

City of Hot Springs Administrative and Finance Committee Minutes

1:00 p.m. Meeting

August 7, 2023

Mueller Civic Center, 801 S. 6th St.

Hot Springs, SD 57747



Roll Call 1:00p.m.

Mayor Bob Nelson, Finance Officer Misty Summers-Walton, Alderwoman Deb Johnston, Co-Chair
Melissa ~~Notes~~ ^{NILES}, Chair J.R. Huddleston

Old Business

1. Additional costs related to water and wastewater replacement-road project, ongoing review and discussions necessary-funding for W/WW overages-Potential EOY inter-fund loan transfer. Delayed mid-year xfers W/WW – **recommending review in November**
To be Reviewed in November

2. Discuss selling land the City owns;
 - a. **4.14** acres adjacent to the Simon quarry near Evergreen Cemetery-General Gov't-
Mayor contacting Simon
 - b. **7 +/-** acres north of Haden's property in Hot Brook Canyon-Water-re-plat and only offer for buildable piece for sale –**move forward with surplus**
 - c. **100 +/-** acres near the Hot Brook Canyon pump station-Water(not meadow area)-
Rocky Mountain Elk Foundation Leah Burgess

Item a, Recommendation to Council to Surplus the 4.14 Acres

Item b, Recommend moving forward to Council to surplus after following steps to assure replat if necessary and easement of water lines, HSWC2 east

Item c, Ongoing. Pending further communications

3. Review utility fees-must set new rates for 2024 & beyond-Casey Burrus, Project , /Technical Assistance Provider-Midwest Assistance Program-**1.9 or 2% increase to rates. DANR considering change to min. rate from \$35 to \$50-Ordinance revisions needed**
Committee recommends 2.5% increase. Future Ordinance revision to be sent to Council.

4. Review/discuss proposed changes/additions to COHS Personnel Policies (clothing, tiktok, pd night differential, overtime clarification for exempt employees, exempt employee use of leave, flexible work arrangements, remote work, travel expenses, work on a holiday clarification and return of city property) and COHS Safety Manual (clarifying PPE standards)
Under Review.

New Business

1. Mayor Nelson-Per Diem rates
Under Review

2. Job Description Changes-Recreation Director, SHGC Salaried employees (3), Development Coordinator (name change?), City Administrator, remove valid **SD** Driver's License requirement from job descriptions where not necessary
Draft proposal due next meeting.

3. 2024 Dispatch Agreement offered by FRC-work on counter offer
Assigning to Public Safety Committee
4. Restaurant Liquor License fee set 10 years ago-consider changing
Committee recommends raising to \$15K. More to follow. Checking with City Attorney.
5. Review proposed agreement establishing terms for repayment of training/certification,
clothing/equipment
Under review. To have draft by next meeting.
6. Review monthly Finance Officer Reports
Misty reviewed. In your packet.
7. Committee member items
**Mayor. New WW employee Sandoval starting the 9th
J.R. Pickle Ball**

Adjourned at 3:10pm

Next Meeting is Sept 5 at 1:00pm at the MCC



J.R. Huddleston, Chair