

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, August 25, 2020**

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

Others Present: **Mayor Nelson** **Bethany Langve**
 Monica Salo **Judge Jean Kerr**
 Fran Schweigert

The Meeting was called to order by Councilmember 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.*

General Items

- Review and approve increase to original purchase requisition from the Transit Department – The Clerk/Treasurer presented a purchase requisition request from the Transit Department to purchase a transmission for the transit bus. The Committee asked if this was for a new transmission or a rebuilt transmission. The Clerk/Treasurer stated she did not know but would find out. The Committee stated they would not approve the request until they had an answer to that question. The Committee asked when the City would be receiving the new transit bus. The Clerk/Treasurer stated the new transit bus would be ready in approximately ten months. The Clerk/Treasurer stated she would bring this purchase requisition to the next meeting along with an answer to the new or rebuilt question.
- Review and recommend approval to Council Claims entered through 08/21/2020. The Claims Detail reports and the Check Registers were reviewed for accuracy prior to the meeting, by the Committee. There were no questions or comments regarding the claims. Richard Klose made a motion to recommend approval to Council the claims entered through 08/21/2020. Bruce McGee seconded the motion to recommend approval to Council the claims entered through 08/21/2020, all in favor, motion passed.
- Review and approve Payroll Register for pay period ending 08/09/2020 totaling \$199,604.97. Bruce McGee made a motion to approve the payroll register for pay period ending 08/09/2020 totaling \$199,604.97. Richard Klose seconded the motion, all in favor, motion passed.

New Business - None

Old Business - None

Other Items

- Review the Comp/OT report for pay period ending 08/09/2020. The Committee reviewed the reports and had no questions or comments.
- The Clerk/Treasurer stated she had a draft General Fund budget document ready to be reviewed by the Council. She stated she had reduced the budget by most of the amount necessary to balance the budget.

- The Mayor stated this was a tough budget session. He stated he had been attending meetings with the Clerk/Treasurer to find ways to reduce the General Fund expenditures.

Announcements –

- The next Budget and Finance Meeting will be held on Tuesday September 08, 2020 at 5:30pm
- Bruce McGee will be reviewing claims for the next meeting
- The meeting was adjourned at 6:13pm

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.