



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, August 27, 2018, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Police Department Update

The Police Department has launched its new Facebook page. Facebook is one of the social media outlets our Community Service Officer and a team of supervisors and staff will be using to engage with the community.

Officers were present at both public and private schools for the start of the school year. School Resource Officer Preston Crissey also began his duties in the High School and Middle School on Monday.

The Police Department is now operating under a different structure. Each Lieutenant is supervising two squads of Patrol. Other administrative duties are also being shared by administrators and supervisors. The goal is to provide everyone with as much exposure as possible to the various aspects of police operations.

The Police Department took part in outreach with Walmart security to learn more about how to improve security in their store. Officers also assisted the Wagner Public Schools with some active shooter training.

Police Recruit Wilson has left for Pierre for his 12-week training course.

Scott Schindler has filled the role of Patrol Sergeant.

2) Human Resources Department Update

Five applications were received from our advertising to fill the vacancy at the Transfer Station. Those applications will be reviewed and interviews scheduled.

After we fill the vacant Transfer Station Attendant position, we will start advertising for the Sanitation/Truck Operator position. This position is vacant because of the lateral transfer of Dylan Ruter to Equipment Operator.

3) Community Development Update

Joe Morrow attended South Dakota Building Official's continuing education seminars in Pierre and Sioux Falls. Topics covered included updates to the National Fire Protection Agency's building fire sprinkler code. The Federal Emergency Management Agency (FEMA) also hosted floodplain management seminar covering Letters of Map Changes and the use of Light Detection and Ranging

software for making flood elevation determinations. The code updates and the FEMA training help staff interpret building codes and comply with the FEMA mandated National Flood Insurance Programs.

4) Finance Department Update

Departments are in the process of completing their surplus property lists and submitting them to the Finance Office. Once the list has been finalized it will be determined whether or not a fall auction is warranted.

Please see the enclosed Monthly Finance Report for July.

5) Parks and Recreation Department Update

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

6) Fire Department Update

The Yankton Fire Department had a busy Riverboat Days weekend. Several accidents with injuries were reported during the Friday to Monday time period with one resulting in a fatality and 2 serious injuries. During that incident we worked with the Lesterville and Tabor Fire Departments.

The Yankton Fire Department will be covering for the Gayville Fire Department during the prayer service and funeral of local businessman and firefighter Greg Pirak.

The YFD Auxiliary received 1st place in the non-profit division for their float entry in the Riverboat Days parade.

7) Environmental Services Department Update

The water plant project continues to move forward. John T Jones has completed two of the four upper deck sections. The subcontractor has also completed a large portion of the back filling and will continue to work on the underground piping. The heavy amount of rain continues to cause minor delays putting the project a few weeks behind schedule. The contractor is still hoping to have the building erected and water tight by the first of the year.

The contractor for the gravity sewer project is onsite. The dewatering subcontractor has begun installing wells the length of the project. Discharge pipe for the dewatering is being installed from the new lift station to Archery Lane. The project work limits and pipe location have been staked for the length of the project. At this time the dewatering contractor believes the dewatering can be accomplished in a timely manner. SJ Louis Inc. plans on mobilizing equipment to begin installing pipe in the next week.

Staff is working with Bartlett and West on a case study that will be presented at the Annual South Dakota Water and Wastewater Conference in Deadwood this September. The presentation will discuss the scope of work, the need for the project, design, construction challenges, funding challenges, and the benefits of the completed project for the Lift Station and Gravity Sewer projects. The presentation will be delivered by Mike Shoup, PE, Bartlett and West and Kyle Goodmanson, City of Yankton.

8) Information Services Department Update

The 911 Advisory Board met on August 15 and considered the City's request for funding support for the radio console upgrades in the 911 Dispatch center. The board approved a motion to support the funding request. The County Commission will consider the request during September for inclusion in next year's budget. The board discussed several topic and updates about rural addressing, staffing and other items.

9) Public Works Department Update

The Street Department will be distributing plows to schools who will be participating in the 2018 Paint the Plow program the week of August 27. There are seven schools participating in the event.

The Street Department will begin the street seal coat program August 27, 2018 and should be completed in approximately one week, weather permitting. Streets scheduled for sealing include the following:

- Ferdig Avenue – Whiting Drive to E. 21st Street
- Ferdig Avenue – E. 8th Street to Whiting Drive
- Kennedy Drive – National Street to Whiting Drive
- National Street – Kennedy Drive to Ferdig Avenue
- Whiting Street – Kennedy Drive to east of Ferdig Avenue
- Ash Street – Ferdig Ave. to east of Ferdig Avenue
- Willow Lane – Whiting Drive to Peninah Street
- Burleigh Street – E. 8th Street to E. 15th Street
- E. 12th Street – Pearl Street to Burleigh Street
- E. 12th Street – Burleigh Street to Peninah Street
- Mulberry Street – E. 7th Street to E. 8th Street
- E. 7th Street – Pine Street to Mulberry Street
- Capital Street – E. 8th Street to E. 9th Street
- Pearl Street – E. 19th Street to E. 20th Street
- E. 20th Street – Pearl Street to Burleigh Street
- Burgess Road – Mulberry Street to Burleigh Street
- Burleigh Street – James Place to Peninah Street
- Hill Crest Grand – Peninah Street to Cul-de-sac
- Sawgrass Avenue – Masters Avenue to Fox Run Parkway
- Masters Avenue – Sawgrass Avenue to Cul-de-sac
- Parking Lot – Fox Run Golf Course – Lot and Roadway
- Parking Lot – Riverside Park – Boat ramp east and west of ballfield
- Alley – E. 4th Street to Douglas Ave./Douglas Ave. & Capital Street
- Alley – E. 3rd Street to E. 6th Street/Capital & Pine
- Alley – E. 3rd Street to E. 4th Street/Pearl Street & Picotte Street

The process will be to oil the road and cover it with 3/8" rock chips. The streets will be closed to traffic during the seal coat process and opened to traffic immediately after the application. After 1 week, the street sweeper will pick up the excess chips that are still loose.

“No Parking” signs will be placed on the streets the day before they are sealed. Please observe these signs and do not park on the streets until the work is done. Please do not blow grass onto the street before the streets are sealed or permit underground irrigation systems to run water onto the streets while the No Parking signs are up. In the event of rain, the process may be postponed. Thank you for your cooperation during this process.

West City Limits Road

The contractor is scheduled to pave the next portion, of the east lane, on Thursday, August 23. This will complete the concrete road section all the way south to 21st Street.

It is anticipated that there will be two more main line pours to complete the project. At the pace that D&G Concrete has been progressing, there is no reason to believe that they will not complete the project well in advance of the deadline.

8th Street

Weather has again slowed progress on this project, the contractors however, are completing the work that can be done. The concrete contractor has been on site to install another block of curb and gutter. They are currently working on sidewalk/trail installation and will be following that with main line paving. Phase I, of the project, has been opened up to traffic. This allows for local circulation and bus access to Lincoln School.

Walnut Street

The 2nd and Walnut Street intersection was opened in time for the Riverboat Days celebration. This should have provided traffic flow to the river area. Work continues on the sidewalk installation, from 2nd Street to 3rd Street. It is anticipated that this work will be completed the week of August 27. The main line paving should happen around the first week of September. Feimer Construction has started the removals from 3rd Street to 4th Street. They should complete the removals by August 24. Utility work on this block should commence the following week.

Highway 50 Sidewalk and Curbing

A preconstruction meeting for this project is scheduled for Thursday, August 23.

Broadway Avenue/Highway 81 Sidewalk

This project was advertised on Thursday, August 23. The bid opening is scheduled for September 13 with a recommendation on the September 24 City Commission agenda.

Pine Street Bridge

The concrete bridge deck and sidewalk on the sides of the bridge have been poured. Crews are now working on the wing walls of the structure. Once the wing walls are complete, the excavated areas can be backfilled. Once the bridge deck and sidewalk concrete has cured enough to meet strength requirements, the railing installation can begin.

10) Library Update

We had a new staff person begin a 21-hour position on August 20. With many of our part-time employees cutting hours and changing schedules due to school starting, it will be great to have consistent daytime help again.

August is a nice transition month between Summer Reading and Fall programming to regroup and begin planning for upcoming events. We will resume our regular programs, including story time, after-school activities, Seed Library classes and adult craft nights as well as adding some special programs into the mix. We will resume our Fall/Winter hours after Labor Day.

Amy Clare will begin as the new Senior Library Assistant on September 4. She is coming to us from Siouxland Libraries in Sioux Falls.

11) Monthly reports

Joint Powers Solid Waste monthly reports are included for your review. Minutes from Golf Advisory Board, Airport 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