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## OFFICE OF THE CITY MANAGER

[www.cityofyankton.org](http://www.cityofyankton.org)

VOL. 58 NUMBER 10

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, May 22, 2023 will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Finance Department Update

Audit and budget preparation is underway. The Finance Office continues to progress by saving more reports electronically versus printing in paper. This helps enable sending files to our auditor prior to them coming in person and gives our auditors a head start.

Please see the enclosed Finance Monthly Report for April.

##### 2) Community & Economic Department Update

Staff periodically gets requests from the media and others about our knowledge of new businesses coming to town. We provide the information or name of the business if we have documentation on file like a permit issuance. This is sometimes awkward because businesses have requested permits prior to their announcement to the public. However, we provide the information because it is “public” at that point.

The issue becomes more sensitive when there is a request about something staff may have knowledge of but there have not been any written requests for permits or city services. In those instances, we do not disclose anything. This sometimes leads to situations where the public may have knowledge of a new business coming to town and we ethically can’t discuss it if asked. In one specific situation a few years ago, a contractor staying at a motel mentioned a project in passing to someone he met in town. It wasn’t long before many knew about the business even though there was no documentation about the business at City Hall.

We will continue to be respectful of the confidentiality of new business prospects looking at the community even if it means word on the street is ahead of staff level discussions with public officials. We do not feel that government should play the role of making announcements about private sector business investments. Please let us know if you have specific questions about this protocol.

After a long winter and slow start to the spring, recent heavy rains mean lawns are greening up and growing faster around the community. Lawns, boulevards, and ditches must be maintained at 8 inches or lower and free of noxious weeds by ordinance. Weeds must be cut or chemically treated. Staff has published a public notice regarding the 8-inch community standard as required by ordinance. Overall, property owners are doing a great job of mowing, and staff has responded to a typical number of complaints for this time in the season. Each year for a two- or three-week period

at the beginning of the growing season, we experience a higher than average volume of overgrown properties, but with outreach we are in the middle of that period now. With education and enforcement, the number of noncompliant locations steadily decreases throughout the growing season after the initial growth spurt. As with all our code enforcement efforts, we focus first on outreach and education before moving into an enforcement phase.

Public outreach about the updated FEMA flood risk maps is underway. A public open house is scheduled for June 15th from 5:30 p.m. to 7:30 p.m. at the Yankton Middle School Theater/Lecture Hall located at 2000 Mulberry Street. Staff from FEMA Region VIII will be onsite to explain the changes, map adoption process, and answer questions. Community and Economic Development Department staff has prepared letters to be sent to all properties mapped in the special flood hazard area making them aware of the map changes and open house. Additionally, staff will be utilizing local print and radio media as well as our social media platforms to inform the public about the mapping update. View the preliminary maps online through a map viewer provided by FEMA: <https://msc.fema.gov/fmcv>.

### **3) Human Resources & Employee Engagement Department Update**

We are still accepting application for a limited number of the summer seasonal positions. Interested applicants can visit [cityofyankton.org](http://cityofyankton.org) (click on Employment tab) or contact the Human Resource Department.

Robert Lehman began work in the Parks, Recreation and City Events Department on May 15.

The position for a Finance Generalist has been filled by Devin Gullikson. Devin was previously an Equipment Operator in the Street Department. Devin has his bachelor's degree in Business Management from MMU and a wide range of knowledge of the City of Yankton's operations. Devin is proud to call Yankton home and was the candidate that best fit the aspects and demand of the job. Devin began work in the finance office on May 15.

The City of Yankton's May presentation by Well 365 out of Sioux Falls will focus on Healthy Eating on the Go to provide strategies for eating well even when you're busy. We are looking forward to learning some tips and tricks to help maintain healthy eating habits. The Zoom presentation was held on May 17.

Yankton Housing position for Part Time Housing Program Assistant has been filled by Jennifer Cooper. This position was opened due to the resignation of Brenda Wollman. Yankton Housing is in the process of also hiring a Part Time Housing Office Assistant. A hire selection will be forthcoming.

The City of Yankton is currently accepting application for Equipment Operator. This position was opened due to the promotion of Devin Gullikson to the Finance Department. The Equipment Operator position is opened to internal applicants only and will close on May 24.

### **4) Parks and Recreation Department Update**

An update on the various activities in the Parks & Recreation Department is included in this packet.

### **5) Library Update**

The south entrance to the library has become more welcoming thanks to the efforts of Keep Yankton Beautiful and the YCL Friends of the Library. We have added some seating in the form of a beautiful navy bench with the YCL logo. This is a great addition for those that are waiting for rides, it provides an opportunity for a photo op with the library logo, and just makes for a more eye-

catching entrance. The bench was sponsored by the Friends of the Library. Keep Yankton Beautiful spruced up the landscaping and added a variety of plants that will add color year-round. Keep Yankton Beautiful also sponsored a new garbage can and a dedication sign for the area. If you haven't had a chance to see these changes made to the south entrance, you can find pictures on our Facebook page or come try out the bench for yourself!

Summer Reading registration is open as of May 15. We have programs and prizes for all ages! Our kick-off event will be on June 5 and will feature carnival styles games, face painting and lots of fun for the family!

You may see some of the library staff out and about as we are scheduled to be at the Market at the Meridian on Saturday, May 20 to visit with folks about the library and the upcoming Summer Reading Program. We will also be at the Kids' Art Fest at Riverside Park on Tuesday, May 30. The library will be closed on Friday, May 26 for staff training. We will be joining some of the staff from Pathways to learn more about Mental Health First Aid which includes tips on recognizing and interacting with individuals who may be experiencing mental health or substance use challenges. The trainer is from Lewis and Clark Behavioral Health Services. We look forward to adding more tools to our toolboxes to keep our staff and library users safe and to better serve our community.

#### 6) **Information Services Department Update**

IT staff has the Huether Family Aquatics Center computers setup for the new season. We are also working with the Park and Recreation staff on some additional display / advertising screens at the facility.

The microwave link between the west water tower and the safety center is currently down. This link provides monitoring and two-way communication with the facilities at the tower. The vendor is actively exploring options to either repair or replace the equipment. In the interim, staff will be doing more onsite visits to ensure the equipment is operating within specs.

#### 7) **Public Works Department Update**

Street Department crews are replacing curbs and gutters at various locations throughout the city.

**Mead Property Development:** Slowey Construction continues grading on the project and there has already been a substantial amount of dirt moved on site. Staking for the utilities along First Dakota Drive is done and the water main installation is underway. Masonry Components is currently working on the concrete fillets at what will be 31st Street and First Dakota Drive.

**15th Street from Bill Baggs Road to Alumax Drive:** Phase I has been reopened to traffic. The contractor has prepared Phase II for paving and, if weather allows, will pave the week of May 15.

**Marne Creek Bank Restoration:** Work continues on Reach A (south of Highway 50). Areas that have riprap in place are ready for plantings to begin. The first delivery of willow stakes has arrived. Over 17,000 willow stakes will be planted with the project. In addition, there are 4457 containerized plantings along the project. Reach B (Burleigh to Highway 50) is starting to take shape. There are areas in this section that are quite steep and different methods of stabilization will be utilized to prevent future erosion.

**Douglas Avenue from Levee Street to 2nd Street:** All underground utility work is complete. The subcontractor is on site to set subbase grade and then begin to install the crushed base material, which could be completed the week of May 15. Once grading is complete, concrete work will begin.

## **8) Environmental Services Department Update**

A 16-inch pipe failed at the new water treatment plant. Staff believes the pipe failed because of the antiscalant chemical being added near the failure. Antiscalant is injected in the pipe ahead of the Reverse Osmosis membranes to reduce scaling and fouling of the membranes. The antiscalant is a weak acid and appears to be causing issues with the pipe at the injecting location. This section of pipe has four penetrations in the pipe for sensors and chemical feed. The pipe will need to be fabricated by the supplier. Staff is also working with Tnemec protective coatings. Tnemec most likely has a coating that will be chemical resistant to the antiscalant and will protect the pipe. Currently the pipe has a temporary repair and is in service. The pipe does need to be repaired as soon as possible before summer peak demands. Staff is working with the supplier to get the pipe fabricated and coated. We do not have an estimated time of delivery at this time. Staff will most likely work with John T Jones Construction to complete the repair. Staff is working with HDR and the chemical supplier to look at chemical feed options to further prevent the issue from occurring again.

## **9) Police Department Update**

Our City of Yankton School Resource Officers held their first ever car show with the Yankton High School on May 12. Nineteen students, two Yankton School District staff, four businesses and eight classic car owners participated in the show. Awards were given out for five categories: Classic Car - Connor Becker; Stock - Jeff Yaggie; Modified - Trey Smith; Stereo - Jaxson Thoms; and Best in Show - Jack Slowey. The winners of each class won an award built by YHS students. Door prizes were donated by local businesses and given to participants.

School Resource Officer Skyler Russenberger presented the Child Protection Team Scholarship to Yankton High School student Thea Chance at the YHS Academic Awards Banquet on May 15.

Detective Brooke Hanson, Officer Bob Dooley and Officer John Todd attended Interview and Interrogation training in North Dakota. We continue to look for advanced training opportunities in our region to better assist our officers with investigations.

We received several treats and snacks from several businesses and community members during National Police Week. On May 16, Kopetsky's Ace set up and cooked personal pizzas in the parking lot of the Safety Center for the Sheriff's office and the Police Department.

On May 17 Sherriff Crissey and Chief Foote spoke about National Police Week on WNAX 104.1 the Wolf's "Service before Self" program.

On May 18 the Yankton Police Department hosted the United States Attorney's Office training about Fentanyl Overdose Awareness investigations and prosecution. This was attended by both Law Enforcement and States Attorneys around the state.

## **10) Fire Department Update**

Volunteers responded to a fatality accident on East Highway 50 last week. Firefighters on scene provided extrication and assisted with scene clean-up. All personnel were given the option of receiving individual counseling, defusing, or debriefing. Chief Linke will continue to follow-up with responders to ensure they receive any needed mental health care.

The Volunteer Firefighters' Association received notification from the IRS that they are now a 501c3 non-profit organization. This is a tremendous step toward updating and modernizing organizational processes.

Thanks to the assistance of our Information Technology Team, GIS layers have been placed in our First Due reporting system platform. This is very helpful in employing the Inspection and Preplan features of the software.

**11) Monthly reports**

The Joint Powers Solid Waste Authority monthly report is included for your review. Minutes from the Airport Advisory 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