



**AGENDA  
CITY OF LAUREL  
BUDGET/FINANCE COMMITTEE  
TUESDAY, APRIL 28, 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 April 14, 2026.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through April 24, 2026.
4. Review and approve payroll register for pay period ending April 12, 2026, totaling \$254,868.74.

**New Business**

**Old Business**

**Other Items**

5. Review Comp/OT report for pay period ending April 12, 2026.
6. Mayor's Executive Update.
7. Clerk Treasurer's Financial Update.

**Announcements**

8. The next Budget Finance Meeting will be held on Tuesday May 12, 2026, at 5:30 p.m.
9. Richard Klose 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 April 14, 2026.

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, April 14, 2026**

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

**Others Present:** Kelly Strecker, Kelly Gauslow, Amy Mullaney, JW Hopper, Matt Wheeler

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 approve March 24, 2026, Budget and Finance Committee meeting minutes. Jessica Banks moved to approve the minutes of March 24, 2026. Tom Canape seconded the motion. With no objection, the minutes of March 24, 2026, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. JW Hopper presented a purchase requisition for Fired Up Rescue. He is asking to upgrade extraction gear. With this upgrade Gen2 Storm Tools from M28v to M18v Milwaukee. These upgrades will also include batteries. JW stated that all necessary upgrades or repairs will be completed as well. The total cost for the upgrades and shipping for Fired Up Rescue is \$9520.00. Tom Canape moved to approve the purchase requisition for upgrades and batteries to rebuild the extrication gear. Jessica Banks seconded the motion. With no objection, the purchase requisition was approved. Matt Wheeler presented a purchase requisition for Star Service. He stated that this project is for the removal and replacement of a 6-inch steel pipe for Digester B. The steel pipe that needs replacement is approximately 43 years old and is corroded due to anaerobic sludge and corrosive gas from the digesters. Matt stated that some areas of the pipe are corroded though and is crumbling. This service quote includes labor and dismantle of steel pipe, construction of new pipe and building scaffolding on site due to location of this pipe. This quote also includes cost of materials, excluding the cost of new valves that are needed. The total cost of this project is \$20,507.22 Tom Canape moved to approve the purchase requisition for Star Service to remove and replace the 6-inch steel pipe for Digester B. Jessica Banks seconded the motion. With no objection, the purchase requisition was approved. Matt Wheeler also presented a purchase requisition to repair and replace the damaged ceiling at the Jaycee Hall, that is now leased by the Lions Club. The city split the cost with the Lions Club. The total cost of this project is \$20,000 with the city contributing \$10,000.00 Tom Canape moved to approve the purchase requisition to repair and replace the damaged ceiling at Jaycee Hall. Jessica Banks seconded the motion. With no objection the purchase requisition was approved.
3. Review and recommend approval to Council; claims entered through April 10, 2026. Jessica Banks moved to approve the claims and check register for claims entered through April 10, 2026. Casey Wheeler seconded the motion. With no objection, the claims and check register of April 10, 2026, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending March 29, 2026, totaling \$294,818.45. Jessica Banks motioned to approve the payroll register for the pay period ending March 29, 2026, totaling \$294,818.45. Casey Wheeler seconded the motion. With no objection, the payroll register was approved. There was no public comment.
5. Review and approve March 2026 Utility Billing Adjustments. Jessica Banks moved to approve March 2026 Utility Billing Adjustments. Tom Canape seconded the motion. With no objection, the March Utility Billing Adjustments were approved. There was no public comment.

6. Review and approve March 2025 Monthly Financial Statement. Jessica Banks moved to approve March 2025 Monthly Financial Statement. Tom Canape seconded the motion. With no objection, the March Monthly Financial Statement 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 March 29, 2026.
2. Mayor Update – The mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that third quarter quarterly reports have been completed. Transit third quarter reports have been completed. Kelly said that Union 316 negotiated March 31<sup>st</sup> through April 1, 2026, but did not finish. They are scheduled to meet again on April 21, 2026. She said that the city went to bid for a new garbage truck and that a fiscal analysis was done for the garbage fund prior to doing so. Kelly stated that the fiscal year 24/25 audit was completed and she is just waiting for the final draft. The budget paperwork will be going out to department heads, hopefully by the end of this week or by next week to begin working on their FY 26/27 budgets.

**Announcements** –

1. The next Budget and Finance Committee meeting will be held on April 28, 2026, at 5:30 pm.
2. Casey Wheeler is scheduled to review the claims for the next meeting.

Meeting Adjourned at 5:53 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:**

5. Review Comp/OT report for pay period ending April 12, 2026.

## Comp and Overtime Report

PPE: 4-12-2026

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
4-9	4		Baumgartner	Scheduled OT	30.42
3-30		1.5	Booth	*CHS traffic OT*	31.92
4-9	4		Booth	Scheduled OT	31.92
4-8		4	Brew	*DEA OT*	33.17
4-7	1		Canape	Audit preparation	30.01
4-10		5	Johnson	Scheduled OT	30.42
4-11	6		Johnson	Car seat training	30.42
4-12		4	Lafrombois	Scheduled OT	29.26
4-9		4	Mayo	Scheduled OT	29.26
4-8	4		McCartney	Dispatch coverage	28.51
4-9		4	Ratcliff	Scheduled OT	29.26
4-11		1	Schaff	CFS202602633	28.29
4-10		5	Sedgwick	Scheduled OT	30.42
4-1	3		Seibert	Laurel City Court trial	29.26
4-9		4	Seibert	Scheduled OT	29.26
4-1	4		Sell	Dispatch Coverage	29.51
4-12		4	Swan	Scheduled OT	31.92
	26				
	X 1.5			15 X 30.42 =	456.30
	39	Comp Hours		6 X 31.92 =	191.52
				1.5 X 30.01 =	45.02
				6 X 28.51 =	171.06
				4.5 X 29.26 =	131.67
				6 X 29.51 =	177.06
					1172.63
					=
		36.50	OT Hours	5.50 X (31.92 x 1.5) =	263.34
				10 X (30.42 x 1.5) =	456.30
				16 X (29.26 x 1.5) =	702.24
				1 X (28.29 x 1.5) =	42.44
				4 X (33.17 x 1.5) =	199.02
					1663.34

Comp Hours

OT Hours

TOTAL \$2835.97





## Comp and OT Report

PPE: 4/12/2026  
 Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
04/3-4/10		15.5	T Charbonneau	Scheduled OT	\$ 26.00
4/11/2026	8.5		A Contrerez	Scheduled OT	\$ 22.36
04/05-04/12	3	16	M Crable	Safe Kids, Scheduled OT	\$ 25.00
4/5/2026		9	E Grayson	Scheduled OT	\$ 30.16
04/5-4/12		16	D Hopkins	Scheduled OT	\$ 28.08
4/5-4/12		16	A Johnson	Scheduled OT	\$ 20.00
4/4/2026		4	K Olson	Scheduled OT	\$ 26.00
4/2/2026		8	M Riley	Scheduled OT	\$ 28.08
4/12/2026		9.5	T Schanz	Scheduled OT	\$ 20.80
04/4-4/11		11	W Wong	Scheduled OT	\$ 26.00
	11.50				
	X 1.5				
	<u>17.25</u>	Comp Hours		12.75 X 22.36 =	285.09
				4.50 X 25.00 =	112.50
					<u>397.59</u> Comp Hours
					=
		105 OT Hours			
				30.50 X (26.00 X 1.5) =	1189.50
				9 X (30.16 X 1.5) =	407.16
				24 X (28.08 X 1.5) =	1010.88
				16 X (20.00 X 1.5) =	480.00
				9.50 X (20.80 X 1.5) =	296.40
					<u>3383.94</u>
					=

TOTAL \$ 3781.53