



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, AUGUST 26, 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 August 12, 2025.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through August 22, 2025.
4. Review and approve payroll register for pay period ending August 17, 2025, totaling \$255,886.52.

New Business

Old Business

5. Airport Authority Mill Discussion.

Other Items

6. Review Comp/OT report for pay period ending August 17, 2025.
7. Mayor's Executive Update.
8. Clerk Treasurer' Financial Update.

Announcements

9. The next Budget Finance Meeting will be held on Tuesday September 9, 2025, at 5:30 p.m.
10. Richard Klose 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 August 12,2025.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, August 12, 2025**

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

Others Present: Mayor Dave Waggoner, Kelly Strecker, Kelly Gauslow

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 July 22, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of July 22, 2025. Casey Wheeler seconded the motion. With no objection, the minutes of July 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 August 8, 2025. Heidi Sparks moved to approve the claims and check register for claims entered through August 8, 2025. Casey Wheeler seconded the motion. With no objection, the claims and check register of August 8, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending July 20, 2025, totaling \$265,966.53. Heidi Sparks motioned to approve the payroll register for the pay period ending July 20, 2025, totaling \$265,966.53. Michelle Mize seconded the motion. With no objection, the payroll register for July 20, 2025, was approved. There was no public comment.
5. Review and approve Payroll Register for the pay period ending August 3, 2025, totaling \$275,873.71. Heidi Sparks motioned to approve the payroll register for the pay period ending August 3, 2025, totaling \$275,873.71. Michelle Mize seconded the motion. With no objection, the payroll register for August 3, 2025, was approved. There was no public comment.
6. Review and approve the July 2025 Utility Billing Adjustments, Heidi Sparks moved to approve July 2025 Utility Billing Adjustments. Michelle Mize seconded the motion. With no objection, the July 2025 Utility Billing Adjustments were approved. There was no public comment or Committee discussion.

New Business –There was a brief discussion regarding the Airport Authority mills. Kelly stated that she would check into it and update the committee at the next meeting.

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending July 20, 2025.
2. Review Comp/OT reports for the pay period ending August 3, 2025.
3. Mayor Update – The mayor stated that there is an industrial park coming in west of the Loves new truck stop. He stated it would be like a mini mall but did not have any of the specifics as to what businesses would be out there.
4. Clerk/Treasurer Financial Update-Kelly said that the budget was completed. She said that she would have the general fund information out to the council members by the end of the week, so they had plenty of time to review before the workshop meeting on August 19, 2025.

Announcements –

1. The next Budget and Finance Committee meeting will be held on August 26, 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,



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 August 17, 2025.

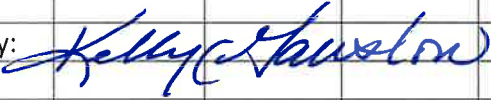
Comp and Overtime Report

PPE: 8-17-2025


Division: Police

Submitted by : Anglin

[illegible]

PPE: 8-17-2025						
Dept: Police						
	COMP	OT				
Hours	31	51				
Total Comp Hours						
9.5x(33.17x1.5)	472.67					
12x(29.26x1.5)	526.68					
4x(30.42x1.5)	182.52					
5.5x(31.92x1.5)	263.34					
				Comp Total	\$1,445.21	
Total OT		51				
35x(30.42x1.5)	\$ 1,597.05					
8x(29.26x1.5)	\$ 351.12					
4x(31.92x1.5)	\$ 191.52					
4x(28.26x1.5)	\$ 169.56					
				OT Total	\$2,309.25	
				Grand Total	\$3,754.46	
Submitted By:						

Comp and OT Report

PPE:	8/17/2025				
Dept:	WTP/WWTP				
Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
8/4/2025	0.5		Nuernberger	Talked w/Operator	\$ 30.85
8/6/2025	0.5		Nuernberger	intake issues	\$ 30.85
8/8/2025	0.5		Nuernberger	Talked w/Operator	\$ 30.85
8/10/2025	0.5		Nuernberger	Talked w/Operator	\$ 30.85
8/14/2025	3		Nuernberger	Plant Issues	\$ 30.85
8/15/2025	1		Nuernberger	work over	\$ 30.85
	6	0			
6x1.5=					
9 COMP HOURS					
9x30.85	277.65				
Total	\$277.65				
				Comp Total	\$ 277.65
OT Hours					
0.00x(0.00x1.5)=	0				
0	0				
0	0				
Total	\$0.00				
				OT Total	\$ -
				Grand Total	\$ 277.65
Submitted By:					

Comp and OT Report					
PPE:	8/17/2025				
Dept:	Ambulance				
Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
8/8/2025		6	Charbonneau	Scheduled OT	\$ 25.00
8/13/2025		2	Charbonneau	LEPC Meeting	\$ 25.00
8/15/2025		8	Charbonneau	Scheduled OT	\$ 25.00
8/10/2025	9.5		Contreraz	Scheduled OT	\$ 21.50
8/16/2025	8		Contreraz	Scheduled OT	\$ 21.50
8/10/2025		8	Crable	Scheduled OT	\$ 21.50
8/17/2025		8	Crable	Scheduled OT	\$ 21.50
8/17/2025		8	Forsey	Scheduled OT	\$ 29.00
8/6/2025		2	D. Hopkins	Interviews	\$ 27.00
8/10/2025		8	D. Hopkins	Scheduled OT	\$ 27.00
8/16/2025		8	K. Olson	Scheduled OT	\$ 20.00
8/7/2025		8	M. Riley	Scheduled OT	\$ 27.00
8/14/2025		8	M. Riley	Scheduled OT	\$ 27.00
8/17/2025		8	T. Schanz	Scheduled OT	\$ 20.00
8/9/2025		8	W.Wong	Scheduled OT	\$ 22.41
	17.5	90.00			
17.5*1.5= 26.25 Comp Hours					
17.5x21.50=	\$ 376.25			Comp Total	\$ 376.25
	\$ -				
Total	\$ 376.25				
90 OT hours				OT Total	\$ 2,365.92
16x(25.00x1.5)	\$ 600.00				
16x(21.50x1.5)	\$ 516.00				
8x(29.00x1.50)	\$ 348.00				
26x(27.00x1.5)	\$ 153.00				
16x(20.00x1.50)	\$ 480.00				
8x(22.41x1.5)	\$ 268.92				
Total	\$ 2,365.92			Grand Total	\$2,742.17
Submitted By:					