



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

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

Non-Agenda Items of Interest

1) Community Development Department Update

Addressing new properties and sometimes readdressing existing properties in the city and within 3 miles is a responsibility staff has undertaken for over 15 years. Recently Community and Economic Development staff has been collaborating with Human Services Center staff to readdress several buildings on their campus. The redesign of campus infrastructure, elimination of several private roads, Mead Building project, and the reconfiguration of Mickelson Drive has created the need to readdress several structures. This is a critical location to ensure that emergency services can quickly respond, and it is a bit unusual because of the location and street layout. The staff at the Human Services Center was great to work with and the process went very smoothly. We believe these new/modified addresses will make locating buildings on campus easier, and improve visitor and HSC staff experience over the long-term.

2) Human Resources Update

The following new employees have started with us: Amanda Raiche, Youth Services Librarian, started employment on December 1 and Matthew Hoilien, Wastewater Plant Operations Specialist, started employment on December 5.

3) Police Department Update

Yankton Police Department has been working with the City Attorney and State's Attorney regarding the outcome of Marsy's law. Earlier this week, the Attorney General issued his opinion which reversed most of the changes that had occurred over the past couple of weeks. We will continue to issue a Marsy's Card to victims but will also be able to release general information on crimes/incidents in our community.

Lt. Burgeson was part of a panel at the high school and a community panel regarding Methamphetamine in our community. The program was brought in by Volunteers of America and the Department of Social Services. Even with the large raid in March of this year, Methamphetamines is still being used in the community.

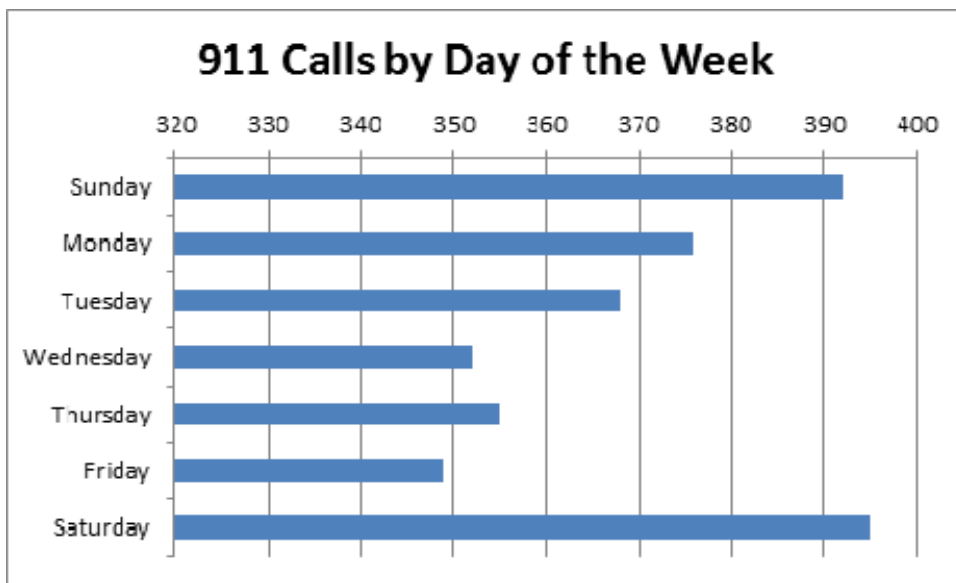
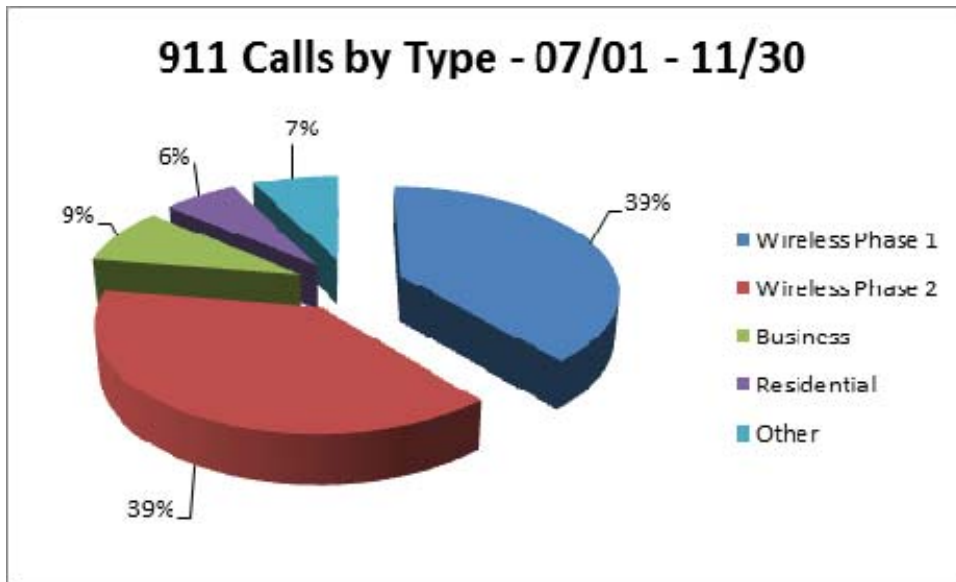
We have completed our formal DARE programs in the elementary schools. The officers will continue to stop in and spend time in the schools, where they taught DARE. We reached approximately 240 students this year with the program.

We have begun to tear out the present firearms range, preparing to move it about a mile from its current location. The Street Department was a large asset in the teardown, supplying the equipment that did the heavy lifting.

Over the remainder of December we will be working on cleaning up storage areas and surplus equipment and property. We haven't had a good cleaning of the basement storeroom in the last 7 years.

4) Information Services Department Update

On Monday, December 5, 2016 we went live with the new portable radios. RACOM hopes to start install the mobile radios in the next couple of weeks. Once the mobiles and new base radio are installed, we will be able to utilize the new features and technology of the new radios. Staff is continuing to work with the 911 Committee and County to move forward in identifying available funds for the dispatch related improvements associated with the communication service needs assessment projects.



5) Fire Department Update

Chief Kurtenbach attended the annual South Dakota Fire Chief's Association Conference on Dec 2-4 in Brookings. Training was received on Communications and Managing Change. Presentations also included information on the South Dakota Urban Search and Rescue Task Force and the services available to us from that team and a presentation on needed changes to the South Dakota State Radio System. Chief Kurtenbach is the First Vice President of that Association and will be the President in 2018.

Deputy Chief Nickles had the honor of transporting Santa in Yankton's Annual Parade of Lights.

The Yankton Fire Department participated in the Battle of the Badges basketball game to benefit Special Olympics. The Fire Department teamed up with Yankton County EMS to field a team to play the Yankton Police Department. The PD prevailed (this time) by one point in a free throw shoot-out overtime.

6) Environmental Services Update

Staff repaired a water main break at 12th and Belfast on Saturday morning. Water was off for a little over 3 hours on a one block section of 12th street during the repair.

Staff continues to adjust the water treatment with the addition of the collector well. Staff is experimenting with different chemical feed rates. The hardness of the finished water will be higher due to the collector well water. This should help reduce THM numbers in the system. The new water treatment plant will reduce the hardness level from the collector well in the future.

Distribution staff is working to repair hydrants that did not operate properly during the bi-annual hydrant flushing. This includes hydrants that did not drain properly and are at risk of freezing. Staff is also working on sewer flushing as long as the weather permits.

7) Library Update

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

8) Parks and Recreation Department Update

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

9) Finance Department Update

In past years the SD Municipal League and Secretary of State's Office have held regional election workshops in December to provide training to city finance officers and staff on current election laws and procedures. These workshops often coincided with unfavorable weather for travel and made attendance difficult at times. As an alternative this year, the Secretary of State's office offered the option of attending one of two webinars or an onsite training session in Pierre. Finance personnel took advantage of an October training webinar which eliminated the need for travel this December. This proved to be both a time and cost savings to the City as well as the Secretary of State's office.

10) Public Works Department Update

With the acceptance of the projects on this commission meeting agenda, all the projects administered by the City Engineering Department, will be finalized.

This summer was another busy one for our department as we designed and administered the contracts for four projects, with the project costs totaling \$1,480,381.50. The City also partnered with Johnson

Engineering to complete the 15th Street project, at a project cost of \$642,108.75 and assisted Banner & Associates on the \$657,228.80, Yankton Transfer Station project.

The Engineering Department was responsible for reviewing the construction plans and assisting in inspection on three larger developments. Summit Heights, Ridgeway North and the Cobh developments added several blocks of street and utility infrastructure to the City's inventory. Thanks goes out to Brad Binde and Jim Arens, our Senior Technicians, and Brad Moser, our Civil Engineer, for the hard work they put in during the summer months.

Street department crews have been filling potholes created by the freeze/thaw conditions.

The City of Yankton will have a one-time pickup of Christmas trees on Thursday, January 5, 2017. The City is asking for Yankton residents to place Christmas trees by the front curb no later than 7:00 A.M. on Thursday, January 5, 2017, as there will be no Christmas tree pick up in alleys. In addition, there will be a Christmas tree drop-off point for Yankton residents at the parking lot west of the Riverside Park baseball stadium. Christmas trees can also be taken to the Yankton Transfer Station during regular business hours of Monday through Saturday from 8:00 A.M. to 3:45 P.M. The Christmas tree drop-off point and the Transfer Station will start accepting trees beginning after December 26, 2016 through and including, Friday, January 6, 2017.

11) Minutes

Building, Yankton Police Department and Salary monthly reports are 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