

MINUTES
CITY OF LAUREL
Budget/Finance Committee
11/06/2018 17:30 PM
City Council Conference Room

A Budget/Finance Committee was held in the City Council Conference Room and called to order by Emelie Eaton at 05:29 PM on 11/06/2018.

COMMITTEE MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton, Chairman	<input checked="" type="checkbox"/> Richard Klose
<input checked="" type="checkbox"/> Bruce McGee, Vice-Chairman	<input checked="" type="checkbox"/> Scot Stokes
<input checked="" type="checkbox"/> Bethany Langve, Secretary	<input checked="" type="checkbox"/> Mayor Nelson
<input type="checkbox"/>	<input type="checkbox"/> Matthew Lurker

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input

Citizens may address the committee regarding any item of city business no on the agenda. The duration for an individual speaking under Public Comment is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.

a.

2. General Items

- a. Review and approve the minutes of the October 16, 2018 meeting. Bruce McGee made a motion to approve the minutes of the October 16, 2018 Budget and Finance Committee meeting, seconded by Emelie Eaton, all in favor, motion passed.

- b. Review claims entered through 11/02/2018 and recommend approval to Council. Bruce McGee had previously gone through the claims and check registers to review them for accuracy. Bruce McGee made a motion to recommend approval of the 11/02/2018 claims to Council, seconded by Richard Klose, all in favor, motion passed.
- c. Review Comp/Overtime hours for PPE 10/21/2018. There were no questions regarding the 10/21/2018 Comp/Overtime hours.
- d. Review and approve payroll register for PPE 10/21/2018, totaling \$182,271.68. Scot Stokes made a motion to approve the 10/21/2018 payroll register, totaling \$182,271.68, seconded by Richard Klose, all in favor, motion passed.

3. New Business

- a. The Clerk/Treasurer gave an update on the Department of Justice audit done on the Federal Equitable Sharing program. She stated that the audit went very well, and the auditors were very happy with the way the program was being ran. The auditors did recommend that a SOP be written up for the program and they provided a template for a SOP. The Committee asked if the drafting of this SOP was on hold due to the Chief's retirement. The Mayor stated that the City had an interim Chief of Police and he is responsible for all Chief duties, including writing this SOP.

4. Old Business

- a. The CAO was not in attendance to provide an update on the City Court receivables. The Mayor stated that this is a work in progress and both sides are working on the structure. The Mayor wants to make sure that the Judge and City are doing things according to MCA, LMC and the City Charter.
- b. The Committee gave a brief update regarding the Pintler contract to Scot Stokes who had been absent during previous discussions on the topic. The Mayor stated that a contract has been signed with Pintler and they will begin doing ambulance billing for the City. He stated that Solestone is no longer doing billing for the City. The Mayor stated that Centron is the collection agency that Pintler recommends. He did state that the City has no contract with Centron and if the City is unhappy with their collection efforts a new collection company can be utilized. The Committee asked if there would be any monitoring of revenues received through Pintler versus Solestone as Pintler was going to be more expensive. The Mayor stated that he could provide the Committee with quarterly reports showing current fiscal year revenues received versus last fiscal year revenues. The Clerk/Treasurer stated that revenues received, and expenses

paid to Solestone versus Pintler could be provided easily. The Committee wanted to make sure that increased revenues were being received for the additional monies being paid to Pintler. The Committee asked if the additional revenues received could be possibly used to pay ambulance attendants more money. The Mayor stated that he was looking into possibly hiring full-time ambulance attendants during busy hours and supplementing with volunteers.

5. Other Items

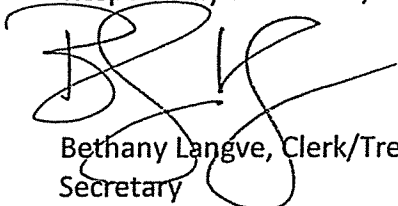
- a. The Committee stated that they had been hearing from constituents concerns over parking of motorhomes, boats and cars on City streets for months at a time. The Committee wanted to know who those complaints should be reported to. The Mayor stated that those complaints should go to the Police Department and would be addressed as time and staffing allows. The Committee stated that the reserves should be utilized more and they may be able to assist with these complaints. The Mayor stated that the new Chief should address these issues. The Mayor is also looking into having the Code Enforcement department assist with complaints. Bruce McGee stated that he handed out the Parking ordinances at the last Emergency Services Meeting as he would like that committee to review them and provide any suggestions or comments to the Mayor.

6. Announcements

- a. The next Budget and Finance Committee meeting will be on November 20, 2018 at 5:30 PM.

The Budget/Finance Committee adjourned at 06:15 PM.

Respectfully submitted,



Bethany Langve, Clerk/Treasurer
Secretary

1

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