



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, September 12, 2016, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Fire Department Update

The Yankton Fire Department participated in the Walk-A-Mile Event on Saturday, August 27. Members wore fire gear and high heels to bring awareness to domestic violence. The Fire Department led the walk and received an award for the most walkers.

On Monday, August 29, the Fire Department conducted a training exercise and controlled burn on a house south of 4th Street near the intersection of 4th and Mulberry. Occasionally the Fire Department obtains structures from owners wishing to demolish the structure. We are able to use these as training props to sharpen our skills. Once we are done with the home we then are able to burn it as a service to the owner of the structure. While we are not able to use all structures that are offered to us, many provide real life situations we can use to train our firefighters.

2) Community Development Department Update

Federal Emergency Management Agency (FEMA) staff were in Yankton on August 23rd to present some preliminary tributary and elevation information they have created using electronic elevation modeling. This is part of FEMA's process to update the Flood Insurance Rate Maps in 26 South Dakota cities and counties. This program is a FEMA driven process that is required for participation in the National Flood Insurance Program. City staff was given the opportunity to review draft tributary maps that FEMA created. We pointed out areas on the maps that may require additional study based on our working knowledge of drainage patterns in Yankton. In a majority of instances, our comments identified areas where the FEMA information was adding to the hazard designations where field elevations do not support an increase. FEMA staff will be reviewing those locations electronically over the next few weeks and get back to us with their updated findings.

3) Human Resources Update

We closed on applications for the Communication Dispatcher hiring list. Sixteen applications were received and they are being reviewed for interview selection.

We have started the advertising for Library Director. Kathy Wibbels has announced her retirement, effective January 2, 2017. The search process will be coordinated with members of the Library Board and City administration. The deadline to apply is September 30 and applications will be turned over to the Library Board the week of October 3.

We continue to move down our hiring list for our patrol position. We have extended another conditional offer to a candidate for consideration.

4) Finance Department Update

Finance is preparing the city levy for property taxes as part of the budget ordinance. In addition, delinquent special assessments will be certified to the county auditor in October.

5) Library Update

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

6) Information Services Department Update

IT staff is working with the Library to improve the public wireless network. The goal of the project is to improve coverage and service inside the building and meeting rooms. In addition, the library hopes to add a large format TV to the meeting room for presentations and classes. GIS staff also continues to work on the sidewalk analysis and story maps for parking and trails.

7) Public Works Department Update

Street Department crews are working to pave asphalt in the alley between Broadway Avenue and Cedar Street, from Riverside Dive to Second Street.

Enclosed in this packet is an information flyer for the Household Hazardous Waste Collection Event scheduled for Saturday, October 8, 2016.

D&G Construction is planning on completing the pavement on the two north lanes of Highway 50 on Saturday, September 10, 2016. Once completed, they will then turn their attention to paving the center lane of the highway, and completing radii and pavement at each intersection. Masonry Components will be mobilizing to the site once the electrical circuits are installed to install sidewalk behind the curb.

The last of the mainline paving has been completed on the Douglas Avenue project. Although there is still odds and ends to be finished, the roadway was open to traffic on September 2. Small sections of the outside lanes will be closed at various times so that miscellaneous work behind the curb can be finalized. Traffic control devices will be utilized to maintain thru traffic while the work is being completed.

Work on Maple Street, from 6th Street to 8th Street, has commenced. Feimer Construction has removed the pavement from 6th Street to 7th Street and anticipates on having the water main installed by September 9. Once we have received positive testing results, they will then switch services from the old line to the new. The concrete contractor has informed us that they don't plan on mobilizing to the project site until both blocks have been prepared for concrete installation.

8) Environmental Services Update

The distribution staff will be completing the biannual hydrant flushing. Every hydrant will be flushed and inspected. Staff will be going back and repairing hydrants as needed. Hydrant flushing is necessary to test the hydrants to make sure adequate flow and pressure is available. Flushing is also done to remove sediment from the pipes in order to maintain water clarity and quality in the distribution system. Resident may experience some temporary clarity or color issues.

Progress continues on the collector well. The pumps, HVAC, exterior brick, and windows are complete. The contractors are finishing up the electrical and interior plumbing. A final completion date is scheduled for November 1 with a startup and training to begin in October.

9) Parks and Recreation Department Update

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

10) Police Department Update

Yankton Police Department had two officers participate in the Walk A Mile in Her Shoes fundraiser. Over 700 people attending this day event to help raise funds and awareness about domestic violence in our community.

Detective Moser and Chief Paulsen attended an Opiate Summit hosted by Sanford Hospital. The discussion centered on the pending influx of Heroin in the region. I'm confident we'll see some legislation and further meetings on the topic over the next year.

Yankton Police Department was selected by CNN for review of our practice and protocol for testing Sexual Assault kits. We are part of a survey where CNN selected 2 departments from each state to review the practices and protocols. We have complied with the request and have now been asked to provide further information. We'll be working with the City and State Attorney(s) to comply with the records request.

11) Minutes

Salary, Building, and Yankton Police Department monthly reports are included for your review. Minutes from the Park 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 Nelson
City Manager