



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, JANUARY 24, 2023
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 Council claims entered through January 20, 2023.
2. Review and approve the January 10, 2023 Budget Finance Committee minutes.
3. Review and approve purchase requisitions.
4. Review and approve payroll register for pay period ending January 8, 2023 totaling \$231,104.99.

New Business

Old Business

Other Items

5. Review the Comp/OT report for pay period ending January 8, 2023.
6. Mayor's Executive Updates.
7. Clerk Treasurer's Financial Updates.

Announcements

8. The next Budget Finance Meeting will be held on February 14, 2023.
9. Michelle Mize is scheduled to review 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. 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:

2. Review and approve the January 10, 2023 Budget Finance Committee minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, January 10, 2023**

Members Present: Richard Klose, Emelie Eaton, Heidi Sparks

Others Present: Kelly Strecker, Mayor Dave 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 December 27, 2022, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of December 27, 2022. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisition, there were none.
3. Review and recommend approval to Council; claims entered through January 6, 2023. Richard Klose moved to approve the claims and check register for claims entered through January 6, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 3-0.
4. Review and approve the December 2022 Utility Billing Adjustments, Emelie Eaton moved to approve the December 2022 Utility Billing Adjustments. Heidi Sparks seconded the motion, all in favor, motion passed 3-0.
5. Review and approve Payroll Register for the pay period ending December 25, 2022, totaling \$177,656.15. Heidi Sparks motioned to approve the payroll register for the pay period ending December 25, 2022, totaling \$177,656.15. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.

New Business –

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending December 25, 2022.
2. Mayor Update –Mayor stated that donations were coming in for the new splash park, and that city general funds would not be used to build the park.
3. Clerk/Treasurer Financial Update-Kelly stated that W-2s are out and end of year reports are being completed.

Announcements –

4. The next Budget and Finance Committee meeting will be held on January 24, 2023, at 5:30 pm.
5. Heidi Sparks is scheduled to review claims for the next meeting.

Meeting 5:58 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:

9. Michelle Mize is scheduled to review claims for the next meeting.

Comp and Overtime Report

PPE:1-8-23

Division: Police

Submitted by :Langve

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
1-1		12	Anglin	Holiday worked- New Years	27.68
1-5	4		Anglin	Scheduled OT	27.68
12-30	3		Baumgartner	Tactical Response Training	26.18
1-8	4		Baumgartner	Scheduled OT	26.18
12-30		3.5	Booth	Tactical Response Training	26.18
1-8		5.5	Booth	Scheduled OT/ K-9 Call Out	26.18
1-7		8	Brew	** DEA OT**	28.85
1-7		8	Brew	**DEA OT**	28.85
1-1		12	Featherly	Holiday worked- New Years	24.08
1-5	4		Featherly	Scheduled OT	24.08
1-4	.5		Bryant	Forensic Interview P202201151	28.85
1-1		12	Johnson	Holiday Worked – New Years	26.18
1-5	4		Johnson	Scheduled OT	26.18
1-1		12	Kinn	Holiday worked- New Years	22.24
1-8		4	Pitts	Scheduled OT	33.23
12-30		7	Sedgwick	** DUI Task Force OT**	25.08
1-1		12	Seibert	Holiday Worked- New Years	24.08
1-8		4	Seibert	Scheduled OT	24.08
1-1		12	Sell	Holiday Worked- New Years	23.84
12-30		3.5	Spencer	Tactical Response Training	24.08
1-8	4		Spencer	Scheduled OT	24.08
12-30		6	Swan	** DUI Task Force OT**	25.08
	23.50				
	1.50				
	35.25	Comp	Hours	6 x 27.68 =	166.08
				16.50 x 26.18 =	431.97
				12 x 24.08 =	288.96
				.75 x 28.85 =	21.64
					908.65 Comp Hours

121.50-OT

Comp and OT Report

PPE: 1-8-23

Dept: Ambulance

A. Hoffer

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
11/1/23		8	E Grayson	Lower Shift	24.72
11/1/23		16	E Grayson	Holiday worked	24.72
1/4/23		3	E Grayson	Sch. OT	24.72
1/8/23		16	E Grayson	Sch. Shift - coverage	24.72
1/8/23		8	A Quinnell	Sch. OT worked	24.72
12/6/22		6	M Riley	Sch. OT worked	23.00
		57	OT Hours		
				51 x (24.72 x 1.5) =	1891.08
				6 x (23.00 x 1.5) =	207.00
					2098.08

OT Hours

57 OT

TOTAL

2098.08

