

MINUTES
CITY OF LAUREL
Budget/Finance Committee
09/18/2018 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 09/18/2018.

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 checked="" type="checkbox"/> Bethany Langve, Secretary	<input 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 04, 2018 meeting. Heidi Sparks made a motion to approve the minutes of the August 21, 2018 meeting, seconded by Richard Klose, all in favor, motion passed.

- b. Review and approve the August 2018 journal vouchers. The Mayor had previously reviewed and signed all August journal vouchers. The August 2018 journal vouchers were passed around and reviewed by the Committee. Richard Klose made a motion to approve the August 2018 journal vouchers, seconded by Heidi Sparks, all in favor, motion passed.
- c. Review and approve the August 2018 Utility Billing Adjustments. The Clerk/Treasurer noted there was not unusual about these adjustments. The adjustments were passed around for review by the Committee. Bruce McGee made a motion to approve the August 2018 Utility Billing Adjustments, seconded by Heidi Sparks, all in favor, motion passed.
- d. Review and approve the August financial statements. Heidi Sparks made a motion to approve the July financial statements, seconded by Bruce McGee, all in favor, motion passed.
- e. Review claims entered through 09/14/2018 and recommend approval to Council. Richard Klose had previously gone through the claims and check registers to review them for accuracy. Richard Klose made a motion to recommend approval of the 09/18/2018 claims to Council, seconded by Heidi Sparks, all in favor, motion passed.
- f. Review Comp/Overtime hours for PPE 09/09/2018. There were no questions regarding the 09/09/2018 Comp/Overtime hours.
- g. Review and approve payroll register for PPE 09/09/2018, totalling \$216,505.69. Emelie Eaton made a motion to approve the 09/09/2018 payroll register, totalling \$216,505.69, seconded by Heidi Sparks, all in favor, motion passed.

3. New Business

- a. The Committee inquired as to why a purchase requisition for a sewer camera was not on the agenda. The Chair explained that there was some miscommunication and the requisition will be on the 10/02/2018 agenda.

4. Old Business

- a. Update by the CAO on the City Court accounts receivable : the CAO has met with Judge Kerr. Both the CAO and the Judge need to gather additional information and meet again before anything can be presented.

5. Other Items

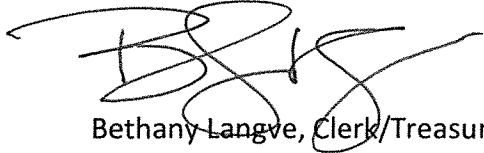
- a.

6. Announcements

- a. The next scheduled Budget and Finance meeting will be held October 2, 2018 at 5:30 pm.

The Budget/Finance Committee adjourned at 06:20 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'B. Langve', written over the printed name.

Bethany Langve, Clerk/Treasurer
Secretary

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