

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

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

Others Present: Kelly Strecker, Mayor Dave Waggoner

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 January 24, 2023, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of January 24, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. The city received an invoice from the City of Billings for \$10,000 for the purchase of used garbage cans. The City of Billings forgot to send us an invoice from May 2022. The city has already received the cans. Heidi Sparks moved to approve the purchase requisition for the garbage cans. Emelie Eaton seconded the motion, all in favor, motion passed 4-0. The Budget Finance committee approved a purchase request at the January 24, 2023, meeting for the purchase of new Glock Model 17 handguns. There was an error on the requisition. The original quote was not for night vision handguns. The requisition was corrected to night vision. Heidi Sparks moved to approve the corrected requisition for the handguns. Richard Klose seconded the motion, all in favor, motion passed 4-0. Two purchase requisitions were presented from the Fire Department. One was for fire hoses and one for turnouts for the fire department. Emelie Eaton moved to approve the purchase requisition. Heidi Sparks seconded the motion, council members Klose, Sparks, Eaton, and Mize voted no. Motion failed 0-4.
3. Review and recommend approval to Council; claims entered through February 10, 2023. Michelle Mize moved to approve the claims and check register for claims entered through February 10, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the January 2023 Utility Billing Adjustments, Emelie Eaton moved to approve the January 2023 Utility Billing Adjustments. Richard Klose seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending January 22, 2023, totaling \$219,237.99. Heidi Sparks motioned to approve the payroll register for the pay period ending January 22, 2023, totaling \$219,237.99. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
6. Review and approve Payroll Register for the pay period ending February 5, 2023, totaling \$222,359.92. Heidi Sparks motioned to approve the payroll register for the pay period ending February 5, 2023, totaling \$222,359.92. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business –

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending January 22, 2023.
2. Review Comp/OT reports for the pay period ending February 5, 2023.
3. Mayor Update – Mayor Waggoner has none.

4. Clerk/Treasurer Financial Update-Kelly stated the city had to let the Accounts Payable Clerk go. She explained the Amber and herself will pick up Payroll and Claims together, until they can get a new clerk hired.

Announcements –

5. The next Budget and Finance Committee meeting will be held on February 28, 2023, at 5:30 pm.
6. Emelie Eaton is scheduled to review claims for the next meeting.

Meeting 5:58 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.