



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, MARCH 28, 2023
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 March 14, 2023 Budget Finance Committee minutes.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through March 24, 2024.
4. Review and approve payroll register for pay period ending March 19, 2023 totaling \$215,140.37.

New Business

Old Business

Other Items

5. Review the Comp/OT report for pay period ending March 19, 2023.
6. Mayor's Executive Updates.
7. Clerk Treasurer's Financial Updates.

Announcements

8. The next Budget Finance Meeting will be held on April 11, 2023.
9. Michelle Mize 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:

1. Review and approve the March 14, 2023 Budget Finance Committee minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, March 14, 2023**

Members Present: Richard Klose, Emelie Eaton, Heidi Sparks, Michelle Mize

Others Present: Kelly Strecker, Mayor Dave Waggoner, Chief Langve

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 February 28, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of February 28, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. Chief Langve spoke about the two servers in the FAP. He stated that they needed to be replaced. They want to replace the two old servers with one main server for all FAP technology. The amount of the quote to replace the server is \$10,476.00. Heidi Sparks moved to approve the purchase requisition for one main server at FAP. Emelie Eaton seconded the motion, all in favor, motion passed 4-0. Lyndy brought forward a purchase requisition for the opportunity to purchase a new to us Ambulance. She stated the Beartooth Ambulance out of Bridger, was going out of business and wanted to sell their 2004 Ford F450 Ambulance. Lyndy stated that if the ambulance checks out and is in good shape this would be a great opportunity for the city. The amount of the Ambulance is \$55,000, but Lyndy was going to try and talk them down a bit. Emelie Eaton moved to approve the purchase requisition for the ambulance. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
3. Review and recommend approval to Council; claims entered through March 10, 2023. Heidi Sparks moved to approve the claims and check register for claims entered through March 10, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the February 2023 Utility Billing Adjustments, Michelle Mize moved to approve the February 2023 Utility Billing Adjustments. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending March 5, 2023, totaling \$226,402.30. Heidi Sparks motioned to approve the payroll register for the pay period ending March 5, 2023, totaling \$226,402.30. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business –

Old Business – Kelly stated that she and the mayor spent the last week looking for new CD rates. In conclusion they cashed out the CD at SEG Federal Credit Union and moved it to Yellowstone Bank. The interest rate is 4% and this is a 15-month CD. After reviewing the interest rates at Altana, they decided to move the 15-month current CD to a 23-month CD at 4.2%. The CD at Western Security Bank was also cashed in a moved to Yellowstone Bank, with the interest rate being at 4% for a 15-month CD.

Other Items –

1. Review Comp/OT reports for the pay period ending March 5, 2023.
2. Mayor Update – Mayor Waggoner stated that the new license plates we applied for, for parks and library were returned. DMV said that we could only have one plate per tax identification number. We are looking for an alternative route to go so that we could use them both. Mayor Waggoner was going to talk to the

library foundation to see if the city could use their identification number so that we could utilize both artists. He will update at the next meeting.

3. Clerk/Treasurer Financial Update-Kelly stated that she had hired a new Accounts Payable clerk and she would be starting on March 27, 2023. She is working on putting a mill levy together for EMS and starting to prepare for the new budget.

Announcements –

4. The next Budget and Finance Committee meeting will be held on March 28, 2023, at 5:30 pm.
5. Richard Klose is scheduled to review claims for the next meeting.

Meeting 6:28 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.