



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 9, 2015, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Human Resources Update

Twenty-five applications were received for the Police Officer hiring list. The testing date for the applicants is March 14 at the Public Safety Center. Those who successfully complete the written test will be asked to perform a physical agility test. The successful agility test applicants are then scheduled for a preliminary interview. Upon completion of the preliminary interview, successful applicants will be scheduled for a final interview on April 1.

2) Police Department Update

Yankton Police Department will be hosting a meeting regarding the upcoming World Youth Archery Championship. State and local resources have committed to the meeting and assisting with the event. We will have representatives from NFAA start the meeting with an overview of their event.

Friday, March 13, 2015, Yankton Lions Club will hold their annual Law Enforcement Appreciation Dance. YPD is happy to announce Dispatcher Kim Storgaard as our 2015 recipient. Kim has been with YPD for 16 years and offers great guidance and professionalism from our dispatch center.

3) Parks and Recreation Department Update

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

4) Environmental Services Update

Wastewater Treatment Facility on occasion experiences non-compliant material that affects every process of our treatment facility. When a non-compliant material enters the facility, it affects the facility, costs extra money in materials and man-hours, and could cause the facility to shut-down. These non-compliant materials are not biodegradable and can cause sewer backups in your homes or system overflows that end up in our storm drains and water bodies. We are completing educational materials to post to our website and to other media outlets to educate everyone on helping us keep running in top condition.

As part of this campaign, we will be inviting management, quality control, and maintenance staff from some of the industrial users for a short tour of our facility to learn how the wastewater treatment system works. We hope this outreach will educate users on the issues and related cost that can result when certain types of discharges into the sanitary sewer.

Collector Well Update: Environmental scientists conducted a bald eagle nest survey to determine if any bald eagle nests are present within one mile of the project. A bald eagle nest was recorded approximately 0.44 miles from the project on the opposite, downstream bank. The nest was observed for one hour and although no bald eagles were observed on the nest, two adult bald eagles were observed perching in the nest tree.

The results of the bald eagle nest survey were sent to the U.S. Fish and Wildlife Service (USFWS) for review and recommendations. Although the nest is located further than 660 feet from the project, the USFWS advised monitoring the nest during construction to determine if construction activities are disturbing any eagles utilizing the nest. HDR proposes monitoring the bald eagle nest to determine active status. Staff will be working with the University of South Dakota to monitor the bird and its nest activities. At this time we are not expecting any construction activity delays.

5) Library Update

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

6) Public Services Department Update

The City of Yankton's annual Spring Clean-up will begin on Monday, April 13, 2015. It is available to residential customers of the municipal solid waste collection service on regular city collection routes. Residents can also take material to the transfer station as well as yard waste. Certain items such as hazardous waste, tires, appliances, batteries, and oils will not be collected curbside. Additional information on how to participate can be found on the city web site www.cityofyankton.org

The Public Works staff is in the process of gathering necessary information for redesigning the entrance and replacing the scale at the Transfer Station. The current scale is at the end of its usable life and is in need of replacement. Staff are looking to redesign the traffic flow at the entrance to allow for a safer more efficient entrance and exit to the Transfer Station.

7) Community Development Update

Staff has contracted for the trimming of remaining street trees not meeting the clearance requirement. Property owners received two written notices to trim in addition to the postcard, radio and newspaper announcements. Overall voluntary compliance has been very high with only 20 to 30 trees remaining to be trimmed. Weather permitting trimming will occur within the next two weeks.

8) Finance Update

The joint municipal/school district election will not be held on April 14 as there were only three petitions filed for the three open seats on the city commission and only two petitions filed at the school district for their two vacancies. For the city, incumbents Dave Carda and Dave Knoff will return to the commission along with newcomer, Nathan Johnson. The Yankton School District will have both incumbents Kathy Greeneway and Mike Pietz returning to fill the Yankton School Board seats for the new term.

9) Information Services Update

The new employee self-service (ESS) site is in full use. Staff will be printing one last pay stub for the next week's payroll. Currently over 130 employees are signed up and using the website. Switching to an electronic pay stub will be more efficient saving time, dollars and resources. The new ESS site will also provide a repository for common employee forms and informational items routinely included with employee paystubs.

10) Fire Department Update

Progress towards the antique fire truck museum is moving along well. Deputy Chief Nickles has been working with a few supporters who have indicated that they would like to donate materials and labor to the project. The size of the building has increased from the original plan to accommodate a late 1800's fire hose cart that is presently housed at the Territorial Museum. The hose cart has been refurbished and will be permanently on loan from the museum. Dakota Territorial Museum is also providing a few other items related to the fire service for display in the fire museum. We plan to start on site work later this spring with construction of the building beginning sometime this summer.

Chief Kurtenbach and Deputy Chief Nickles have received the Patriotic Employer Award from the South Dakota National Guard. We were nominated for the award by SGT Michael Fitzgerald, a member of the 114th Fighter Wing and a volunteer member of the Yankton Fire Department. The award will be presented on April 11, 2015 in Sioux Falls.

11) Monthly minutes

Minutes from the Park 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