Agenda
City of Laurel
Budget/Finance Committee
Tuesday, July 28, 2026
5:30 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 July 14, 2026.
2. Review and approve purchase requisitions.
3. Review and approve Council Claims entered through July 24, 2024.
4. Review and approve the payroll register for the pay period ending July 19, 2026, totaling $273,312.25.
5. Review and approve the June 2026 Monthly Financial Statement.

New Business

Old Business

Other Items

6. Review the Comp/OT report for the pay period ending July 19, 2026.
7. Mayor's Executive Update.
8. Clerk Treasurer's Financial Update.

Announcements

9. The next Budget Finance Meeting will be held on Tuesday, August 11, 2026, at 5:30 p.m.
10. Casey Wheeler 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.

Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 14, 2026

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

Others Present: Kelly Strecker, Kelly Gauslow, Matt Wheeler, Kris Vogele

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 June 23, 2026, Budget and Finance Committee meeting minutes. Jessica Banks moved to approve the minutes of June 23, 2026. Casey Wheeler seconded the motion. With no objection, the minutes of June 23, 2026, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. Matt presented a purchase requisition for the repair charges of one of the S.E 4th Street crosswalks. Matt stated that these crosswalks get damaged a couple of times a year. This time they were able to use leftover parts they had from fixing the other crosswalks, and Ace Electric would need to fix the electricity. The cost of Ace Electric to repair is $7,283.47. There was brief discussion. Tom Canape made a motion to hold off on the purchase requisition and take to LURA to see if they would pay for the repairs this time. Jessica Banks seconded the motion. With no objection, the purchase requisition was put on hold until the LURA board was contacted. The next LURA meeting will be held on July 27, 2026.
3. Review and recommend approval to Council; claims entered through July 10, 2026. Richard Klose moved to approve the claims and check register for claims entered through July 10, 2026. Jessica Banks seconded the motion. With no objection, the claims and check register of July 10, 2026, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending June 21, 2026, totaling $262,203.89. Jessica Banks motioned to approve the payroll register for the pay period ending June 21, 2026, totaling $262,203.89. Tom Canape seconded the motion. With no objection, the payroll register was approved. There was no public comment.
5. Review and approve Payroll Register for the pay period ending July 5, 2026, totaling $318,910.54. Tom Canape motioned to approve the payroll register for the pay period ending July 5, 2026, totaling $318,910.54. Casey Wheeler seconded the motion. With no objection, the payroll register was approved. There was no public comment.
6. Review and approve June 2026 Utility Billing Adjustments. Tom Canape moved to approve June 2026 Utility Billing Adjustments. Casey Wheeler seconded the motion. With no objection, the June Utility Billing Adjustments were approved. There was no public comment.

New Business -Kelly discussed the membership renewal for the Montana League of Cities and Towns. The committee agreed to continue the membership for FY 2027. The total cost of the membership this year is $14,410.00.

Old Business – Kelly let the committee know that she received an email from the Local Government Center stating the corrective action plan she submitted for the audit findings was accepted.

Other Items –

1. Review Comp/OT reports for the pay period ending June 21, 2026.
2. Review Comp/OT reports for the pay period ending July 5, 2026.
3. Mayor Update – The mayor stated he has been meeting with department heads regarding their budget requests and is hoping to have them completed within the next couple of weeks. Gave a brief overview of what the city has been working on moving in a forward direction. He stated that the water usage has been high over the last couple of weeks. The city will be meeting with CHS regarding the raw water, settled water contract.
4. Clerk/Treasurer Financial Update-Kelly stated that she continues to work on the budget. She said that an agreement for the transportation service with Allies on Aging is in the works and will be coming to council soon.

Announcements –

1. The next Budget and Finance Committee meeting will be held on July 28, 2026, at 5:30 pm.
2. Tom Canape is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:09 p.m.

Respectfully submitted,

Kelly Strecker

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.

Comp and Overtime Report

PPE: 8-3-2025 Division: Police Submitted by : Anglin

Date	Comp Hours	OT Hours	Name	Reason *Reimbursed OT*	Rate
7-7		5	Baumgartner	Swat Callout CFS202605124	30.42
7-19	4	~~4~~	Baumgartner	Scheduled OT	30.42
7-8		10.50	Booth	**DEA OT**	31.92
7-16		4	Booth	Scheduled OT	31.92
7-17		8	Booth	P202600608 search warrant	31.92
7-15	0.50		Canape	Stayed over for calls in progress	30.01
7-19		4	Collins	Scheduled OT	29.26
7-19		4	Lafrombois	Scheduled OT	29.26
7-16		4	Mayo	Scheduled OT	29.26
7-8	4		McCartney	Dispatch coverage	28.50
7-15		8	Ratcliff	ARIDE training	29.26
7-16		8	Ratcliff	ARIDE training	29.26
7-19		4	Ratcliff	Scheduled OT	29.26
7-13		0.50	Sedgwick	P202600602	30.42
7-16		4	Seibert	Scheduled OT	29.26
7-8	4		Sell	Dispatch coverage	29.51
7-14	10		Sell	Dispatch coverage	29.51
7-16		2	Swan	DUI taskforce meeting	31.92
	22.50				
	x 1.5			6 x 30.42 =	182.52
	33.75	Comp Hours		.75 x 30.01 =	22.51
				6 x 28.50 =	171.00
				21 x 29.51 =	619.71
					995.74
		66	OT Hours		
				5.5 x (30.42 x 1.5) =	250.97
				24.50 x (31.92 x 1.5) =	1173.06
				36 x (29.26 x 1.5) =	1580.04
					3004.07
					=

Comp Hours

TOTAL $ 3999.81

Comp and OT Report

PPE: 7/19/2026
Dept: Ambulance

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate	
7/10-7/16	16		T Charbonneau	Scheduled OT	$ 27.00	
7/11/2026	8		A Contrerez	Scheduled OT	$ 22.36	
7/18-7/19		20	M Crable	Scheduled OT	$ 25.00	
7/19/2026	8		E Grayson	Scheduled OT	$ 30.16	
07/7-07/19		41	D Hopkins	Cover shift & Scheduled OT	$ 29.00	
07/12-7/19		16	A Johnson	Scheduled OT	$ 20.00	
7/11-7/18		16	K Olson	Scheduled OT	$ 26.00	
7/19/2026		8	M Riley	Scheduled OT	$ 28.08	
07/10-07/17		20	T Schanz	Scheduled OT, Cover shift	$ 21.50	
7/11/2026	8		W Wong	Scheduled OT	$ 26.00	
	40			24 x 27.00 =	$ 648.00	
	x 1.5			12 x 22.36 =	$ 268.32	
	60	Comp	Hour	12 x 30.16 =	$ 361.92	
				12 x 26.00 =	$ 312.00	
				TOTAL	**$ 1,590.24**	**Comp Hrs**
		121	OT Hours			
				20 x (25.00 x 1.5)=	$ 750.00	
				41 x (29.00 x 1.5)=	$ 1,783.50	
				16 x (20.00 x 1.5)=	$ 480.00	
				16 x (26.00 x 1.5)=	$ 624.00	
				8 x (28.08 x 1.5)=	$ 336.96	
				20 x (26.00 x 1.5)=	$ 780.00	
				TOTAL	**$ 4,754.46**	**OT Hours**
				TOTAL	**$ 6,344.70**	

Comp and OT Report

PPE: 7/19/2026
Dept: Clerk/Building

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate	
7/16/2026	1		K Gauslow	Shut off day	$ 23.14	
7/10/2026	2.5		B Harakal	Council	$ 25.73	
7/12/2026	4		B Harakal	Minutes & agenda	$ 25.73	
7/8/2026	0.5		A Hatton	St Fund/WC	$ 27.26	
7/15/2026	2.5		A Hatton	CCPB Meeting	$ 27.26	
7/16/2026	1		M Patrick	Shut off day	$ 22.62	
	11.5					
	x 1.5					
	17.25	Comp	Hours	1.5 x 23.14 =	$ 34.71	
				9.75 x 25.73 =	$ 250.87	
				4.5 x 27.26 =	$ 122.67	
				1.5 x 22.63 =	$ 33.95	
				Total	**$ 442.20**	**Comp Hours**

Total **$442.20**

Comp and OT Report

PPE: 7/19/2026
Dept: Shop

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate
7/16/2026		1.5	J BAKER	Shut off day	$ 32.92
7/16/2026		2.5	D CEASER	Tree removal call out	$ 32.07
7/16/2026		2.5	K GUY	Tree removal call out	$ 32.07
		6.5	OT HOURS		
				1.5 X (32.92 X 1.5) =	$ 74.07
				5 X (32.07 X 1.5) =	$ 240.53
				TOTAL	**$ 314.60**

OT HOURS

TOTAL **$ 314.60**

Comp and OT Report

PPE: 7/19/2026
Dept: WTP/WWTP

Date	Comp Hours	OT Hours	Names	Reason *Reimbursed OT*	Regular Rate	
7/10/2026		2.5	H Nuernberger	Lost power	$ 33.98	
7/12/2026		2.5	H Nuernberger	Backwash valve failure	$ 33.98	
7/18/2026	1		H Nuernberger	High ntu river mud	$ 33.98	
7/19/2026	1		H Nuernberger	High ntu river mud	$ 33.98	
	2					
	X 1.5					
	3	Comp	Hours	3 x 33.98 =	$ 101.94	
				Total	**$ 101.94**	**Comp Hrs**
		5	OT Hours	5 x (33.98 x 1.5)=	$ 254.85	
				Total	**$ 254.85**	**OT Hours**
				Total	**$ 356.79**	