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## OFFICE OF THE CITY MANAGER

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

VOL. 54, NUMBER 07

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 8, 2019, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Community & Economic Development Department Update

The Chan Gurney Municipal Airport won the 2018 South Dakota Large General Aviation Airport of the Year Award. The award was presented to Airport Supervisor Mike Roinstad on March 27 at the South Dakota Airports Conference in Watertown. Chan Gurney Airport competed for the award with other South Dakota airports classified as "Large General Aviation." The award is based on superior maintenance, compliance with approach slope regulations and overall appearance. We are very proud of Mike Roinstad, Bob Ryken and the rest of our staff that work so hard to make Chan Gurney Airport an exemplary aviation facility in the state.

##### 2) Human Resources Department Update

Applications for the Water Plant Operations Specialist position have been reviewed and interviews were scheduled during the week of April 1.

Summer Applications have been distributed to departments for review and interviews to be scheduled. Applications can still be submitted, but preference will be given to those received by March 29.

##### 3) Library Update

We look forward to celebrating National Library Week from April 7-13. This year's theme is Libraries = Strong Communities. I feel that this a very accurate and meaningful theme. The library does and is so many different things to so many individuals in our community. We have a great group of staff that focuses on making the library a welcoming place and offering exceptional customer service. The staff at the library need to have a positive and friendly personality, possess technology skills to assist with computer questions, have great attention to detail for shelving and other tasks, and be able to be flexible in finding answers to a wide variety of questions every day. I am thankful to have such a great team of staff as we serve our community.

I hope that you take the opportunity to experience being "Librarian for a Day" to learn more about Yankton Community Library and our staff. If you haven't signed up yet and would like to, you can contact me and we will find a time that works for you! We are also hosting D.E.A.R. (Drop Everything And Read) Day again on Friday, April 12. There is a link on our Facebook page where you can sign up to reserve your spot in one of our comfy reading chairs and just take time during the day to read. Thank you for all you do to support our library and our community!

#### 4) Information Services Department Update

Before and after imagery is available along Marne Creek [here](#). Moving the slider across the map will allow inspection and comparison of the 2017 imagery with the 2019 post flood images. In addition, videos were done by Emergency Management and they can be found on the [City's YouTube Channel](#).

IT, Dispatch, Police, and Fire staff will be meeting with the 911 console / radio project consultant and one of the two RFP respondents on April 8. The meeting will include a presentation by the company and a question and answer session. 911 Call volume thru the March is shown in the graphic below.



#### 5) Police Department Update

Citizen's Academy is wrapping up this week and will hold its last class on April 2. We received a lot of positive feedback and are looking at new ideas for 2020.

Cookies with a Cop was held at the Calvary Kids Preschool on March 26, 2019. Officers had a good time meeting with the children.

Lt. Todd Brandt and Sgt. Jason Foote changed titles as of April 1, 2019. Both will hold the rank of Commander at the department.

Officer Sam Bruening was recognized as the Lion's Club Officer of the Year 2019 at their ceremony on March 29. Congratulations Officer Bruening

Chief Harris and Commander Brandt attended the Chamber Social held on the campus of Mount Marty College on March 26.

Police Department staff attended Yankton School District's strategic planning/vision 2024 meeting on April 3, 2019.

## **6) Fire Department Update**

The Yankton Fire Department was called to Avon to assist the Avon Fire Department and several other area fire departments in extinguishing the Powers Furniture store fire. This apparatus was vital in saving adjoining buildings, one of which was the building Avon city government operates from and the post office. In instances such as this, when water supply is short and resources are scarce, the ladder truck offers a way to effectively apply available water to the most critical parts of the fire. This usually means protecting adjoining structures. It is good to know that if we need to, the truck performs well.

Dry surface fuel conditions this early spring have resulted in area fire departments, including Yankton, to have to respond to several grass fires. While flooding conditions have resulted in very soft road and field conditions, the conditions for burning are getting more dangerous. If a fire does start, getting to the fires due to road conditions and soft fields will make suppression difficult at best. Residents should use extreme caution when burning and comply with local ordinances and notification requirements when burning. If you can, it may be best to wait till surrounding vegetation greens up before burning. If you have questions, please feel free to contact the Fire Department at 668-5228.

## **7) Environmental Services Department Update**

The Water Purification Facility continues to run on over 80% well water. Under normal conditions, we use a mix of 40% well water and 60% river water with the 1972 plant. Staff has reduced the river intake because of high turbidity and solids. It is also being done as a precaution due to the higher than normal potential of contamination due to the extreme flooding. Staff has also increased the chlorine feed rates to help oxidize iron in the well water and reduce any risk of bacterial contamination. The negative result is a potential increase in THM levels. Residents may notice some small changes in the water including higher hardness.

Wastewater staff is working with the South Dakota Department of Environment and Natural Resources (SD DENR) to address the untreated wastewater discharges. Staff estimates roughly 3 million gallons of raw material was bypass pumped to the river or other drainage ditches. Due to the extreme nature of the event, I do not anticipate any fines being administered by the SDDENR.

The original wastewater primary treatment facility was constructed in 1964 that included the current primary clarifiers and primary digestors. In 1978 and 1982 major upgrades were completed and the addition of the secondary treatment process. Then again in 1999-2003 major upgrades were completed during a 3-phase project. Currently, staff has experienced an increased number of equipment failures due to aging infrastructure. Staff is looking at potential for major capital investments needed in the short term. Staff is working to develop a scope of work to evaluate the current wastewater facility and determine the current conditions and operational procedures to make recommendations for future Capital Improvement Plans.

The condition assessment will identify and evaluate any potential damages that occurred during the March 13 flooding, as well as short term needs at the wastewater facility and selected areas of the collection system. The plan will be used to guide city staff in determining capital expenditures and potential operational changes. The plan will include prioritizing high-risk reliability and safety issues. This will allow staff to identify projects for potential flood hazard mitigation and Economic Development funds, if available. The technical memorandums from this condition assessment would be used in the development of a future Master Plan. We estimate the cost of the condition assessment to be \$150,000.00.

### **8) Finance Department Update**

The Finance Office is making its final preparations for the April 9 municipal election. Absentee voting has begun and is available through Monday, April 8 at 5:00 p.m. in the City Finance Office. Canvassing of the election results is scheduled to take place Friday, April 12 at 12:00 noon in City Hall.

Finance personnel have completed the annual sewer rate adjustments for residential utility customers. Adjustments based on the customer's average winter consumption from December, January, and February will be reflected in the utility bill being mailed out on April 19. Please refer any questions you may receive from customers to the City Finance Office.

### **9) Parks and Recreation Department Update**

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

### **10) Public Works Department Update**

Yankton Citywide Cleanup is scheduled to begin curbside pickup April 29, 2019. Placing items curbside before April 20 is not permitted. Items placed curbside before April 20 may be removed at the property owner's expense. Residents on City solid waste collection routes may participate, at no additional cost, by placing items into sorted piles, by type, at their homes. Please have items placed curbside by your regular collection day. Piles should be located directly in front of your property, not in the street, alley, or neighboring property. The Transfer Station will be accepting no charge drop-off from regular collection route customers on April 13 through May 11 during normal operating hours, Monday-Saturday 8:00 am – 3:45 pm. Items not eligible for disposal include tires, grass clippings, leaves, recyclables, refrigerator, air conditioners, dehumidifiers, paint, chemicals or household hazardous waste, oils, and batteries. Motor oil may be taken to the transfer station and disposed of free of charge year around. Please place solid waste and recycle roll carts for regular collection at your normal collection point and away from piles. For more information on citywide cleanup and Transfer Station hours, visit <http://www.cityofyankton.org> or call (605) 668-5211.

The Street Department has completed its annual street survey of the city streets. Once the survey data is compiled, a 2019 Street Department project list will be created. Crews are also addressing potholes in the streets as well as monitoring areas where asphalt breakup has occurred.

**2018 Projects:** Looking at the extended forecast, it appears as if the chances for freezing temperatures after the week of April 8-12, is very limited. If this holds true, the expectation is to officially restart last year's projects, such as Walnut Street and 8<sup>th</sup> Street on April 15. At this time, the day count for liquidated damages will also begin where applicable.

**26<sup>th</sup> Street from Douglas Avenue to Mulberry Street:** A preconstruction and neighborhood meeting was held on April 2. No specifics as far as project start date were available at the time this was submitted.

**21<sup>st</sup> Street from Broadway Avenue to Douglas Avenue:** This project was advertised on March 14, 2019. Bids will be opened on April 11, 2019, with a recommendation to the City Commission on the April 22 meeting agenda.

**Yankton Flood Debris Cleanup Event:** The event was held at the Transfer Station from March 15-30, 2019 to allow free drop-off of flood damaged debris by Yankton City and County residents. Below are the collection totals:

City Collection

Transactions:	518
Total Tonnage:	144.58
Tipping Fees:	\$10,188.56

County Collection

Transactions:	106
Total Tonnage:	58.88
Tipping Fees:	\$3,618.66

**11) Monthly reports**

Salary and Building monthly reports are included for your review. Minutes from the Park 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 Leon  
City Manager