



**AGENDA  
CITY OF LAUREL  
BUDGET/FINANCE COMMITTEE  
TUESDAY, MARCH 11, 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 February 25, 2025.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through March 7, 2025.
4. Review and approve payroll register for pay period ending March 2, 2025, totaling \$275,277.40.
5. Review and approve February 2025 Utility Billing Adjustments.

**New Business**

**Old Business**

**Other Items**

6. Review Comp/OT report for pay period ending March 2, 2025.
7. Mayor's Executive Update.
8. Clerk Treasurer's Financial Update.

**Announcements**

9. Heidi Sparks is scheduled to review the claims for the next meeting.
10. The next Budget Finance Meeting will be held on Tuesday March 25, 2025, at 5:30 p.m.

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 February 25, 2025.

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, February 25, 2025**

**Members' Present:** Richard Klose, Heidi Sparks, Michelle Mize

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

The meeting was called to order by the Committee Chair at 5:40 pm.

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

**General Items –**

1. Review and approve February 11, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of February 11, 2025. Heidi Sparks seconded the motion. With no objection, the minutes of February 11, 2025, were approved. There was no public comment.
2. Review and approve purchase requisitions.
3. Review and recommend approval to Council; claims entered through February 21, 2025. Michelle Mize moved to approve the claims and check the register for claims entered through February 21, 2025. Heidi Sparks seconded the motion. With no objection, the claims and check register of February 21, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending February 16, 2025, totaling \$255,231.46. Heidi Sparks motioned to approve the payroll register for the pay period ending February 16, 2025, totaling \$255,231.46. Michelle Mize seconded the motion. With no objection, the payroll register for February 16, 2025, was approved. There was no public comment.

**New Business –None**

**Old Business – None**

**Other Items –**

1. Review Comp/OT reports for the pay period ending February 16, 2025.
2. Mayor Update – The mayor did not have any updates.
3. Clerk/Treasurer Financial Update-Kelly stated that the last couple of weeks have been uneventful, just catching up on some filing but nothing out of the ordinary happened over the last couple of weeks. Kelly did say that Yellowstone Bank called her today, to let her know that the interest rate on the savings account was going to go from 4.59% to 4.3% which is the same interest rate as STIP.

**Announcements –**

1. The next Budget and Finance Committee meeting will be held on March 11, 2025, at 5:30 pm.
2. Richard Klose is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:00 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:**

6. Review Comp/OT report for pay period ending March 2, 2025.

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## Comp and Overtime Report

PPE: 3-2-25

Division: Police

Submitted by : Langve

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
2-26	2		Anglin	FAP Training	36.29
2-17		12	Baumgartner	Holiday Worked- Presidents Day	29.97
2-24		9	Baumgartner	SWAT Training	29.97
2-25		5	Baumgartner	SWAT Training	29.97
2-27		4	Baumgartner	Scheduled OT	29.97
2-17		12	Booth	Holiday Worked- Presidents Day	31.47
2-19		8	Booth	K-9 training	31.47
2-20		5.5	Booth	K-9 Call Out CFS01197	31.47
2-21		2.5	Booth	K-9 Call Out CFS01217	31.47
2-22		2.5	Booth	K-9 Call Out CFS01255	31.47
2-27		4	Booth	Scheduled OT	31.47
3-2		2.5	Booth	Felony case to County Att. P202500169	31.47
2-17		10	Bryant	Holiday Worked- Presidents Day	32.69
2-17		12	Canape	Holiday Worked- Presidents Day	28.40
3-2	4		Collins	Scheduled OT	27.83
2-17		12	Hust	Holiday Worked Presidents Day	25.54
2-26	2		Johnson	FAP Training	29.97
2-28	5		Johnson	Scheduled OT	29.97
2-26	2		Kinn	FAP Training	25.54
2-26	<del>2</del>	1	Lafrombois	FAP Training	28.83
3-2		4	Lafrombois	Scheduled OT	28.83
2-17		12	Mayo	Holiday Worked Presidents Day	27.83
2-27	4		Mayo	Scheduled OT	27.83
2-17		12	Ratcliff	Holiday Worked – Presidents Day	28.83
2-27		4	Ratcliff	Scheduled OT	28.83
2-17		8.5	Sedgwick	Holiday Worked- Presidents Day	29.97
3-2		4	Seibert	Scheduled OT	28.83
2-17		12	Sell	Holiday Worked- Presidents Day	27.90
2-20		1	Swan	DUI Task Force	31.47
2-28		1	Swan	FAP Training	31.47
2-28		1	Swan	Felony DUI P2025-0169	31.47
3-2		4	Swan	Scheduled OT	31.47

19

165.50 OT Hours

X15

2850 Comp Hour

## Comp and Overtime Report

PPE: 3/2/25

Division: Police

Submitted by:

[illegible]

## Comp and OT Report

PPE: 3/2/2025

Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
02/21-02/28	18		T Charbonneau	Scheduled OT	\$ 25.00
2/17/2025		8	A Contreras	Holiday Worked	\$ 21.50
2/23-3/1		2.5	A Contreras	Scheduled OT	\$ 21.50
2/17/2025	16		M Crable	Holiday Worked	\$ 21.50
2/23-3/2	11.5	16	M Crable	Scheduled OT/Cover shift	\$ 21.50
2/17/2025		8	E Grayson	Holiday Worked	\$ 29.00
2/23-3/2	5	15.5	E Grayson	Scheduled OT	\$ 29.00
2/23-3/8		17.5	D Hopkins	Scheduled OT	\$ 27.00
2/21/2025		8	K Olson	Scheduled OT	\$ 20.00
2/17/2025		16	M Riley	Holiday Worked	\$ 27.00
2/22-2/27		22.5	M Riley	Training/Sch OT	\$ 27.00
2/17/2025		16	T Schanz	Holiday Worked	\$ 20.00
2/23-3/8		9	T Schanz	Training/Sch OT	\$ 20.00
2/17/2024		6	W Wong	Holiday Worked	\$ 22.41
3/1/2025		8	W Wong	Scheduled OT	\$ 22.41
	50.50				
	x 1.5			27 x 25.00 =	675.00
	75.75	wmp Hours		41.25 x 21.50 =	886.88
				7.50 x 29.00 =	217.50
					1779.38
		153	OT Hours		
				26.50 x (21.50 x 1.5) =	854.63
				23.50 x (29.00 x 1.5) =	1022.25
				56.00 x (27.00 x 1.5) =	2268.00
				33.00 x (20.00 x 1.50) =	990.00
				14.00 x 22.41 x 1.50 =	470.61

Comp Hours

56 05.49 - OT Hours

TOTAL \$ 7384.87



## Comp and OT Report

PPE: 3/2/2025  
Dept: Court

[illegible]

TOTAL \$ 109.31

Submitted By:

By: 

## Comp and OT Report

PPE: 3/2/2025

Dept: Clerk

[illegible]

TOTAL \$ 101.68

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## Comp and OT Report

PPE: 2/16/2025  
Dept: WTP/WWTP

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
2/17/2025	8		C Caswell	Holiday worked	\$ 29.24
2/17/2025	8		D Ceaser	Holiday worked	\$ 29.24
2/17/2025	2	0.5	D Ceaser	Snow removal	\$ 29.24
2/17/2025		8.5	T Henry	Holiday, SCADA issue	\$ 30.85
2/18/2024		5.5	T Henry	plant SCADA issues	\$ 30.85
2/17/2025	5		H Nuernberger	Holiday worked	\$ 30.85
02/21-03/1	8		H Nuernberger	New Intake issues	\$ 30.85
2/17/2025		8	J Sawyer	Holiday worked	\$ 29.24
2/17/2025		8	S Waggoner	Holiday worked	\$ 29.24
2/23/2025		8	S Waggoner	Cover shift-op called in	\$ 29.24
2/28/2025		8	T Worbel	Cover shift OP II	\$ 29.24
	31				
	<u>x1.5</u>			27 x 29.24	789.48
	46.50			19.50 x 30.85	601.58
					7391.06
		46	OT Hours		=
				32.50 x (29.24 x 1.5) =	1425.45
				14.00 x (30.85 x 1.5) =	647.85
					2073.30
					=

Comp Hours

OT Hours

TOTAL \$ 3464.36

## Comp and OT Report

PPE: 3/2/2025

Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
2/18/2025	2.5		J Baker	Plowing & Sanding	\$ 29.89
2/24/2025	1.5		J Baker	Water leak	\$ 29.89
2/17/2025		13	J Barnhart	Holiday worked, plowing	\$ 27.50
2/19/2025		2	J Barnhart	Plowing & Sanding	\$ 27.50
2/22/2025		8	J Barnhart	Saturday covershift	\$ 27.50
2/17/2025	8		K Budge	Sanding	\$ 29.10
2/17/2025	5.5		T Burwell	Snow removal	\$ 28.28
2/21/2025		0.5	T Burwell	turn off water	\$ 28.28
2/24/2025	1.5		T Burwell	Water leak	\$ 28.28
2/17/2025		13	A Fox	Holiday worked, plowing	\$ 27.50
2/28/2025	8		A Fox	Saturday covershift	\$ 27.50
3/2/2025		4	B Gonzalez	Sunday covershift	\$ 28.53
2/17/2025		13	K Guy	Holiday worked, plowing	\$ 29.10
2/22/2025		8	K Guy	Saturday covershift	\$ 29.10
2/24/2025		1.5	K Guy	Water leak	\$ 29.10
2/20/2025	2.5		K Hoffman	Call out water leak	\$ 28.28
2/21/2025	0.5		K Hoffman	water turn off	\$ 28.28
2/24/2025	1.5		K Hoffman	Wendy's water break	\$ 28.28
2/21/2025		0.5	D Nauman	Water break	\$ 28.28
2/24/2025		1.5	D Nauman	Wendy's water break	\$ 28.28
2/17/2025	9.5		W Spalinger	Holiday worked, plowing	\$ 27.50
	41			6 X 29.89 =	179.34
	X 1.5			12 X 29.10 =	349.20
	61.50	Comp Hours		17.25 X 28.28 =	487.83
				26.25 X 27.50 =	721.88
					1738.25
		6.5 OT Hours			
				36 X (27.50 X 1.5) =	1485.00
				2.50 X (28.28 X 1.5) =	106.05
				4 X (28.53 X 1.5) =	171.18

22.50 X (29.10 X 1.5) = 982.13

2744.36 OT Hours

TOTAL - 6220.86