



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 25, 2022 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Fire Department Update

The 4th of July weekend was relatively quiet for the fire department with no significant incidents related to fireworks. Later that week, however, Yankton firefighters were put to the test when a significant fire occurred in a downtown building that housed both businesses and apartments. Early arriving firefighters were able to ensure the evacuation of all building occupants and contained the fire to room of origin. Several occupants were displaced and businesses were temporarily closed due to smoke damage. One occupant lost two dogs in the fire. Members of the fire department and auxiliary, Yankton County EMS, and Yankton County Emergency Management ensured that occupants received housing and financial support after the fire was placed under control.

Chief Linke continued to meet members of the community by participating in activities at the Huether Family Aquatics Center with Commissioner Villanueva and the Boys/Girls Club with Police Chief Foote.

Fire department members and auxiliary are preparing for annual Riverboat Days activities.

2) Community & Economic Department Update

The South Dakota Department of Agriculture and Natural Resources (DANR) has approved additional EPA Brownfields Program funding for Water Treatment Plant No. 1. The assessment from last October identified a number of asbestos containing building materials, pipe fittings, and insulation materials. Staff applied for additional funding to abate the friable asbestos as recommended by the analysis and required before any renovation of the structure. The asbestos removal cost is estimated between \$14,600 to \$29,939. These are grant funds and the asbestos will be removed at no cost to the City of Yankton. Staff has been working with DANR and their sub-contractor to prepare the facility for the removal and coordinating logistics. Removal is anticipated to be completed by the end of August.

3) Police Department Update

We are getting closer to getting our E-ticket software installed and put into production. Commander Rothenberger and Taylor Peters attended an online training on how to configure E-tickets for use by the Yankton Police Department. Commander Rothenberger will work with Taylor and configure our E-tickets on our training server. Once that is completed, we will hold some training with officers before we go live with E-tickets.

Commander Brandt and Detective O'Farrell attended training on investigations involving TikTok and Snapchat. This training covered the challenges investigators face when conducting investigations and methods they can use to overcome these challenges to build better cases.

We participated on July 13 in the first Communities that Care Key Leaders orientation. This program is aimed at identifying issues with our youth and helping give them tools to solve these issues or problems before they become something bigger. SRO Russenberger, Chief Foote and Commissioner Benson are part of this group currently.

On July 15 we participated in the state shoot. This is when the State of South Dakota sends down a state-certified firearms instructor and allows departments and retired law enforcement to complete their state qualifications. Officers on duty were given time to attend the state shoot and those that were off duty were allowed to come to shoot on their own time. We will hold our own qualifying shoot at a later date so we will all be compliant with the State of South Dakota Law Enforcement Standards.

We spoke with a couple of service organizations on July 14 and July 18. Commander Rothenberger and Chief Foote spoke with the Sertoma Club and the Lions Club about community safety. Information was given about the recent thefts and tips to keep their property safe. We also talked about how the community can help partner with the police department by being good witnesses.

Chief Foote spent some time at the Huether Family Aquatic Center this week. July 20, Chief Foote and Commissioner Weber had coffee with the water walkers. On July 21, he assisted the Kiwanis Club with their pluck-a-duck program by sliding down the water slide and releasing the ducks before the winning ducks were plucked.

4) Parks and Recreation Department Update

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

5) Information Services Department Update

We anticipate the City Hall data wiring project will be completed in the next few weeks. The majority of the new cabling has been installed. Final testing and cutover of re-used cabling will be the last steps. Staff continues to work on revenue and expenditure projections for the 2023 budget. Energy costs will likely have a major impact across many departments.

6) Public Works Department Update

Street Department crews have been milling the asphalt surface on 31st Street from Broadway Avenue. to Douglas Avenue., Valley Road from Burleigh Street to 21st Street, and Burleigh Street from 5th Street to 8th Street. Once milling is complete, crews will pave new asphalt surfaces on the milled streets.

21st/WCLR/Summit Project

About half of the new main line paving is in place on the Summit Street project. Summit Street from 15th Street to 19th Street has been opened for local traffic. The contractor is scheduled to pave between 19th Street and 21st Street on July 20th and July 22nd. If there are no issues, the whole street could be completed and open by August 1st.

Traffic control for WCLR from 8th to 9th was installed on Wednesday, July 20. LaCroix Construction Excavating has been subcontracted to replace sanitary sewer manholes during this project. Once LaCroix is done, Masonry Components will replace some miscellaneous curb prior to placing the main line concrete pavement. It is expected to take approximately a month for this project.

5th Street from Spruce to Green

5th Street from Spruce to Green was closed on Monday, July 18th. Crews were sawing existing curb and gutter, pavement, sidewalks and driveways. The scope of work includes replacing the water main, which Feimer Construction will begin once the sawing is complete and some of the removals are done.

Airport Parking and Access Road

The removals are complete and street department crews continue with the base course installation. Masonry Components has started with the curb and gutter replacement and have completed some fillet and valley gutter installation.

Westside Park Pond Improvements

The contractor has installed a temporary haul road into the pond area and have begun to excavate and haul material off the project site. The existing rock that had previously stabilized the banks has been separated and stockpiled for reuse in the final bank stabilization. Old tires that had been used to line the bottom of the pond have been removed and properly disposed of. The existing pedestrian bridge has been removed.

Airport Taxiway A Rehabilitation Project

Screed Tech LLC has completed this project and the taxiway is now fully open and operational.

7) Human Resources & Employee Engagement Department Update

We continue to accept applications for full time Police Officers which are open until filled.

We are still accepting application for full time Sanitation Truck Operator which is open until filled.

We are accepting application for a Finance Generalist which is open until July 25, 2022. This position was opened due to the resignation of Jessica Cameron and will have a different role as far as being trained in all areas within the Finance Department.

Summer positions still available for lifeguards at the Huether Family Aquatics Center.

8) Environmental Services Department Update

The Wastewater Plant EDA project continues to move forward. The contractor is experiencing some delays in deliveries of certain products. The contractor is currently waiting on manholes before installing the new sewer line on Levee Street. The pipe has been delivered and the contractor is hoping the manholes will arrive soon and they can begin installing pipe. The pipe and bore under the creek connecting the plant to the new equalization basin has been installed. The contractor is currently working on the equalization basin.

Collection staff continue to jet and clean sewers. Staff's goal is to jet and clean city sewer mains once every 3 years. Staff is experiencing an increase in roots due to the recent dry weather. Staff is also noticing an increase in non-flushable items. Product labels may claim to be "flushable" but disposable wipes and other products can cause expensive sewer line plugs and damage pumps and other equipment. Flushing these items can also lead to plugged sewer lines and raw sewage back-ups into homes and businesses.

The contractor has completed GPS and data collection for the sanitary sewer system. The contractor is scheduled to begin collecting data on the water distribution system this week. This information will be

used to complete both a collection system and distribution system model and final master plans. A GIS database will also be developed for asset management of the systems.

9) Finance Department Update

The Finance office has an open position as a Finance Generalist. This is a new position that is expected to rotate between Accounts Receivables/Utilities, Accounts Payable/Licenses, and Records/Election/Special Projects. This cross-training environment will allow the Finance office to improve customer service to the public as well as maintain adequate workflows in times of being short staffed.

Enclosed in your packet is the Monthly Finance Report for June activity and the second quarter 2022 Revenues and Expenditures Report comparing quarterly and year-to-date totals with 2021 figures.

10) Monthly reports

Joint Powers Solid Waste monthly report is included for your review.

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