



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 52, NUMBER 6

Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 27, 2017, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community Development Update

Staff continues to help out with facility related projects at The Center as time permits. Recently staff painted the north wall and relocated the audio visual screen and covers. The project was completed in an effort to center the screen and give the wall a little more balanced look. Along with the screen relocation and painting, staff cleaned and waxed the assembly hall floor as part of the annual floor maintenance. The nature of the projects required the work to be done on a weekend to help keep disruption of the day to day activities at The Center to a minimum. The project was done by the Community and Economic Development maintenance staff with help from the Department of Corrections.

2) Parks and Recreation Department Update

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

3) Human Resources Update

Jason Metz will be starting full-time employment at Fox Run Golf Course. He was hired for the position of Golf Course Assistant Grounds Maintenance. Jason has been working part-time at the golf course since 2014.

4) Finance Update

The deadline for voter registration for the April 11 municipal election is Monday, March 27, 2017. It is also the date that absentee voting is available and will be located only at the City Hall Finance Office for this election.

This year's municipal vote centers will be located at Yankton City Hall, the Yankton County 4-H Building and JoDean's Steakhouse. As in the past several elections, voters will be able to vote at any one of the designated vote centers.

The Finance Office will be doing its annual sewer rate adjustments for residential utility customers in the coming week. Customers' maximum sewer rates for the coming year are based on an average of their water consumption during the months of December, January and February as billed in January, February and March of each year. Sewer rates are adjusted each spring and are reflected in the April utility billing.

Please see the Finance Monthly Report for February enclosed in your packet.

5) Library Update

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

6) Police Department Update

Yankton Police have submitted a grant request for a Prescription Drug Drop Off. We are working with Yankton County Sheriff's Office to put the box in the lobby of the Safety Center. This project will allow prescription drugs to be dropped off anytime of the day. This process has been approved by the local DEA office.

We are working with Avera Sacred Heart Hospital's Emergency Department to determine how the purchase of Lewis and Clark Specialty Hospital will affect our operations. We use L&C Speciality Hospitla for our blood draws. This is an ongoing discussion.

Last week we hosted 4 students from Lake Andes for a Workforce Presentation on the duties of law enforcement. The students were instructed on the Administration, Patrol and Investigative roles of each area.

YPD has received a grant for our K-9 vests. The dogs had vests approximately 15 years ago but at some point the procurement stopped. These vests are an added security for our dogs.

7) Fire Department Update

With the recent warm weather and lack of snow cover it is time to remind the public to be extremely careful with any controlled burning they may be doing. During early spring is a prime time for wildfires to start. Be mindful of the weather. Check weather forecasts and grassland fire dangers (posted on the Sioux Falls National Weather Service Site) for the day you plan to burn and if burning wood piles, be mindful of winds and precipitation for up to a week after you burn. By ordinance, you cannot burn during grassland fire dangers of "Very High" or "Extreme or Red Flag", also you must burn during daylight hours and have the fire essentially out prior to dusk. You MUST call Yankton Police Department Dispatch at 605-668-5210 before burning. Calling the Fire Department business number is not effective as it is not manned 24 hours per day. If you have questions, please call the Yankton Fire Department at 605-668-5228.

8) Public Works Department Update

The Street Department has compiled the 2017 Street Reconstruction Program list. The following streets are planned to be reconstructed with the existing asphalt mat being removed and replaced.

- Dakota Street – 16th Street to 19th Street
- West 16th Street – Dakota Street to West Street
- Jacqueline Street Cul-de-sac
- West 21st Street – Railroad Crossing

A preconstruction and neighborhood meeting were held on March 15 for the Highway 50 Project, east of Marne Creek. Traffic control devices were installed the week of March 20 to accommodate the proposed watermain work. Additional lane closures can be expected the week of March 27. The anticipated completion of Phase I (south side) is July 4.

A preconstruction meeting followed by a neighborhood meeting will be scheduled prior to the contractor starting any work, on the 25th Street project.

Yankton Citywide Cleanup is scheduled to begin curbside pickup April 3, 2017. Placing items curbside before March 25 is not permitted, and those items may be removed at the property owner's expense. The Transfer Station will begin accepting no charge drop-off from regular collection route customers on March 18. Residents may also participate, at no additional cost, by placing items into sorted piles, by type, at their homes. Please have items placed curbside by your regular collection day. Piles should be located directly in front of your property, not in the street, alley, or neighboring property. Items not eligible for disposal include: tires, grass clippings, leaves, recyclables, refrigerator, air conditioners, dehumidifiers, paint, chemicals or household hazardous waste, oils, and batteries. Motor oil may be taken to the transfer station and disposed of free of charge year around. Please place garbage cans for regular collection at your normal collection point and away from piles. For more information on citywide cleanup and Transfer Station hours visit www.cityofyankton.org or call (605) 668-5211.

Enclosed with this packet is a list of asphalt streets scheduled to receive a seal coat (often referred to as "chip seal") this year. It is anticipated that the Street Department will perform the seal coating in July.

9) Environmental Services Update

Slowey Construction finished the manhole replacement project located near the street shop. This portion of the force main project replaced an existing manhole and connected the new force main to the gravity collection system. The project required bypass pumping of all the sewer during the replacement. Slowey construction experienced several issues during the project including an 8 inch bypass pump failure. A 6 inch pump was on hand but could not keep up during the peak flows. Because of this, the gravity sewer pipe backed up and a portion of the gravity sewer pipe failed with the increased pressure. The Wastewater Plant staff collected samples and the South Dakota Department of Environment and Natural Resources were notified. Staff is waiting for the final lab analysis and a detailed report will be sent to the SDDENR.

The Board of Water and Natural Resources will be considering the Water Plant Project State Revolving Fund loan application at the March 30 meeting. City staff, project engineers, and John Clem from District III will be attending the meeting to answer any questions the Board may have.

10) Information Services Update

City staff held a teleconference with radio consultant Gary Therkelsen. Progress on the detailed design was discussed as well specific design decisions that will need to be made going forward. Therkelsen & Associates will have staff onsite to do additional testing and to complete portions of the physical design of the project later this spring. Vanessa Gleason has been hired as a full time dispatcher and will begin her duties on April 3rd. Vanessa had worked previously for dispatch and will be returning. Her employment brings dispatch up to a full staffing level.

11) Monthly reports

Joint Powers Solid Waste monthly reports are included for your review. Minutes from the Golf Advisory Board and Airport 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