13,500 and it is a reimbursable grant. These items will be purchased from MES and the total amount is \$10,979.00. JW also indicated that they will be purchasing headsets for the dispatch with some of the grant money. Michelle Mize moved to approve the purchase requisition for the Wildland Packs and the Fire Shelters. Heidi Sparks seconded the motion. With no objection, the purchase requisition was approved.
3. Review and recommend approval to Council; claims entered through November 7, 2025. Richard Klose moved to approve the claims and check register for claims entered through November 7, 2025. Michelle Mize seconded the motion. With no objection, the claims and check register of November 7, 2025, was approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending October 26, 2025, totaling \$228,891.48. Heidi Sparks motioned to approve the payroll register for the pay period ending October 26, 2025, totaling \$228,891.48. Michelle Mize seconded the motion. With no objection, the payroll register for October 26, 2025, was approved. There was no public comment.
5. Review and approve the October 2025 Utility Billing Adjustments. Heidi Sparks moved to approve October 2025 Utility Billing Adjustments. Michelle Mize seconded the motion. With no objection, the October 2025 Utility Billing Adjustments were approved. There was no public comment or Committee discussion.
6. Review and approve October 2025 monthly financial statement. Heidi Sparks motioned to approve the October 2025 monthly financial statement. Michelle Mize seconded the motion. With no objection, the October 2025 monthly financial statement was approved. There was no public comment.

New Business – None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending October 26, 2025.
2. Mayor Update – The mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that the 1st quarter Transit reports were submitted and should be receiving the reimbursement monies from the grant shortly. Kelly said she continues to work on the Annual Financial Report that is due on December 31, 2025. Kelly stated that all financials are up to date and balanced.

Announcements –

1. The next Budget and Finance Committee meeting will be held on November 25, 2025, at 5:30 pm.
2. Heidi Sparks is scheduled to review the claims for the next meeting.

Meeting Adjourned at 5:55 p.m.

Respectfully submitted,



Kelly Strecker

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.