



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, JULY 25, 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 July 11, 2023 Budget Finance Committee minutes.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through July 21, 2023.
4. Review and approve payroll register for pay period ending July 09, 2023 totaling \$289,743.55.

New Business

Old Business

Other Items

5. Review the Comp/OT report for pay period ending July 9, 2023.
6. Mayor's Executive Updates.
7. Clerk Treasurer Financial Update.

Announcements

8. The next Budget Finance Meeting will be held on August 8, 2023.
9. Emelie Eaton 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 July 11, 2023 Budget Finance Committee minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 11, 2023**

Members Present: Richard Klose, Emelie Eaton, Heidi Sparks, Michelle Mize

Others Present: Kelly Streecker, Mayor David 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 June 27, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of June 27, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through July 7, 2023. Richard Klose moved to approve the claims and check the register for claims entered through July 7, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the June 2023 Utility Billing Adjustments. Emelie Eaton moved to approve the June 2023 Utility Billing Adjustments. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending June 25, 2023, totaling \$186,247.55. Heidi Sparks motioned to approve the payroll register for the pay period ending June 25, 2023, totaling \$186,247.55. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business –None

Old Business – Richard Klose was able to get a quote in the amount of \$325.00 from Dynamic Design, for the new sign on the kiosk at the cemetery. Richard Klose stated that the sign would be a large map of the cemetery.

Other Items –

1. Review Comp/OT reports for the pay period ending June 25, 2023.
2. Mayor Update – The Mayor stated that there would be a council workshop, followed by a council meeting tonight. Mayor said that he and Matt are going to meet with MRL on Wednesday July 12th to determine how much more space MRL would need at Riverside Park. He stated that MRL needs a little more space than anticipated for the storage of their garbage cans. There will be an additional charge for the extra space. Mayor said that the train derailment project will probably take a little longer than what was anticipated to begin with. Mayor also explained that there will be a discussion about the fireworks on the 4th of July. There seems to be a few liability issues. City Attorney Michele is working on getting a committee together to discuss prior to next year.
3. Clerk/Treasurer Financial Update-Kelly stated that she has been working on the FY23/24 budget. She stated that she will have a conference call with Clear Gov. to get the new budget program up and running. Kelly said that union 316 negotiations have been completed and are waiting for the union to ratify, and it will soon be coming to council for approval.

Announcements –

4. The next Budget and Finance Committee meeting will be held on July 25, 2023, at 5:30 pm.
5. Heidi Sparks is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:14 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:

5. Review the Comp/OT report for pay period ending July 9, 2023.

Comp and Overtime Report

PPE: 7-9-23

Division: Police

Submitted by : Langve

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
7-4		12	Anglin	Holiday worked 4 th of July	30.23
7-9		8	Anglin	Instructor – Firearms Qual. 9mm	30.23
7-4		12	Baumgartner	Holiday worked 4 th of July	26.97
7-9	4		Baumgartner	Scheduled OT	26.97
6-29		1	Brew	** DEA OT**	29.72
7-6		11	Brew	** DEA OT**	29.72
7-7		4	Brew	** DEA OT**	29.72
7-8		12	Brew	** DEA OT**	29.72
7-9		5	Brew	** DEA OT**	29.72
7-4		10	Bryant	Holiday worked 4 th of July	29.72
7-9	14		Bryant	Instructor- Firearms Qual. 9mm	29.72
7-4		12	Canape	Holiday worked 4 th of July	26.94
7-4		12	Featherly	Holiday worked 4 th of July	28.69
7-9		4	Featherly	Scheduled OT	28.69
7-4		12	Hust	Holiday worked 4 th of July	22.91
6-27	2		Johnson	Reserve Meeting	26.97
7-6	4		Johnson	Scheduled OT	26.97
7-4		12	Nelson	Holiday worked 4 th of July	22.91
7-3		6	Pitts	OT due to holiday activities	33.23
7-4		8	Pitts	** Fireworks OT**	33.23
7-9		4	Pitts	Scheduled OT	33.23
7-4		12	Sedgwick	Holiday worked 4 th of July	25.83
7-9		4	Sedgwick	Scheduled OT	25.83
6-27		6	Seibert	OT to provide coverage	24.80
7-9		4	Seibert	Scheduled OT	24.80
7-4		12	Seibert	Holiday worked 4 th of July	24.80
6-26	5		Sell	CJIN Audit	26.43
7-4		8	Spencer	**Fireworks OT**	25.83
7-6	4		Spencer	Scheduled OT	25.83
7-3		8	Booth	** Street Dance OT**	26.97
7-4		8	Booth	** Fireworks OT**	26.97
7-6		4	Booth	Scheduled OT	26.97
7-3		8	Swan	** Street Dance OT**	25.83
7-4		8	Swan	** Fireworks OT**	
7-6		7	Swan	City Court& Scheduled OT	

33

224

Comp and OT Report

PPE:

7/9/23

Dept:

Police

[illegible]

comp hours

OT hours	
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TOTAL \$10,711.46

[Signature]

PPE: Ambulance

comp hours

or hours

TOTAL

341.60

Comp and OT Report

PPE:

Dept:

Clark

[illegible]

OT hours

7022

147.24

Report

Dept: City Shops

OT hours

TOTAL \$ 1304.24

and OT Report

PPE: PW Time Card
Dept:

[illegible]

TOTAL = 3013,46