

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, October 13, 2020**

Members Present: **Emelie Eaton**
 Bruce McGee
 Richard Klose
 Mayor T. Nelson

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

1. Review and approve the September 22, 2020 Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes as presented. Emelie Eaton seconded the motion, all in favor, motion passed.
2. Review and recommend approval to Council, Claims entered through 10/09/2020. Emelie Eaton reviewed the Claims Detail report and the check register for accuracy. Emelie Eaton made a motion to recommend approval of the claims entered through 10/09/2020. Richard Klose seconded the motion, all in favor, motion passed.
3. Review and approve Payroll Register for pay period ending 9/13/2020 totaling \$913.64
4. and Pay Period ending 9/13/2020 totaling \$184,819.75. The committee questioned why there were again, two Payroll Registers for the same date. It was suggested that perhaps someone had retired and there were funds to be paid out. Since there were no summaries to be signed for 9/13/2020 the Mayor recommended approval of this matter be held off until the committee meets next. Additionally, these two items would be removed from the evening's Consent Agenda.

New Business – none

Old Business –

5. Conflict of Interest Discussion.

Chair Eaton wanted to clarify that this matter may not be as restrictive as some committee members may be thinking. She reiterated that it was in matters pertaining to City business, not person-to-person matters that may coincide with something that is discussed in a committee or at a Council workshop. She further stated that there “is no shame” in having a conflict of interest and that the process for stating was as simple as raising your hand, stating you have a conflict of interest and not entering into discussion or voting on the matter. If it is necessary to leave the room during discussion, then that action would be understood. She praised Committee member Richard Klose for his correct actions when he introduced the issue of the American Legion parking lot by the cemetery. He clearly announced that he had been working on the issue and is a member of the American Legion and wanted the Council to be aware he was working both with the City and American Legion to get a parking lot by the cemetery.

Other Items –

6. Chair Eaton requested that the October 27, 2020 agenda include a discussion of the 4000-Capital Projects-Summary Schedule, as it looked as if there were items not discussed when the budget was reviewed. She wanted clarification on what was moving forward.

Mayor Update. The Mayor stated that he was emailing Fire Chief Peters clarifying that the committee had requested 2 Quotes on the Command Vehicle and 2 quotes on the Brush Truck for which a Purchase Requisition had recently submitted. The committee reminded the Mayor that the Purchasing policy states three (3) bids are requested. The Mayor stated he doubted that could be achieved locally. The committee stated the Fire Chief had to include the fact that he had tried at three locations to get a bid. Discussion ensued regarding the bid that had been submitted which stated the Fire Department would put on all the "extras" and that the committee wanted bids for a **completed** Command Vehicle and Brush Truck so this information could be used while searching for grant money.

The Mayor wanted everyone to know that Tim Reider had retired and Nathan was taking over his duties and doing a great job.

The Mayor said he had been looking at the costs associated with solid waste and found Solid Waste was not funding itself. Something will have to be done with that Enterprise Fund. He stated there was no need at this time to raise rates for the Water Treatment Plant or Wastewater Treatment Plant. The committee unanimously stated that was good news. The Mayor stated that the Water Storage Facility was his biggest concern at present. The Mayor stated he had been in discussions with Ms. Lehman and the Chamber of Commerce and was actively trying to recruit businesses to the west interchange. He felt a business catering to RV's would be good in that location or a UPS outlet or an Amazon Fulfillment Center. He said he was looking far and wide. The committee asked if there was land for sale by the interchange and the Mayor stated there is. The committee inquired about rumors of a truck stop going in at that location. The Mayor stated there were not plans at this time for a truck stop but ideas had been floated to attract motels etc. The Mayor said that once the Clerk Treasurer returned from vacation, they would look at making the last payments on the East End street project. TIFD funds set aside for the project had not been used and he hoped the TIFD funds could be applied to studying the storm water aspect of the West Railroad project. The City needed to determine where storm water would be directed and how it could be taken care of. In light of the last two updates the committee asked whether the availability of TIFD funds was an attractor for businesses or if businesses worried more about whether their business would be profitable in a particular location and then sought TIFD funds. The Mayor stated it was the latter.

There was a general discussion regarding previous development "practices", particularly on the east end of town. It was stated that the City had suffered financially from these "practices" and that this Mayor wanted to make sure all proper procedures and agreements were dealt with publicly and above the table. The committee asked whether the Council could put a moratorium on mobile home park development in Laurel. It was stated that all mobile home parks are now approved or not through review of a request for a variance. The Mayor stated he would inquire with legal council whether a moratorium was needed. There was continuing discussion on mobile homes and how they typically are transferred from one entity to another.

The committee inquired regarding certain fire hydrants in town that are "bagged" and have been out of services for months. The Mayor stated that after the power was lost at the water plant, which caused a City-wide water hammer problem, eight fire hydrants had been taken out of service. He stated that KLJ had been working with the Public Works Department to encourage them to "stock up" on hydrants and extensions as not all hydrants sit at the same height. He further stated that KLJ was looking into having an intern inspect the fire hydrants next summer. It was explained that this is a very time

consuming project and neither the Fire Department nor the Public Works Department has the resources to review all hydrants.

Lastly, with the rise in COVID-19 cases the Mayor hoped we would all be diligent in wearing masks, social distancing and hand washing. He stated he would prefer not to go back to ZOOM meetings but understood the need to keep everyone healthy and safe.

Announcements –

7. The next Budget and Finance meeting will be held on October 27, 2020 at 5:30 p.m. in the Council conference room.
8. Emelie Eaton will be reviewing the claims for the next Budget & Finance meeting.

The meeting was adjourned at 6:17 p.m..

Respectfully submitted,



Emelie Eaton
Budget and Finance Chair

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