

**MINUTES
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, DECEMBER 04, 2018**

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

Review and approve the minutes of the November 20, 2018 meeting: Bruce McGee made a motion to approve the minutes of the November 20, 2018 meeting, Richard Klose seconded the motion, all in favor, motion passes.

Review and approve claims entered through 11/30/2018: Scot Stokes had previously reviewed the claims and check registers for accuracy. The Committee asked why Fish is cleaning windows when we have a janitor. Bethany explained that Fish cleans all the windows, including the taller windows. The Committee asked why we have a Roomba if we have a janitor. Bethany explained that the Roomba runs at night when there is no foot traffic in the lobby. The Committee asked why we have a janitor that cleans during the day. Bethany stated that would be a question for the Mayor as it is a staff question. The Committee asked Bethany to get figures together on how much the City janitor is paid versus how much a cleaning company costs. Scot Stokes made a motion to approve the claims entered through 11/30/2018, Bruce McGee seconded the motion, all in favor, motion passes.

Review Comp/Overtime hours for PPE 11/18/2018. The Committee reviewed the Comp/Overtime hours and had no questions.

Review and approve payroll register for PPE 11/18/2018 totaling \$176,103.90. The Committee reviewed the payroll register for PPE 11/18/2018 and had no questions. Richard Klose made a motion to approve the payroll register for PPE 11/18/2018 totaling \$176,103.90, Bruce McGee seconded the motion, all in favor, motion passes.

New Business

Old Business

Update from the CAO on the City Court accounts receivable. The CAO was not in attendance. Bethany stated that she was unaware of any updates. The Committee requested that this remain on the agenda.

Other Items

Bethany stated that she was happy to report that all departments have been looking into using grant funding more. The Committee asked why grants have not been utilized as much in the past. Bethany stated that they can be very time consuming and some of the reporting requirements are very cumbersome.

Announcements

The next Budget and Finance Committee meeting is December 18, 2018 at 5:30 pm