



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, JULY 08, 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 June 10, 2025.
2. Review and approve Budget Finance Committee Minutes of June 24, 2025.
3. Review and approve purchase requisitions.
4. Review and approve Council claims entered through June 20, 2025.
5. Review and approve Council claims entered through July 3, 2025.
6. Review and approve payroll register for pay period ending June 8, 2025, totaling \$279,250.12.
7. Review and approve payroll register for pay period ending June 22, 2025, totaling \$255,028.12.
8. Review and approve June 2025 Utility Billing Adjustments.

New Business

Old Business

Other Items

9. Review Comp/OT report for pay period ending June 8, 2025.
10. Review Comp/OT report for pay period ending June 22, 2025.
11. Mayor's Executive Update.
12. Clerk Treasurer's Financial Update.

Announcements

13. The next Budget Finance Meeting will be held on Tuesday July 22, 2025, at 5:30 p.m.
14. Heidi Sparks 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 June 10, 2025.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, June 10, 2025**

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

Others Present: Mayor Dave Waggoner, Kelly Strecker

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 May 27, 2025, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of May 27, 2025. Casey Wheeler seconded the motion. With no objection, the minutes of May 27, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through June 6, 2025. Casey Wheeler moved to approve the claims and check register for claims entered through June 6, 2025. Michelle Mize seconded the motion. With no objection, the claims and check register of June 6, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending May 25, 2025, totaling \$246,031.52. Heidi Sparks motioned to approve the payroll register for the pay period ending May 25, 2025, totaling \$246,031.52. Casey Wheeler seconded the motion. With no objection, the payroll register for May 25, 2025, was approved. There was no public comment.
5. Review and approve the May 2025 Utility Billing Adjustments, Michelle Mize moved to approve May 2025 Utility Billing Adjustments. Casey Wheeler seconded the motion. With no objection, the May 2025 Utility Billing Adjustments were approved. There was no public comment or Committee discussion.
6. Review and approve May 2025 monthly financial statement. Heidi Sparks moved to approve the May 2025 monthly financial statement. Michelle Mize seconded the motion. With no objection, the May 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 May 25, 2025.
2. Mayor Update – The mayor stated that the Splash Pad has been very busy with the warmer weather we have been having. He also said that the Love's Truck Stop is ready to begin construction. He spoke briefly about the two Maintenance II positions that we have available at this time.
3. Clerk/Treasurer Financial Update-Kelly stated that she continues to work on the budget. Kelly took about five days off, so she didn't have much else to talk about, at this time.
4. Claim Review Schedule- Kelly handed out a new claim review schedule for the next 6 months. All members agreed with the new schedule.

Announcements –

1. The next Budget and Finance Committee meeting will be held on June 24, 2025, at 5:30 pm.
2. Michelle Mize is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:15 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kelly Strecker", with a stylized, cursive script.

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:

2. Review and approve Budget Finance Committee Minutes of June 24, 2025.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, June 24, 2025**

Members' Present:

Others Present:

This meeting was cancelled, due to no quorum.

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:

9. Review Comp/OT report for pay period ending June 8, 2025.

Comp and Overtime Report

PPE: 6-8-26

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
5-26		10	Anglin	Holiday worked Memorial Day	36.29
5-26		12	Baumgartner	Holiday worked Memorial Day	29.97
5-30		4	Baumgartner	Swat callout	29.97
6-2		10	Baumgartner	Swat Training	29.97
6-5		4	Baumgartner	Scheduled OT	29.97
5-26		12	Booth	Holiday worked Memorial Day	31.47
5-28		8	Booth	K9 training	31.47
6-5		10	Booth	Scheduled OT	31.47
5-26		10	Bryant	Holiday worked Memorial Day	32.69
6-8		4	Collins	Scheduled OT	28.83
5-26		12	Hust	Holiday worked Memorial Day	25.54
5-26		8.5	Johnson	Holiday worked Memorial Day	29.97
6-1		3	Johnson	LHS graduation	29.97
6-6	8.5		Johnson	Scheduled OT	29.97
6-5		4	Lafrombois	Defensive tactics training	28.83
6-8		4	Lafrombois	Scheduled OT	28.83
5-26		12	Mayo	Holiday worked Memorial Day	27.83
6-3	3		Mayo	Justice Court hearing	28.83
6-5	4		Mayo	Scheduled OT	28.83
6-6	3		Mayo	BPD defensive tactics training	28.83
5-26		12	Ratcliff	Holiday worked Memorial Day	28.83
6-5		4	Ratcliff	Scheduled OT	28.83
5-26		8.5	Sedgwick	Holiday worked Memorial Day	29.97
6-5		5	Seibert	Defensive tactics training	29.97
6-8		4	Seibert	Scheduled OT	29.97
5-26		12	Sell	Holiday worked Memorial Day	27.90
5-28	4		Sell	Coverage OT dispatch	27.90
	22.50	173			

Comp and OT Report

PPE: 6/8/2025
 Dept: WTP/WWTP

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/26/2025	8		C CASWELL	HOLIDAY WORKED	\$ 29.24
5/26/2025		8	NUERNBERGER	HOLIDAY WORKED	\$ 30.85
05/30-06/08		4.5	NUERNBERGER	High water walk w/ op	\$ 30.85
5/26/2025		8	J SAWYER	HOLIDAY WORKED	\$ 29.24
5/26/2025		8	N STAMPER	HOLIDAY WORKED	\$ 28.48
5/26/2025		8	J WAGGONER	HOLIDAY WORKED	\$ 29.24
5/26/2025		8	S WAGGONER	HOLIDAY WORKED	\$ 29.24
	8				
	X1.5				
	12.	Comp Hours		12 X 29.24 =	350.88
					=
		44.50 OT		12.50 X (30.85 X 1.5) =	578.45
				24 X (29.24 X 1.5) =	1052.64
				8 X (28.48 X 1.5) =	341.76
					1972.85
					=

Comp Hours

TOTAL \$ 2323.73

Comp and OT Report

PPE: 5/25/2025
Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/26/2025	8		A Contreras	HOLIDAY WORKED	\$ 21.50
6/3/2025	3		A Contreras	SCHEDULED OT	\$ 21.50
5/16/2025		16	M Crable	HOLIDAY WORKED	\$ 21.50
06/01-06/08		16	M Crable	SCHEDULED OT	\$ 21.50
5/26/2025	8		E Grayson	HOLIDAY WORKED	\$ 29.00
06/01-06/08	2	16	E Grayson	SCHEDULED OT	\$ 29.00
05/30-06/08		20	D Hopkins	SCHEDULED OT	\$ 27.00
5/26/2025		16	K Olson	HOLIDAY WORKED	\$ 25.00
5/29/2025		8	K Olson	SCHEDULED OT	\$ 25.00
5/26/2025		16	M Riley	HOLIDAY WORKED	\$ 27.00
05/29-06/05		16	M Riley	SCHEDULED OT	\$ 27.00
05/30-06/06	9	9	T Schanz	COVER SHIFT, SCH OT	\$ 20.00
05/30-06/7		10	W Wong	SCHEDULED OT	\$ 25.00
	30				
	X 1.5			16.50 X 21.50 =	354.75
	45.00	Comp Hours		15.00 X 29.00 =	435.00
				13.50 X 20.00 =	270.00
					1059.75
		143	OT Hours	32 X (21.50 X 1.5) =	1032.00
				16 X (29.00 X 1.5) =	696.00
				52 X (27.00 X 1.5) =	2106.00
				34 X (25.00 X 1.5) =	1275.00
				9 X (20.00 X 1.5) =	270.00
					5379.00

TOTAL \$ 6438.75

Comp and OT Report

PPE: 6/8/2025
 Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/30/2025	2.5		J BAKER	WATER LEAK	\$ 29.89
6/5/2025		11	J BAKER	WATER BREAK	\$ 29.89
6/5/2025		11	K GUY	WATER BREAK	\$ 29.10
06/05-06/07	14		K HOFFMAN	WATER BREAK, CALL OUT	\$ 28.28
6/5/2025	11		D NAUMAN	WATER BREAK	\$ 28.28
06/06-06/07	6.5		D NAUMAN	WALMART LIFT STATION	\$ 28.28
5/31/2025		1.5	W SPALINGER	HAULING CONTAINER-SAT	\$ 27.50
6/7/2025		1.5	W SPALINGER	HAULING CONTAINER-SAT	\$ 27.50
	34				
	x 1.5			3.75 x 29.89 =	112.09
	51.00	Comp Hours		47.25 x 28.28 =	1336.23
					1448.32
					=
		25	OT Hours		
				11 x (29.89 x 1.5) =	493.19
				11 x (29.10 x 1.5) =	480.15
				3 x (27.50 x 1.5) =	123.75
					1097.09
					=

Comp Hours

OT Hours

TOTAL \$ 2545.41

File Attachments for Item:

10. Review Comp/OT report for pay period ending June 22, 2025.

Comp and Overtime Report

PPE: 6-22-2025

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
6-11		1	Baumgartner	Agency assist CFS202504256	29.97
6-19		4	Baumgartner	Scheduled OT	29.97
6-12		10	Booth	K9 Supervisor class	31.47
6-19		4	Booth	Scheduled OT	31.47
6-17		1	Collins	Wrap/handcuffing Training	28.83
6-22		4	Collins	Scheduled OT	28.83
6-15		2	Johnson	Department shoot	29.97
6-22	4		Johnson	Scheduled OT	29.97
6-13		3	Lafrombois	*LVFD street dance*	28.83
6-15		1	Lafrombois	Department shoot	28.83
6-22		4	Lafrombois	Scheduled OT	28.83
6-14	2		Mayo	Department shoot	28.83
6-18	.5		Mayo	Wrap/handcuffing Training	28.83
6-19	4		Mayo	Scheduled OT	28.83
6-19		5.5	Ratcliff	FTO school	28.83
6-20		12	Ratcliff	FTO school/drive time	28.83
6-22		4	Schaff	Scheduled OT	27.83
6-19		4	Sedgwick	Scheduled OT	29.97
6-15	2		Seibert	Department shoot	28.83
6-19	2		Seibert	Wrap/handcuffing training	28.83
	14.50				
	x 1.5				
	21.75	Comp Hours		6 x 29.97 =	179.82
				15.75 x 28.83 =	454.07
					633.89 Comp Hours
		59.50 OT Hours			=
				11 x (29.97 x 1.5) =	494.51
				14 x (31.47 x 1.5) =	660.87
				30.50 x (28.83 x 1.5) =	1318.98
				4 x (27.83 x 1.5) =	166.98
					2641.34 OT Hours

TOTAL \$3275.23

Comp and OT Report

PPE: 6/22/2025
 Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
06/11-06/20	10.25	8	T CHARBONNEAU	SCHEDULED OT	\$ 25.00
06/15-06/22		18	A Contreraz	SCHEDULED OT	\$ 21.50
06/15-06/22	2	16	M Crable	SCHEDULED OT/TRAINING	\$ 21.50
06/11-06/22	3	16	E Grayson	SCHEDULED OT/LATE CALL	\$ 29.00
06/15-06/22		18	D Hopkins	SCHEDULED OT/TRAINING	\$ 27.00
6/15/2022		8	K Olson	SCHEDULED OT	\$ 25.00
06/8-06/19		16	M Riley	SCHEDULED OT	\$ 27.00
06/11-06/13		9.5	T Schanz	COVER SHIFT, SCH OT	\$ 20.00
6/20/2025		8	W Wong	SCHEDULED OT	\$ 25.00
	15.25				
	x 1.5				
	22.88	Comp Hours		15.38 x 25.00 =	384.50
				3 x 21.50 =	64.50
				4.50 x 29.00 =	130.50
					579.50
		117.50	OT Hour		=
				24 x (25.00 x 1.5) =	900.00
				34 x (21.50 x 1.5) =	1096.50
				16 x (29.00 x 1.5) =	696.00
				34 x (27.00 x 1.5) =	1377.00
				9.50 x (20.00 x 1.5) =	285.00
					4354.50
					=

Comp Hours

OT Hour

TOTAL \$ 4934.00

Comp and OT Report

PPE: 6/22/2025
 Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
6/8/2025		8	J BARNHART	WORKED CONTAINER SITE	\$ 27.50
6/21/2025	8		J BARNHART	WORKED SATURDAY	\$ 27.50
6/16/2025	2.5		A FOX	DRAIN CALL OUT	\$ 27.50
6/22/2025	4		A FOX	CONTAINER SITE	\$ 27.50
6/16/2025		2.5	K GUY	DRAIN CALL OUT	\$ 29.10
6/14/2025	4		J HATTON	FUNERAL	\$ 27.50
6/16/2025		1.5	K HOFFMAN	SHUT OFF DAY	\$ 28.28
6/17/2025	2.5		K HOFFMAN	WATER CALL OUT	\$ 28.28
6/22/2025	3		K HOFFMAN	CALL OUT	\$ 28.28
6/21/2025	8		D NAUMAN	WORKED CONTAINER SITE	\$ 28.28
6/22/2025	3		D NAUMAN	LIFT STATION CALL OUT	\$ 28.28
6/15/2025		4	W SPALINGER	WORKED CONTAINER SITE	\$ 27.50
	35				
	x 1.5				
	52.50	comp hours		27.75 x 27.50 =	763.13
				24.75 x 28.28 =	699.93
					1463.06 comp hours
					=
		16	OT Hours	12 x (27.50 x 1.5) =	495.00
				2.5 x (29.10 x 1.5) =	109.13
				1.5 x (28.28 x 1.5) =	63.63
					667.76 OT Hours
					=

TOTAL \$ 2130.82

Comp and OT Report

PPE: 6/22/2025

Dept: WTP/WWTP

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
6/22/2025	2.5		C CASWELL	CALL OUT - POWER OUT	\$ 29.24
6/22/2025		2.5	T HENRY	CALL OUT - POWER OUT	\$ 30.85
06/11-06/15		2	NUERNBERGER	HIGH WATER-TALK TO OP	\$ 30.85
6/22/2025		9	NUERNBERGER	POWER OUT AT PLANT	\$ 30.85
6/22/2025		4	S WAGGONER	POWER OUT AT PLANT	\$ 29.24
	2.5				
	X 1.5			3.75 x 29.24 =	109.65
	3.75	Comp Hours			=
		17.50	OT Hours	13.50 x (30.85 x 1.5) =	624.72
				4 x (29.24 x 1.5) =	175.44
					800.16
					=

Comp Hours

OT Hours

TOTAL - \$ 909.81

Comp and OT Report

PPE: 6/22/2025
Dept: Clerk

[illegible]

Comp Hours

TOTAL = 583.93