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**OFFICE OF THE CITY MANAGER**

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

VOL. 59 NUMBER 19

**Commission Information Memorandum**

The Yankton City Commission meeting on Monday, October 28, 2024 will begin at 7:00 pm.

**Non-Agenda Items of Interest**

**1) Finance Department Update**

The City received its insurance renewal from the SDML Workers Compensation Fund for 2025. 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 5.68% increase in rates with the 2024 bill of \$228,371 increasing to \$241,353 for 2025. This is a fairly low increase compared to last year's increase of 26.548% because of the fund modifier going from 1.27 to 1.170 for 2025; meaning that the number of historical cost of injuries and future risk chances are lower.

The Finance Officer, Deputy Finance Officer, and a Finance Generalist from the City will be assisting the Yankton County Auditor's office with the tabulation of ballots the night of the November 5<sup>th</sup> election.

Please see the enclosed Finance Monthly Report for September 2024 and the Q3 2024 Revenues and Expenditures Report.

**2) Human Resources & Employee Engagement Department Update**

The position of Office Specialist at the Transfer Station in the Public Works Department closed on October 21. Interviews are being scheduled and a recommendation for hire will be forthcoming. This position is open due to the upcoming retirement of Gail Stocking who will retire November 1.

The position of Sanitation/Truck Operator in the Public Works Department closed on October 27. Interviews will be scheduled and a recommendation for hire will be forthcoming. This position is open due to the resignation of Gerry Hastreiter who worked his last day October 18.

The Well 365 October presentation focused on health at every size. The goal of the presentation was to provide guidance and motivation to be a healthier you while allowing the employee to take back control of your nutrition with mindful eating and best practices to be a better version of you.

October's wellness challenge is wrapping up. The challenge for October was Communication. Employees were asked to set up a 30-minute interview with an employee who doesn't work in their department. Employees were asked to submit their log at the end of the month to be entered into a drawing for a prize.

Flu shot clinics have been completed. The flu shots were on October 9 and 17. Flu shots were provided by Yankton Medical Clinic this year.

Open Enrollment is complete for all City of Yankton employees. HR will be working to update all employee changes into UKG for our payroll.

The Employee Committee is hosting the 7th Annual Chili, Soup & Cinnamon Roll Cook-Off on Wednesday, October 30 at Fire Station #2 from 11:00 AM – 2:00 PM. A \$5 donation is encouraged with all proceeds going to United Way.

The City of Yankton Annual Halloween door decorating contest is underway for bragging rights among employees. The contest will run for the month of October with judging being held October 29.

The annual Veterans Day program will be held at City Hall on Wednesday, November 6. This is a great way to honor those who have served and show appreciation for their sacrifice.

The City of Yankton is pleased to announce that we are once again highlighting veterans from our community by displaying pictures and bios along the Veterans Trail which surrounds the Veterans monument in Fantle Memorial Park. The display will be available starting November 4-15. These pictures and bios have been placed temporarily near the monument for those in the community to learn about each of our special veterans. We invite all to stop up and view this trail. We are very proud of our veterans.

### **3) Parks & Recreation Department Update**

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

### **4) Fire Department Update**

The Yankton Volunteer Firefighters will be conducting the second part of a two-part drill. One half of the attendees will participate in live fire training at the Vermillion training center while the other half will practice extrication techniques here in Yankton.

Last Thursday morning, our volunteers responded to a garage fire on the 900 block of Burleigh Street. While it is unfortunate to see property loss, we are proud to highlight that two new volunteers successfully operated the pumper trucks on the scene. One of Chief Linke's major initiatives is to ensure all members are empowered to learn and grow with the help of senior members providing training. Having two new pump operators at this call demonstrated our senior volunteers' commitment to this cause.

Deputy Chief Prendable recently provided an online presentation on fire safety, specifically designed to connect with our Spanish-speaking community.

We continue to offer tours to school and community groups throughout October, extending our efforts beyond Fire Prevention Week.

### **5) Police Department Update**

At the YPD supervisor meeting on October 16, Officer Adam Doyle was voted as the Thumbs Up recipient of October for de-escalating an incident while off duty in Sioux Falls.

Chief Foote was selected as the President of the SD Police Chief Association for 2025-2026.

Officer Adam Goodwillie attended training October 16-17 in Spearfish to learn about criminal patrol techniques. The class provided students with safe, legal and ethical tactics to utilize in all environments. This was an interdiction training focused around the transportation, concealment and distribution of illegal narcotics. It covered interview techniques, searching of cars, seizure of vehicles, money and narcotics, report writing as well as court room testimony.

Commander Rothenberger and Retired Officer Jeff Johnson were previous D.A.R.E. instructors and were recently reinstated to teach D.A.R.E. This enables the YPD to teach at more school locations. School Resource Officers Olson and Russenberger currently teach D.A.R.E.

Officer Dax Johnson gave a presentation to Connecting Cultures on October 22 to help YPD build relationships with people from foreign cultures. He discussed local laws and how YPD is here to provide support to the community.

On October 25, YPD officers escorted the YHS Dance team out of Yankton on their way to the State Competitive Cheer and Dance Competition in Rapid City.

Officer Marcus Urban provided Public Service Announcements for Halloween safety on area radio stations KVHT, KYNT and WNAX. On October 26, two of our officers handed out candy at Harvest Halloween in downtown Yankton. Officers also attended the Stewart Elementary School Trunk or Treat event on October 28. YPD will be handing out candy at the Fall Fun Fest Trick or Treat at Calvary Baptist on October 30.

## **6) Library Update**

Friends of the Library Week is celebrated in October. Our Friends group raises funds primarily through membership fees and used book sales. There is a core group that works hard sorting donated books to prepare for upcoming sales. A bigger call for assistance goes out during the sales when many hands are needed to move the boxes and boxes of books, puzzles and games from the library's garage to the meeting room or the lawn to get everything set up. Because the items are presorted, it makes setup go much smoother for a bookstore-like setting. Friends members get to shop early on the first day of the indoor sales and have been enjoying this extra perk. The Friends support many activities and requests of the library. Most recently, they paid for all of our family program performers during the Summer Reading Program as well as our special event movie license for our Shark in the Park event in August. They sponsor our much-loved fish tank and have paid for non-budgeted items such as the pickleball and disc golf sets we now have available for checkout at the library. We are thankful for our wonderful Friends and all they do to support YCL!

Our fall event calendar has offerings for all ages including the completion of our year-long Planning With Purpose series, a book discussion and movie showing of the popular "It Ends With Us" in partnership with River City Domestic Violence Center, Legos at the Mead, a holiday decoration swap and something brand new for us – Snapshot Sunday which will offer the opportunity for a free fifteen-minute photo shoot with images saved on a complimentary flash drive.

As always, check our Facebook page for the latest info on more fun events, book recommendations, and all things library related!

## **7) Community & Economic Development Department Update**

We are approaching the mid-point of the comprehensive planning process. In addition to the extensive data collection and land use analysis that has taken place, we have also received valuable input from the public and those in leadership roles of many different businesses, non-profits, and

public agencies in the City. The purpose of the comprehensive plan is to provide a roadmap for the City's next twenty years. As the comprehensive plan continues through the process of development, we have scheduled an opportunity for the community to see the progress made so far. The event will also provide another chance for the public to offer feedback. Planning consultants from RDG will be sharing demographic and land use information and outlining their progress incorporating that data and citizen input into the plan.

We anticipate participants will come prepared to comment about big picture visions and concepts for the community. Even comments about what they like that is already occurring is valuable in that it helps us understand that we should continue investments in those types of infrastructure projects, activities, or services. Staff from RDG will facilitate the presentation and feedback to respect the time of those in attendance and allow everyone the opportunity to share. Opportunities to share feedback will be structured around the broad topics in the comprehensive plan like land use and desired amenities rather than specific locations for speed zones or traffic signs. Those items are better addressed in our normal day-to-day operations.

The event will be recorded and available/broadcast live at <https://www.youtube.com/cityofyankton>. If you would like to participate, please attend in person. If you can't make the meeting, there's still time to share your ideas by taking the survey and adding your ideas to the interactive map at <https://bit.ly/Ideasflowhere-yankton2045>.

WHAT: Compressive Plan Progress Update

WHEN: November 7th at 6:00 PM

WHERE: Community Meeting Room, 1200 W. 21st Street

WHY: Learn about progress on the 2045 comprehensive plan and offer feedback

#### **8) Information & Technology Services Department Update**

IT staff is working with the Yankton Police Department to rollout the new license plate readers and update the software management system for the body cameras and in-car video systems. Both implementations are planned to be completed in 2024. The body camera system is part of a larger replacement to replace expiring body cameras with the new cameras requiring the overall system update. We continue to see this software solution acquired by larger vendors.

#### **9) Environmental Services Department Update**

The water treatment staff collected our required lead and copper samples over the last month. Bottles were delivered to homes with either lead service lines or copper lines with lead solder. Home owners were asked to collect the samples in the morning to obtain a first draw sample from the home. Staff worked with the Yankton School District to collect additional samples from the school buildings. Once the property owners collected the samples, staff collected the bottles and sent them to the lab. All the samples came back lower than the required action limits.

Staff is working with the state to finalize our lead service line inventory. The new lead and copper rule requires every system to create a lead service line inventory. Staff is using the information collected during the meter replacement project to complete the list. Service lines that have not been identified will be noted as unknown.

#### **10) Public Works Department Update**

Street Department crews are winterizing the City asphalt plant. Crews will transition to fall street maintenance tasks such as joint crack filling, miscellaneous concrete replacement, and preparing for winter maintenance operations. Crews have also been street sweeping as leaves are dropping from the trees.

**Cedar Street from 2nd Street to 5th Street & Cedar Street Parking Lot** - The contractor continues to make great progress on this project. The 400 block of Cedar Street is open to traffic, and the public parking lot and alley have been closed. The contractor has started removals of the parking lot and alley and hope to have both ready for concrete paving in the near future. The contractor has been concentrating on completing the sidewalk and approach paving between 2nd Street and 4th Street.

**8th Street from Burleigh Street to Ferdig Avenue** - Masonry Components finished paving Phase 3 of the project on October 22. They plan on completing Phase 4 (curb and gutter, sidewalk and driveway paving) by October 25. All of the paving should be done by October 31.

**Gehl Drive Extension** - Sidewalk installation is ongoing. Once installed, the contractor will be able to do the fine grading for seeding adjacent to the sidewalks.

**Riverside Drive Storm Sewer from Cedar Street to the Meridian Bridge** - The contractor finished installing the new storm sewer on the project. The Street Department has patched back the asphalt which had been removed during the project.

**Veterans Day Holiday Garbage & Recycling Collection Schedule** - There will be no solid waste collection on Monday, November 11 due to the Veterans Day holiday. All Monday and Tuesday routes will be collected on Tuesday, November 12. The Transfer Station will be closed Monday, November 11 and will be open normal scheduled hours on Tuesday, November 12 from 8:00 AM to 3:45 PM.

#### **11) Monthly reports**

The Joint Powers monthly report is included for your review as well as minutes from the Airport Advisory Board Meeting.

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