

AGENDA CITY OF LAUREL BUDGET/FINANCE COMMITTEE TUESDAY, AUGUST 23, 2022 5:30 PM COUCIL 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 August 9, 2022 Budget Finance Committee Minutes.
- 2. Review and approve purchase requisitions.
- 3. Review and approve claims entered through August 19, 2022.
- 4. Review and approve the July 2022 Utility Billing Adjustments.
- 5. Review and approve payroll register for pay period ending August 7, 2022 totaling \$215,632.52.

New Business

Old Business

Other Items

- 6. Review the Comp/OT reports for pay period ending August 7, 2022.
- 7. Mayor's Executive Updates.
- 8. Clerk Treasurer's Financial Updates.

Announcements

- 9. The next Budget Finance Meeting will be held on September 13, 2022 at 5:30 PM.
- 10. 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:

2. Review and approve purchase requisitions.



. ۲

1.406.252.6671 BILL TO

City of Laurel P.O. Box 10 Laurel, MT 59044

Invoice

INVOICE NO. DATE

464 7/31/2022

SHIP TO

City of Laurel Water Department 115 W. First Street Laurel, MT 59044 406.628.1987 HP

Customer PO	TERMS	REP	SHIP DATE	SH	SHIP VIA		IS PO NO
EST 83 Nathan	Net 30	SG	7/31/2022	Best V	Best Way PPA		425
ITEM		DES(DESCRIPTION		ατγ	UNIT PRICE	AMOUNT
7001Smartvalve/100ppd		P/N 7001Smartvalve/10ppd - Regal Model 7001 Smartvalve complete w/wall mounting plate and junction box(s) capable of operating in flow proportional control	pd - Regal Model vall mounting plate f operating in flow	7001 and	-	3,112.00	3,112.00
7500RemMeterPanel	Reg	Regal Model 7500 Remote Meter Panel, 100 ppd	te Meter Panel, 10	0 ppd		1,520.00	1,520.00
Vac 1000	N/d	P/N Vac 1000			~	770.00	770.00
Shipping & Handling	Ship	Shipping & Handling -				287.65	287.65
CITY OF LAUREL Thank you for supporting a locally owned business!	AURE ting a locally ow	med business!			Total		\$5,689.65
Returns must be pre-authorized by us. If restockable, customer pays a 50% restocking fee and freight charges. If non-restockable, product is non-returnable.	authorized by us restocking fee luct is non-retur	 If restockable, and freight charges. nable. 	<u>+</u>		Pymts/Credits	dits	\$0.00

\$5,689.65

Balance Due

CT70

AMBF - Billings, MT 59101 (406) 248-6325

FOR CITY USE ONLY-THIS IS NOT A PURCHASE ORDER

		Plant	
5-19-22	Water	Treatment	
Date:	Fund:	Dept.:	

REQUISITION PURCHASE CITY OF LAUREL MONTANA 59044

Systems Inclustria/ **VENDOR:**

VENDOR NO.:

Account Number	5210 500 430540 364		1.	
Est. Cost	\$3112 00	\$ 1520 %	キフフいを	* SU02 02
Fully Itemize	Regal Chloringtor 100 ppd	Regal 7500 Remark Medu 100 ppd	Resel Nacuum Monitor	ed cost
Quantity		,		Total estimated cost

The items listed above are a proper charge against the account shown hereon and the services or materials are to be used exclusively for the purpose against which said items are charged.

Dept. Authorized Signature Approvat: Finance Committee <u>Muchullu Muze</u> 2 JULL 2 $\overline{\mathcal{J}}$ N PICLI INVOILE & SUB9. US

Date:

SH & 267 6 Difference due to

4

RETURN TO CITY CLERK

File Attachments for Item:

4. Review and approve the July 2022 Utility Billing Adjustments.

UTILITY BILLING SYSTEM Report ID: 1014 ACCOUNTS RECEIVABLE SUMMARY	For AP-Year 7-2022	7-2022	rage				CITY OF LAUREL 16:41:13 - 07/29/2022
Service	Fund	Old Balance	Billings	Payments	[Adjustments - Autodistrihute] Other	New Balance
WATER	5210	258233.95	365017.88	252746.21	-1775.09	-469.33	368261.20
CAP IMP WATER	5210	29440.06	29224.35	27717.20	-512.30	-186.26	30248.65
SEWER	5310	139742.72	138014.91	127853.58	-1693.59	-1103.51	147106.95
CAP IMP SEWER	5310	32981.38	32025.05	30505.65	-536.03	-206.20	33758.55
GARBAGE	5410	77437.15	74807.69	72351.02	-1156.71	-324.94	78412.17
OTHER	5210	0.00	0.00	0.00	0.00	0.00	0.00
SERVICE CHARGE	5210	1690.17	575.00	1969.88	-19.25	1250.00	1526.04
WATER SUPPLIES	5210	25.00	0.00	25.00	0.00	0.00	0.00
WTR LINE INS-1	5210	2546.34	2438.25	2293.29	-43.71	-22.56	2625.03
WTR LINE INS-2	5210	281.45	270.90	254.85	-4.66	-1.48	291.36
OVERPAYMENT	5210	-16868.09	0.00	4771.56	5741.34	-2404.91	-18303.22
Grand Totals by Service:		525510.13	642374.03	520488.24	0.00	-3469.19	643926.73
Grand Total by Fund:	l blo	Old Balance	New	New Balance			
5210 5310	27.	275348.88 172724.10	9 5 1 3 8 9 8 9 8 9 8 9 8 9 8 9 8 9 8 9 8 9 8	384649.06 180865.50			
5410		77437.15	Ľ	78412.17	APROVED		
					and the second secon		

Report Path: Summary, History and Balance Reports | Accounts Receivable Summary | Accounting

File Attachments for Item:

6. Review the Comp/OT reports for pay period ending August 7, 2022.

PPE: Division	' A'. ,	/ 	Submitted by:	uy s	thecker
Dafe	Comp O/T · Hours Hours		Reason		Rafe
7/30	ID	3. Philly	15 AVR Pro	P	32.35
1 <u>7/31</u> 8/2	$\left \begin{array}{c} 3\\ \hline 3\\ $	- BANILA	A MAD BE	$\frac{\partial O^{m}}{\partial r}$	22.25 22.25
\$11e	66	B Phillp:	End of Ma	WH BA	V-15 22.25
	Production descent a	and the second se			
		1			
	-11	DT hour	5		
			1 X (22.25 X	<u>(7.6)</u> :	367.13
		· .	/		under state of the second the
		and the second	می از می		
		and the second s		12	
			341		
		- Int			
	A X	1 Har		and a second sec	
	Y.L		الاراني معامل معامل وي معامل معامل و معامل وي المعامل و المعامل و المعامل و المعامل و المعامل و المعامل المعام وي و هذه المعامل وي المعامل و ال		
					•
	· ·				
<u> </u>	<u> </u>	<u> </u>			
	· · · · · · · · · · · · · · · · · · ·				
	· · · · · · · · · · · · · · · · · · ·				
<u>l </u>			<u></u>		<u>_</u>
					•

Comp and Overtime Report

PPE: 8/7/22.

Submiffed by:

Da	afe	Comp Hours	O/T · Hours	Name	Reason		Rafe
1	14	8		A. Gaser	NO Belief	March She	A 26.79
\overline{n}	25	. 50		H-Nuevenber	air Shif	+ Chana	(28.27)
13	Til	<u>r . 20</u>		H Nurrenbe	heyer Shi	H Chartes	1. 28.27
121	21	1.51	T.	U. Rhussenlin	MAR CE	<u>n Aario X</u>	1 28.27
81	31		$\langle \mathfrak{D} $). Whaqonet	PADVER &	<u>dir Fi</u>	24,52
7/	28		$\overline{\mathcal{D}}$. Watanner	<u>over</u>	Shift_	24.52
	-						
ļ	/	2					
	-4-/	2 10	nath	nrs:			· ·
		<u>z 40</u>	ap fu		2 × 26,1	79 =	321.48
					1 X 28.3		1109.102
							491.10
				·	• 		a posta de la construir de la c Antipación de la construir de la Construir de la construir de la
ļ							
ļ	<u> </u>						
ļ	10	<u> </u>	<u>47</u>	nours	V/ 24.55	RX76	588.48
				1.a	<u> X X4.22</u>	<u>(* 110)</u>	
		- ·		and the second se			
							·
					7		
	A Stream and the second second second	1	1	- n0	. 20	\rangle	
		17		TE III	1	/	
71		Tin	L.U	P M.			
		TU	1/		and the second		
	**************************************	an show,					
	•				۰. 		
			<u> </u>				
		-					
			<u> </u>				·

	• • • • •		·. ·	• •
Co	mp and Overtime Repo	srf.		
PPE: Divisi	Aline boo	Out with a bar	the 110 h Stro	chin.
Dafe	Comp O/T Name	Submitted by:	IRafe	
	Hours Hours	Reason		
1/20		M Water Bill M Budget Fi	s Safety Notic n. Matting	1 22.00
1/27 8/1		Maims	ng V	
8/4	1.25 1. 11	Mains, 1	Idenda	•
7/31	B. Marma	6. Council	Adenda 1	
7/25	2 (13) B. Moorma 2 M. Patrici	b Water Bi	Haeraa V	51
7/25-8/	5 (15.75) K.Strecker	Pallroll, Tra Balanin	ansit 31.	27
814	(10) K. Stricker	Workled 7- New cervolorie	<u>ta most Mai</u> u Filis 317	15 27
		Theurance, M Labelity	IMIA	
			·	· ·
	×			
- 44	Comphours T			· · · · · · · · · · · · · · · · · · ·
		3X 17.51=	52.5	<u>.</u>
	30.75 DT hours			
			5= 297.1	10
	21.	L (22.00 X 1, 15 X (31,77	5)= 297.0 X1.5 1036.5	
			1333.6	
	mst /			
/ Intal			I	
		:		10
			۲	

Corr	np and Overtime R	eport		
PPE:	8/1/2022		ulur Alre	
· Dīvisīor	<u>n: Ambulance</u>	Submitted by:		
Dafe	Comp O/T Name Hours Hours	Reason	Rat	
· <u>7725</u> 7/24	B E Gr	aufon No Cover aufon No Cover	<u>a alessa s</u> a alessa s	34.00
7/27	E.Gr	When ALS Train	ing -	
1/20	7.37 C QU	MANY LATE C		
0/27		no No Covera	nge, 10	7.00
1/28	8 h].lDc	<u>nti No Covera</u>	de 10	<u> </u>
	2	•		
	3 comp hours			
	· · · ·	18×19.00	$) = \frac{.24}{$	2.00 ·
			~~~~~	
				· · ·
	20 OT hour	~5		i
		20 X 24.00 XI	1.5) 720,	00
			Second Se	<u> </u>
	1.	· · ·		· · ·
	Finance	2		
F/0	0 10th	V		
Adae				
				· · · · · · · · · · · · · · · · · · ·
			•	11

Comp and Overtime Report	
PPE: 8/7/22	· ,
Division: Shop Submitted by: Alle	4 trecker
Dafe Comp O/T Name Reason	Rate
1/25 2.5 K. Hoffman, Call out -L	wate 25.91
	2. 2(e.1,5 Nev 2(e.45
5.5	
X1.5 8.25 Comphours	
3.75 × 25.9/=	97.110
	211.09
	· · · · · · · · · · · · · · · · · · ·
15 pt hours	
- <u>.5 V ( 2(e. 65 X ).5</u>	= 20.00
	· · ·
1 231.	
	<u>_</u>
	. 12

# Comp and Overtime Report

PPE: 78-7-22

**Division:** Police

Submitted by : Langve

Date	Comp	OT	Name	Reason	Rate
	Hours	Hours		*Reimbursed OT*	
8-5	4		Anglin	Scheduled OT	27.68
7-30	4		Baumgartner	Travel SWAT basic	25.08
8-5	4		Baumgartner	SWAT basic	25.08
8-5		4	Baumgartner	Travel SWAT basic	35.08
7-31		8	Brew	* DEA OT*	28.85
7-26	3		Bryant	Forensic Inter. P202200650	28.85
8-1	2		Bryant	Sex assault P202200627	28.85
8-7		4	Cortese	Scheduled OT	25.08
8-7		4	Featherly	Scheduled OT	24.08
8-2	2		Johnson	Reserve Meeting	26.18
8-4	4		Johnson	Scheduled OT	24.18
7-28		1	McFarland	Felony PFMA P202200715	25.08
8-7		4	Pitts	Scheduled OT	32.20
8-4	4		Spencer	Scheduled OT	24.08
8-4	4		Swan	Scheduled OT	25.08
	31				
X	1.5				
a,	HGiE	Con	p hours	2	
			7		
				Lex 24,08=	144,45
				18×25.08=	451.44
				9 × 26.18=	235.10
1				7.5 × 28.85=	016.3
				6×27.68=	144.08
<u></u>					1304.0
		251	IT hours		
·				4V(24.08 V1.5) =	150.20
		2.T		9 V 125 NI VI 5 =	238.6
	<u> </u>	-96-		$\frac{4 \times (24.08 \times 1.5)}{9 \times (25.08 \times 1.5)} = \\8 \times (28.85 \times 1.5) =$	24/0.2
and the second se	and'	< *	/	0 X ( 2010) X / 2)-	192.5
, A	()			4× (32.24×1.5)=	11212
NB	V	a the second	F. C.		150.24 338.5 344,2 193.5 1028.5
<i>.</i> .V		and the second s			and the second
fall		and the second se			
*					