



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, JANUARY 10, 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 the December 27, 2023 Budget Finance Committee minutes.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through January 6, 2023.
4. Review and approve December 2022 Utility Billing Adjustments.
5. Review and approve payroll register for pay period ending December 25, 2022 totaling \$177,656.15.

New Business

Old Business

Other Items

6. Review the Comp/OT report for pay period ending December 25, 2022.
7. Mayor's Executive Updates.
8. Clerk Treasurer's Financial Updates.

Announcements

9. The next Budget Finance Meeting will be held on January 24, 2023.
10. Heidi Sparks 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:

1. Review and approve the December 27, 2023 Budget Finance Committee minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, December 27, 2022**

Members Present: Richard Klose, Michelle Mize (5:35 p.m.), 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 13, 2022, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of December 13, 2022. Heidi Sparks 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 December 23, 2022. Emelie Eaton moved to approve the claims and check register for claims entered through December 23, 2022. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending December 11, 2022, totaling \$213,124.12. Heidi Sparks motioned to approve the payroll register for the pay period ending December 11, 2022, totaling \$213,124.12. Michelle Mize seconded the motion, all in favor, motion passed 4-0.

New Business –

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending December 11, 2022.
2. Mayor Update –Mayor stated that the city is working on a water rate increase. The increase would be a tier system and the increase would only effect high water users. Residential homes should not notice the increase.
3. Clerk/Treasurer Financial Update-Working on getting the AFR submitted, by December 30, 2022.

Announcements –

4. The next Budget and Finance Committee meeting will be held on January 10, 2023, at 5:30 pm.
5. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned 6:25 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:

6. Review the Comp/OT report for pay period ending December 25, 2022.

Comp and Overtime Report

PPE:12-25-22 (Final)

Division: Police

Submitted by : Langve

[illegible]

TOTAL

\$2682.04

A. Allen

Dept: FAR Ambulance

or hours

\$2439.72

and OT Report

Dept: PW time card

TOTAL \$ 1927.63

OT Report

Dept: City Shop

OT hours

TOTAL \$900.86

p and OT Report

Dept: City Hall

comp hours

OT hours

TOTAL

\$156.62