

### AGENDA CITY OF LAUREL BUDGET/FINANCE COMMITTEE TUESDAY, NOVEMBER 08, 2022 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 October 25, 2022 Budget Finance Committee minutes.
- 2. Review and approve purchase requisitions.
- 3. Review and approve Council claims entered through November 4, 2022
- 4. Review and approve payroll register for pay period ending October 30, 2022 totaling \$210,580.86.

#### **New Business**

#### **Old Business**

#### Other Items

- 5. Review the Comp/OT reports for pay period ending October 30,2022
- 6. Mayor's Executive Updates.
- 7. Clerk Treasurer's Updates.

#### **Announcements**

- 8. The next Budget Finance Meeting will be held on November 22, 2022.
- 9. Claim review will be Richard Klose.

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 October 25, 2022 Budget Finance Committee minutes.

### Minutes of City of Laurel Budget/Finance Committee Tuesday, October 25, 2022

Members Present: Richard Klose, Michelle Mize, Emelie Eaton

Others Present: Kelly Strecker, Mayor Dave 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 October 11, 2022, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of October 11, 2022. Michelle Mize seconded the motion, all in favor, motion passed 3-0.
- 2. Review and recommend approval to Council; claims entered through October 21, 2022. Emelie Eaton moved to approve the claims and check register for claims entered through October 21, 2022. Michelle Mize seconded the motion, all in favor, motion passed 3-0.
- **3.** Review and approve Payroll Register for the pay period ending October 16, 2022, totaling \$218,444.63. Richard Klose motioned to approve the payroll register for the pay period ending October 16, 2022, totaling \$218,444.63. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.

#### New Business -

**Old Business** – There was discussion regarding CD's. Kelly mentioned she had looked into CD's and to get the interest rates at 3.5% new monies would need to be used. The roll over dates for the city's CD's is in March of 2023.

#### Other Items –

- **4.** Review Comp/OT reports for the pay period ending October 16, 2022.
- **5.** Mayor Update Discussed City wide surplus sale. Mayor stated it will be an online auction and should begin the month of November. Moore MT Treasurers is the auction company. The mayor stated that two new employees were hired on. A relief operator for the Water Plant and a Building Inspector.
- **6.** Clerk/Treasurer Financial Update Clerk/Treasurer stated the ARPA grant had been submitted, and the finance office continues to keep pushing forward to get things cleaned up.

#### Announcements -

- 7. The next Budget and Finance Committee meeting will be held on November 8, 2022, at 5:30 pm.
- 8. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned 6:10 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 reports for pay period ending October 30,2022

PPE: 10-30-22 Division: Police Submitted by : Langve

Date	Comp	ОТ	Name	Reason	Rate
	Hours	Hours		*Reimbursed OT*	
10-27	4		Anglin	Scheduled OT	27.68
10-17		8	Baumgartner	SWAT Training- unable to adjust	
				schedule due to FTO Schedule	2508
10-26	2		Baumgartner	MPAT Proctoring	25.08
10-30		4	Baumgartner	Scheduled OT	25.08
10-19	.5		Bryant	Animal Cruelty P20220976	28.85
10-19	4		Canape	OT to cover FMLA	25.41
10-27		4	Featherly	Scheduled OT	24.08
10-27	4		Johnson	Scheduled OT	26.18
10-30		4	Pitts	Scheduled OT	33.23
10-25		2.5	Seibert	MPAT on days off	24.08
10-30		4	Seibert	Scheduled OT	24.08
10-26	4		Sell	OT to cover FMLA	23.84
10-30	4		Spencer	Scheduled OT	24.08
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	Y 1,5				
	33.75	comp	hou/s	6 x 27.68 =	166.08
			3	3 x 25.08 =	76.24
			***************************************	.75 x 28.85 =	21.64
				6 X 25.41 =	15246
				6 x 26.18 -	157.08
		***************************************		4 × 23.84 -	14304
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					86002
		21, 60	OT hows		
		<u> </u>	1/1	12 x(25.08x1.5)=	4 51.44
			:	10.50 X(24.08 x 1.5) =	279210
				4 x (33,23 x1.5) =	199.28
					199.38
					1275.0

DIAL

\$189010

PPE: 10/30/22		
Division: COURT	Submitted by	MIDUTE NA

	Date	Comp Hours	O/T · Hours	Name	Reason	Rafe
••	10/11/22	.5		1) Folts	1 Court ran late	1 17.67
	10/18/22	, 5		1 J Folts	Court Day late	17.67
	10/24/22	,5		J Fo/15	Court ran late.	17,67
	10/27/22			したな	Billings muting	17.61
	10/24/22	,5		SPhillips	court han late	22.25
	10/27/22	1.25		Sphillips	Billing mesting	22.25 ·
	10/29/20	15		SPhillips SPhillips SPhillips	Court ran late.  Billings hunting  court ran late  Billings misting  Catchup work	22,25
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PPE: 10/30/2022	1
Division: Ambulance	Submitted by: Mbu Huhr

	Date	Comp Hours	O/T · Hours	Name	Reason	Rafe
	10/22/20			IT Charbonnea	y OT hours	1 17,50
	10/29/22	9		T Charbonneau	OT his + and · late his	17.50
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			-	•	TOTAL 3	93.75

PPE: 10/30/2022

· Division: Cty Shop

Submitted by:

Date	Comp	O/T·	Name	Reason	Rafe
	Hours	Hours			+ 22 20
10/20/22		<del> </del>	J. Barrhart	Swan Backup	27.39
0/19/22	.5		J. Barrhant	- Garbage Truck USS Wil	
10/28/22		.5	A FOX	Fuzural rankate	17.92
660501	2.5		B. Gon TaleZ	Sewe Backup	26.12
10/28/22		,5	JHator	Funeral ran late	25.18
10/17/22	1.5		D. Noumar	Shid off Day- Turn on	0 2442
10/18/22		,5	U. SPalinger	garbage truck asus	25,18
10/28/22		.5	JSMlingue	Funiral ran late	25,18
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				2.25 x 24.42	54.95
				, and the second	273.55
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PPE: 10/30/2022		
Division: PW	Submiffed by	mbuHattar

Dafe	Comp  Hours	O/T · Hours	Name	Reason		Rafe
10/24/22			15 Ccasu	Don	School	26.79
10/a 5/22			1 Ceaser	Dan	Sc host	24.79
10/18/22	.5		H. Nuern lever	r Shift	Chargy	28,27
10/23/22	,5		HP Navinleng	A talk	d to OP	28,27
10/26/02			HP Nucrobage		shift - Fall Sch	arm disk
10/27/22	.5		HPNumbugu		-Change	32.27
	ı 5		HPNunbuau	- Shif	4 Change	28,27
10/25/22			J. Sawyei	College	4- Fall & hool	24.79
10/20/22	- 1	8 1	J. Waggoner	Colla	shift	25,26
10/27/22		55	) Walgoru	Fall 3		25.26
10/22/22		8 IS	Wageoner	Coller 5.		25.26
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1912/13		.5 S	Wallonu	Provete	Boteman Class	25.26
10/27/22		,5 S	Wagonh	Test+T		32.770
10/29/2		$\frac{3}{3}$   S	waggoner	WKU S	htt.	25.26
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						Management .
	148	7 1 NT	hours	2.5	x/24.79x150)=	100.47
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				TO-10-1	•	2685.74

PPE: 10/30/22	
Division: City Hall	Submitted by: Smbufath

Date	Comp	O/T · Hours	Name	Reason	Rafe
10/20/22		١.	1 A Hatton	Payoll	24.00
10/19/22		1.5	B Moorman	I CCPB m. tina	22.66
10/17/22	1		Aimusson	Shut off Day worked 8-4 w/ 1/2 bunch 1/2 bunch- Arpa grant worked 8-6:30 1/2 work-BF	18.50
10/17/22		1.5	K. Strecker	worked 8-4 w/1/2 bunch	32.72
10/21/22		,5	KStream	1/2 lunch Arpa quant	32.72
10/25/22		2.00	K. Streeher	worked 8-6:30 1/2 WnCh-BF	32.72.
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TOTAL

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