

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 13, 2021**

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

Others Present: **Bethany Langve, Clerk/Treasurer**

The meeting was called to order by the Committee Chair at 5:00pm.

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 June 22, 2021 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the June 22, 2021 Budget and Finance Committee meeting. Scot Stokes seconded the motion, all in favor, motion passed.
2. Review and Approve purchase requisition increase for the replacement of the transit bus engine. The original purchase requisition needed to be increased by \$641.73. Richard Klose made a motion to approve the increase to the original purchase requisition replacing the transit bus engine. Scot Stokes seconded the motion, all in favor, motion passed.
3. Review and recommend approval to Council, Claims entered through 07/09/2021. The claims and check register had previously been reviewed by the Committee. There was a question regarding a one-thousand-dollar payment to Laurel Ford. The Clerk/Treasurer explained it was the down payment for the Ford Escape. Richard Klose made a motion to approve the claims entered through 07/09/2021. Scot Stokes seconded the motion, all in favor, motion passed.
4. Review and approve Payroll Register for pay period ending 06/27/2021 totaling \$230,129.97. The Committee asked why this payroll was greater than previous payrolls. The Clerk/Treasurer explained this payroll included Union 303 saved holiday payouts, comp time payouts, and uniform allowance pay. Bruce McGee made a motion to recommend approval of the payroll register for pay period ending 06/27/2021 totaling \$230,129.97. Emelie Eaton seconded the motion, all in favor, motion passed.
5. Review and approve the June 2021 Utility Billing Adjustments. The Committee reviewed the June 2021 Utility Billing Adjustments and had no comments or questions. Emelie Eaton made a motion to approve the June 2021 Utility Billing Adjustments. Bruce McGee seconded the motion, all in favor, motion passed.

New Business –

6. Discussion regarding having Budget and Finance Meetings every Tuesday. The Committee asked if we always must meet four extra hours a month? The Committee discussed extending meetings when needed but they would need to be published. Workshops would provide the Committee with more topics to discuss during the extra meetings. The Committee would like to be able to fully explain and understand the budget and all finance topics. The Committee asked if the 5th Tuesdays would still be off, and the answer is yes. The Committee decided to continue

to meet every second and fourth Tuesday at 5:00pm and see how that goes. If there is a need to increase the meetings, the Committee will discuss it again at that time.

7. The Committee and the Clerk/Treasurer had a discussion regarding the Tax Increment Finance (TIF) District funds. The Committee wanted to know if the TIF District could help provide funding for the rebuilding of West Railroad. The Clerk/Treasurer stated the TIF District could help provide funding for West Railroad through the taxes received by the district annually, or the TIF District could take out another bond. The bond would need to be paid off at the same time as the current TIF District bond payoff date.
8. The Committee discussed the funding options for West Railroad. The Clerk/Treasurer stated the potential funding options are Street Maintenance assessments, Street Maintenance bonding, TIF District assessments, TIF District bonding, ARPA direct allocation funds, ARPA minimum allocation funds, water funds, and sewer funds. The Committee asked if the company who bought Schessler is staying there, and the answer is no.

Old Business –

9. Discussion regarding meal pay and drill pay resolutions. The Clerk/Treasurer stated the meal pay would now be under the line item in the Fire Department budget, and this was discussed with the Fire Chief during budget talks. There was no update on the drill pay resolution since the Mayor was not in attendance.
10. Discussion regarding the Cemetery parking lot. The Committee stated this process was waiting on the City Attorney.

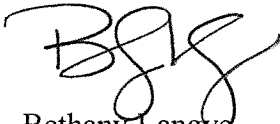
Other Items –

11. Review the Pay Period Ending 06/27/2021 Comp/Overtime Report. There were no comments or questions regarding the report.
12. Clerk/Treasurer Update – The Clerk/Treasurer stated the City staff were working on putting in four competitive ARPA grants. She also stated the auditors would be arriving in February to do the annual audit. The Committee asked if it was time to get a new auditor. The Clerk/Treasurer states once this contract was up, the City could certainly advertise for a new auditing contract if that was what desired. The Committee stated there were pros and cons to a new auditing team and the Clerk/Treasurer agreed with that. She stated the current auditors were amazing and incredibly helpful and knowledgeable.
13. Mayor Update – The Mayor was not in attendance.

Announcements –

14. The next Budget and Finance Committee meeting will be held on July 27, 2021 at 5:00pm.
15. Scot Stokes will be reviewing the 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.