



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 10, 2017, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community Development Update

Staff works actively on a variety of nuisance abatement cases at any time. Some, like nuisance vegetation are resolved in a matter of days or a week, while others like abandoned and dangerous buildings may take months and require litigation. Recently the department has experienced progress on several long-term more difficult cases, including a recently issued court order to abate a property that has been a challenge to bring into compliance for several years. Staff from Community & Economic Development and the City Attorney's office also continue to actively meet with a couple of property owners who have voluntarily agreed to abate decades old nuisances at their locations. Some properties are more difficult to abate than others, particularly those that occurred over the course of many years and generated a large volume of material that is costly and time consuming to remove. In those instances, we can many times be more effective from a time and cost standpoint, by working through an incremental process of cleanup with the owners. We are careful to regularly evaluate whether or not progress is being made and ready to take other action if an acceptable level of effort is not occurring.

2) Environmental Services Department Update

The water plant project continues to move forward. John T Jones and Atlas Construction continue to work on the soil retention system. Slowey Construction set the manholes for the new Riverside Park lift station. John T Jones will begin installing pipe in the new lift station next week. The project is still scheduled to close the Douglas intersection the week after Riverboat Days. A public project update meeting is scheduled for August 10.

The new Eastside lift station near Vishay Dale is up and running. The contractor has a small punch list to finish and will be back for additional seeding in the fall. Staff is working on the design for the final phase that will include a new gravity sewer line to the lift station to eliminate the Chesterman lift station.

A large portion of the water main project is complete on the highway fifty project. Slowey Construction will be working on sewer improvements along Highway 50 including replacing a portion of the existing force main.

3) Human Resources Department Update

The Public Works department will be reviewing applications submitted for the vacant Transfer Station Attendant position. This position is open because of the resignation of Tom Kruse.

The Library has been advertising for applications for a part-time Circulation Assistant. Lisa Hare resigned from this position on June 27.

On July 12, the South Dakota Retirement System Supplemental Retirement Plan representative will be here to visit with employees who are currently enrolled and also visit with employees who want to sign up for participation. The supplemental plan is a tax deferred savings plan that allows them to invest for retirement while postponing payment of income tax on investments until funds are withdrawn when they separate from service or retire and when they may be in a lower tax bracket.

4) Parks and Recreation Department Update

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

5) Police Department Update

Yankton Police are working on the COPS grant, which has a deadline of July 10.

Staff is conducting research on Body Worn Cameras. As stated during the budget meeting, we will be testing and evaluating several in search of the best program for YPD. We have a questionnaire out to similar sized agencies here in South Dakota. We're seeking input into total storage size and retention of video from these agencies.

On June 27, 2017, YPD provided an "on-site" field trip at the Boys and Girls Club. We provided the opportunity for the youth to see a patrol vehicle, Mobile Command Post, K-9 vehicle along with a K9 and the Special Response Team vehicle.

This upcoming fall, we will have 2, possible 3 full scale exercises where YPD will participate. These exercises are governed by state and local funding and by participating we are eligible for funds. This is an opportunity to work within the Incident Command System that is required by the different levels of government. We will provide more information as it becomes available in the future.

6) Public Works Department Update

West City Limits Road is back open to traffic. Staff continues to work with the contractor to address any punch list items prior to finalizing the project.

The first section of mainline paving has been completed on the Highway 50 project. The underground utility contractor continues installation at the east end of the project.

The rail crossing on 21st Street has been replaced by BNSF crews. The Street Department is working on installing the approaches to the new crossing. The mainline paving between the rail road tracks and Summit Street has been completed by Masonry Components.

7) Finance Update

The City has used Payment Service Network (PSN) for its online utility payment service since November 2014. As of July 5, there are 488 registered customers utilizing the online site, an increase of 88 customers in the past year. This accounts for approximately 9% of our utility customers. Of those registered, 210 have opted out of the paper utility bill or 4% of the customer base. For the first six months of 2017, there has been an average of 280 PSN transactions per month, an increase of 59 transactions per month compared to a year ago. These payments include both online payments and credit card payments made in the Finance Office. Customers who use the online or credit card service pay a service fee for each transaction.

Finance also offers a direct ACH bank payment method free of charge. This method is currently utilized by 1761 customers which equates to 34% of our utility customer base. The remaining customers pay for their utility service either by mail or in person.

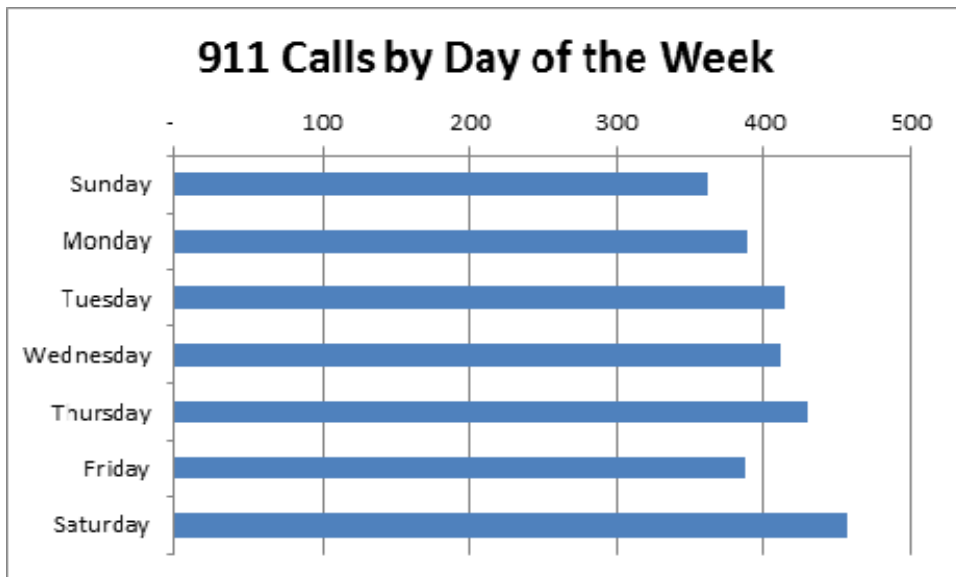
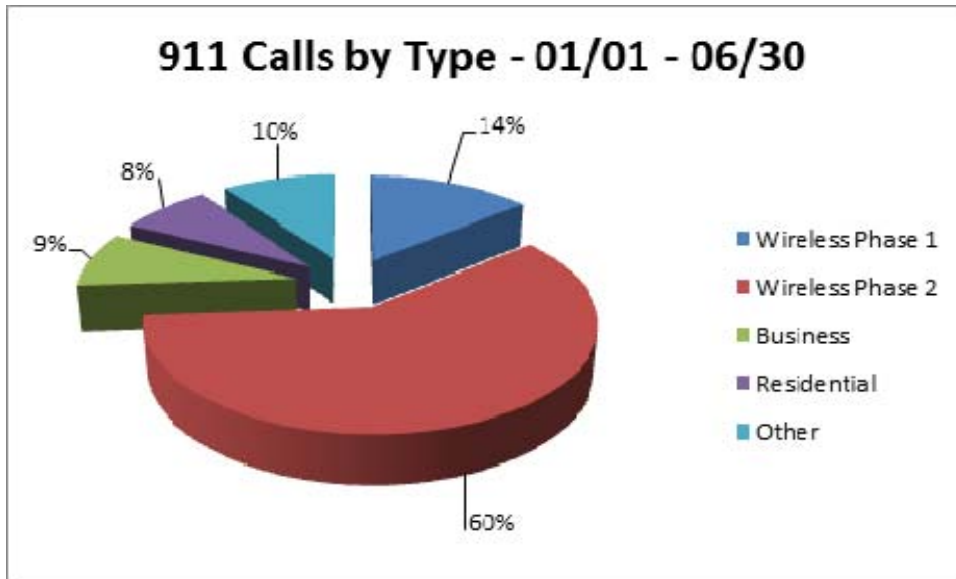
Payment Service Network (PSN) services were also implemented the first of March at the Transfer Station/Landfill. The number of credit card transactions at the transfer station over the past four months has increased as follows: March – 13, April – 48, May – 68, June – 88.

8) Library Update

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

9) Information Services Update

A summary for 911 call thru the end of June is included below.



10) Monthly reports

Salary, Yankton Police Department and Building monthly reports are included for your review. Minutes from the 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