

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, October 14, 2025**

Members' Present: Michelle Mize, Casey Wheeler, Richard Klose

Others Present: Kelly Gauslow, Matt Wheeler, JW Hopper

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 September 23, 2025, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of September 23, 2025. Casey Wheeler seconded the motion. With no objection, the minutes of September 23, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. JW Hopper presented a purchase requisition for an 18" Battery Vent Fan. The fan can be put in a house that has had a fire and expel the smoke out of it. That way you won't have the smell of gas/smoke. This runs on Milwaukee batteries just like everything else on the truck. Michelle Mize moved to approve the purchase requisition for the battery vent fan. Casey Wheeler seconded the motion. With no objection, the purchase requisition was approved.
JW Hopper also discussed that CHS is also going to be donating \$30,000 for extrication gear for the truck. He is unsure whether it will be paid in one lump sum or if it will spread out over a period of time. For instance, the previous \$50,000 donation that was paid out over a 5-year period. This will leave him with \$2,000 to pay out of pocket. Besides, a few things to hold fittings, Engine 25 is complete. They had \$22,000 in donations, which paid for most of the tools.
3. Review and recommend approval to Council; claims entered through October 10, 2025. Casey Wheeler moved to approve the claims and check register for claims entered through October 10, 2025. Michelle Mize seconded the motion. With no objection, the claims and check register of October 10, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending September 28, 2025, totaling \$268,385.63. Michelle Mize motioned to approve the payroll register for the pay period ending September 28, 2025, totaling \$268,385.63. Richard Klose seconded the motion. With no objection, the payroll register for September 28, 2025, was approved. There was no public comment.
5. Review and approve the September 2025 Utility Billing Adjustments. Michelle Mize moved to approve September 2025 Utility Billing Adjustments. Casey Wheeler seconded the motion. With no objection, the September 2025 Utility Billing Adjustments were approved. There was no public comment or Committee discussion.

New Business – Matt Wheeler mentioned that there was a community cleanup day that happened over the weekend. He said that a few city employees helped. Matt stated that there will be some overtime on the next payroll due to the cleanup day.

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending September 28, 2025.
2. Mayor Update – The mayor was not present at the meeting.
3. Clerk/Treasurer Financial Update-Kelly Gauslow stated that the Clerk Treasurer has been working on the Annual Financial Report that is due on December 31, 2025. The third quarter taxes have been completed. Kelly Strecker Clerk Treasurer was not present at the meeting.

Announcements –

1. The next Budget and Finance Committee meeting will be held on October 28, 2025, at 5:30 pm.
2. Michelle Mize is scheduled to review the claims for the next meeting.

Meeting Adjourned at 5:50 p.m.

Respectfully submitted,



Kelly Gauslow

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.