

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, October 8, 2024**

Members Present: Richard Klose, Heidi Sparks, Casey Wheeler, Michelle Mize

Others Present: Kelly Strecker, 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 September 24, 2024, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of September 24, 2024. Michelle Mize seconded the motion. With no objection, the minutes of September 24, 2024, were approved. There was no public comment or Committee discussion.
2. Review and approve purchase requisitions. JW presented a purchase requisition, with two purchase orders attached for repairs to a couple of the Fire Engines. He stated that there were a couple of issues with the valves on Engine #1 and Engine #2 that needed to be fixed. Montana Truck Works will be doing the repairs. Engine #1 repairs will cost \$5,426.01 and Engine #2 repairs will cost \$5,220.24. Michelle Mize moved to approve the purchase requisition for the valve repairs. Heidi Sparks seconded the motion. With no objection, the purchase requisition was approved. There was no public comment.
3. Review and recommend approval to Council; claims entered through October 4, 2024. Casey Wheeler moved to approve the claims and check the register for claims entered through October 4, 2024. Michelle Mize seconded the motion. With no objection, the claims and check register of October 4, 2024, were approved. There was no public comment or Committee discussion.
4. Review and approve Payroll Register for the pay period ending September 29, 2024, totaling \$267,141.33. Heidi Sparks motioned to approve the payroll register for the pay period ending September 29, 2024, totaling \$267,141.33. Michelle Mize seconded the motion. With no objection, the payroll register for September 29, 2024, was approved. There was no public comment or Committee discussion.
5. Review and approve the 2024 September Utility Billing Adjustments, Heidi Sparks moved to approve the 2024 September Utility Billing Adjustments. Michelle Mize seconded the motion. With no objection, the 2024 September Utility Billing Adjustments were approved. There was no public comment or Committee discussion.

New Business –None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending September 29, 2024.
2. Mayor Update – The mayor was unable to be present at this meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that she completed the quarterly reports and began working on the September balancing. Kelly shared that the new 9 passenger van would be arriving to MDT and would soon be delivered to the City of Laurel.

Announcements –

1. The next Budget and Finance Committee meeting will be held on October 22, 2024, at 5:30 pm.
2. Michelle Mize is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:05 p.m.

Respectfully submitted,



Kelly Strecker
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.