



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, May 22, 2017, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Human Resources Update

Interviews were scheduled this week for the Communication Dispatcher hiring list. Interviews were on May 16, 17, and 18. After the interviews have been completed along with background checks, a hiring list will be put together.

2) Information Services Update

IT & Water department staff have setup a live video feed from the construction site for the water purification expansion project. With a few additional tweaks to the camera angle and page, we hope the public will enjoy keeping track of the progress on the project. The previous discovery bridge camera was very popular with the public and we hope the addition of live video increases the instructiveness of the feed. <http://www.cityofyankton.org/departments-services/water/nest-cam-2>

3) Community Development Update

Special Project Support/Code Enforcement Official Brad Bies attended the South Dakota Association of Code Enforcement (SoDACE) Annual Information and Training Conference in Pierre. The conference focused on best practices related to intragovernmental cooperation in addressing nuisance cases, as well as warrants and right of entry considerations. Attendees also learned about pre-trial preparation for cases that can't be solved without litigation. Brad is currently serving on the SoDACE board of directors and helped organize and plan the training conference.

Since going live in 2015 the City of Yankton's Facebook page has grown to more than a 1,000 followers and regularly reaches several thousand local users as posts are liked and shared by our followers. The City of Yankton joined the Yankton Community Library, Parks & Recreation Department, Fox Run Golf Course, and Police who all manage their own Facebook outlets. This provides an opportunity for cross promotion of events and important information with each page able to focus more in-depth on things that interest their followers while the main City of Yankton page reaches a wider audience with information targeted more broadly at all Yankton residents. It also provides a resource for departments without a social media to share information with the public. From road closures and warnings about frozen pipes and many other public services announcements, social media has provided a new outlet to reach members of the community who may not hear our message on traditional media outlets. A recent video posting about roll cart collection and single stream recycling reached nearly 38,000 Facebook users. Twitter represents a smaller audience of about 260 regular followers, but like Facebook retweets push our reach beyond those followers. Because the usership of the two services are different in

demographics and the way those users interact with the service it provides an additional option to reach another segment of our residents.

The two platforms continue to be an easy way for citizens to not only access information but also provide feedback, requests, and interact. Citizens may not know which department to contact or may feel more comfortable reaching out using social media at times of the day convenient to them. Community and Economic Development staff works across departments to make sure those concerns are heard and questions answered in a timely manner.

4) Finance Update

The Deputy Finance Officer will be attending the annual SD Governmental Finance Officers' School to be held at the Ramkota Hotel & Conference Center in Pierre on June 7-9, 2017.

Please see the enclosed Finance Monthly Report for April.

5) Police Department Update

Yankton Police Department will be taking advantage of a new state program; Project Stand Up. The program uses technology to provide law enforcement information about the dissemination of illegal drugs in our community.

YPD continues to meet with a number of event partners; NFAA, Ribfest, Avera Sacred Heart Hospital, Red Cross, Court Services. All the meetings are related to our operation side or events within our community.

We've just had the carpet replaced in our sergeant's room and the patrol room. Also completed this week is the permanent installation of our Drug Drop off box.

6) Parks and Recreation Department Update

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

7) Public Works Department Update

All of the pavement for the 25th Street project has been removed and the base course installed. On May 15 Masonry Components mobilized their crew to the site and started replacing fillets and miscellaneous curb and gutter. Weather permitting, the mainline paving will begin sometime in the week of May 22nd.

On the Highway 50 project, D&G has started placing some of the concrete pavement. By May 26, they expect to have the first 150' east of the bridge completed and ready to switch traffic over to the new pavement. Slowey Construction is still working on installing water main on the east end of the project and are hopeful that they will have that completed by May 26 also.

A preconstruction meeting for West City Limits Road (WCLR) replacement from the railroad tracks to Golf View Lane was held on May 9. Masonry Components has set a start date of May 24. Their subcontractor, Feimer Construction will begin at the intersection of WCLR and St. Benedict Dr. with some storm sewer work. They will start pavement removals at the north end of the project (railroad right-of-way), once the storm sewer is in place.

Street department crews have finished their miscellaneous curb replacement list and will begin asphalt patching at various locations around the City. Asphalt mat removal on 16th Street and West Street in Summit Heights is anticipated to begin Monday May 22, 2017.

The advertisement for Maple Street from 4th to 8th has been published with a bid opening for the project scheduled for June 13, 2017.

As of May 16, approximately 65 tons of single stream recycle material has been collected. Three semi loads have been hauled to Millennium Recycling in Sioux Falls, with three more loads waiting to be hauled. Residents are reminded to refer to the packets received with the roll carts or to visit the City website when determining which materials may be placed in the recycling waste stream.

8) Fire Department Update

Chief Kurtenbach attended the planning meeting for the NFAA World Adult Indoor Shoot. The Fire Department's role in this event will be similar to the Youth Shoot.

Yankton Fire Department Staff and Volunteers had a busy Mother's Day weekend responding to 5 calls. Thank you to staff and volunteers for taking their time away from family to serve their community and those traveling through it.

The storm siren on City Hall currently is out of service due to a malfunction. We await parts and the technician to correct the problem.

9) Environmental Services Department Update

Water plant staff attended the Water Purification Facility Expansion Project pre-construction meeting. The contractor plans on starting mobilization on May 22. Many of the closures in the area will begin May 30 including the Dakota Territorial Capitol Building parking lot. Slowey Construction, a sub-contractor for John T Jones Construction, may start earth removal work as soon as May 22. A public meeting was held to inform the neighbors and any events of the project. The City web page will include updates for the project along with a project camera.

The primary contractor is finishing the final site grading and seeding for the lift station project. The electrical and instrumentation sub-contractors are finishing up the final items for substantial completion. The contractor is on schedule to do startup in two weeks. The old lift station is scheduled to be demolished this summer.

The Highway 50 project continues to move forward. The contractor is installing new water main and services for both water and sewer are being installed to the property lines for each lot.

10) Library Update

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

11) Monthly reports

Fox Run Golf Course and Joint Powers Solid Waste monthly reports are included for your review. Minutes from the 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