

MINUTES
CITY OF LAUREL
Budget/Finance Committee
10/02/2018 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 05:30 PM on 10/02/2018.

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 type="checkbox"/> Scot Stokes |
| <input type="checkbox"/> Bethany Langve, Secretary | <input checked="" type="checkbox"/> Mayor Nelson |
| <input checked="" type="checkbox"/> Heidi Sparks | <input type="checkbox"/> Matthew Lurker |

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. **Public Input**

Citizens may address the committee regarding any item of city business not 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 September 18, 2018 meeting. Richard Klose made a motion to approve the minutes of the September 18, 2018 Budget and Finance Committee meeting, seconded by Heidi Sparks, all in favor, motion passed.

- b. Review and approve purchase requisitions. The Committee was presented with a letter from Public Works Director, Kurt Markegard, requesting approval to purchase a sewer camera and trailer. The Committee reviewed the letter and attached documentation. Richard Klose made a motion to approve the purchase requisition for purchase of a new sewer camera, seconded by Bruce McGee, all in favor, motion passed.
- c. Review claims entered through 09/28/2018 and recommend approval to Council. Heidi Sparks had previously gone through the claims and check registers to review them for accuracy. Heidi Sparks made a motion to recommend approval of the 09/28/2018 claims to Council, seconded by Richard Klose, all in favor, motion passed.
- d. Review Comp/Overtime hours for PPE 09/23/2018. There were no questions regarding the 09/23/2018 Comp/Overtime hours.
- e. Review and approve payroll register for PPE 09/23/2018, totalling \$188,450.93. Heidi Sparks made a motion to approve the 09/23/2018 payroll register, totalling \$188,450.93, seconded by Bruce McGee, all in favor, motion passed.

3. New Business

- a.

4. Old Business

- a. Update by the CAO on the City Court accounts receivable :The CAO had not had a second meeting with the Judge to date so there was nothing further to report. The Committee asked why it was taking so long to get an update and wanted to know if it was a matter of legality.

5. Other Items

- a. The Committee asked that the Clerk/Treasurer have the packets out to the committee in an electronic format prior to the meeting.

6. Announcements

- a. The next Budget and Finance Committee meeting will be on October 16, 2018 at 5:30 PM.

The Budget/Finance Committee adjourned at 06:23 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'BL', with a large, sweeping flourish extending to the right.

Bethany Langve, Clerk/Treasurer
Secretary

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