



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 22, 2019, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Development Department Update

Staff has recently completed 2018-2019 annual street and sidewalk tree branch clearance project. Ordinance requires that street trees are maintained to allow a 12 foot clearance over street and a 10 foot clearance over public sidewalks. To begin the process, postcards were mailed to 4,576 addresses in the city in November 2018 encouraging property owners to trim trees and take advantage of free street tree branch drop-off at the Transfer Station. Local print, radio, and social media was also utilized to spread the message about trimming and drop-off opportunities. A city-wide canvas was completed in December for tree trimming cycle and 328 notices were mailed to property owners. A final notice was sent to 138 properties in early January 2019 notifying owners that the City would be contracting for the trimming of any remaining nuisance tree branches. Heavy snow and weather delayed trimming which normally occurs in February. On April 2, 2019, trees were trimmed at 40 properties that remained out of compliance. Invoices were mailed to the properties with the average invoice amount of about \$110.00.

2) Human Resources Department Update

We have received information from Avera regarding our health plan and some of the no-cost preventive benefits that are provided:

- Preventive Health Services - these are screenings that will cover at 100% for appropriate ages and genders.
- Contact information for use in different circumstances (i.e. Service Center, Care Management, Nurse Hotline, AveraNow, Digital Resources)
- AveraNow information on FREE telehealth services provided by Avera providers. This is a convenient, no appointment necessary virtual visit program that connects with a provider 24/7 for treatment of simple illnesses and symptoms.

Effective April 1, the Avera Employee Assistance Program is including financial and legal consultation at no extra cost to our program at this time. Financial issues that can be addressed include: bankruptcy counseling, budgeting, buying a home for the first time, major life event planning, college fund planning, credit card debt, retirement planning, foreclosure prevention, and identity theft prevention. Legal service consultations can include information relating to a variety of topics (excluding employment law and related issues). The inquiry may result in a referral to a local attorney who will provide a free 30-minute consultation, and if legal representation is needed, the attorney will offer discounted rates on services.

3) Library Update

We had a successful National Library Week from April 7-13. We had a few members from the community come in to learn more about what it's like to work at the library and we hope to offer this experience again soon. Some of our plans were interrupted by the inclement weather. We were closed Thursday, April 11 and did not open until noon on Friday, April 12. We had a very successful event with our Escape Room over the weekend. We filled all available spots and had lots of positive responses about the event.

We continue to plan for our Summer Reading Program. Our children's librarian, Amanda Raiche, has sent out letters to businesses in the community and we have been receiving some nice donations to support our summer activities. We typically have three or four activities for preschool and toddler age children each week, along with at least five activities for school-aged children. We also plan to host some teen and adult events, including our annual Cemetery Walk on June 4.

4) Fire Department Update

The Yankton Fire Department continues to keep abreast of road conditions in Yankton County. Plans have been made to change response procedures to ensure that apparatus are responding on roads that will support their weight as is possible. Resident should be aware that in some cases response times will be extended and in some cases response by large fire apparatus may be hampered or not possible due to road conditions. We will do everything we can to effectively respond to emergencies.

Six members of the Yankton Fire Department attended the Fire Department Instructor's Conference in Indianapolis. This is the premier Fire Service training conference in the United States attended annually by over 30,000 firefighters from the United States and other nations. The conference offered training sessions from nationally known fire service trainers. This information will be shared with our firefighters which will benefit all members and the citizens we serve. The conference also features the nation's largest trade show. This allowed members to view cutting edge equipment and technology.

5) Finance Department Update

The April 9 municipal election had a voter turnout of 11.6% with 1,017 out of 8,703 active registered voters showing up at the polls. This was a decrease from the 2018 turnout of 15.7% in the City's last April election. There were a total of 140 absentee voters in this election compared to 82 in April 2018. The election canvass was held Friday, April 12. The official vote tally for each candidate is as follows: Mason Schramm-717 (27.5%), Amy Miner-789 (30.3%), Devin Wagner-437 (16.7%), and Jerry L. Webber-660 (25.3%). The commission's annual re-organizational meeting will be held May 13 with Schramm, Miner and Webber taking the Oath of Office.

Please see the enclosed Finance Monthly Report for March and the first quarter 2019 Revenues and Expenditures Report.

6) Police Department Update

Last week was spent in Working on a Youth Program "You Can Too". We had meetings with the School principals from the Yankton School District, the private schools, Mount Marty College and the Boys and Girls Club. We presented an overview of the program and there was considerable interest.

We met with Dr. Kindle to explore possibility of partnering on a school safety grant in keeping with Yankton School District's 2024 Plan.

On April 11, 2019, we had a very productive meeting with the Crime Stoppers Board. We will be looking at ways we can get their message out on possible rewards for reporting as well as how we can assist in their fund-raising efforts.

Last week's homicide required additional man hours and over time.

7) 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 - 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 been repairing areas that were damaged by the recent flooding events. Crews are also filling potholes as necessary and preparing for Citywide Cleanup.

2018 Projects:

8th Street

The contractor is cleaning and preparing the street surface to repaint the striping. Once everything has a chance to dry out, fine grading and seeding will be completed in those areas that were not completed last year.

Walnut St

The landscapers are in town to finish installing plants and mulch in the plant beds. The electrician will need to finalize the work left on the lighting and the fire pit.

26th Street from Douglas Avenue to Mulberry Street

It is official and construction season is finally here. Work on the 26th Street project is underway. The contractor started removals on April 15, 2019. The total project is anticipated to take 6-8 weeks.

21st Street from Broadway Avenue to Douglas Avenue

Bids for the project were opened on April 15th, 2019. A recommendation for approval has been included in the packet.

Pearl Street Water Main Installation from 2nd Street to 3rd Street

Engineering is currently working on the design of this project. Plans should be finalized and the project bid out in the near future.

Missouri River Events in May

Missouri River Watershed Education Festival will be held on Thursday, May 2, 2019 at Riverside Park for registered area schools. Students will attend six 15-minute sessions during the morning. Some of the sessions are hands on, showing students how to identify factors that can cause changes in stability of populations, communities and ecosystems along the Missouri River. A look at the historical and cultural aspects of the Missouri River will also be presented in the forms of reenactment and tribal lore. 400 area students are registered to attend.

The National Park Service, who work with the City of Yankton on this event, has cancelled the 16th Annual Missouri River Cleanup on May 4, 2019. After reports received concerning the ongoing high water releases from Gavins Point Dam and future releases in the Missouri River Basin, the National Park Service has deemed water conditions are not safe to be taking people out along the shorelines. It is possible many of the shorelines could be undercut, making them unstable. If possible, depending on the amount of moisture received over the next couple of months and the snow melt in higher elevations that affect the releases, the Missouri River Cleanup may be rescheduled for later in the summer. Boats from the National Park Service and partner agencies usually transport volunteers to and from cleanup sites along the river shore line during the event.

Sponsors of these events and participants are: National Park Service (Missouri National Recreational River), City of Yankton, SD Game Fish and Parks, NE Game and Parks Commission, Izaak Walton League, USD, Missouri River Institute, US Army Corps of Engineers, US Fish & Wildlife Service, Yankton Daily Press & Dakotan, Keep Yankton Beautiful, KYNT Radio, SD Canoe & Kayak Association, SD Dept. of Corrections, Yankton Minimum Unit, SD Geological Survey, Ponca Sioux Tribe, TransCanada, NuStar, Applied Engineering, Kolberg-Pioneer, Vishay, First Dakota National Bank, Koletzky Implement, Yankton Ikes, NE Indian Community College, Casey's General Stores, Gene Borman, Camille Swift.

Reduced Rate Tire Collection Event

The South Dakota Department of Environment and Natural Resources has awarded a grant to the Vermillion Landfill to hold a reduced rate, waste-tire collection. The City of Vermillion Landfill and the City of Yankton Transfer Station will serve as waste-tire collection locations. Customers that are serviced by these solid waste-handling locations may drop off all types of tires at reduced rates. The reduced rates will be effective May 13, 2019 through June 19, 2019. Commercial business tires or tires from retailers will not be eligible for disposal at the reduced rates. Tires of all sizes will be accepted, but they cannot be on rims. No rims will be accepted. All tires that are collected will be recycled. For more information about the reduced rate collection, please call (605) 668-5213.

8) Environmental Services Department Update

A pre-construction meeting was held with S. J. Louis Construction for the Gravity Sewer Project. S.J. Louis is going to start dewatering operations as soon as weather permits. Staff will be working with the consultant to determine the contractor's ability to dewater the site. With the high water levels, dewatering may be an issue. The city will have to determine the most practical solution if dewatering is above and beyond the original scope due to environmental conditions. This could include a change order for additional cost of dewatering or delaying the project until environmental conditions improve.

Distribution staff has been busy checking valves along the 21st street project. Staff will be replacing or repairing several underground valves along the 21st street project. This work will be completed to help reduce the duration and extent of the shutoffs in the area during the project.

9) Parks and Recreation Department Update

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

10) Information Services Department Update

In 2018 the 911 center handled 49,726 routine calls, 5,534 911 calls and managed 17,916 calls for service. Dispatchers celebrated National Telecommunicators Week April 14-20th. I would like to extend sincere thank you to all the businesses and individuals in the community that went the extra mile to express their gratitude to these dedicated professionals. It was greatly appreciated.

Staff has begun the siting process for the tower at the safety center for the radio console upgrade project. We hope to find a location that will have a minimum impact on the existing site and little or no conflict with utilities and other underground infrastructure. If needed, the radio consultant is working on an alternative plan for locating antennas if a tower does not end up being feasible.

11) Monthly reports

Yankton Police Department monthly reports are included for your review. Minutes from the Airport Advisory Board 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