



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 51, NUMBER 6

Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 28, 2016, will begin at 7:00 pm.

Non-Agenda Items of Interest**1) Human Resources Update**

Amanda Schieffer was promoted from Equipment Operator to Golf Operations Assistant Manager on March 14; Marlon Huber was promoted from Equipment Operator to Sr. Equipment Operator on March 19. We are advertising internally to fill two Equipment Operator openings and will close on those applications March 25. Kyler Pekarek was promoted from Police Officer to K-9 Officer on March 12.

Our advertisements for the GIS Analyst have been running in the Press & Dakota, Sioux City Journal along with being on Monster, the City's website, the employment section of Greater Yankton Living on the Chamber of Commerce website, and with the SD Department of Labor. The application closing date is March 31.

2) Finance Update

The Finance Office will be doing its annual sewer rate adjustments for residential utility customers in the coming week. Residential customers' maximum sewer rates for the coming year are based on an average of their water consumption during the months of December, January and February as billed in January, February and March of each year. Sewer rates are adjusted each spring and are reflected in the April utility billing.

Please see the Finance Monthly Report for February enclosed in your packet.

3) Information Services Update

The Pictometry flight is scheduled to begin the week of March 21st. Timing for the image capture is critical. The goal is to capture the image with as much ground color as possible with little or no leaf cover from the trees. The window for the flight may be cut short with the recent rapid progress of trees budding out and potential snow forecast this Spring. The joint project with Yankton County will capture new imagery for the entire County with higher resolution photography over the City and lake area. Imagery flights are typically scheduled every three years. In addition, we have been advertising for the new GIS Analyst position and the applications deadline is March 31st.

City staff has received a draft copy of the radio needs assessment for the police department and met with Therkelsen & Associates to discuss the report. We have tentatively scheduled a presentation of the findings for the April 25, 2016 City Commission meeting.

4) Police Department Update

The Yankton Police Department has a new Speed Enforcement Trailer. The trailer was partially funded through the Federal Highway Safety Program.

Two Yankton Police Officers are currently attending Active Shooter Training.

The Crisis Intervention Team training is scheduled to begin on April 4, 2016.

5) Library Update

Enclosed in your packet is an update on the various activities at the Library Department.

6) Community Development Update

The City of Yankton would like to thank Larry and Peggy Olson of Larry's Heating and Cooling for their generous gift of a gas fireplace, to the Center. Larry and Peggy Olson donated the fireplace and mantel in memory of his parents Oscar and Dorothy Olson. Along with the fireplace, Larson Carpets donated flooring materials and labor to finish the floor adjacent to the fireplace. The fireplace installation has been completed and was ready for a lighting ceremony at the Center's Annual Fundraising Gala that was held on March 5, 2016. Along with the Olson's donation, the Center Staff and Community Development Staff worked together to complete the improvements.



7) Parks and Recreation Department Update

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

8) Environmental Services Update

Cedar Knox Rural water approached City staff about the potential to purchase water. Water department staff met with Cedar Knox Rural water staff on March 2. Cedar Knox Rural Water staff toured our treatment facilities and collector well. Currently Cedar Knox Rural water has been forced to restrict service connections in areas directly across the river from the City of Yankton. Cedar Knox is also looking at the possibility of having to increase the capacity of their current water treatment plant in the near future. The most likely connection would be a treated water service connection from the City of

Yankton water plant to the Cedar Knox Distribution system approximately two mile south of Yankton. Cedar Knox Rural Water is currently in the process of selecting an engineering firm to prepare a facility plan. This plan would outline possible options moving forward, including a potential connection with the City of Yankton. Staff will continue to work with Cedar Knox Rural Water Rural water staff, board and their engineers.

9) Fire Department Update

The Yankton Fire Department has developed a challenge coin. A **challenge coin** is a small [coin](#) bearing an organization's [insignia](#) or [emblem](#) and carried by the organization's members. Traditionally, they are given to prove membership when challenged and to enhance morale. In addition, they are also collected and traded. They can be presented in recognition of visits to an organization. The coins will be available sometime in the next 30 days.

10) Public Works Department Update

Masonry Components has started the Transfer Station Scale Replacement and Entrance project. Work is being done at the east entrance for new pavement and installation of a new gate.

Street department personnel continue to perform joint and pothole maintenance on the City portions of West City Limits Road.

The engineering department personnel have been working to design an ADA accessible path which would allow access from the south end of the Meridian Bridge to the existing City trail system in proximity to the bridge, on the Nebraska side.

Traffic control has been installed, removals have begun, and the installation of the storm sewer is underway on the Highway 50 reconstruction project. The first weekly meeting will be at 9:00 am, on March 29, at the Chamber building.

A preconstruction meeting for 15th Street, from West City Limits Road to Dakota Street has been scheduled for Wednesday, March 23, 2016. Construction scheduling will be provided once the contractor has determined the start date.

The preconstruction meeting for Douglas Avenue is Thursday, March 24, 2016, at 3:00 pm. A public meeting has also been scheduled for 5:15 pm, that same day. At the public meeting, we will inform the local residents of the scheduling and address any comments or concerns.

Yankton Citywide Cleanup is scheduled for the week of April 11-15, 2016. Placing items curbside before March 28 is not permitted, and those items may be removed at the property owner's expense. The Transfer Station will begin accepting no charge drop-off from regular collection route customers on April 9. Residents may also participate, at no additional cost, by placing items into sorted piles by type at their homes. Please have items placed curbside by your regular collection day. Piles should be located directly in front of your property, not in the street, alley, or neighboring property. Items not eligible for disposal include: tires, grass clippings, leaves, recyclables, refrigerators, 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 garbage cans for regular collection at your normal collection point and away from piles. For more information on cleanup week and transfer station hours visit www.cityofyankton.org or call 605-668-5211.

11) Minutes

Joint Powers Solid Waste monthly reports is included for your review. Minutes from the Planning Commission and Golf Advisory Board are also 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 Nelson
City Manager