



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, MAY 24, 2022
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 the May 10, 2022 Budget and Finance Committee Minutes.
2. Review and approve purchase requisitions.
3. Review and recommend approval to Council claims entered through May 20, 2022.
4. Review and approve payroll register for the pay period ending May 15, 2022, totaling \$205,036.16

New Business

Old Business

Other Items

5. Review the COMP/OT reports for the Pay Period ending May 15, 2022.
6. Mayor's Executive Updates.
7. Clerk Treasurer's Financial Updates.

Announcements

8. The next Budget Finance Committee will be held on June 14, 2022, at 5:30 pm.
9. Michelle Mize will reviewing 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:

1. Review and approve the May 10, 2022 Budget and Finance Committee Minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 10, 2022**

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

Others Present: **Kelly Strecker, Amber Hatton**

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public in attendance

General Items –

1. Review and approved April 26, 2022, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of the April 26, 2022, Budget and Finance Committee meeting. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions – Richard Klose moved to approve the purchase requisitions. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
3. Review and recommend approval to Council; claims entered through May 6, 2022. Emelie Eaton had previously reviewed the claims and check register. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the April 2022 Utility Billing Adjustments. Emelie Eaton made a motion to approve the Utility Billings adjustments through April 2022. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending May 1, 2022, totaling \$205,036.16. Heidi Sparks motioned to approve the payroll register for the pay period ending May 1, 2022 totaling \$205,036.16. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business – None

Unfinished Business – None

Other Items –

6. Review Comp/OT reports for the pay period ending May 1, 2022.
7. Mayor Update – None.
8. Clerk/Treasurer Financial Update. Interim Clerk/Treasurer provided the committee with an update on financial activities.

Announcements –

9. The next Budget and Finance Committee meeting will be held on May 24, 2022.
10. Heidi Sparks will be reviewing claims for the next meeting held on May 24, 2022.

Respectfully submitted,

Amber Hatton
Accounts Payable

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:

2. Review and approve purchase requisitions.

FOR CITY USE ONLY—THIS IS NOT A PURCHASE ORDER

**PURCHASE
REQUISITION**
CITY OF LAUREL
MONTANA
59044

Date: _____

Fund: _____

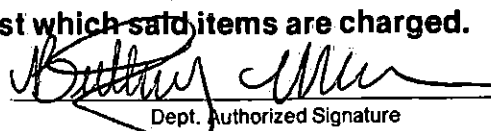
Dept.: _____

VENDOR: Dell/Amazon/Morrison Merrile

VENDOR NO.: _____

| Quantity | Fully Itemize | Est. Cost | Account Number |
|----------------------|-----------------------------|-------------------|----------------|
| 8 | Dell Vostro 3510 Laptops | 599.00 each | |
| 8 | Sleeves | 15.98 each | |
| 8 | Logitech Mouse | 15.33 each | |
| 8 | Set up laptops | 250.00 each | |
| | | \$ 880.31 each | |
| Total estimated cost | | 7,042.48 | |

The items listed above are a proper charge against the account shown hereon and the services or materials are to be used exclusively for the purpose against which said items are charged.


Dept. Authorized SignatureApproval:
Finance Committee _____

Date: _____

CITY HALL

115 W. 1st. St.

PUB WORKS: 628-4796

PWD FAX: 628-2241

WATER OFFICE: 628-7431

WTR FAX: 628-2289

MAYOR: 628-8456

City of Laurel

P.O. Box 10
Laurel, Montana 59044

DEPARTMENT**MEMORANDUM**

To: Budget Finance Committee
From: Brittney Moorman, Council Secretary
Date: May 24, 2022
Re: Recommendation for Replacing Council Tablets

In the spring of 2018, it was decided that Council would move to a more paperless process. This required the purchase of tablets for each of the Council Members. At the time, the only functionality they needed was to be able to view the Council packet electronically. Council received these tablets in June 2018. They suited the need to view the Council packet well. These tablets are aging and are getting to the point where the City needs to consider replacing them. Various Council Members are the Chairs for various Boards/Commissions/Committees. Over the past few years, there has been a push from different administrations for the Board Chairs to take on the duties of creating their agenda and typing up their minutes. Multiple Council Members have voiced concerns over the struggles they encounter trying to build their agenda and type up their minutes. In coming up with a cost-effective recommendation, there were multiple factors to consider, from cost to ease of use, to functionality, etc.

I reached out to John with IT regarding what the best direction would be. The first option discussed was if replacing the current tablets with new tablets with a Bluetooth keyboard case would be a good option. While this option would function for their needs, there are also some drawbacks as well. The second option discussed was if a Chromebook would be a good option. The price point is similar to the tablets but also includes a built-in keyboard. However, Chromebooks are not the most user-friendly. The final option discussed was to get a laptop with Windows Pro on it. This is the costliest option. However, it does give the most functionality.

After discussing all the various options, the best option to move forward would be to get the Council Members' actual laptops with Windows installed. In the event they needed assistance from IT, they would be able to remote in and fix it instead of having to drop off their tablets at City Hall to be picked up to be looked at. It would give them a keyboard, and they would have access to Microsoft Word to assist in their ability to do the agendas and minutes. John recommended finding a laptop that has Windows Pro, Intel i5 processor, 256 solid-state hard drive, and 8GB RAM.

We found a Dell Vostro 3510 laptops on sale for \$599.00. They are normally \$1,218.43 a cost-saving of \$619.43. This meets or exceeds the configurations given by IT. The costs

CITY HALL

115 W. 1st. St.

PUB WORKS: 628-4796

PWD FAX: 628-2241

WATER OFFICE: 628-7431

WTR FAX: 628-2289

MAYOR: 628-8456

City of Laurel

P.O. Box 10
Laurel, Montana 59044

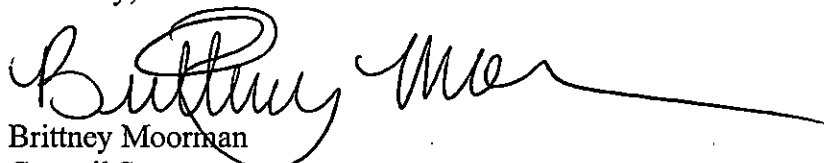


DEPARTMENT

associated with setting up each laptop are \$250.00. The cost of the cases is \$15.98 each. The cost of the mice is \$15.33 each. For a cost of \$880.31 per Council Member.

The total cost is \$7,042.48. The cost of this will be taken out of the Mayor's budget.

Sincerely,



Brittney Moorman
Council Secretary

PURCHASE ORDER

CITY HALL
115 W. 1ST ST.
PUB WORKS: 628-4796
WATER OFC: 628-7431
COURT: 628-1984
FAX: 628-2241

City of Laurel

P.O. Box 10
Laurel, MT 59044



PURCHASE ORDER NUMBER

46549

The above order number must appear
on all invoices, packages and correspondence.

TO: Dell (Kelly Visa)

DATE: _____

FUND: _____

DEPT: _____

INVOICE NO: _____

| QUAN- TITY | FULLY ITEMIZE | COST | BUDGETARY ACCOUNT NUMBER |
|-----------------|----------------------------|------------------|--------------------------|
| 8 | Dell Vostro 3510 Laptop | \$599.00 each | |
| | rewards | \$8.34 | |
| Amount of Claim | | \$ 4792.00 | |

AUTHORIZED SIGNATURE

[Signature]

AUTHORIZED SIGNATURE

[Signature]



We've received your order!
You should receive an order confirmation soon.

Thank you for choosing Dell!

[View Order Details](#)

| | |
|--------------------------|---------------|
| Dell Purchase ID: | 2008097027735 |
| Purchased On: | May. 19, 2022 |
| Total (USD): | \$4,792.00 |

| | |
|-----------------------|-------------------------|
| Company Name: | City of Laurel |
| Customer Name: | Kelly Strecker |
| Created By: | cityclerk@laurel.mt.gov |

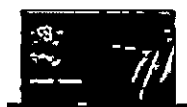
Ship To:
Moorman Brittney
City of Laurel
115 W 1st St
Laurel, MT. 59044-3001
(406) 6287431

Bill To:
Strecker Kelly
City of Laurel
115 W 1st St
Laurel, MT. 59044-3001
(406) 6287431

Shipping Method:
Expedited Delivery

| | |
|------------------------|---------------|
| Payment Method | Amount |
| Dell Advantage Rewards | \$8.53 |
| Credit Card | \$4,783.47 |

Price Summary



Vostro 3510 Laptop

| Qty | Unit Price | Subtotal |
|-----|------------|------------|
| 8 | \$1,218.43 | \$4,792.00 |

| | |
|------------------------------------|-------------------|
| Subtotal: | \$4,792.00 |
| Shipping &/or Handling: | \$0.00 |
| Estimated Tax: | \$0.00 |

Total (USD):

\$4,792.00

Need Help?



We're here to answer any of your Order Support questions. Contact Us.

CONNECT WITH DELL:



Please do not reply to this email as it's auto-generated.

Important Notices:

Unless you have a separate written agreement that specifically applies to this order, your order is subject to Dell's Terms of Sale, or, for cloud/as-a-Service offerings, the applicable cloud terms of service available at www.dell.com/offeringsspecifict/terms. Consumers: these terms include a binding consumer arbitration provision. Dell reserves the right to cancel this order in the event of pricing or other errors.

All tax quoted by Dell is estimated; final taxes will be listed on the invoice.

You should only provide personal data to Dell where strictly required. Where Dell needs to process your personal data in order to fulfill your order, Dell shall only do this in accordance with its legal obligations and in line with the Dell Privacy Statement.

Customer agrees to accept delivery of its order within a reasonable amount of time from when the order is shipped.

Dell is not responsible for carrier delays, weather, natural disasters or other unforeseeable issues that may impact the delivery of your order after it ships.

Customer agrees to accept delivery of its order within a reasonable amount of time from when the order is shipped.

Dell Marketing LP, U.S. only, Dell Marketing LP, is located at One Dell Way, Mail Stop 8129, Round Rock, TX 78682

✓ Thank you for your order.

Your order summary is below. You'll also receive a detailed confirmation and pay order status emails at mydell@lgaurel.mt.gov.

Order details

Your Dell Purchase ID: 2008097027723

Order date: 5/19/2022

Order total: \$4,782.47

Order number: 84,922,44

For order status and more information, view purchase details.



Vostro 3510 Laptop

Quantity: 8

Get it by Wednesday, May 23

▼ Hide Order Details

Payment Method

Dell Advantage Rewards

Rewards applied: \$8.53



ending in 1239

Expires 4/2028

Kelly Strecker

Payment Amount: \$4,782.47

Ship To

Battney Moorman

City of Laurel

LAUREL, MT 59044

Let us help you do more.

Continue Shopping

Laptops & 2-in-1 PCs

Shop all products

Electronics & accessories

Recommended accessories

Social Responsibility

Commitment to Customers, Commitment to Environment

Trade-in

Recycle

Donate

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Select your address Electronics ▾Hello, Sign in
Account & Lists ▾ Returns
& Orders

16

Subtotal
\$250.48

All Best Sellers Amazon Basics Customer Service New Releases Amazon Explore Prime ▾ Today's Deals All-new Fire 7 Kids tablet

Computers Laptops Desktops Monitors Tablets Computer Accessories PC Components PC Gaming Deals



Electronics ▸ Computers & Accessories ▸ Laptop Accessories ▸ Bags, Cases & Sleeves ▸ Sleeves

579

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5 VIDEOS



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14,698

ratings

| 185 answered questions

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Get \$50 off instantly: Pay \$0.00 ~~\$15.98~~ upon approval for the Amazon Rewards Visa Card. No annual fee.Size: **15-15.6 in**

13-13.3 in

14 in

15-15.6 inColor: **Grey**

Compatible Hp x360, Hp pavilion x360, Hp laptop case, Acer aspire 5, Acer predator helios

\$15.98

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FREE delivery **Tuesday, May 24** If you spend **\$25** on items shipped by AmazonOr fastest delivery **Friday, May 20**. Order within 3 hrs 31 mins

Select delivery location

In Stock.

Qty: 1

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Secure transaction

Ships from Amazon

Sold by Urpac

Packaging Shows what's inside. T...

Details

Return policy: Eligible for Return, Refund or Replacement within 30 days of receipt

prime

Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime Try Prime and start saving today with Fast, FREE Delivery

☐ Add a gift receipt for easy returns

Add to List

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Share

Have one to sell?

Sell on Amazon

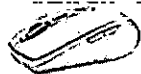
Hello
Select your address Electronics ▾Hello, Sign in
Account & Lists ▾ Returns & Orders

16

Subtotal
\$250.48

All Best Sellers Amazon Basics Customer Service New Releases Amazon Explore Prime ▾ Today's Deals All-new Fire 7 Kids tablet

Computers Laptops Desktops Monitors Tablets Computer Accessories PC Components PC Gaming Deals

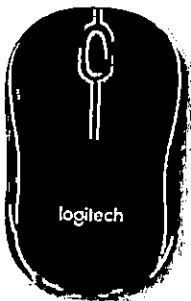


Logitech MX Anywhere 3 Compact Performance Mouse, Wireless, Comfort, Fast Scrolling, Any Surface,...

3,699
\$78.99 ✓prime

Electronics > Computers & Accessories > Computer Accessories & Peripherals > Keyboards, Mice & Accessories > Mice

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Roll over image to zoom in

Logitech Wireless Mouse M185
(Swift Grey)

Visit the Logitech Store

5,185 ratings

63 answered questions

-10% \$15.33

Was: \$16.95

Get Fast, Free Shipping with Amazon Prime
& FREE ReturnsGet \$50 off instantly: Pay \$0.00 ~~\$15.33~~ upon
approval for the Amazon Rewards Visa Card. No
annual fee.Connectivity Wireless
Technology

Brand Logitech

Compatible Mac
Devices

Color Gray

Number of 2
Buttons

About this item

- Usb dongle should be in the battery compartment
- Usb dongle should be in the battery compartment
- Note : In case of Wireless mouse, the USB receiver will be provided inside or along with the mouse

Compare with similar items

New & Used (19) from \$11.95 & FREE Shipping

10% off coupon

HP Wireless Silent 280M Mouse - Ergonomic, Long
Battery Life, and 2.4GHz Reliable Connection

116

\$22.99 ✓prime

Sponsored

\$15.33

Get Fast, Free Shipping with
Amazon Prime
& FREE ReturnsFREE delivery Tuesday, May 24
if you spend \$25 on items
shipped by AmazonOr fastest delivery Monday,
May 23. Order within 2 hrs 5
mins

Select delivery location

In Stock.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon

Sold by Loyal Firm

Return policy: Eligible for
Return, Refund or Replacement
within 30 days of receiptSupport: Free Amazon tech
support included

prime

Enjoy fast, FREE delivery,
exclusive deals and award-
winning movies & TV
shows with Prime
Try Prime and start saving
today with Fast, FREE
DeliveryMonth
d...

Add an Accessory:

☐ Microsoft 365 \$89.99Family | Premium
Office Apps | Up...☐ Save \$30 at \$178.88
checkout | Adobe
Acrobat Pro DC s...☐ Save 68% on \$24.99
McAfee Total
Protection 3 Dev...☐ AAA Performance \$8.71
Alkaline Batteries☐ Add a gift receipt for easy
returns

Buy it with



Total price: \$71.31

Add all three to Cart

These items are shipped from and sold by different sellers. Show details

We have prepared a quote for you

8 Laptops

Quote # 004172
Version 2

Prepared for:

City of Laurel

Kelly Strecker
kstrecker@laurel.mt.gov

Statement of Work



City has purchased hardware, this is new set up only.

TM

| Estimated Labor | | Price | Qty | Ext. Price |
|---|---|----------|----------|------------|
| Service - Managed Services Client | Service - Discounted Managed Services Labor Recurring Service | \$125.00 | 16 | \$2,000.00 |
| | | | Subtotal | \$2,000.00 |

8 Laptops



Prepared by:
Billings - Systems
 Thad McGrail
 406.237.1211
 tmcgrail@getsystems.net

Prepared for:
City of Laurel
 PO Box 10
 Billings, MT 59044
 Kelly Strecker
 (406) 628-8456
 kstrecker@laurel.mt.gov

Quote Information:
Quote #: 004172
 Version: 2
 Delivery Date: 05/23/2022
 Expiration Date: 06/22/2022

Quote Summary

| Description | Amount |
|-----------------|------------|
| Estimated Labor | \$2,000.00 |
| Total: | \$2,000.00 |

Payment Options

| Description | Payments | Interval | Amount |
|---------------------|----------|----------|------------|
| Term Options | | | |
| Acceptance of Quote | 1 | One-Time | \$2,000.00 |

Unless noted above:

- * The cost of installation, maintenance, freight, travel and insurance are not included.
- * Travel Expenses (i.e. Meals, Lodging, etc.) will be passed on to the client.
- * Unit prices will govern over extended prices.
- * Morrison-Maierle Systems Corp. reserves the right to charge a 25% restocking fee on all returned or cancelled equipment.
- * Prices are subject to change without notice.

By entering my initials below, I am confirming I am in fact the signor and authorizing party. I have read and agree to the services, equipment, and supplies provided in this Quote. My initials are to serve as my signature in accordance with the Date, Time, and IP Address stamps digitally documented below.

Billings - Systems

City of Laurel

Signature:



Name: Thad McGrail

Title: Account Manager

Date: 05/23/2022

Signature:

Name: Kelly Strecker

Date: _____

FOR CITY USE ONLY—THIS IS NOT A PURCHASE ORDER

PURCHASE REQUISITION

CITY OF LAUREL
MONTANA
59044

Date: _____

Fund: _____

Dept.: _____

VENDOR: Lockwood Precast

VENDOR NO.: _____

| Quantity | Fully Itemize | Est. Cost | Account Number |
|----------------------|-------------------------------|---|----------------|
| 51 | 2x2x6 Retaining wall block | \$14025 ⁰⁰ | |
| 3 | 2x2x3 Retaining wall Block | \$420⁰⁰ \$1680⁰⁰ | |
| | Delivery | \$1680 ⁰⁰ | |
| | Labor | \$510 ⁰⁰ | |
| Total estimated cost | | \$16635 ⁰⁰ | |

The items listed above are a proper charge against the account shown hereon and the services or materials are to be used exclusively for the purpose against which said items are charged.

Dept. Authorized Signature _____

Approval:
Finance Committee _____

Date: _____



Lockwood Precast
Remittance P.O. Box 781 Billings, MT
59103
345 Lomond Lane
Billings, Montana 59101
United States
sales@lockwoodprecast.com
Phone: 406-245-4635


Price Quote: #0000153
Issued on: May 20, 2022
Expiry Date: Jun 19, 2022

V-interlock Retaining Wall

To:

City of Laurel Water
waterplant@laurel.mt.gov
406-696-1008

| Product or Service | Price | Quantity | Line Total |
|---|----------|----------|-------------|
| V-Interlock Retaining Wall Block 2'x2'x6' 5000psi V-Interlock retaining wall block SM/GR precast concrete | \$275.00 | 51 | \$14,025.00 |
| V-Interlock Retaining Wall Block 2'x2'x3' 5000psi V-Interlock retaining wall block SM/GR precast concrete | \$140.00 | 3 | \$420.00 |
| Delivery & Fuel Delivered (Laurel MT) 2 Trips w/ our truck 5 blocks Fuel Surcharge of \$1 per mile | \$240.00 | 2 | \$480.00 |
| 3rd Party Delivery Delivered (Laurel MT) 2 trips w/ 15 blocks | \$400.00 | 3 | \$1,200.00 |

| Product or Service | Price | Quantity | Line Total |
|---|---------|----------|------------|
|  Estimated Man Time 2 Crew members to set the wall. (We do not do any ground work. Site must be ready for blocks to be stacked.) | \$85.00 | 6 | \$510.00 |

Subtotal **\$16,635.00**

Total Price: **\$16,635.00**

Legal Terms

This quote does not include delivery and/or installation of any product unless specifically stated. If you would like to move forward a 50% deposit is required. Work will begin once the deposit is received. Pouring days are Monday-Friday (weather permitting). The remaining payment is due upon receipt. There is a 35% restocking fee on returned and/or items that are not picked up.

Please Note: All Precast Concrete is cast using Natural Gray Cement with a Smooth Finish unless otherwise specified.

Add an additional 35% for Color OR Texture, up to 2 #'s per 100, and/or *50% for White Cement, if required, and please realize that there will be slight color variations as color consistency, in concrete, is seldom uniform.

Also Note: We will not be responsible for delays in product delivery due to changes made after the original contract has been accepted. Unless noted, this proposal does NOT include anchorage or shop drawings.

***Due to ever-increasing market volatility price quotes are only able to be honored for 7 days.

FOR CITY USE ONLY—THIS IS NOT A PURCHASE ORDER

PURCHASE
REQUISITIONCITY OF LAUREL
MONTANA
59044

Date: _____

Fund: SewerDept.: Treatment PlantVENDOR: Star Services

VENDOR NO.: _____

| Quantity | Fully Itemize | Est. Cost | Account Number |
|----------------------|--|-------------|---------------------|
| | Repair + Replace Piping In lifeline | \$12,400.00 | 5310 600 430640 233 |
| Total estimated cost | | \$12,400.00 | |

The items listed above are a proper charge against the account shown hereon and the services or materials are to be used exclusively for the purpose against which said items are charged.

Dépt. Authorized Signature _____

Approval:
Finance Committee _____

Date: _____



Star Service, Inc.

Mechanical Contractors

Est. 1961



May 17, 2022

TO: Laurel Waste Water Treatment Plant

RE: Replacement of Pump Discharge Piping

Star Service Inc. is pleased to offer the following proposal to remove and replace discharge piping on (2) sump pumps. Proposal includes demo of existing steel pipe, providing and installing new PVC pipe, pulling existing pumps for facilities to clean, new chains for pumps, confined space permit, fresh air for confined space, and air monitors.

Base Bid: \$ 12,400.00

We EXCLUDE Electrical

We EXCLUDE Excavation and Backfill (by owner)

Respectfully Submitted,

Mike B. Jones, Vice President
STAR SERVICE, INC.

FOR CITY USE ONLY—THIS IS NOT A PURCHASE ORDER

**PURCHASE
REQUISITION**
CITY OF LAUREL
MONTANA
59044

Date: 5-19-22
Fund: Water
Dept.: Treatment Plant

VENDOR: Industrial Systems

VENDOR NO.: _____

| Quantity | Fully Itemize | Est. Cost | Account Number |
|----------------------|-----------------------------------|----------------------|---------------------|
| 1 | Regal Chlorinator 100ppd | \$3112 ⁰⁰ | 5210 500 430540 364 |
| 1 | Regal 7500 Remote Meter 100ppd | \$1520 ⁰⁰ | |
| 1 | Regal Vacuum Monitor | \$770 ⁰⁰ | |
| Total estimated cost | | \$5402 ⁰⁰ | |

The items listed above are a proper charge against the account shown hereon and the services or materials are to be used exclusively for the purpose against which said items are charged.

Dept. Authorized Signature _____

Approval:
Finance Committee _____

Date: _____

Industrial Systems
P.O. Box 20176
Billings, MT 59104

Estimate

| Date | Estimate # |
|-----------|------------|
| 5/10/2022 | 83 |

| Name / Address |
|---|
| City of Laurel P.O. Box 10 Laurel, MT 59044 |

| | | | Project |
|--|-----|--------------|-------------------|
| Description | Qty | Cost | Total |
| Laurel WTP | | | |
| Regal Model 7001 Smartvalve set up flow proportional control 100PPD, complete with wall mounting plate and junction boxes for electrical connections | | 3,112.00 | 3,112.00 |
| Regal Model 7500- 100PPD remote meter panel se tot automatic with 1/2" fittings | | 1,520.00 | 1,520.00 |
| Regal Model VAC-1000 vacuum monitor with 1/2" fittings | | 770.00 | 770.00 |
| Thank you for supporting a locally owned business! | | Total | \$5,402.00 |

Customer Signature _____

File Attachments for Item:

5. Review the COMP/OT reports for the Pay Period ending May 15, 2022.

Comp and OT Report

PPE: 5/20/2022
Dept: Police

| Date | Comp Hours | OT Hours | Names | Reason *Reimbursed OT* | Regular Rate |
|-----------|------------|----------|-----------|--|--------------|
| 5/4/2022 | | 8 | Booth | K9 Training OT | \$ 24.59 |
| 5/12/2022 | | 4 | Booth | Schedule OT | \$ 24.59 |
| 5/7/2022 | | 10 | Brew | *DEA OT* | \$ 28.30 |
| 5/9/2022 | | 1 | Brew | *DEA OT* | \$ 28.30 |
| 5/15/2022 | 4 | | Cortese | Schedule OT | \$ 24.59 |
| 5/3/2022 | 2.5 | | Johnson | Reserve Meeting | \$ 25.67 |
| 5/10/2022 | 3 | | Johnson | Reserve Academy Class | \$ 25.67 |
| 5/11/2022 | 3 | | Johnson | Reserve Academy Class | \$ 25.67 |
| 5/12/2022 | 4 | | Johnson | Schedule OT | \$ 25.67 |
| 5/15/2022 | 4 | | McFarland | Schedule OT | \$ 24.59 |
| 5/13/2022 | | 4 | Pitts | Schedule OT | \$ 32.26 |
| 5/5/2022 | | 1 | Sedgwick | PFMA Arrest P2022-0410 | \$ 24.59 |
| 5/15/2022 | 4 | | Sedgwick | Schedule OT | \$ 24.59 |
| 5/12/2022 | 4 | | Spencer | Schedule OT | \$ 24.08 |
| 5/2/2022 | | 2.5 | Swan | District Court Warrant Return | \$ 24.59 |
| 5/3/2022 | | 3.5 | Swan | DUI Task Force Meeting/District Court Warrant Return | \$ 24.59 |
| 5/10/2022 | | 4 | Swan | SRO Training High School | \$ 24.59 |
| 5/12/2022 | 4 | | Swan | Schedule OT | \$ 24.59 |

Total Hours 32.5 38
Total Comp Hours 48.75

\$24.08 x 1.5 x 4 = \$ 144.48
\$24.59 x 1.5 x 16 = \$ 590.16
\$25.67 x 1.5 x 12.5 = \$ 481.31
Comp Total \$ 1,215.95

\$36.885 x 23 = \$ 848.36
\$42.450 x 11 = \$ 466.95
\$48.39 x 4 = \$ 193.56
OT Total \$ 1,508.87

Grand Total \$ 2,724.82

Submitted By:

Comp and OT Report

PPE: 5/20/2022

Dept: Shop

[illegible]

| | | |
|-------------|-----|---|
| Total Hours | 7.5 | 4 |
|-------------|-----|---|

| | |
|------------|-------|
| Total Comp | |
| Hours | 11.25 |

$$\$23.95 \times 1.5 \times 3.5 = \$ 125.74$$
$$\$26.13 \times 1.5 \times 4 = \$ 156.78$$

Comp Total \$ 282.52

$$\$38.115 \times 2.5 = \$ 95.29$$
$$\$39.195 \times 1.5 = \$ 58.79$$

OT Total \$ 154.08

Grand Total \$ 436.60

Submitted By:

Betty Mann

Comp and OT Report

PPE: 5/20/2022

Dept: WTP/WWTP

[illegible]

| | | |
|-------------|---|-----|
| Total Hours | 8 | 2.5 |
|-------------|---|-----|

Total Comp
Hours 12

$$\$26.27 \times 1.5 \times 8 = \$ 315.24$$

Comp Total \$ 315.24

$$\$41.580 \times 2.5 = \$ 103.95$$

OT Total \$ 103.95

Grand Total \$ 419.19

Submitted By:

Bulley Mac

Comp and OT Report

PPE: 5/20/2022

Dept: Ambulance

[illegible]

| | | |
|-------------|---|----|
| Total Hours | 0 | 33 |
|-------------|---|----|

Total Comp

Hours 0

Comp Total \$ -

$$\$36.00 \times 33 = \$1,188.00$$

OT Total \$1,188.00

Grand Total \$1,188.00

Submitted By:

Billy May

Comp and OT Report

PPE: 5/20/2022

Dept: Court

[illegible]

| | | |
|-------------|---|----|
| Total Hours | 0 | 11 |
|-------------|---|----|

Total Comp

| | |
|-------|---|
| Hours | 0 |
|-------|---|

Comp Total \$ -

$$\$32.715 \times 11 = \$ 359.87$$

OT Total \$359.87

Grand Total \$359.87

Submitted By:

Bohney Mac

Comp and OT Report

PPE: 5/20/2022

Dept: Clerk's

[illegible]

| | | |
|-------------|-----|---|
| Total Hours | 3.5 | 7 |
|-------------|-----|---|

| | |
|------------|------|
| Total Comp | |
| Hours | 5.25 |

$$\$22.00 \times 1.5 \times 3.5 = \$115.50$$

Comp Total \$115.50

$$\$43.155 \times 7 = \$302.09$$

OT Total \$302.09

Grand Total \$417.59

Submitted By:

Betty Mae