



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 57 NUMBER 21

Commission Information Memorandum

The Yankton City Commission meeting on Monday, November 14, 2022 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Staff has continued to work with the South Dakota Department of Agriculture and Natural Resources (DANR) to facilitate Brownfields Program environmental testing and abatement in the community. The Commission had previously authorized the City Manager to sign applications for qualifying properties, and the City of Yankton has sponsored environmental testing at the former Yankton Care Center, Yankton Mall, and Sacred Heart Church and School. As Brownfields Program eligible properties, those testing services have been coordinated by the DANR at no cost to the City of Yankton or the property owners. Services varied according to property condition but have included Phase I and II Environmental Site Assessments and asbestos testing. You may remember that Water Plant No.1 was previously identified as having a small amount of asbestos in pipe insulation and window glazing. Through the Brownfields Program those asbestos materials were abated by a licensed asbestos abatement contractor at no cost to the City of Yankton. The analysis and abatement services have represented a significant cost saving to the property owners and have helped facilitate the planning and redevelopment process.

2) Police Department Update

We had a full October 29th assisting with the Lancer Day Parade, Lancer Football, Lancer Soccer, and Harvest Halloween. It was great to assist with all these fun events in the community, getting out and talking to the public and handing out stickers and glow bracelets to the kids. We also handed out glow bracelets on Halloween and participated in Trunk or Treat at Calvary Baptist. Sgt. Schindler had assistance from his wife handing out candy and talking to kids and parents. Sgt. Schindler took some photos with kids dressed as police officers. It's never too early to start recruiting!

Officer Bob Dooley attended the Law Enforcement Conference in Sioux Falls which was led by the United States Attorney's Office and the South Dakota Office of the Attorney General. This conference offered a variety of different training opportunities for Officer Dooley.

Officer Schindler and Officer Hagemann participated in the Service Before Self radio program on WNAX. This was to highlight them as Veterans. The Service Before Self program is on WNAX 104.1 at approximately 7:30 AM every Tuesday. Each week the program features different first responders.

3) Human Resources & Employee Engagement Department Update

We continue to accept applications for a permanent Part Time Water Reclamation Plant Operator position which is open until filled. We are still accepting applications for Part Time Lifeguard and Water Safety Instructors for the Summit Activities Center. Applications were received and five

interviews were held for the Sanitation Truck Operator position. Brandon Steenholdt was hired for this position and began work on Monday, November 7.

The Employee Committee held their 5th Annual Chili & Soup Cook-Off on October 26th. Chief Jason Foote won the Best Chili and the People's Choice Awards. Brad Binde won the Best Soup Award. \$240 was raised for United Way.

Open enrollment began for all City of Yankton Employees for the 2023 plan year. We are using the EASE online platform for open enrollment.

The Veteran's Day Memorial is in place at Fantle Memorial Park. Weather permitting, this will remain in place until November 20th. Stop by for a self-guided tour.

The City of Yankton Employee Christmas Party is scheduled for Friday, December 2 at Meridian Venue in the Meridian District. Contact Colleen Bailey to sign up.

4) Finance Department Update

The City received its insurance renewal from the SDML Workers Compensation Fund for 2023. Four factors affect this calculation: 1) Payroll, 2) rate for coverage per classification code, 3) discount credits, and 4) fund modifier. There has been a 5.8% decrease in rates with 2023 renewal costing \$180,462. A major difference is due to the fund modifier going from 1.23 to 1.1 which translates that the number of historical cost of injuries and future risk chances are lower.

Utility rates are changing this year with the sewer minimum of \$11.22 becoming a sewer surcharge of \$17.53. More information may be found on our utilities webpage. Notices of the recycling calendar and holiday collection schedule will be included with customers' utility bills and will be mailed out on November 18th. Those who are signed up for e-bills through Payment Services Network (PSN) will see these notices as an attached pdf with their bill online.

As price increases continue, the Finance Office and Department Heads have taken measures to help save money such as locking in a fixed price with our MidAmerican gas provider, turning off the Internet at the Huether Family Aquatics Center when not operational, negotiating with our flex spending account provider to waive admin fees, and working with numerous vendors to ensure our tax exempt status.

Our online surplus auction has been scheduled for November 29th. Please view the public notice attached.

5) Parks and Recreation Department Update

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

6) Library Update

We recently welcomed two new part-time staff to the library: Emilee LaBarge and Sue Olsen. They are getting the hang of shelving and learning all the procedures that go along with working at the front desk. We are excited to be fully staffed again and happy to have Emilee and Sue on our team. Once a month library staff provide outreach services to our homebound patrons. Staff visit Canyon Ridge, Angelhaus and Majestic Bluffs to deliver books, DVDs, and friendly conversation. Our patrons are grateful for this service. We often hear thank you from family members as well. We also deliver books and provide a short story time every other week to local daycares. These are just a couple of the nontraditional ways we help support those in our community who may not be able to make it into the library on their own but continue to love reading.

7) Public Works Department Update

Street Department crews have been preparing for winter maintenance operations and crack filling on asphalt streets throughout the community. Crews have also been street sweeping as leaves continue to drop from the trees.

Thanksgiving Day Holiday Garbage & Recycling Collection Schedule: There will be no solid waste collection on Thursday, November 24th, due to the Thanksgiving Day holiday. All Wednesday and Thursday routes will be collected on Wednesday, November 23rd. Friday routes will be picked up on Friday, November 25th. All other routes will be collected as scheduled. The Transfer Station will be closed Thursday, November 24th and will be open shortened hours on Friday, November 25th from 8:00 am to 1:00 pm. The Transfer Station will resume normal scheduled hours on Saturday, November 26th from 8:00 am to 11:45 am.

5th Street from Green to Spruce: Masonry Components is wrapping up the concrete work. They still have some sidewalk steps and a short section of retaining wall to install. Feimer Construction follows up the concrete contractor with backfill and seeding of disturbed areas. Staff expect to have this project's acceptance on the next commission agenda.

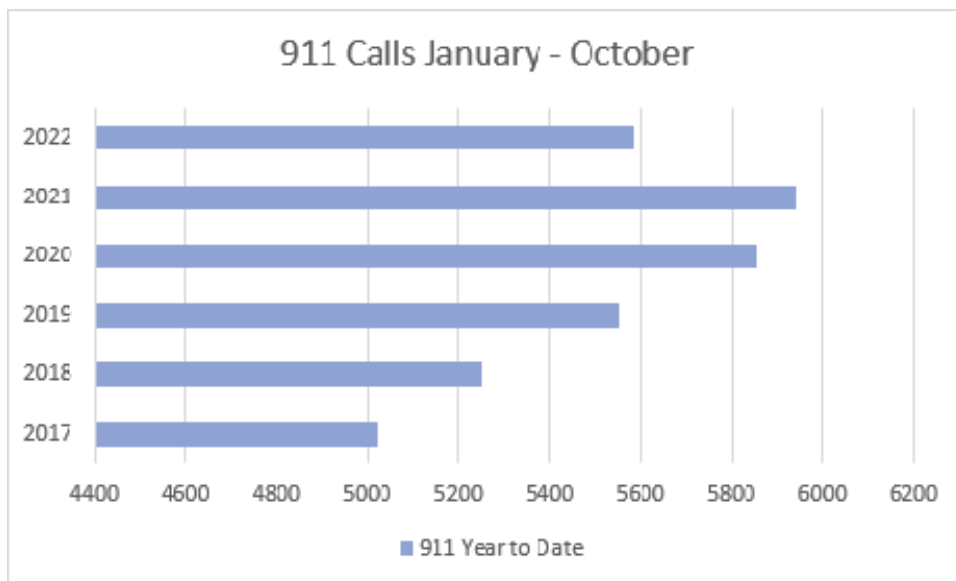
Westside Park Pond: On November 3rd city staff, Stockwell Engineers, and the project contractors held a project walk-thru to check final punch list items. Miscellaneous concrete work, lighting, and seeding were the main items of discussion during the walk-thru. These items should be addressed by the dedication ceremony scheduled on November 7th.

Active Transportation: The contractor will be mobilizing to Westside Park to install the last section of sidewalk for this year's contract. The installation will take place on the west side of the pond, parallel to Summit Street. It is anticipated the contractor should have this complete in 3-4 days once work begins.

8) Information Services Department Update

City Hall is scheduled to transfer to voice over IP service on November 9th & 10th. The first day will be modification of existing services and the installation and configuration of the new VOIP hardware.

911 call volume year to date is down 6%. A graph below shows a comparison from 2017 – 2022.



9) Fire Department Update

Chief Linke and the Command Staff of YFD are holding the final of three meetings with External Stakeholders this week. The External Stakeholders are members of the community who are assisting with Strategic Planning that will drive the fire department's direction for the next five years or more. Topics covered during this meeting range from response trends to maintaining a volunteer force in a growing community. The Strategic Plan will be completed on or about the end of the year.

Pumps on apparatus were tested and certified. This is necessary to ensure our firefighting equipment operates as expected during emergencies and also plays a role in maintaining our ISO rating. Ladder 1 was repaired and is back in service.

10) Monthly reports

The building and salary monthly reports are 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