

**Minutes of City of Laurel
Budget/Finance Committee- REVISED
Tuesday, December 26, 2023**

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

Others Present: Kelly Strecker, Mayor David Waggoner, Chief Hopper, Jackson Booth

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 December 12, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of December 12, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. Fire Chief Hopper presented to the committee a purchase requisition for five new sets of bunker gear. This is an annual budget item. Chief Hopper stated that they will begin replacing the old gear with a new color, which will be black. The total cost of this purchase requisition is \$20,625.00. Heidi Sparks moved to approve the bunker gear. Michelle Mize seconded the motion, all in favor, motion passed 4-0. Chief Langve presented to the committee three purchase requisitions. The first one was to add new electrical lines to the squad room and to the chief's office and to replace the electrical box in the F.A.P. The total cost of this project is \$8,050.00. The second requisition was for new desks and workstations for the squad room. This will be paid for through the online auction that was held. The total cost of this requisition is \$17,016.00. The third requisition is for new lockers for the officers. This will replace two lockers for the dispatch and fourteen for the officers. The total cost of this requisition is \$15,346.49. This project will also be paid for through the online auction. Michelle Mize moved to approve the three requisitions for the police department. Heidi Sparks seconded the motion, all in favor, motion passed 4-0. Matt Wheeler submitted a purchase requisition for new lighting in Russell Park. This will add lighting to the newly updated park. The new lighting will cost \$14,315.00. Heidi Sparks moved to approve the new lighting for Russell Park. Emelie Eaton seconded the motion, all in favor, motion passed 4-0. Matt also submitted a purchase requisition to rebuild the axle on a garbage truck. This requisition is for the parts only and the city mechanic will repair the damaged axle with the new parts. The cost of the repair is \$7077.90. Heidi Sparks moved to approve the axle repair. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
3. Review and recommend approval to Council; claims entered through December 22, 2023. Michelle Mize moved to approve the claims and check the register for claims entered through December 22, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending December 10, 2023, totaling \$216,668.67. Heidi Sparks motioned to approve the payroll register for the pay period ending December 10, 2023, totaling \$216,668.67. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
5. Review and approve the November 2023 monthly financial statement. Heidi Sparks moved to approve the November 2023 monthly financial statement. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business – Kelly spoke about the asbestos update. She stated that the testing of the asbestos came back positive. Safetech Inc will be doing the work after the first of the year. The cost to have the asbestos removed is \$1360.00.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending December 10, 2023.
2. Mayor Update – The Mayor stated that he did not have any update.
3. Clerk/Treasurer Financial Update-Kelly said that she was working on completing the final documents for the ARPA reimbursement. The final paperwork is due December 29, 2023.

Announcements –

4. The next Budget and Finance Committee meeting will be held on January 9, 2024, at 5:30 pm.
5. Heidi Sparks is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:15 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.