



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 28, 2022 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Conservation work on the City Hall murals has been completed. Staff have heard feedback from visitors that the cleaned and repaired murals are more vivid. A time lapse video of the work is available at: <https://www.youtube.com/embed/4W0FVIFUV6A?vq=hd1080> The artist also captured a closeup video of a section of her work available at: <https://youtu.be/LOv9i3o4NPA>

The annual street and sidewalk tree clearance efforts began last fall, and the overwhelming majority of properties were voluntarily brought into compliance with the 12 foot clearance over streets and 10 foot clearance over sidewalks. Recently, City staff working with a contractor completed street and sidewalk tree trimming at those properties that remained out of compliance after receiving two notices. Those properties will receive an invoice for the cost of the abatement.

2) Parks and Recreation Department Update

Enclosed in your packet is an update on the various activities in the Parks and Recreation Department.

3) Finance Department Update

As a reminder, the deadline for voter registration for the April 12th combined municipal and school district election is Monday, March 28, 2022. Absentee voting will begin on March 28th and end on April 11th at 5 p.m. Absentee voting will be available at the City Hall gym and the Yankton School Administration Building from 8 a.m. to 5 p.m. during the Monday thru Friday work week. A mail-in absentee ballot may be requested by submitting a South Dakota Absentee Ballot Application Form with a copy of an acceptable ID, such as a driver's license. Please download this application at sdsos.gov/elections-voting/voting/absentee-voting.aspx or stop outside the Finance Office to pick up and turn in this form.

There will be two municipal vote centers for the April 12th election. They will be located at Yankton City Hall and the North Fire Station. Voters will be able to cast their ballot at either one of the designated vote centers between 7 a.m. to 7 p.m.

4) Police Department Update

Our new officers continue to make a great impression on the citizens of Yankton. Officer Marcus Urban recently received a thank you from a citizen who had some items stolen. Officer Urban was able to find a suspect and recover the tools for this citizen. It's always great to see a situation get resolved successfully.

Commander Rothenberger and Brandt took a trip to Pierre to pick up our newest patrol car. This car was ordered last year to replace a vehicle that was damaged in a motor vehicle collision last year. Guardian fleet services will be picking up this vehicle later this week to outfit it with all the police gear.

School Resource Officer Jeremy Olson and Skyler Russenberger attended Teacher In-service training regarding drug and human trafficking, SRO Russenberger and Olson also spoke with the teachers about their roles as School Resource Officers. On 3/21/22 they attended Threat assessment and planning training, at USD.

Commander Rothenberger is working with Central Square on getting the E-Ticket Software installed and a plan for training officers to use the program.

5) Fire Department Update

The Fire Department has submitted a Homeland Security grant application for radios. We should learn whether we were successful, in the near future.

The volunteers remain busy with grass fires and a recent structure fire. Luckily, we haven't had any major equipment or apparatus break to the point that we were without them. The minor issues that we have had were fixed in house and we were able to keep them in service.

John Kraft has been selected to serve as a captain for the volunteers.

6) Information Services Department Update

Scheduled go live date for the updated website is May 2. We are working with Granicus to finalize the sitemap and complete the scripted migration of the current site. The majority of the changes to the site will be cosmetic. We have been working to simplify the navigation menu and weed stale content prior to migration. Attached is a draft copy of the 2023 budget timeline. Budget worksheets will be distributed to departments to begin work on 2023's budget in April.

We completed some preliminary tests with the portable 911 call answering, radio and CAD systems on March 17th. We were able to successfully answer test 911 calls but are still working out a few configuration issues with the contractor. We are the first agency to implement this type of solution among all of their customers.

7) Library Update

We are excited to see increased attendance at in person activities as Covid numbers decrease. We were able to time our annual Oscar movie marathons with new releases and had good audiences. A patron generously donated funds to purchase refreshments so it was also a low cost event – win win! Upcoming events include Soap Making, a Tiny Art Workshop and Show, and Bingo for a Book. We have seen libraries all around the country joining in with the trend of the Tiny Art Show. The library will be supplying 4x4 canvases and paint to create the artwork. Our teen group created tiny easels from popsicle sticks to display the creations during National Library Week, April 3-9 and we will be inviting viewers to vote for their favorite. You can see more info about the Wayne Nebraska Public Library's Mini Art Exhibition here: <https://thewayneherald.com/stories/wayne-public-library-debuts-second-annual-mini-art-exhibition,9873>

The Friends of the Library will host a book sale from March 31-April 3. Their successful sales help fund events and purchases for the library. They recently helped purchase toys for our refurbished dramatic play station and will also be sponsoring all of our summer performers.

Thanks to the Yankton Police Department, library staff and board members will be participating in active shooter training on April 13. This is valuable education and helps to fulfill certification requirements for both library staff and the board.

Victoria Caine, Youth Services Librarian, will be leaving us on April 22. We wish her the best. Victoria has been working hard to have summer plans in place in order to have as smooth of a transition as possible. The hiring process for her replacement is in progress.

8) Public Works Department Update

Street department staff continue to perform winter maintenance projects on equipment and the streets. Crews have also been repairing gravel alleys and addressing potholes in the streets. Due to the mild weather, the street sweeper has also been in operation.

Airport staff recently advertised a request for proposals for aircraft maintenance services at the Chan Gurney Municipal Airport and one proposal was received. Staff have reviewed the proposal with the applicant, as well as the Airport Advisory Board, and are now in process of drafting an agreement. Once the draft agreement is finalized, it will be placed on a future Commission agenda for approval. Engineering has been busy finalizing plan sets for this year's street reconstruction projects and currently have 3 projects advertised for bids: Whiting Drive, 5th Street, and the Summit/21st Street/WCLR project. Bid openings, for each, are scheduled for the end of March and April.

Staff will be completing a survey, on the airport parking lots and east access, to help prepare plans for replacement. KLJ has completed the Rehabilitate and Remark Taxiway A project plan documents. The project is currently being advertised for bids with an April bid opening. The project consists of joint sealant removal and replacement, concrete repairs, crack repair and new pavement marking on Taxiway A.

There are two locations, Summit Street by Westside Park and 19th Street from Walnut to Douglas, that have been designated as Active Transportation Projects. Staff will survey these areas to collect the necessary information to finalize plans.

The Annual Yankton Citywide Cleanup is scheduled to begin on Saturday, March 19, 2022 through Saturday, April 16, 2022. City of Yankton residents, on solid waste collection routes, may dispose of eligible items free of charge at the Transfer Station (1200 W. 23rd Street) during normal operating hours: Monday-Friday 8:00AM-3:45PM and Saturday 8:00AM-11:45 AM.

Curbside collection is scheduled to begin on April 4, 2022. No items may be placed curbside prior to March 26, 2022. Please note that drop off and curbside collection is available only to residential customers on regular city garbage collection routes. As a reminder, items not eligible for disposal include tires, grass clippings, leaves, recyclables, refrigerator, air conditioners, dehumidifiers, paint, chemicals or household hazardous waste, oils, and batteries.

Motor oil may be taken to the transfer station and disposed of free of charge year around. Please place solid waste and recycle roll carts for regular collection at your normal collection point and away from piles. For more information, please visit our website www.cityofyankton.org or call 605-668-5211.

9) Monthly reports

Joint Powers Solid Waste monthly reports are included for your review. Minutes from the Park Advisory Board and Airport Board are also included.

Have an enjoyable weekend and do not hesitate to contact us if you have any questions about these or other issues. If you will not be able to attend the Commission meeting on Monday, please inform my office.

Sincerely,

Amy Leon
City Manager