



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, May 8, 2017, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community Development Update

Building Official, Joe Morrow attended a Federal Emergency Management Agency (FEMA) continuing education seminar in Rapid City. The seminar focused on the National Flood Insurance Program, concepts of floodplain management, flood insurance rate maps and flood insurance studies. The City of Yankton participates in the National Flood Insurance Program (NFIP) which offers flood insurance to properties that are located in Special Flood Hazard Areas (100 Year floodplain). FEMA requires communities that participate in the NFIP to stay current with floodplain ordinances and regulations. We will be discussing an ongoing FEMA flood plain remapping project that is occurring in our region at the May 22 City Commission work session.

2) Police Department Update

Yankton Police Department participated in the Drug Enforcement Take-back initiative on Saturday April 29, 2017. We collected 89# of pharmaceuticals in this 4 hour event. Related to the take back, YPD has received our permanent drop box and are in the process of getting signage for the box. This project is ahead of schedule but will fit a great need in our community. Drugs can be dropped in the box located in the lobby of the Safety Center 24 hours a day every day of the year.

YPD held our 2nd Coffee with a Cop on Friday May 5th where we were hosted by Calvary Baptist Church. This is a program that we would like to host quarterly, where the officers meet the public in a neutral location.

We graduated 8 citizens from our Citizens Academy this past Tuesday (April 25th). The last night was a mock full scale incident with the citizens acting as different components of the department. We are currently reviewing the evaluations to better the program. As always, we encourage City Commissioners to attend to learn about our agency.

We have started planning for the NFAA 2018 Archery shoot. We've met preliminarily with our Federal, State, County and local shareholders in emergency response.

3) Human Resources Update

Eighteen applications were received for the Police Officer hiring list. The testing date has been set for May 11 and letters have been sent to all who have applied.

With the resignation of Amelia Goetz, Communication Dispatcher, on April 18, we have been advertising to put together a hiring list for this position. The closing date for application is May 8 and then a review of the applications will begin for interview selection.

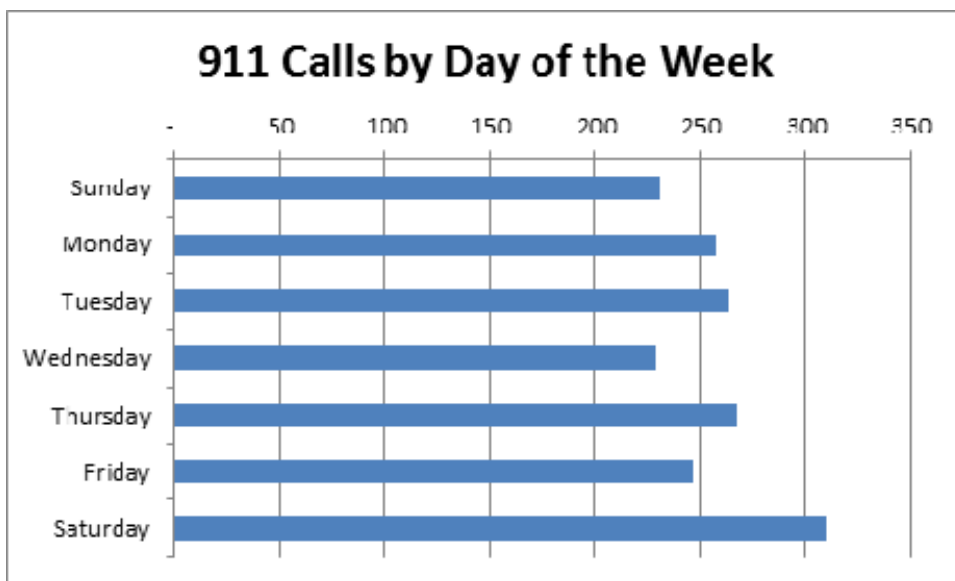
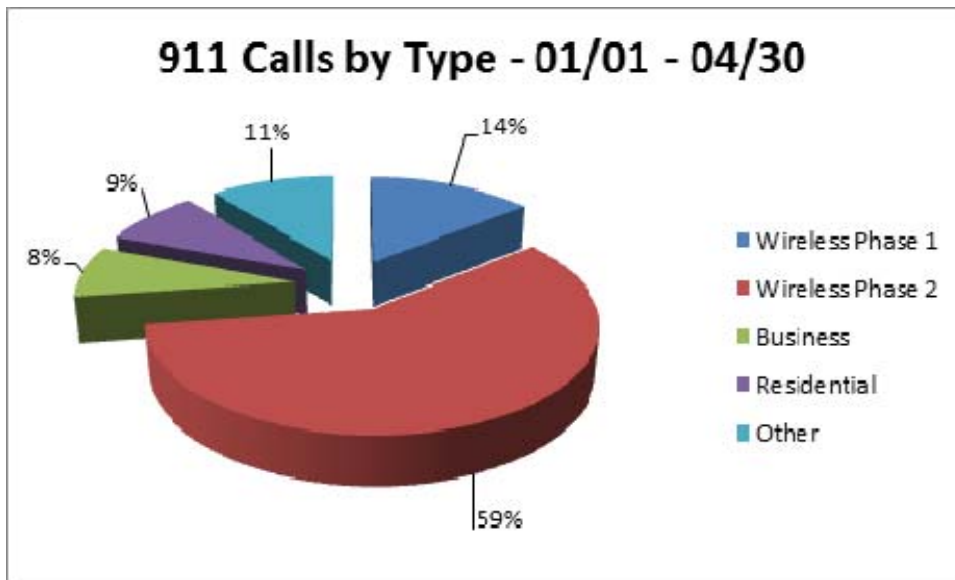
4) Parks and Recreation Department Update

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

5) Information Services Update

The 2017 City / County joint Pictometry imagery capture has been completed. The timing this year should result in excellent imagery. The grass was green quite early and the trees had very little foliage to block the view of the ground. The new imagery should be available in the next few months for use.

911 calls by type and days of the week thru the end of April are illustrated in the charts below. A big thank you goes out to those folks in the community that expressed their recognition and appreciation during national telecommunicators week. Thank You!



6) Library Update

The library is busy planning our annual Summer Reading Programs. We are on a break from regular Story Times in May while we plan for the summer, but are continuing afterschool activities on Thursdays & Fridays. The Seed Library will have both adult classes and youth classes this week. We are currently signing up for two Babysitting Clinics at the end of the month in conjunction with Stephanie Siebrandt of the Yankton County Extension Office. Our last Teen Tech Tutors of the school year is May 20 from 1-3 pm. We are collecting paper products for fines May 1-10. Summer reading registration for kids and teens will begin June 1. The youth summer reading kickoff event will be June 5 with Indiana Bones and a Family Fun Night. The adult summer reading kickoff event will be the 5th annual Historic Cemetery Walk. Ticket sales for the cemetery walk will begin May 15.

7) Finance Update

The Finance Office has received all malt beverage license renewal applications that were due April 28th. The public hearing date for the renewals will be set at the next commission meeting. Also, restaurant license applications will be mailed out in a few days and will be due by the end of May. Renewals are effective July 1, 2017.

A team of six auditors from Williams & Company from LeMars, Iowa was on site the week of May 1st to meet with Finance, other departmental staff, and a city commissioner to complete the field work portion of the 2016 financial audit. Auditors will be preparing a draft document for our review before submission to the South Dakota Department of Legislative Audit for state approval.

8) Public Works Department Update

Street Department crews have started curb repair and replacement on the streets scheduled for pavement maintenance and replacement this summer.

A neighborhood meeting was held May 3rd for the asphalt mat replacement project that will take place in Summit Heights this summer. The Street Department will remove and replace the asphalt mat on Dakota Street from 16th Street to 19th Street and on 16th Street from West Street to Dakota Street.

After Hours Yard Waste Disposal – Beginning May 1, 2017 the City of Yankton Transfer Station’s new after-hours yard waste disposal area will be open for the public to dispose of grass, leaves, and small sticks during the hours the Transfer Station is not open. Access to the after-hours yard waste disposal area will be the east entrance to the Transfer Station, which is just to the west of the rail road tracks on 23rd Street. Only grass, leaves, and small sticks will be accepted at the after-hours yard waste disposal area. Please keep materials such as garbage, trash bags, batteries, rocks, concrete, and any other items out of the yard waste. Customers are to empty all leaves and grass from garbage bags and may dispose of the empty bags in the onsite dumpsters. Yard waste may also be disposed of at the Transfer Station during regular business hours, Monday through Saturday, 8:00 am to 3:45 pm. Questions may be directed to the City of Yankton Transfer Station at 668-5212.

Delivery of the new solid waste and recycle roll carts to residential customers is complete. The new roll carts were delivered with an informational packet introducing the new system and residents should begin to use their new carts. Residents are encouraged to repurpose their existing garbage and recycle containers. Those residents that do not wish to repurpose their old containers may place them out with their regular garbage or take them directly to the Transfer Station to be disposed of.

Approximately half of the pavement, on 25th Street between Douglas Avenue and Mulberry Street has been removed and base course installed. Since the forecast looks dry, the contractor should be able to remove the remaining pavement in a relatively short time frame.

Even with the recent rains, the underground contractor has been able to make some headway installing the utilities on the Highway 50 project. The issue with all the rain is that the material has too much moisture to adequately get compaction in the utility trench. There will need to be an extended period of drying days in order for the material to be suitable for backfill and roadway subbase. The general contractor is optimistic that they will be able to make up any time that may have been lost due to inclement weather.

The water and sewer utilities for the YAPG Spec Building on Alumax road have been installed. There was less roadway removed than originally planned. Bill Baggs Road has been closed to allow for the connection of the sewer main. The contractor is ready to patch the intersection back, but needs to have dry weather to do so.

The bid opening for the 21st Street reconstruction from Summit Street to the RR crossing, is on May 10, 2017.

9) Fire Department Update

The Yankton Fire Department was honored with a service award from the VFW during their annual Loyalty Day event on May 1. Chief Kurtenbach attended and was presented a certificate for the Fire Department.

All Yankton storm warning sirens were monitored during the annual mock tornado warning this past week. No problems were found.

YFD assisted the YPD Special Response Team with their drill and training recently. Deputy Chief Nickles instructed SRT members on the use of self-contained breathing apparatus and equipment was provided for their drill. This is just another example of inter-departmental training and cooperation.

10) Environmental Services Department Update

John T. Jones is planning to mobilize for the Water Purification Expansion Project around May 15. A preconstruction meeting is scheduled for Tuesday May 9 at 1:00 pm and a ground breaking ceremony later that afternoon. A public informational meeting is scheduled for May 10 at 5:30 pm at Fire Station #2.

The water plant staff gave water plant tours to two high schools classes this week. The wastewater staff gave tours to 24 students from the Mount Marty ecology class.

Staff collected and received sample results for the second Quarter THM's. THM numbers were well below the limit of 80mg/L. THM's limits are based off a four quarter running average. The last two quarters have been below the previous historic averages for those quarters and should help reduce our running average. Currently we are just below the limit of 80 mg/L for our running average.

The contractor (Gridor Construction) completed the water main service to the new lift station. This will allow the contractor to fill the wetwell and begin test pumping. Once the pump testing is complete we will be ready to complete the final connection of the gravity sewer and begin operating the new lift station.

11) Monthly reports

Building and Salary monthly reports are included for your review. Minutes from the Parks 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