



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, AUGUST 12, 2025
5:30 PM
COUNCIL 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 July 22, 2025.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through August 8, 2025.
4. Review and approve payroll register for pay period ending July 20, 2025, totaling \$265,966.53.
5. Review and approve payroll register for pay period ending August 3, 2025 totaling \$275,873.71.
6. Review and approve July 2025 Utility Billing Adjustments.

New Business

Old Business

Other Items

7. Review Comp/OT report for pay period ending July 20, 2025.
8. Review Comp/OT report for pay period ending August 3, 2025.
9. Mayor's Executive Update.
10. Clerk Treasurer's Financial Update.

Announcements

11. The next Budget Finance Meeting will be held on Tuesday August 26, 2025, at 5:30 p.m.
12. Michelle Mize 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 July 22, 2025.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 22, 2025**

Members' Present: Richard Klose, Michelle Mize, Casey Wheeler

Others Present: Mayor Dave Waggoner, Kelly Strecker, Kelly Gauslow

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 July 8, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of July 8, 2025. Casey Wheeler seconded the motion. With no objection, the minutes of July 8, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Matt Wheeler Public Works Director submitted a requisition for 110 yards of specialized wood chips for Kids Kingdom playground. The playground was inspected by the state, and they said that the wood chips need to be brought up to grade. The price of the wood chips is \$5,100.00.
3. Review and recommend approval to Council; claims entered through July 18, 2025. Casey Wheeler moved to approve the claims and check register for claims entered through July 18, 2025. Michelle Mize seconded the motion. With no objection, the claims and check register of July 18, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending July 6, 2025, totaling \$313,250.22. Casey Wheeler motioned to approve the payroll register for the pay period ending July 6, 2025, totaling \$313,250.22. Michelle Mize seconded the motion. With no objection, the payroll register for July 6, 2025, was approved. There was no public comment.
5. Review and approve June 2025 monthly financial statement. Michelle Mize moved to approve the June 2025 monthly financial statement. Casey Wheeler seconded the motion. With no objection, the June 2025 monthly financial statement was approved. There was no public comment.

New Business –

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending July 6, 2025.
2. Mayor Update – The mayor stated that there is a bid opening for the Southside paving project on Wednesday July 23rd at 9:00 a.m. He said that the fire department took down the big pine tree as a training project on the northwest side of the FAP building.
3. Clerk/Treasurer Financial Update-Kelly said that she continues to work on the budget, and it is about 90% complete. Kelly gave a brief update of the Fire Truck Funding and also mentioned that the topic would be discussed at the council meeting tonight. Kelly said that she and Kurt attended a 2-day conference in Billings on July 17th & 18th on Drug & Alcohol Training. This conference was regarding our Transit Program.

Announcements –

1. The next Budget and Finance Committee meeting will be held on August 12, 2025, at 5:30 pm.
2. Heidi Sparks was absent from the meeting and was scheduled to review the claims. Casey Wheeler reviewed the claims for her and Heidi will review the claim for the next meeting.

Meeting Adjourned at 6:15 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:

7. Review Comp/OT report for pay period ending July 20, 2025.

Comp and Overtime Report

PPE:7-20-25

Division: Police

Submitted by: Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
7-17		4	Baumgartner	Scheduled OT	30.42
7-9		4	Booth	K9 training	31.92
7-17		4	Booth	Scheduled OT	31.92
7-10		4	Brew	DEA OT	33.17
7-11		4	Brew	DEA OT	33.17
7-12		14.12	Brew	DEA OT	33.17
7-13		5	Brew	DEA OT	33.17
7-20		4	Collins	Scheduled OT	29.26
7-20	4		Johnson	Scheduled OT	30.42
7-18		2.5	Lafrombois	Search warrant signed	29.26
7-20		4	Lafrombois	Scheduled OT	29.26
7-17	4		Mayo	Scheduled OT	29.26
7-8	2		McCartney	City Council meeting	28.51
7-14		.5	Nelson	CFS202505334 took report before shift	25.87
7-17		4	Ratcliff	Scheduled OT	29.26
7-17		4	Schaff	Scheduled OT	28.26
7-15		8.5	Sedgwick	Red dot instructor training	30.42
7-17		2.5	Sedgwick	Scheduled OT	30.42
7-20	4		Seibert	Scheduled OT	29.26
7-9	2		Swan	Steer Court meeting	31.92
7-17	1		Swan	Dui Task Force meeting	31.92
7-20	4		Swan	Scheduled OT	31.92
	21				
	X 1.5			6 X 30.42 =	182.52
	31.50	Comp Hours		12 X 29.26 =	351.12
				3 X 28.51 =	85.53
				10.50 X 31.92 =	335.16
					954.33
					=

Division: Police

[illegible]

TOTAL \$ 4190.59

Comp and OT Report

PPE: 7/20/2025
 Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
7/11-7/18	4	12	T Charbonneau	SCHEDULED OT	\$ 25.00
7/13/2025		8	A Contreras	SCHEDULED OT	\$ 21.50
7/13-7/20		16	M Crable	SCHEDULED OT	\$ 21.50
7/12/2025	8		J Forsey	SCHEDULED OT	\$ 29.00
7/11-7/20	2	16	E Grayson	SCHEDULED OT	\$ 29.00
7/13-7/20		16	D Hopkins	SCHEDULED OT	\$ 27.00
7/7-7/14		16	K Olson	SCHEDULED OT	\$ 25.00
7/10-7/17		16	M Riley	SCHEDULED OT	\$ 27.00
7/13/2025		8	T Schanz	SCHEDULED OT	\$ 20.00
7/18/2025		2.5	W Wong	SCHEDULED OT	\$ 25.00
	14				
	X 1.5			6 X 25.00 =	150.00
	21.00	Comp Hours		15 X 29.00 =	435.00
					585.00
					=
		110.50	OT Hours		
				30.50 X (25.00 X 1.5) =	1143.75
				24.00 X (21.50 X 1.5) =	774.00
				16.00 X (29.00 X 1.5) =	696.00
				32.00 X (27.00 X 1.5) =	1296.00
				8 X (20.00 X 1.5) =	240.00
					4149.75
					=

Comp Hours

OT Hours

TOTAL - \$ 4734.75

Comp and OT Report

PPE: 7/20/2025
 Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
7/12/2025	5.5		J BAKER	Lift station - no power	\$ 30.78
7/14/2025	1.5		J BAKER	Finish culvert installation	\$ 30.78
7/20/2025		4	C FOLTS	Cover container site	\$ 17.00
7/12/2025		2.5	K GUY	Call out garbage truck tow	\$ 29.97
7/12/2025		3	J HATTON	Funeral, pick up Wade	\$ 28.33
7/14/2025	1.5		K HOFFMAN	Culvert installation	\$ 29.12
7/16/2025	1.5		K HOFFMAN	shut off day	\$ 29.12
6/28/2025	8		D NAUMAN	Saturday container site	\$ 28.28
7/4/2025	2.5		D NAUMAN	Valve leak verification	\$ 29.12
7/5/2025	8		D NAUMAN	Saturday container site	\$ 29.12
	28.50			10.50 X 30.78 =	323.19
	x 1.5			20.25 X 29.12 =	589.68
	42.75	Comp Hours		12 X 28.28 =	339.36
					1252.23
		9.5	OT Hours	4 X (17.00 x 1.5) =	102.00
				2.5 X (29.97 x 1.5) =	112.40
				3 X (28.33 x 1.5) =	127.49
					341.89

Comp Hours

OT Hours

TOTAL \$ 1594.12

Comp and OT Report

PPE: 7/20/2025
 Dept: WTP/WWTP

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
7/8/2025	1.5		C CASWELL	PLC UPGRADE	\$ 30.11
7/14/2025	1		C CASWELL	PLC UPGRADE	\$ 30.11
7/16/2025	1.5		C CASWELL	PLC UPGRADE	\$ 30.11
7/7-7/19		13.5	T HENRY	PLC UPGRADE	\$ 31.77
7/10-7/18		6	C NICHOLSON	PLC UPGRADE	\$ 30.11
07/8-7/15	3.5		NUERNBERGER	TALKED TO OP PLT ISSUES	\$ 31.77
7/9/2025		2	N STAMPER	PLC UPGRADE -OP II	\$ 30.11
7/14-7/17		2	N STAMPER	PLC UPGRADE	\$ 29.33
7/4/2025		8	D WAGGONER	HOLIDAY WORKED	\$ 30.11
7/4/2025		8	J WAGGONER	HOLIDAY WORKED	\$ 30.11
	7.50			$6 \times 30.11 =$	180.66
	$\times 1.5$			$5.25 \times 31.77 =$	166.79
	<u>11.25</u>	Comp Hours			<u>347.45</u>
		39.50 OT Hours		$13.5 \times (31.77 \times 1.5) =$	643.35
				$24.00 \times (30.11 \times 1.5) =$	1083.96
				$2 \times (29.33 \times 1.5) =$	87.99
					<u>1815.30</u>

Comp Hours

OT Hours

TOTAL \$2162.75

Comp and OT Report

PPE: 7/20/2025

Dept: Court

[illegible]

TOTAL \$ 75.06

comp Hovers

Submitted By:

Comp and OT Report

PPE: 7/20/2025
Dept: Clerk

[illegible]

TOTAL = \$162.87

File Attachments for Item:

8. Review Comp/OT report for pay period ending August 3, 2025.

Comp and Overtime Report

PPE: 8-3-2025

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
8-2	2		Anglin	Emergency services	36.29
7-31		4	Baumgartner	Scheduled OT	30.42
7-23		8	Booth	K9 Training	31.92
7-28		4	Booth	DEA K9 Training	31.92
7-29		2.5	Booth	K9 callout P202500676	31.92
7-31		4	Booth	Scheduled OT	31.92
8-3		2.5	Booth	Several work calls over the weekend	31.92
7-22		4	Brew	DEA OT	33.17
7-31		3	Brew	DEA OT	33.17
8-3		4	Collins	Scheduled OT	29.26
7-28	2.5		Johnson	CFS202505708 Suicidal subject	30.42
8-3		4	Lafrombois	Scheduled OT	29.26
7-31	4.5		Mayo	Scheduled OT/Covered late dayshift	29.26
7-31		4.5	Ratcliff	Scheduled OT/covered late dayshift	29.26
7-31		4	Schaff	Scheduled OT	28.26
7-28	2.5		Seibert	CFS202505708 Suicidal subject	29.26
8-2	12		Seibert	Covered dayshift	29.26
8-3	12		Seibert	Covered Dayshift	29.26
	35.50			3 X (36.29 x 1.5) =	163.31
	x 1.5			3.75 X (30.42 x 1.5) =	171.12
	53.25	Comp Hours		46.50 X (29.26 x 1.5) =	2040.89
					2375.32
					=
		48.50 or Hours			
				4 X (30.42 x 1.5) =	182.52
				21 X (31.92 x 1.5) =	1005.48
				7 X (33.17 x 1.5) =	348.29
				12.50 X (29.26 x 1.5) =	548.63
				4 X (28.26 x 1.5) =	169.56
					2254.52
					=

TOTAL \$ 4629.84

PPE: 8/3/2025
Dept: WTP/WWTP

TOTAL \$ 518.46

Comp and OT Report

PPE: 8/3/2025
Dept: Ambulance

[illegible]

TOTAL \$ 3000.00

Comp and OT Report

PPE: 8/3/2025

Dept: Shop

[illegible]

TOTAL \$ 109.20

Comp Hours

Comp and OT Report

PPE: 8/3/2025

Dept: Clerk

[illegible]

Comp Hours

TOTAL \$ 18.56