



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, MAY 27, 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 May 13, 2025.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through May 23, 2025.
4. Review and approve payroll register for pay period ending May 16, 2025, totaling \$250,726.52.
5. Review and approve April 2025 financial statement.

New Business

Old Business

Other Items

6. Review Comp/OT report for pay period ending May 16, 2025.
7. Mayor's Executive Update.
8. Clerk Treasurer's Financial Update.

Announcements

9. The next Budget Finance Meeting will be held on Tuesday June 10, 2025, at 5:30 p.m.
10. Casey Wheeler 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 May 13, 2025.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 13, 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 April 22, 2025, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of April 22, 2025. Michelle Mize seconded the motion. With no objection, the minutes of April 22, 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 May 9, 2025. Richard Klose moved to approve the claims and check register for claims entered through May 9, 2025. Heidi Sparks seconded the motion. With no objection, the claims and check register of May 9, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending April 27, 2025, totaling \$262,821.61. Michelle Mize motioned to approve the payroll register for the pay period ending April 27, 2025, totaling \$262,821.61. Richard Klose seconded the motion. With no objection, the payroll register for April 27, 2025, was approved. There was no public comment.
5. Review and approve the 2025 April Utility Billing Adjustments, Heidi Sparks moved to approve the 2025 April Utility Billing Adjustments. Casey Wheeler seconded the motion. With no objection, the 2025 April Utility Billing Adjustments were approved. There was no public comment or Committee discussion.

New Business –There was a brief discussion regarding obtaining a loan through Yellowstone Bank in Laurel for the purchase of the new fire truck.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending April 27, 2025.
2. Mayor Update – The mayor stated that the splash park is open for the season. He said that he has noticed several kids there already, since the weather has been so nice. He did say that there has been a little trouble with the older kids riding scooters, skateboards and bikes through it. The public works department will be posting signs regarding this issue. The mayor briefly spoke about the Facebook post regarding the 4th of July fireworks.
3. Clerk/Treasurer Financial Update-Kelly stated she has been working on Public Hearing for the rate increases that will affect water and wastewater. When the first increase was proposed in November, it was only February through June, which was the test year. This Public Hearing will be for the next four years which finishes the rate study that we did with Raftallis. Kelly stated that budget proposals from department heads were due on May 12, 2025, at 5p.m. Most everyone turned them in on time. The city is also looking to change their cell phone service to FirstNet, which is through AT&T, Kelly stated that she has been working with the department heads, as to what equipment they have so she can it the information over to FirstNet, so they can complete a quote for the city. Kelly explained that FirstNet is for first responders and has a larger

broadband. Kelly is hoping this will save the city money verses what the city is being charged through Verizon with less coverage.

Announcements –

1. The next Budget and Finance Committee meeting will be held on May 27, 2025, at 5:30 pm.
2. Heidi Sparks is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:20 p.m.

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:

6. Review Comp/OT report for pay period ending May 16, 2025.

Comp and Overtime Report

PPE: 5-11-25

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
5-8		4	Baumgartner	Scheduled OT	29.97
4-30		8	Booth	K9 training	31.47
5-8		5	Booth	Scheduled OT/P202500386 PFMA	31.47
4-29	.5		Bryant	P202500361 child abuse	32.69
5-1	.5		Bryant	CFS202503050 parent meeting	32.69
5-6		2.5	Collins	P202500378 dangerous drugs	27.83
5-11		4	Collins	Scheduled OT	27.83
5-9	5		Johnson	Scheduled OT	29.97
5-11		4	Lafrombois	Scheduled OT	28.83
5-8	4		Mayo	Scheduled OT	27.83
5-1		4	Ratcliff	DUI Symposium	28.83
5-1		.5	Sedgwick	CFS202503047 disturbance	29.97
5-2		8	Seibert	DUI Symposium	28.83
	10				
	<u>X1.5</u>				
	15	Comp Hours		1.50 X 32.69 =	49.04
				7.50 X 29.97 =	224.78
				6. X 27.83 =	166.98
					440.80
					=
		40	OT Hours		
				4.5 X (29.97 X 1.5) =	202.31
				13 X (31.47 X 1.5) =	613.67
				6.50 X (27.83 X 1.5) =	271.35
				16. X (28.83 X 1.5) =	691.92
					1779.25
					=

TOTAL \$ 2220.05

Comp and OT Report

PPE: 0511/25
Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
04/30-05/09	17.25		T Charbonneau	Schedule OT	\$ 25.00
05/04-05/11		16	A contreraz	Schedule OT	\$ 21.50
05/04-05/11		16	M Crable	Charting, Cover shift, sch OT	\$ 21.50
5/10/2025		10	E Grayson	Schedule OT	\$ 29.00
05/04-05/11		16	D Hopkins	Schedule OT, Cover shift	\$ 27.00
5/4/2025		8	K Olson	Schedule OT	\$ 20.00
05/01-05/08		16	M Riley	Schedule OT	\$ 27.00
5/2/2025	8		T Schanz	Schedule OT, charting	\$ 20.00
05/02-05/10		16.5	W Wong	Schedule OT	\$ 22.41
	25.25				
	X 1.5			25.88 X 25.00 =	1647.00
	<u>37.88</u>	Comp Hours		12. X 20.00	240.00
					887.00
					=
		98.50	OT	32 X (21.50 X 1.50) =	1032.00
				10 X (29.00 X 1.50) =	405.00
				32 X (27.00 X 1.50) =	1296.00
				8 X (20.00 X 1.50) =	240.00
				16.5 X (22.41 X 1.50) =	554.66
					3527.66
					=

Comp Hours

OT Hours

TOTAL \$ 4414.66

Comp and OT Report

PPE: 5/11/2025

Dept: Shop

[illegible]

TOTAL \$ 123.75

Comp and OT Report

PPE: 5/11/2025
Dept: WTP/WWTP

[illegible]

TOTAL 208.25

OT Hours

Comp and OT Report

PPE: 5/11/2025

Dept: Clerk

[illegible]

Comp Hour

TOTAL 37.11