

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, October 27, 2020**

Members Present: **Emelie Eaton**
 Bruce McGee
 Richard Klose
 Scott Stokes

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 the October 13, 2020 Budget and Finance Committee meeting minutes. Scott Stokes moved to approve the minutes as presented. Richard Klose seconded the motion, all in favor, motion passed.
2. Review and Approve purchase requisitions. There were none presented to the committee.
3. Review and recommend approval to Council, Claims entered through 10/23/2020. Emelie Eaton reviewed the Claims Detail report and the check register for accuracy. She had four issues which had come up for discussion. Since there was no staff available, these matters would be submitted to the Clerk/Treasurer as were the matters from the October 13, 2020 meeting. Emelie Eaton made a motion to recommend approval of the claims entered through 10/23/2020. Scott Stokes seconded the motion, all in favor, motion passed.
4. Review and approve Payroll Register for pay period ending 9/18/2020 totaling \$913.64. Scott Stokes made a motion to recommend approval of this claim totaling \$913.64. The committee questioned why there were two claims two days apart. Since there was no one to answer the question, it would have to be put off to the next meeting where staff was able to answer. Since the amount matched the register, Bruce McGee seconded the motion, all were in favor and the motion passed.
5. Review and approve Payroll Register for Pay Period ending 9/20/2020 totaling \$184,819.75. The register was signed. Scott Stokes moved to recommend approval of this claim totaling \$184,819.75. Bruce McGee seconded. All were in favor and the motion passed.
6. Review and approve the Payroll Register for Pay Period Ending 10/04/2020 totaling \$193,399.51. There was an error on the date of this item and Richard Klose moved to recommend approval of the claim dated **October 9, 2020** in the amount of \$193,399.51. Bruce McGee seconded the motion; all were in favor and the motion passed.
7. Review and approve the Payroll Register for the Pay Period Ending 10/04/2020 totaling \$7,626.14 for Union 316 Retro Pay. The committee appreciated that this entry had an explanation attached to it. There was an error on the date of this item and Richard Klose moved to recommend approval of the claim dated **October 9, 2020** in the amount of \$7,626.14 for Union 316 Retro Pay. Bruce McGee seconded the motion, all were in favor and the motion passed.
8. Review and approve the Payroll Register for Pay Period Ending 10/18/2020 totaling \$191,064.85. Richard Klose moved to approve the Payroll Register for 10/18/2020 totaling \$191,064.85. Bruce McGee seconded the motion; all were in favor and the motion passed.

New Business – none

Old Business –

9. Fund 4000 Discussion – since there was no staff in attendance, this matter would have to be put off to the November 10 or 24, 2020 meeting. Chair Eaton stated she would like to know which issues were being acted on in 2020-2021 and which were not, as it looked as if there were items not discussed when the budget was reviewed. She wanted clarification on what was moving forward.

10. Fire Department Meal Pay – Drill Pay discussion. Since there was no staff in attendance, this matter would have to be put off to the November 10 or 24, 2020 meeting. Chair Eaton expressed frustration over this item continually being put on the agenda, continually being put off, with suggestions and motions being made but never acted upon. She inquired of each member individually and in full discussion of the other members, whether it would be worth continuing to pursue this matter. The consensus of all individuals was that, while it was acknowledged that the Mayor did not appear to wish to resolve this matter; and while it may continue to be a source of frustration; staff had indicated there was a limited level of documentation that **may** trace the origins of this continual monthly \$600+ payment to the Fire Association against the direct recommendations of the Auditors; the committee members would all like to have answers to the questions that had been posed and a resolution offered.

Other Items –

11. Clerk Treasurer Update – not in attendance, no update available.

12. Mayor Update – not in attendance, no update available.

Announcements –

13. The next Budget and Finance meeting will be held on November 10, 2020 at 5:30 p.m. via zoom.

14. Scot Stokes will be reviewing the claims for the next Budget & Finance meeting.

The meeting was adjourned at 5:54 p.m.

Respectfully submitted,



Emelie Eaton
Budget and Finance Chair

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