



**AGENDA  
CITY OF LAUREL  
BUDGET/FINANCE COMMITTEE  
TUESDAY, JANUARY 27, 2026  
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 January 13, 2026.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through January 23, 2026.
4. Review and approve payroll register for pay period ending January 18, 2026, totaling \$254,217.79.
5. Review and approve December 2025 monthly Financial Statement.

**New Business**

**Old Business**

**Other Items**

6. Review Comp/OT report for pay period ending January 18, 2026.
7. Mayor's Executive Update.
8. Clerk Treasurer's Financial Update.

**Announcements**

9. The next Budget Finance Meeting will be held on Tuesday February 10, 2026, 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 January 13, 2026.

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, January 13, 2026**

**Members' Present:** Jessica Banks, Tom Canape, Richard Klose, Casey Wheeler

**Others Present:** Kelly Strecker, David Waggoner, Kelly Gauslow

The meeting was called to order by the Committee Chair at 5:30 pm.

**Public Input:** There was no public comment.

Chairman Richard Klose asked for nominations for the chair of this committee, Tom Canape nominated Richard Klose to remain as Chair. Casey Wheeler seconded this nomination. With no objection, Richard Klose will remain as committee chairman. There were no nominations for Vice Chair. This will be done at the next meeting held on January 27, 2026.

**General Items –**

1. Review and approve December 22, 2025, Budget and Finance Committee meeting minutes. Casey Wheeler moved to approve the minutes of December 22, 2025. Jessica Banks seconded the motion. With no objection, the minutes of December 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 January 9, 2026. Richard Klose moved to approve the claims and check register for claims entered through January 9, 2026. Casey Wheeler seconded the motion. With no objection, the claims and check register of January 9, 2026, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending December 20, 2025, totaling \$254,389.89. Tom Canape motioned to approve the payroll register for the pay period ending December 20, 2025, totaling \$254,389.89. Jessica Banks seconded the motion. With no objection, the payroll register for December 20, 2025, was approved. There was no public comment.
5. Review and approve Payroll Register for the pay period ending January 4, 2026, totaling \$286,180.77. Casey Wheeler motioned to approve the payroll register for the pay period ending January 4, 2026, totaling \$286,180.77. Richard Klose seconded the motion. With no objection, the payroll register for January 4, 2026, was approved. There was no public comment.
6. Review and approve December 2025 Utility Billing Adjustments. Tom Canape moved to approve December 2025 Utility Billing Adjustments. Jessica Banks seconded the motion. With no objection, the December Utility Billing Adjustments were approved. There was no public comment.

**New Business –** Richard Klose stated, that at the last Park Board meeting the repair of ceiling was brought up regarding the Lion's Building at Riverside Park. More discussion will be at a later date.

**Old Business –** None

**Other Items –**

1. Review Comp/OT reports for the pay period ending December 20, 2025.
2. Review Comp/OT reports for the pay period ending January 4, 2026.

3. Mayor Update – The mayor stated that the city is working on getting the RFP out for engineering in the next couple of weeks. The CHS raw & settled water contract will expire this year and is being reviewed by city personnel. A meeting will be set up with CHS for further discussion.
4. Clerk/Treasurer Financial Update-Kelly stated the 4<sup>th</sup> quarter, quarterly reports are complete, and she is actively working on the transit quarterly reports at this time. Kelly stated that the Altana 11-month CD matured at 4.19% and would be rolled over to a 12-month CD at 3.69%.

**Announcements –**

1. The next Budget and Finance Committee meeting will be held on January 27, 2026, at 5:30 pm.
2. Tom Canape is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:25 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 January 18, 2026.

## Comp and Overtime Report

PPE: 1-18-2026

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
1-12	8		Baumgartner	SWAT training	30.42
1-15		4	Baumgartner	Scheduled OT	30.42
1-15		4	Booth	Scheduled OT	31.92
1-13		5	Brew	*DEA OT*	33.17
1-10	12		Canape	Covered Dispatch dayshift	30.01
1-18	4		Collins	Scheduled OT	29.26
1-16	5		Johnson	Scheduled OT	30.42
1-18		4	Lafrombois	Scheduled OT	29.26
1-15		3.5	Mayo	FTO training Helena	29.26
1-16		11.5	Mayo	FTO training Helena/drive back to Laurel	29.26
1-14	4		McCartney	Covered Dispatch	28.51
1-15		4	Ratcliff	Scheduled OT	29.26
1-18		4	Schaff	Scheduled OT	28.26
1-16		5	Sedgwick	Scheduled OT	30.42
1-15	4		Seibert	Scheduled OT	29.26
1-7	4		Sell	Covered Dispatch	29.51
1-6	1		Swan	MPPA meeting	31.92
1-13	2		Swan	P202500047 interview	31.92
1-15	2		Swan	DUI taskforce meeting	31.92
1-18	4		Swan	Scheduled OT	31.92
	50			19.50 X 30.42 =	593.19
	x1.5			18 X 30.01 =	540.18
	75	Comp Hours		12 X 29.26 =	351.12
				6 X 28.51 =	171.06
				6 X 29.51 =	177.06
				13.50 X 31.92 =	430.92
					2263.53
					=

Comp Hours

## Comp and OT Report

PPE: 1-18-26  
Dept: Police

[illegible]

dump hours

OT HOWIS

TOTAL	\$ 4293.53
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## Comp and OT Report

PPE: 1/18/2026  
Dept: WTP/WWTP

[illegible]

TOTAL \$ 262.10



## Comp and OT Report

PPE: 1/18/2026

Dept: Shop

[illegible]

TOTAL \$ 759.72

## Comp and OT Report

PPE: 1/18/2026

Dept: Ambulance

[illegible]

TOTAL \$5362.02

## Comp and OT Report

PPE: 1/18/2026

Dept: Court

[illegible]

TOTAL \$ 150.12

comp Hours

Submitted By:

## Comp and OT Report

PPE: 1/18/2026  
Dept: Clerk/Building

[illegible]

compHours

TOTAL	\$ 48.37
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