



**AGENDA  
CITY OF LAUREL  
BUDGET/FINANCE COMMITTEE  
TUESDAY, SEPTEMBER 26, 2023  
5:30 PM  
COUNCIL COUNCIL ROOM**

**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 12, 2023 Budget Finance Committee minutes.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through September 22, 2023.
4. Review and approve Utility Billing Adjustments for August 2023.
5. Review and approve payroll register for pay period ending September 20, 2023 totaling \$20,914.69.
6. Review and approve payroll register for pay period ending September 17, 2023 totaling \$228,945.03.

**New Business**

**Old Business**

**Other Items**

7. Review the Comp/OT report for pay period ending September 17, 2023.
8. Mayor's Executive Updates.
9. Clerk Treasurer's Financial Update.

**Announcements**

10. The next Budget Finance Meeting will be held on October 10, 2023 at 5:30 p.m.
11. Richard Klose is scheduled to review claims for the meeting.

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

**DATES TO REMEMBER**

**File Attachments for Item:**

1. Review and approve the September 12, 2023 Budget Finance Committee minutes.

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, September 12, 2023**

**Members Present:** Emelie Eaton, Heidi Sparks, Michelle Mize, Richard Klose

**Others Present:** Kelly Strecker, Mayor David Waggoner

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 approved August 22, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of August 22, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through September 8, 2023. Heidi Sparks moved to approve the claims and check register for claims entered through September 8, 2023. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending August 20, 2023, totaling \$223,989.04. Heidi Sparks motioned to approve the payroll register for the pay period ending August 20, 2023, totaling \$223,989.04. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending September 03, 2023, totaling \$241,288.61. Heidi Sparks motioned to approve the payroll register for the pay period ending September 03, 2023, totaling \$241,288.61. Michelle Mize seconded the motion, all in favor, motion passed 4-0.

**New Business** –Michelle Mize mentioned that she had been reading over old newspapers dated back to 2004 and stated that she had read that the city used to do a midyear budget. She asked if we still do this. Kelly stated that as long as she has been here, a midyear budget has never been done and she started in 2005.

**Old Business –**

**Other Items –**

1. Review Comp/OT reports for the pay period ending August 20, 2023.
2. Review Comp/OT reports for the pay period ending September 03, 2023.
3. Mayor Update – The Mayor invited the committee to the Thursday September Project Review for the Splash Park. He stated that the meeting is set for 1p.m at Thompson Park. He stated that Jares Fence Company has donated their time and that they would be cutting the old fence down to four feet and were going to put a metal weave material in the chain link. The mayor mentioned that Chief Langve told him that two arrests have been made for vandalism regarding the park restrooms, and it is his understanding that they are juveniles. During the mayor's discussion Emelie Eaton mentioned that having a bike park, skate park and splash park all in one location would give kids of all ages something to do.
4. Clerk/Treasurer Financial Update-Kelly stated that since the budget has been approved, she is playing catch up, with everything that got put on the back burner until the budget was complete.

**Announcements –**

5. The next Budget and Finance Committee meeting will be held on September 26, 2023, at 5:30 pm. Emelie Eaton will be absent from the meeting.

6. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:07 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.**

**File Attachments for Item:**

7. Review the Comp/OT report for pay period ending September 17, 2023.

## Comp and Overtime Report

PPE: 9-17-23

Division: Police

Submitted by : Langve

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
9-17		4	Baumgartner	Scheduled OT	26.97
9-4		12	Booth	Holiday worked – Labor Day	26.97
9-12		3	Booth	City Court	26.97
9-13		2.5	Booth	K-9 Call Out – CFS2023-07436-missing child	26.97
9-14		4	Booth	Scheduled OT	26.97
9-16		8	Booth	OT Shift to Cover Patrol Shortage	26.97
9-17		2.5	Booth	CFS2023-07520 Asst. County, Suicidal Juvenile	26.97
9-15		2.5	Booth	K-9 Call Out P2023-0964- Drugs	26.97
9-10		6	Brew	** DEA OT**	29.69
9-4		10	Bryant	Holiday Worked- Labor Day	29.69
9-13	5		Canape	NIBRS Training	26.90
9-14	5		Canape	NIBRS Training	26.90
9-7	1		Featherly	P2023-0936 Hit & Run	28.69
9-17		4	Featherly	Scheduled OT	28.69
9-4		12	Johnson	Holiday worked- Labor Day	26.97
9-14	4		Johnson	Scheduled OT	26.97
9-4		12	Kinn	Holiday Worked- Labor Day	24.04
9-5	10		McCartney	Police Auction	25.40
9-6	8		McCartney	Police Auction	25.40
9-8	2		McCartney	Police Auction	25.40
9-9	1		McCartney	Police Auction	25.40
9-13	3		McCartney	Police Auction	25.40
9-4		12	Pitts	Holiday Worked- Labor Day	34.89
9-17		4	Pitts	Scheduled OT	34.89
9-4		8	Sedgwick	Holiday worked- Labor Day	25.83
9-7		1	Sedgwick	P2023-0932 Trespass	25.83
9-4		12	Seibert	Holiday Worked- Labor Day	24.83
9-4		12	Sell	Holiday Worked- Labor Day	26.40
9-13	5		Sell	NIBRS Training	26.40
9-14	5		Sell	NIBRS Training	26.40
9-4		8	Swan	Holiday Worked- Labor Day	25.83

49

139.50



Submitted by: APR 20

[illegible]

TOTAL - 951.87



Submitted by: Aravind

[illegible]

TOTAL = \$ 184.99

Submitted by: X/X/X/X/X

TOTAL \$3944.58

## Comp and Overtime Report

PPE: 9-17-2023

Division: PA

Submitted by:

[illegible]

TOTAL = \$ 2173.10

PPE: 9-17-23

Division: Clerk

Submitted by:

OT TOTALS

TOTAL - 37.80