



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, June 11, 2018, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community Development Update

The Community Development and Economic Staff are finalizing the re-roofing bid specifications for the Chan Gurney Municipal Airport Barrel Hanger. The proposed bid specification will include removing and replacing the asphalt shingles and replacing the upper asphalt portion of the roof with an adhered rubber roof. We plan to advertise for bids the week of June 25, 2018.

Community and Economic Development Maintenance Staff has started cleaning and repairing the landscaping in the city-owned parking lots downtown. Staff attends to the eight public parking lots near the following locations: 2nd and Douglas (3 parking lots along 2nd Street), 4th and Cedar (2 parking lots), 3rd and Broadway, the Yankton Area Senior Citizens Center lot, and the parking lot behind City Hall. Our primary focus at this time related to the parking facilities is repairing damage to the landscaping caused during the winter months.

2) Human Resources Department Update

We have received two letters for retirements later this year. Bob Wubben, Sr. Grounds Maintenance Worker for the Auld Brokaw Trail, will be retiring on October 1. We have started internal advertising for his position. Greg Shoberg, Police Officer, will be retiring December 7. The Police Department has a hiring list in place and will be using it to fill his position.

We closed on the Library Director applications on June 1. Six cover letters and resumes have been received and will be forwarded to the City Manager and Library Board for their consideration and will start the process of contacting the candidates and setting up interviews.

3) Police Department Update

Yankton Police Department has signed up for online training that was recommended by our Risk Manager, Doug Kirkus. There are a number of training videos that will be used to benefit the department. This will help with the continuing education credits required by the state.

Chief Paulsen and Lt. Brandt attended a retirement reception for Warden Bob Dooley, Mike Durfee State Prison.

YPD had officers down at Riverside Park on June 4th, where Gubernatorial candidate Noem was speaking.

4) Finance Department Update

The Finance Office has a long standing cooperative agreement with the county auditor's office to assist them during their primary and general elections in turn for their assistance during municipal elections. The Finance Officer and Deputy Finance Officer helped with the tabulation of ballots during the primary election on Tuesday evening, June 5.

5) Parks and Recreation Department Update

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

6) Environmental Services Department Update

The water plant is in the process of running 100% well water through the 1972 plant. The raw water is a combination of the collector well and the Nebraska wells. Because we are not using any river water the final product is higher in hardness. This should help reduce our THM levels for the summer. It will also give us the baseline data we need for chemical dosages when we need to run the 1972 plant on well water in the future. The long-term plan is to decommission the river intake once the new plant is complete.

The wastewater staff continues to try and remove the fats, oils, and greases (FOG) from the north digester. Staff met with engineers from Banner and HDR onsite to look at treatment options for the grease removal. It has been determined that staff has done everything they can operational to address the FOG issues. It was recommended by both consulting firms that the amount of grease entering the plant needs to be reduced. Staff is working on a new public education outreach to inform residents, businesses and industries to use "best management practices" to reduce the amount of grease entering the system.

Staff will be meeting with representatives from the Environmental Protection Agency (EPA) on Wednesday June 6 for a site visit. The Water Purification Plant Project was recommended to the EPA by the South Dakota Department of Environment and Natural Resources (SD DENR) as a good candidate for a visit. The EPA will be onsite to provide technical assistance in understanding the American Iron and Steel (AIS) requirements.

An inspection completed by the fire department staff for an antenna repair on the west tower showed a paint failure on the top of the tower. It appears to be an issue with the outside paint layer (blue paint) not properly adhering to the base coats. The outside layer is only for appearance is not part of the protective coating. At this time, staff is scheduling an inspection for the inside and outside of the tank as the coatings inside have a shorter life span due to environmental conditions. If the protective coatings are in good condition nothing will be done at this time. If the protective coatings are damaged, or the outside paint failure becomes visible from the ground a coating project will need to be completed. Water plant staff will also be working with other departments on the antenna repair and placement of a new antenna for the water department.

7) Public Works Department Update

Street Department crews have completed miscellaneous concrete repair and replacement at various locations scheduled for pavement maintenance this summer. Crews will begin asphalt patching in areas where curb and gutter was replaced as well as streets scheduled for seal coating later this summer. Crews also continue to paint street light poles and other iron street amenities in the Meridian District.

West City Limits Road:

The week of May 21st, paving of the west two lanes from Golf View Lane to north of 25th street was completed. Pavement removal and base course installation from 23rd Street to the south entrance of L&M radiator has been completed. The week of May 28th, Feimer Construction installed the water line and sanitary sewer line through the intersection of 23rd Street. D&G Construction trimmed gravel and began set up for paving the west two lanes from north of 25th Street to 100 feet south of 23rd Street. Paving is scheduled for Wednesday, June 6, 2018. This week Feimer Construction plans to finish the installation of the storm sewer through the intersection of 23rd Street. If all goes well, pavement removal will continue south to the 21st Street intersection.

8th Street:

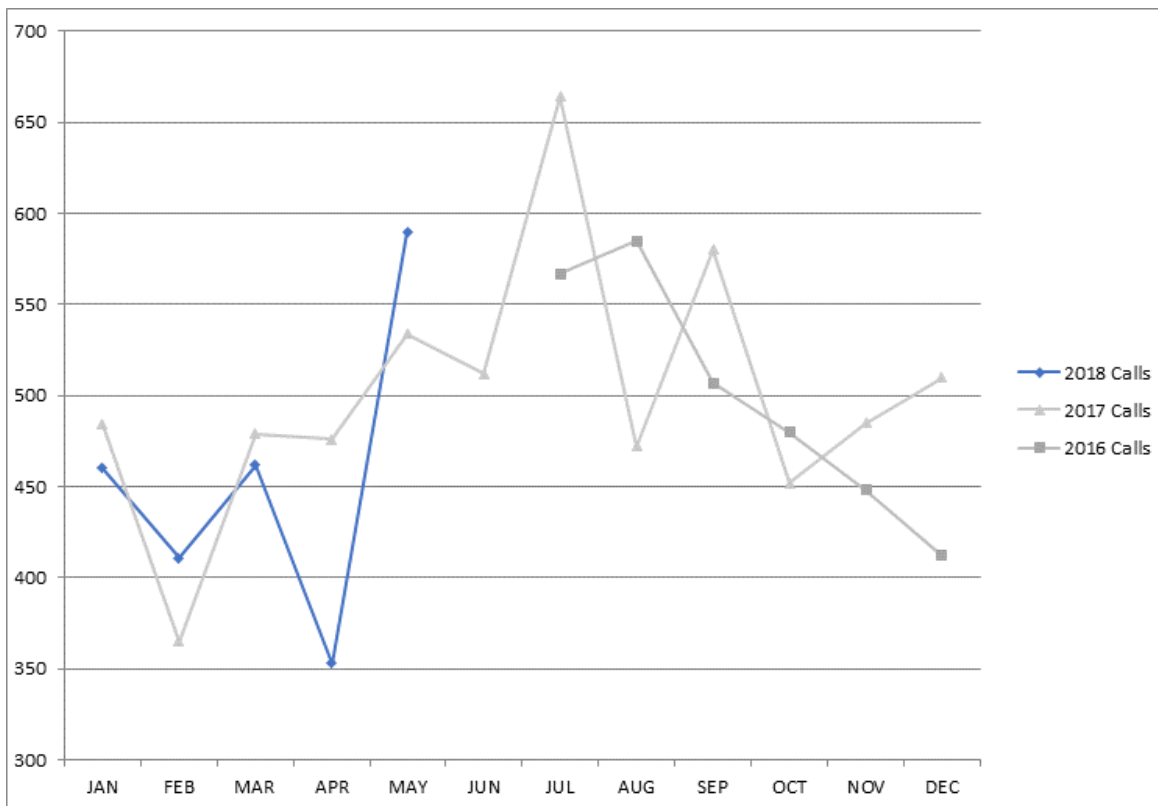
Progress on the 8th Street project was slightly hindered due to a couple of factors. First, there has been some utility conflicts that haven't allowed Slowey Construction to complete removals as scheduled. Also, there was a failed pressure test on one of the new water main sections. The problem has since been discovered and remedied. Masonry Components can now prepare for paving at the Linn Street intersection.

Walnut Street:

Removals and base installation as well as storm sewer installation for the City owned parking lots is complete. Masonry Components plans on starting concrete work on the parking lot areas during the week of June 4th. Feimer Construction is scheduled to start removals at the 2nd Street intersection on Wednesday, June 6th.

8) Information Services Department Update

911 call volumes thru the month of June are reflected below.



9) Library Update

Summer Reading is now open at our new online tracking program, Beanstack (<https://cityofyankton.beanstack.org>) for all ages. We are starting Story Time and Stay & Play back up this week, with the morning sessions running on our normal schedule and the Monday night Story Time at a special summer time of 6:00 pm, except for the few Monday nights where we have a special performer. Several other adult and kids activities are also taking place throughout the summer. More information can be found on our website or at the library. The library board is also currently working with the City Manager to fill the Library Director position.

10) Fire Department Update

The Fire Department will be displaying the American Flag from the Ladder Truck at Hy-Vee on Flag Day, June 14 (weather permitting).

On Sunday, June 3; it was discovered that the antenna located on the west water tower used for paging emergency services was not operating correctly. After investigation, we found the antenna mount holding the antenna had broken at its base. Also, the mounting bracket for the PD radio is compromised and needs attention soon. We are temporarily utilizing an alternate antenna for emergency services paging. Environmental Services, Information Technology, Police Department and the Fire Department are working on a solution to this problem. We will keep you posted.

Several volunteer firefighters are spending time teaching fire safety at Safety City in June and July. We are happy to be a part of this program and I want to thank these volunteers for donating their time to this worthy effort.

11) Monthly reports

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

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