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## OFFICE OF THE CITY MANAGER

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

VOL. 52, NUMBER 15

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, August 14, 2017, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Parks and Recreation Department Update

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

##### 2) Human Resources Department Update

We had two new employees start their employment. Cody Steiner started his duties as Transfer Station Attendant on August 7. Marie High Bear started her part-time Circulation Assistant employment the week of July 31.

The HR Coordinator attended the presentation by SD Dept. of Labor and Regulation Secretary Marcia Hultman on August 1. She talked about South Dakota's unemployment rate, job openings in South Dakota, the SDWorks Jobs Database, Dakota Roots, and other topics.

##### 3) Police Department Update

Chief Paulsen is a member of the Boys and Girls Club advisory committee and recently attended orientation.

A multi-jurisdictional table top exercise is scheduled for August 10, 2017 regarding preparation for the 2018 Field Archery Tournament.

Chief Paulsen has a POD (Point of Distribution) training event on August 16, 2017. The POD exercise is for a scenario involving mass inoculations.

The Incident Action Plan is complete for River Boat Days 2017.

Heartland Humane Society will be taking animals starting on August 14<sup>th</sup>. Training for YPD officers is on August 9 and 16.

August 21 is the first day of school. The patrol division is preparing for school zone enforcement and other school related activities.

##### 4) Community Development Update

New businesses locating in the community often cause a buzz around town when people hear about a potential project or see some construction work happening. Staff periodically gets requests from the media and others about our knowledge of those new businesses. We provide the information or name of the business if we have documentation on file like a permit issuance. This is sometimes awkward

because businesses have requested permits prior to their announcement to the public. However, we provide the information because it is in the public record at that point.

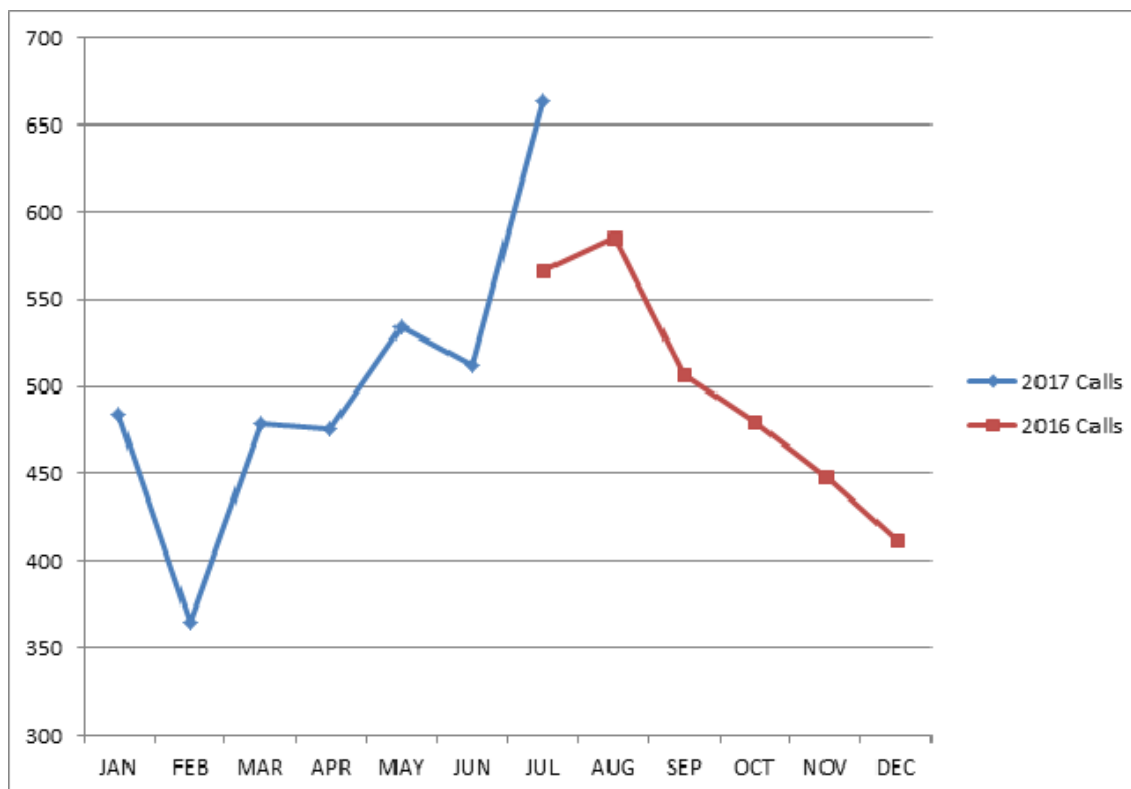
The issue becomes more sensitive when there is a request about something staff may have knowledge of but there have not been any written requests for permits or city services. In those instances, it is our policy not disclose anything. This sometimes leads to situations where the general public may end up having knowledge of a new business coming to town and we ethically can't discuss it if asked. In one specific situation a few years ago, a contractor staying at a motel mentioned a project in passing to someone he met in town. It wasn't long before many knew about the business even though there was no documentation about it at City Hall.

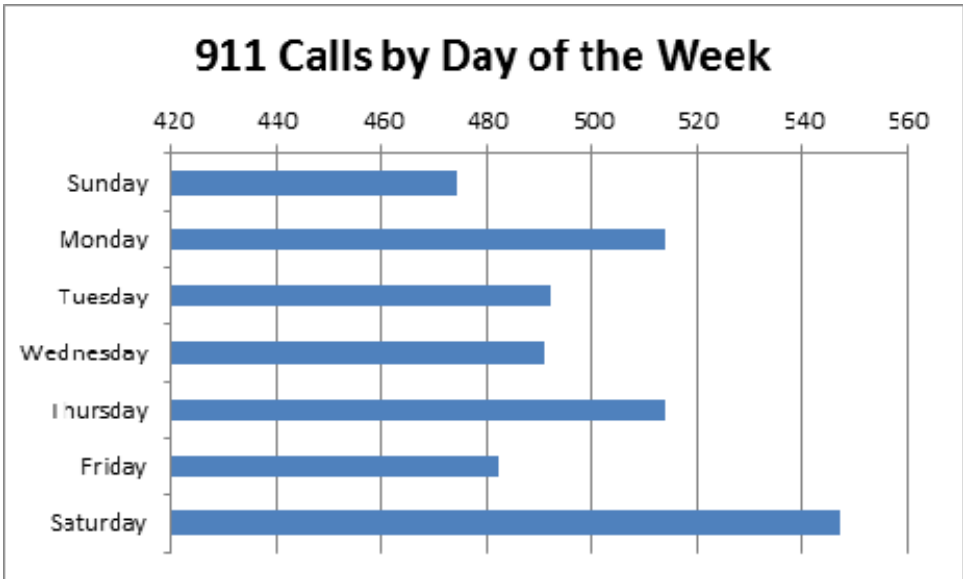
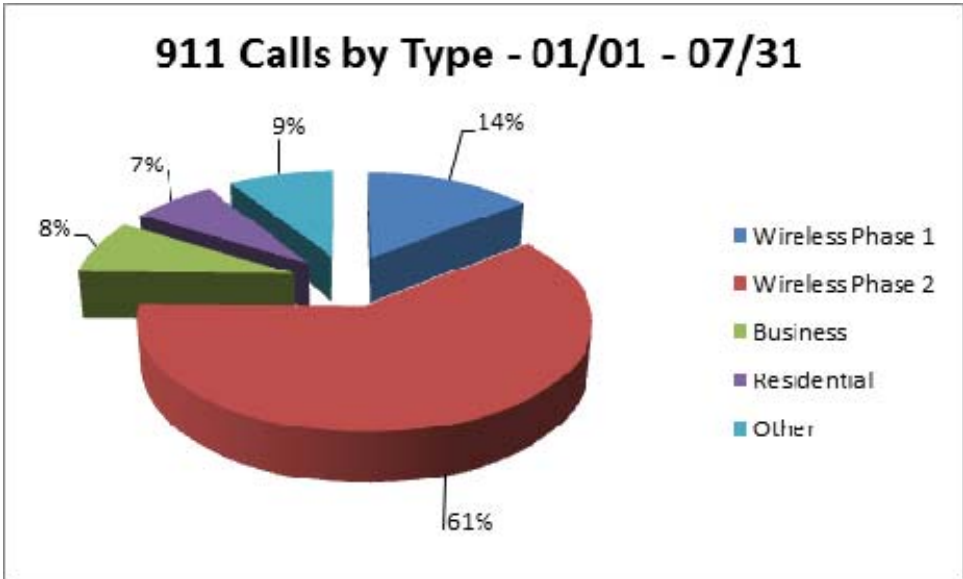
We will continue to be respectful of the confidentiality of new business prospects looking at the community even if it means word on the street is ahead of staff level discussions with public officials. We do not feel that government should play a role in making announcements about private sector business investments. Please let us know if you have specific questions about this protocol.

### 5) Information Services Update

City staff is working thru the final language of the agreement with Zuercher & TriTech for the online crime mapping. City staff and Attorney Den Herder are reviewing the language in the agreement and hope to get the agreement finalized in August.

July is the first month we can compare call volumes on the new NextGen 911 system that was implemented at the end of June last year. 911 calls in July 2017 vs. July 2016 are up just over 17%. July and August both tend to be busier months. About 75% of the 911 calls received are from wireless callers.





**6) Fire Department Update**

The Yankton Fire Department participated in 4-H Achievement Days on Saturday, August 5. Firefighters had the Fire Safety Trailer on hand for the event.

YFD’s annual Employer Appreciation Dinner was held on Monday, August 7 at Fire Station #2. Employers were treated to a dinner and a tour of the newly finished Fire Museum. This event honors those employers that allow their employees to be volunteer members of the Fire Department. Our volunteer fire department could not exist without community employer support and the support of our member’s co-workers, who pick up the slack when our volunteer firefighters are responding. Thank you!

**7) Public Works Department Update**

Engineering staff held a preconstruction neighborhood meeting for the Maple Street from 4<sup>th</sup> Street to 6<sup>th</sup> Street Reconstruction Projects. The contractor, Feimer Construction, anticipates an August 14 project start date. The project consists of sanitary sewer, water main, curb & gutter, and pavement replacement. Neighborhood residents in attendance at the meeting seemed to be in favor of the project.

A neighborhood open house for the 8<sup>th</sup> Street from Summit to Broadway reconstruction project will be held on August 15<sup>th</sup> from 5:00 pm until 7:00 pm at Yankton Fire Station #2. The City contracted with Stockwell Engineers to complete design work for street and utility improvements to begin in 2018. The Stockwell Engineers project team will present detailed construction information at the neighborhood open house.

Street department crews continue asphalt patching on streets scheduled for chip sealing this year. Enclosed with this packet is the bid advertisement for the annual supply of de-icing material for the 2017-2018 winter season.

Masonry Components has completed the traffic calmer installation at the Second and Cedar Street intersection. The contractor will proceed with the traffic calmer installation at the next location after Riverboat Days.

D&G Concrete has completed all of the paving on the south side of the Highway 50 project. The underground contractor continues to work at utility replacement on the north side of the project. Main line paving on the north side of the project should begin to take place in 3 to 4 weeks.

### **8) Environmental Services Department Update**

During the excavation for the water treatment plant project some contaminated material was discovered. At this time we believe it is a byproduct of a coal gasification facility that was once located in the area. We are waiting for final test results. We have been advised by the South Dakota Department of Environment and Natural Resources (SD DENR) that the contaminated material will need to be separated and disposed of properly. The contaminated soil is being disposed of at the vermilion landfill. At this time we are estimating an additional cost for the removal of \$100,000.00. This is only an estimate as we do not know the final quantity of contaminated soil. We may also have additional testing required. Staff will be working with the SD DENR for any possible clean up funds that may be available.

Staff has been meeting with the River Boat Days and Yankton Area Arts to coordinate access for vendors during River Boat days. The contractor, John T Jones, has agreed to allow limited access to the work site for vendors to enter the park area during river boat days.

### **9) Library Update**

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

### **10) Monthly reports**

Yankton Police Department monthly reports are included for your review. Minutes from the Planning Commission and Park 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