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## OFFICE OF THE CITY MANAGER

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

VOL. 50, NUMBER 7

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 13, 2015, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Human Resources Update

The South Dakota Department of Labor held its 2015 Yankton Area Job Fair on Thursday, March 26 at the Technical Education Center. Sue Berke-Hanson attended and distributed applications and information on the summer seasonal positions and the part-time weekend Wastewater Plant Operator position that is currently being advertised.

##### 2) Police Department Update

Yankton Police Department will be taking part in a couple programs related to Sexual Assault Awareness Month (April). Midco is putting together a “No More” campaign for the local channel. This will be our local version of the NCAA movement that occurred during March Madness. We will also have officers volunteering to sit at awareness tables in Hy-Vee during the month of April.

YPD hosted state, regional and local partners at an open discussion regarding the upcoming NFAA Youth World Archery Championship. This was the first of a string of meetings to be held regarding the event.

Officer Tyler Heine received a HeartSaver HERO award from Yankton County Emergency Medical Director Steve Hawkins. This award is for Officer Heine’s actions during a cardiac arrest of one of our citizens. The award was handed out at the County Commission meeting on Tuesday, April 7, 2015.

##### 3) Community Development Update

The warmer weather and lack of snow have been contributing factors this spring with residents beginning to move materials to the curb for citywide cleanup sooner than in years past. Information distributed to the media and public in future will be more intentionally planned to occur closer to the event, and include direction that items should not be placed outside sooner than 10 days before cleanup. During the past couple of weeks, staff has also worked with several property owners to take advantage of citywide cleanup to dispose of existing nuisance items at no cost to them during this event.

##### 4) Parks and Recreation Department Update

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

##### 5) Public Services Department Update

The biannual bridge inspections have been completed and the results submitted to the South Dakota Department of Transportation (SDDOT). Enclosed is a SDDOT letter that summarizes the condition of

the twelve City of Yankton structures inspected. The Pine Street and Cedar Street Bridges over Marne Creek are in need of replacement and repair respectfully. Work on the Cedar Street Bridge the past two weeks revealed more deterioration of the north abutment than originally expected. The bridge inspection engineer is reviewing what additional repair steps will need to be taken.

**6) Library Update**

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

**7) Finance Update**

The Finance Office has completed its annual sewer rate adjustments for residential utility customers. Adjustments based on the customer’s average winter consumption from December, January, and February will be reflected in the utility billing being mailed on April 17. Please refer any questions you may receive from customers to the City Finance Office.

**8) Information Services Update**

Traffic to the City’s website has been strong for the first three months of 2015. Unique visitor numbers are up over 30% averaging just over 9,000 unique visitors monthly. Total visits to the site are also up over 20% for the year to date. The construction of the City’s new website is in the design phase by the consultant.

Year	Unique Visitors	Number of Visits
2013	25,004	45,062
2014	21,487	44,384
2015	28,379	53,613
Change	32.1%	20.8%

**9) Fire Department Update**

The Yankton Fire Department, the Red Cross and other cooperating agencies will be conducting the Growing Resilient Campaign on April 11. This program will install smoke detectors and take blood pressures in targeted areas of Yankton. We will update you on the success of the event in the next CIM.

Chief Kurtenbach attended the Yankton County Commission meeting on April 7 to participate with the Red Cross in the presentation on Growing Resilient Yankton and to discuss a change in the burn ban ordinance.

Chief Kurtenbach and Deputy Chief Nickles participated in a meeting of public safety agencies to prepare for the NFAA YWAC held June.

Health and Safety Officer Jody Johnson and Firefighter Mike Villanueva have organized a firefighter fitness challenge for members and spouses of the Yankton Fire Department. The fitness challenge is based on a points system with prizes awarded as points are gained.

**10) Environmental Services Department Update**

The outfall pipe was fused and is in place. Construction of the blocking has been completed and they are starting to backfill the trench. The contractor is scheduled to work on the outlet of the pipe first so the trail can be opened as soon as possible.

The collector well project also continues to move forward. The contractors hit a tree at about 20' deep that has caused some delays. The contractors are currently working on the 4<sup>th</sup> section of caisson. They have 36' of caisson in the ground. Staff continues to monitor the eagles nest and see no signs of any agitation or distress. Any staff or commissioners interested in visiting the construction site please contact City Hall first so that the proper safety procedures can be followed.

The collection staff has started the annual flushing and cleaning of the sewer collection system. Collection and treatment staff have noticed an increase in items and materials that should not be disposed of in the sanitary sewer system. Staff will be working on a public outreach program to help educate our users on proper disposal. This will include contacting our industrial users and inviting them to tour our facilities to better understand how the wastewater system works.

**11) Monthly minutes**

Building and Salary monthly reports are included for your review. Minutes from the Park Advisory Board and Planning Commission 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