

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,

streeker

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.

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Comp and Overtime Report

PPE:1-8-23

Division: Police

Submitted by :Langve

Date	Comp	OT	Name	Reason	Rate
	Hours	Hours		*Reimbursed OT*	
1-1		12	Anglin	Holiday worked- New Years	27.48
1-5	4		Anglin	Scheduled OT	27.68
12-30	3		Baumgartner	Tactical Response Training	2618
1-8	4		Baumgartner	Scheduled OT	26.18
12-30		3.5	Booth	Tactical Response Training	2618
1-8		5.5	Booth	Scheduled OT/ K-9 Call Out	2418
1-7		8	Brew	** DEA OT**	2885
1-7		8	Brew	**DEA OT**	2885
1-1		12	Featherly	Holiday worked- New Years	2408
1-5	4		Featherly	Scheduled OT	2408
1-4	.5		Bryant	Forensic Interview P202201151	28.85
1-1		12	Johnson	Holiday Worked – New Years	2618
1-5	4		Johnson	Scheduled OT	2418
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**	2508
1-1		12	Seibert	Holiday Worked- New Years	24,08
1-8		4	Seibert	Scheduled OT	2408
1-1		12	Sell	Holiday Worked- New Years	2384
12-30		3.5	Spencer	Tactical Response Training	2408
1-8	4		Spencer	Scheduled OT	2408
12-30		6	Swan	** DUI Task Force OT**	2508
	23.50	<u>,</u>			
	X 1.50				
	35,25	Comp	Howas	6 × 27.68 =	16608
	1-10-		7.10.007.0-	16,50 x 26.18 =	431.97
				12 × 24.08 =	288.94
				.75× 28.85 =	21.64
					908.65 comp Hours
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121.50-OT

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PPE: 1-8-23 Dept: PoliCC

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Date Hours Names Reason *Reimbursed OT* Regular Rate (λ)(β) (3) (2)		Comp	от				
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PPE: 1-8-23 Dept: Cuty Hall



Data	Comp	OT	Blausaa	Dessen *Deimhumed OT*	Denuley Dete
Date してえ	Hours	Hours		Reason *Reimbursed OT*	Regular Rate
27/22		1.75		FBPOST	32.72
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				25 8 (12/1V/5) =	8.51
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		f		TOTAL	94.40

PPE: 1-8-23 Dept: Wty Shop

Ambutta Aten

	Comp	от				
Date	Hours	Hours	Names	Reason *Reimbursed OT*	Regular Rate	
12128122	1		TBur well	Elm Lift Station	24.62	· ·
12/31/22		-5	AFOX	Check water meting	17.92	
12/27/22	/		BGONZALES	Elm uff Station	24.12	
12/28/22	1.5	_	hawy	Garb route	2518	
12128/22		1.00	K Hoffman	Elm. h. F. Station	25,91	
113/23			K Ho Afman	New Garb. Truck Council	25,91	
12/27/22			DNauman	Elm lift Station	24,42	
1212-1122		.5	DSaylor	route - workell thinkneh	26.45	
12/3/122		8	DSaylor	Shift Cover	2665	
1/2/23		8	& Saylor	Holiday Worked	2615	
12/27/22		1	W Spalinger	Elm lift station	25.18	
	4,50			1,5 ×24.62	36.93	
	V 115	1		1.5 X 24,12	39,18	
	6.75	Com	Hours	2:25 x 25:18	56.66	
			1.1.798.9	1,5 X 24.42	36.63	
				na na hara na h	169.40	-Comp Hours
					Fanderson	
		20	OT HOLLAS			
				. 5 × (17.92×1.5)=	13.44	
				2 × (25.91×1.5)=	27.13	
				16.50 × (26.65×1.5)=	659,60	
				1 X (25,18 X 1.5)=	37.11	- 11
						OT HOUNS
					anitatira.	
				······		
				TOTAL	957.94	

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PPE: 1-8-23 Dept: Ambulance

	Comp	от			
Date	Hours	Hours	Names	Reason *Reimbursed OT*	Regular Rate
111/23		8	EGiraySon	CoverShift	24.72
11123		16	EGrayson	Holiday Worked Sch. ot	24.72
1423		3	C. C. Maril Sonia	Sch. ot	nu 72
11823		16	E Grayson	Sch. Shift-coverage	116 24.72
118123		8	Countell	Sh. or worked	24.72
12/16/22		6	E Grayson F Grayson Maunhell MRily	Sch. Shi Ft-Coverage SUN. OT Worked Sch. OT Worked	2300
		57	OT HOWS		
				51 X (24,72×1,5)= 6 X (23,00×1,5)=	1891.08
				6 X (23.00 X 1.5)=	207.00
					1891.08 207.00 2098.08
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		570	T	TOTAL	2098.08

OT Hours

PPE: 1-8-23 Dept: pw Time Card

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	Comp	от				
Date	Hours	Hours	Names	Reason *Reimbursed OT*	Regular Rate	
12/216/22		8	clasuell	Holiday worked	26.79	
1/1/23		8	Claswell	Holiday Worked	26.79	
1/1/23	8		DCeaser	Holiday Worked	26.79	
12/26/22		8	THEnry	Holiday worked	28.27	
112/23		8	THEnry	Holiday Worked	28.27	
1/2/23	8		HNuenberger	Holiday Worked.	28.27	
113123	. 5		H PN wendinger	Shift Change - Contractorri	Uitra 28,27	
11.4123	.5		HNumberger	Shift change	28.27	
111/23		8	JSawyer	Holiday Worked	24.79	
11123		8	Jwaggoner	Holiday Worked	25.26	
	17					
	X1.5					
	25,50	Comp	Hours	12 X26.79	321.48	
				13,50 X 28,27	381.65	
						Comp Hours
		10			-	
		48	OTHOWS			
				24 X (26.79×1.5)=	964.44	
				16 × (28,21×1.5)=	679.48	
				8× (25.26×1.5)=	303.12	ot Hours
					1947.04	OT FOULS
						₹.
		310				
		48 07	Haus	TOTAL	2650.17	