

City of Hot Springs Administrative and Finance Committee Minutes

1:00 p.m. Meeting

February 12, 2024

Mueller Civic Center, 801 S. 6th St.

Hot Springs, SD 57747



Roll Call 1:00p.m.

Present: Finance Officer Misty Summers Walton, Alderwoman Malisa Niles Co-Chair, Alderwoman Deb Johnston, Alderman Hal Glanville, MCC Manager Chris Kattke, J.R. Huddleston-Chair

Old Business

1. Additional costs related to water and wastewater replacement, suspended sidewalk and other road related project costs, ongoing review and discussions
City has paid contractor 1.5 mil. Of the \$770,000 available from the CDBG grant, \$68,875 remains
Discussed Suspended sidewalk, after 5 change orders construction project totals \$3.9 mil.
Discussed Way finding. More information needed on the progress.
Discussed change orders that are becoming expensive.
2. Continue discussion, possible sale of land owned by the City;
 - a. 4.14 acres adjacent to the Simon quarry near Evergreen Cemetery-General Gov't-surplus
Defer to next meeting. CA was to meet with Simon
 - b. 7 +/- acres north of Haden's property in Hot Brook Canyon-Water-re-plat and only offer for buildable piece for sale-secure water line easement surplus-order to locate and draft easement
Defer to next meeting. J.R. to meet with City Engineer.
3. Update City job descriptions-update desired min. qualifications and add other desired qualification, remove SD DLIC requirements, update SHGC work hours/days descriptions, update Rec. Dir. # of hrs., title of Dev. Coor, Golf Operations Mgr. description updates
Defer to next meeting. CA still reviewing.

New Business

1. Mayor items
None
2. City Administrator items
None
3. Committee member items
Expensive change orders discussed.
4. Review monthly Finance Officer Reports
Misty reviewed Finance reports

5. Review Boys and Girls Club request for 2024 budget support
Since we did not receive this request during Budget Hearings, the committee is not referring to council for approval.
6. Discuss CDL training and repayment
Defer to next Admin finance meeting
7. Review 1 year with Gauge installation at City Shop/Propane Tank/cost of propane-are we saving money is it beneficial to keep large tank?
Defer to next Admin Finance meeting. Awaiting response from Foreman.
8. FRC Dispatch Agreement-2025 & beyond
Committee discussed incremental increases for dispatch services. Members feel we are double paying for services. Council needs to meet with Commissioners
9. MCC backup propane heaters request est. expense of \$60-\$65K
Committee heard verbal request from MCC Manager Chris Kattke. Chris advised the 2 heaters for the Gymnasium would cost \$22,000 and \$10,000 to install. Propane and a 500 gallon tank would also be needed. Chris to get with Misty to get pricing on propane and tank. Back up heat is also needed in the Theatre, but that will be placed into the 2025 budget. Committee is recommending when pricing estimates are available, this go to council for consideration as supplemental budget authority will be necessary.
10. Review repayment of expenses training/certification & clothing/equipment document-PD Chief request
Defer to next meeting for PD Chief input

Adjourned at 2:35pm

Next meeting is March 11,2024 at 1:00pm MCC

J.R. Huddleston, Chair