



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, MAY 26, 2026
5:30 PM
CITY HALL CONFERENCE 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 Budget Finance Committee Minutes of May 12, 2026.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through May 22, 2026.
4. Review and approve payroll register for pay period ending May 10, 2026, totaling \$262,649.42.

New Business

Old Business

Other Items

5. Review and approve Comp/OT report for pay period ending May 10, 2026.
6. Mayor's Executive Update.
7. Clerk Treasurer's Financial Update.

Announcements

8. The next Budget Finance Meeting will be held on Tuesday June 9, 2026, at 5:30 p.m.
9. Casey Wheeler is scheduled to review the claims for the next 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. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

1. Review and approve Budget Finance Committee Minutes of May 12, 2026.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 12, 2026**

Members' Present: Jessica Banks, Tom Canape, Richard Klose, Casey Wheeler

Others Present: Kelly Strecker, Kelly Gauslow, Jarred Anglin, Shawna Hopper, Jennifer Lorenz, Shelbi Gragg

The meeting was called to order by the Committee Chair at 5:35 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve April 28, 2026, Budget and Finance Committee meeting minutes. Tom Canape moved to approve the minutes of April 28, 2026. Casey Wheeler seconded the motion. With no objection, the minutes of April 28, 2026, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Police Chief Anglin presented a purchase requisition to replace the compressor and condenser fan on the HVAC system at the Laurel Safety Complex. This is for unit #2. Chief Anglin stated that the existing compressor is grounded and the condenser fan is bad. The quote that was submitted is for the compressor, condenser fan, filter, flush canister, acid scavenger and for labor. The cost of repair is \$8,643.44. Jessica Banks moved to approve the purchase requisition to replace the compressor and condenser fan on the HVAC system at the Laurel Safety Complex. Tom Canape seconded the motion. With no objection, the purchase requisition was approved.
3. Review and recommend approval to Council; claims entered through May 8, 2026. Richard Klose moved to approve the claims and check register for claims entered through May 8, 2026. Tom Canape seconded the motion. With no objection, the claims and check register of May 8, 2026, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending April 26, 2026, totaling \$265,708.17. Richard Klose motioned to approve the payroll register for the pay period ending April 26, 2026, totaling \$265,708.17. Tom Canape seconded the motion. With no objection, the payroll register was approved. There was no public comment.
5. Review and approve April 2026 Utility Billing Adjustments. Jessica Banks moved to approve April 2026 Utility Billing Adjustments. Tom Canape seconded the motion. With no objection, the April Utility Billing Adjustments were approved. There was no public comment.
6. Review and approve April 2025 Monthly Financial Statement. Jessica Banks moved to approve April 2025 Monthly Financial Statement. Tom Canape seconded the motion. With no objection, the April Monthly Financial Statement was approved. There was no public comment.

New Business -None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending April 26, 2026.
2. Mayor Update – The mayor was not present at the meeting.

3. Clerk/Treasurer Financial Update-Kelly stated budget report worksheets were given to the department heads to begin working on. They are due back to her on May 13, 2026.

Announcements --

1. The next Budget and Finance Committee meeting will be held on May 26, 2026, at 5:30 pm.
2. Tom Canape is scheduled to review the claims for the next meeting.

Meeting Adjourned at 5:53 p.m.

Respectfully submitted,



Kelly Strecker

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:

5. Review and approve Comp/OT report for pay period ending May 10, 2026.

Comp and Overtime Report

PPE: 5-10-2026

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
5-6		4	Baumgartner	MSTOA conference	30.42
5-7		8	Baumgartner	MSTOA conference	30.42
5-7		4	Booth	Scheduled OT	31.92
5-5	1		Bryant	CFS202600778 child abuse	33.17
4-30	7		Canape	CJIN audit	30.01
4-27		3	Collins	City Court Trial	29.26
5-10		12	Collins	Scheduled OT	29.26
5-8	5		Johnson	Scheduled OT	30.42
4-30	6		Kinn	CJIN audit	28.51
5-10		4	Lafrombois	Scheduled OT	29.26
5-7		4	Mayo	Scheduled OT	29.26
5-6	4		McCartney	Dispatch coverage	28.51
5-1		1	Nelson	Dispatch coverage	25.87
5-7		2.5	Ratcliff	Scheduled OT	29.26
5-5	0.5		Schaff	CFS202603235	28.26
5-10	4		Schaff	Scheduled OT	28.26
5-3	1		Seibert	P202600397/P202600398	29.26
5-7		4	Seibert	Scheduled OT	29.26
4-29	4		Sell	Dispatch Coverage	29.51
4-30	7		Sell	CJIN Audit	29.51
5-7	3		Sell	State statute updates with Central Square	29.51
	42.50			1.5 x 33.17 =	49.76
	x 1.5			10.50 x 30.01 =	315.11
	63.75	Comp Hours		7.50 x 30.42 =	228.15
				15.00 x 28.51 =	427.65
				6.75 x 28.26 =	190.76
				1.50 x 29.26 =	43.89
				21 x 29.51 =	619.71
					1875.03 <small>Comp Hours</small>
		46.50	OT Hours		
				12 x (30.42 x 1.5) =	547.56
				4 x (31.92 x 1.5) =	191.52
				29.50 x (29.26 x 1.5) =	1294.76
				1 x 25.87 x 1.5 =	38.81
					2072.65

TOTAL

$\underline{\underline{2072.65}}$ 6 Hour
 \$ 3947.68

Comp and OT Report

PPE: 5/10/2026
 Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/10/2026		2.5	J BAKER	Shut off on Elm	\$ 30.78
5/9/2026		8	J BARNHART	Cover Saturday shift	\$ 28.33
4/27/2026	0.5		K HOFFMAN	Fur Field Water break	\$ 29.12
4/27/2026	0.5		N LEICHNER	Fur Field Water break	\$ 20.15
5/2/2026	0.5		N LEICHNER	Burial-missed lunch	\$ 20.15
4/27/2026	0.5		S NAUMAN	Fur Field Water break	\$ 20.15
5/9/2026	9		W SPALINGER	Cover Saturday shift	\$ 28.33
	11			$.75 \times 29.12 =$	21.84
	$\times 1.5$			$2.25 \times 20.15 =$	45.34
	<u>16.50</u>	Comp Hours		$13.50 \times 28.33 =$	382.46
					449.64
					Comp Hours
		10.50	OT Hours	$2.5 \times (30.78 \times 1.5) =$	115.43
				$8 \times (28.33 \times 1.5) =$	339.96
					<u>455.39</u>
					OT Hours

TOTAL \$ 905.03

