



**AGENDA  
CITY OF LAUREL  
BUDGET/FINANCE COMMITTEE  
TUESDAY, JUNE 23, 2026  
5:00 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 June 09, 2026.
2. Review and approve purchase requisitions.
3. Review and approve Council claims entered through June 19, 2026.
4. Review and approve payroll register for pay period ending June 7, 2026, totaling \$281,973.38.
5. Review and approve May 2026 Financial Statement.

**New Business**

**Old Business**

**Other Items**

6. Review Comp/OT report for pay period ending June 7, 2026.
7. Mayor's Executive Update.
8. Clerk Treasurer's Financial Update.
9. Review Claim Review Schedule for July 2026-December 2026.

**Announcements**

10. The next Budget Finance Meeting will be held on Tuesday July 14, 2026, at 5:30 p.m.
11. 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 June 09, 2026.

**Minutes of City of Laurel  
Budget/Finance Committee  
Tuesday, June 09, 2026**

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

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

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 May 26, 2026, Budget and Finance Committee meeting minutes. Jessica Banks moved to approve the minutes of May 26, 2026. Tom Canape seconded the motion. With no objection, the minutes of May 26, 2026, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Kelly presented a purchase requisition from Systems Technology Consultants. The requisition is for three new computers. The front desk in the finance office is about seven years old and needs to be replaced. Brittney's computer is over five years old and is starting to give her some issues. The other laptop is for the City Attorney. Systems Technology Consultants advises that our computers be updated every five years, to keep up with the recent technology changes. The cost for all three computers and the labor is \$9,406.00. Jessica Banks moved to approve the purchase requisition for three new computers and labor to set them up. Casey Wheeler seconded the motion. With no objection, the purchase requisition was approved.
3. Review and recommend approval to Council; claims entered through June 5, 2026. Casey Wheeler moved to approve the claims and check register for claims entered through June 5, 2026. Tom Canape seconded the motion. With no objection, the claims and check register of June 5, 2026, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending May 24, 2026, totaling \$230,731.08. Jessica Banks motioned to approve the payroll register for the pay period ending May 24, 2026, totaling \$230,731.08. Tom Canape seconded the motion. With no objection, the payroll register was approved. There was no public comment.
5. Review and approve May 2026 Utility Billing Adjustments. Jessica Banks moved to approve May 2026 Utility Billing Adjustments. Tom Canape seconded the motion. With no objection, the May Utility Billing Adjustments were approved. There was no public comment.

**New Business -None**

**Old Business –** Kelly mentioned that with the new Schedule of Fees in place, punch cards for the container site can now be purchased at the water office.

**Other Items –**

1. Review Comp/OT reports for the pay period ending May 24, 2026.
2. Mayor Update – None.
3. Clerk/Treasurer Financial Update-Kelly stated that the May Financial Statement is balanced, and she would have that on the next agenda. Kelly also stated that for the next several months, besides the daily business, she will be working on the budget.

**Announcements –**

1. The next Budget and Finance Committee meeting will be held on June 23, 2026, at 5:30 pm.
2. Jessica Banks is scheduled to review the claims for the next meeting.

Meeting Adjourned at 5:44 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 June 7, 2026.

### Comp and Overtime Report

PPE: 6-7-2026

Division: Police

Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
5-25		12	Baumgartner	Holiday worked Memorial Day	30.42
5-28		3	Baumgartner	City court trial	30.42
6-4		4.5	Baumgartner	Scheduled OT/CFS202604070	30.42
5-25		12	Booth	Holiday worked Memorial Day	31.92
6-3		12	Booth	K9 certification	31.92
6-4		4	Booth	Scheduled OT	31.92
6-7	4		Collins	Scheduled OT	29.26
5-25		8.5	Johnson	Holiday worked Memorial Day	30.42
5-31	1		Johnson	Intox training with 117	30.42
5-25		12	Kinn	Holiday worked Memorial Day	28.51
6-5	1		Kinn	Evidence call out	28.57
6-7		4.5	Lafrombois	Scheduled OT/P202600505	29.26
5-25		12	Mayo	Holiday worked Memorial Day	29.26
6-4		4	Mayo	Scheduled OT	29.26
6-3	4		McCartney	Dispatch coverage	28.51
5-25		12	Ratcliff	Holiday worked Memorial Day	29.26
5-30		2	Ratcliff	P202600484	29.26
6-4		7	Ratcliff	Scheduled OT/court	29.26
6-7	4		Schaff	Scheduled OT	28.26
5-25		8.5	Sedgwick	Holiday worked Memorial Day	30.42
5-29		2.5	Sedgwick	P202600476	30.42
6-5		5	Sedgwick	Scheduled OT	30.42
5-25		12	Seibert	Holiday worked Memorial Day	29.26
6-4		4	Seibert	Scheduled OT	29.26
5-25		12	Sell	Holiday worked Memorial Day	29.51
5-27	4		Sell	Dispatch coverage	29.51
6-7		4	Swan	Scheduled OT	31.92

6/7/2026							
Dept: Police		<b>Comp and OT Report</b>					
Hours							
<b>Total Comp Hours</b>	18						
5(28.51x1.5)	213.83						
4(29.26x1.5)	175.56						
1(30.42x1.5)	45.63						
4(29.51x1.5)	177.06						
4(28.26x1.5)	169.56				<b>Comp Total</b>	<b>\$ 781.64</b>	
<b>Total OT</b>		157.5					
44(30.42x1.5)	\$ 2,007.72						
57.50(29.26x1.5)	\$ 2,523.68						
32(31.92x1.5)	\$ 1,532.16						
12(29.51x1.5)	\$ 531.18						
12(28.51x1.5)	\$ 513.18				<b>OT Total</b>	<b>\$7,107.92</b>	
					<b>Grand Total</b>	<b>\$7,889.56</b>	
Submitted By:	<i>Kelley Lawson</i>						



### Comp and OT Report

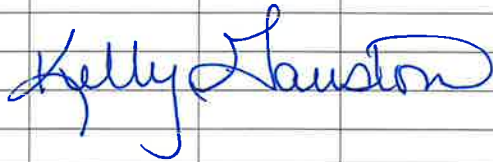
PPE: 6/7/2026

Dept: Ambulance

OT hours		<b>OT Total \$ 6,065.46</b>
13x(27.00x1.5)	\$ 526.50	
16x(25.00x1.5)	\$ 600.00	
9X(30.16X1.5)	\$ 407.16	
16x(22.36x1.5)	\$ 536.64	
45.50x(28.08x1.5)	\$ 1,916.46	
26x(20.80x1.5)	\$ 811.20	
32.5x(26.00x1.5)	\$ 1,267.50	
Total	\$ 6,065.46	

**Grand Total \$7,446.12**

Submitted By:



### Comp and OT Report

PPE:	6/7/2026				
Dept:	WTP/WWTP				
Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/25/2026	8		C. Caswell	Holiday worked	\$ 30.11
5/30/2026		0.5	Henry	high flow event at plant	\$ 31.77
5/30/2026		3	Nicholson	rain event plant alarm	\$ 30.11
5/25/2026		8	Nuernberger	Holiday(Memorial Day) worked	\$ 31.77
6/1/2026		6	Nuernberger	plant problems	
6/3/2026		0.5	Nuernberger	talked to operator resched	
6/6/2026		1	Nuernberger	talked to operator resched	
6/7/2026		0.5	Nuernberger	talk to operator chem changes	
5/25/2026		8	Sawyer	Holiday Worked	\$ 30.11
6/6/2026		7	Stamper	Garbage Route	\$ 29.33
6/3/2026		8	Dan Waggoner	Cover shift	\$ 30.11
5/25/2026		8	J. Waggoner	Holiday worked	\$ 30.11
5/25/2026		8	S. Waggoner	Holiday worked	\$ 30.11
6/6/2026		8	Yost	Cover shift	\$ 28.61
	8	66.5			
8*1.5=12 x 30.11	361.32				
<b>COMP HOURS</b>	12				
16.50(31.77x1.5)	786.31				
35(30.11x1.5)	1580.78				
7(29.33x1.5)	307.97				
8(28.61x1.5)	343.32				
<b>OT Total</b>	\$3,018.38				
				<b>Comp Total \$ 361.32</b>	
<b>OT Hours</b>	66				
				<b>OT Total \$3,018.38</b>	
				<b>Grand Total \$3,379.70</b>	
Submitted By:	<i>Kelly Houston</i>				

### Comp and OT Report

PPE:	6/7/2026				
Dept:	Shop				
Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
5/27/2026		2.5	Baker	beartooth leak	\$ 30.78
5/28/2026		1	Baker	beartooth line replacement	
6/4/2026		8.5	Baker	Washington Wtr Break	
6/7/2026		0.5	Baker	Walmart Lift station	
6/4/2026		8.5	Gauslow	Washington Water Break	\$ 26.91
6/2/2026	0.5		B.Gonzalez	garb truck blew tire	\$ 29.39
5/28/2026	0.5		Hoffman	water break beartooth	\$ 29.12
6/4/2026	8.5		Hoffman	Washington Water Break	
5/28/2026	0.5		Leischner	beartooth waterline repair	\$ 20.15
5/30/2026	0.5		Leischner	Burial -Worked through lunch	
5/28/2026	1		S. Nauman	Beartooth water leak	\$ 20.15
5/30/2026	2		S. Nauman	Flooded Streets	
6/4/2026	8.5		S. Nauman	Washington Water break	
5/30/2026		2	Woodard	Flooded Streets	\$ 26.91
	<b>22 Comp Hours</b>	<b>23 OT Hours</b>			
.5(29.39x1.5)	22.04	12(30.78x1.5)	554.04		
9(29.12x1.5)	393.12	10.50(26.91x1.5)	423.83		
12.5(20.15x1.5)	377.81				
		<b>Total OT:</b>	<b>977.87</b>		
<b>Total Comp</b>	<b>792.97</b>				
				<b>Comp Total</b>	<b>\$ 792.97</b>
				<b>OT Total</b>	<b>\$ 977.87</b>
				<b>Grand Total</b>	<b>\$ 1,770.84</b>
Submitted By:	<i>Kelley Houston</i>				



**File Attachments for Item:**

9. Review Claim Review Schedule for July 2026-December 2026.

## **Claim Review Schedule**

July 14- Richard Klose

July 28- Tom Canape

August 11- Casey Wheeler

August 25- Jessica Banks

September 8- Richard Klose

September 22- Tom Canape

October 13- Casey Wheeler

October 27- Jessica Banks

November 10- Richard Klose

November 24- Tom Canape

December 8- Casey Wheeler

December 22- Jessica Banks