



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, June 10, 2019, 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) Police Department Update

We will be meeting with the Department of Corrections this week.

On Friday, we will be attending LET Graduation in Pierre. Officer Jackson is graduating from the academy.

We have all the materials for the sergeants test back and have forwarded on to the company that will be doing the grading. We hope to have them back in the next 2 weeks.

An arrest has been made on the theft of the skid loader from the water plant construction site.

We have identified the juveniles responsible for the damage to the splash pad and they have been interviewed. Charges are pending.

3) Human Resources Department Update

With the resignation of Guy Graff, Equipment Operator, we have been advertising internally to fill this position. Interviews have been conducted and the position will be filled by Garrett Carda who is currently a Sanitation /Truck Operator. This is a lateral transfer for Garrett and will be effective June 8. With Garrett's transfer, we will begin advertising internally to fill the Sanitation /Truck Operator position.

4) Community & Economic Development Department Update

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 and implementing weed control measures. Staff is also performing maintenance on landscaping adjacent to City Hall, The Center and the Yankton Community Library.

5) Library Update

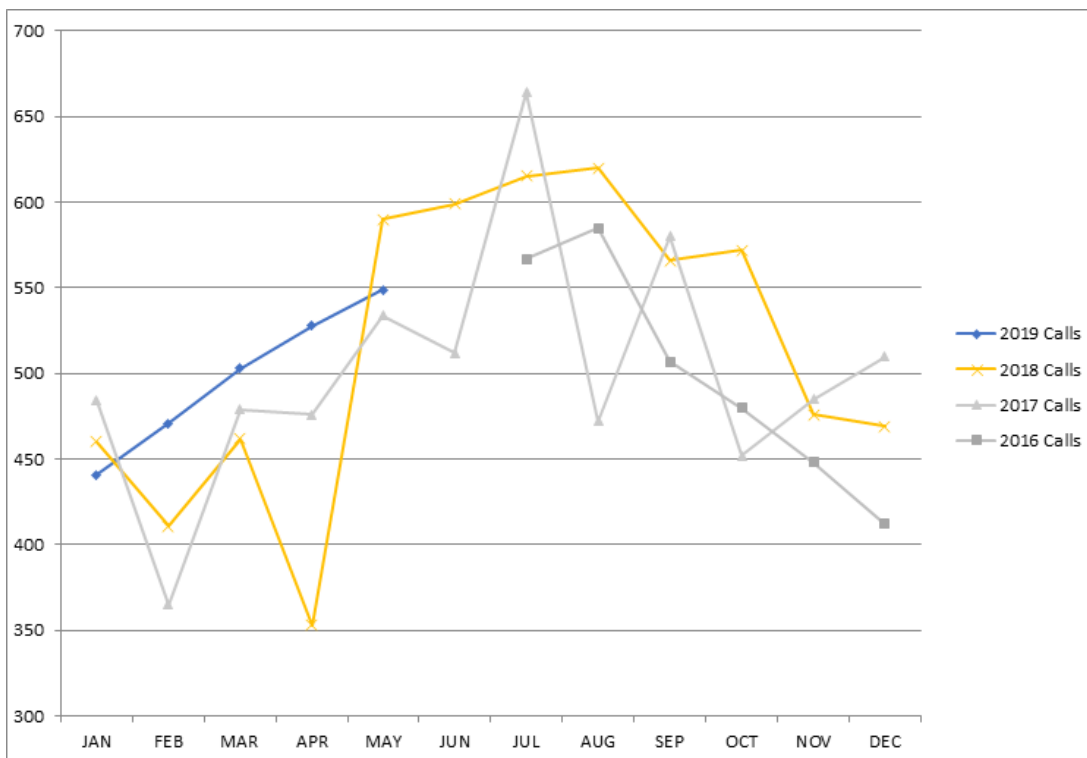
We are in full gear for our Summer Reading Programming. We currently have 75 events and activities on our calendar for June and July. We offer a variety of programs for all ages to help prevent summer slide, keep kids engaged and involved, and offer fun, informative and creative experience for little to no cost to participants. Our Friends of the Library help us to provide some of the programs by sponsoring events and helping to supplement our programming budget. We are grateful to the Friends and all the supporters in our community.

The seventh annual Cemetery Walk on June 4 sold out with 120 tickets sold. We are thankful to the Mead Cultural Education Center and all the individuals that help to make this event possible.

The library will be hosting author Kent Nerburn at the library on Saturday, June 15 at 2pm. His book, *Neither Wolf Nor Dog*, was selected as 2019's One Book South Dakota. We will be showing the movie based on this title on Monday, August 26 and hosting a follow-up book discussion with Jamie Sullivan in October. All of these events will be free of charge and will help promote state-wide discussion about this year's One Book South Dakota.

6) Information Services Department Update

911 call volume thru May 2019 is up 9.5% over 2018. The line graph below shows the call volume by month. The county will be installing a new phone system for the safety center in June. This will replace the legacy phone system that is shared by Police, Dispatch, Sheriff's Office, Jail and State's Attorney's office. It will be a complete system replacement to minimize downtime. Once the system is installed we will cut over to the new system at one time. Downtime should be minimal. We have received final construction drawings for the communications building at the west water tower. The building is a refurbished cellular communication prefabricated unit and will be moved in by crane onsite. The initial structural review of the jail mezzanine on the safety center appears to be favorable for locating the antennas for the 911 center on a ballasted antenna mount. Due to the number and arrangement of utilities east of the safety center, it was becoming increasingly difficult to locate a tower for the antennas. City staff will be meeting with County officials to secure final approval of the design prior to construction.



7) Public Works Department Update

Street Department crews are patching streets when the weather permits and are preparing to pave asphalt on Park Street and Westside Drive, north and south of 8th Street. Parking lot and street striping are in process as the weather allows.

The Street Department has been applying mosquito larvicide to areas with standing water. The larvicide application is good for 150 days and kills mosquito larvae. Some areas treated include the Fox Run ponds, the Transfer Station leachate ponds, Fantle Memorial Park saturated areas, and storm-drain outfall areas throughout the city. Staff will be meeting with the South Department of Health to place mosquito traps in an effort to monitor and report mosquito populations. The traps will help identify the types of mosquitos present in the community. The *Ae. Vexans* is especially noticeable in the spring, and is relatively harmless to humans-they are more of a nuisance than a threat. Once west Nile virus carrying mosquitos, *Cx. taralis*, are present in the traps, which is typically in July, the Street Department will begin mosquito fogging in the community. Public service announcements will be made before fogging operations take place.

The Yankton School District has contracted with Sealpros Inc. Asphalt Paving out of Harrisburg, South Dakota to mill and overlay the asphalt parking lots at the High School and Summit Activities Center. While the contractor was milling the lots, it was discovered the asphalt was in poorer condition than anticipated. Additional work will be needed to make the necessary repairs to complete the project. The City of Yankton has budgeted 40% of the project cost in a cost share agreement in the 2019 adopted budget. Public Works staff will be working with the School District staff and the contractor to determine what additional work will be necessary and how the City budget may need to be adjusted.

2018 Projects

A punch list of items to be corrected has been created for both the 8th Street and Walnut Street projects. Staff will be working with the contractors to complete these items and ultimately accept the projects.

26th Street from Douglas Avenue to Mulberry Street

The last mainline concrete paving phase was on June 4, which means the street should be back open to traffic around June 12. Minor items such as grading and seeding, landscaping and mailbox replacement still need to be done, but this work can happen with the street section open to traffic.

21st Street from Broadway Avenue to Douglas Avenue

As of June 4, water main has been installed from Broadway to Walnut Street. The contractor also has storm sewer and sanitary sewer work to complete before the new street base can be prepared.

Auld-Brokaw Trail – West City Limits Road and 31st Street

There has been concrete trail installed near the dog park. Storm pipe extensions and dirt work are taking place along West City Limits Road and 31st Street.

8) Fire Department Update

The burn ban has been lifted for Yankton County. Residents are advised to call 605-661-5210 before burning and exercise caution when burning. Rural roads are still soft and the Fire Department may be delayed or prevented from getting to any uncontrolled fires in your area.

The Fire Department wants to welcome Josh Wagner, Mike Kuchta and Brandon Kneifel to our ranks. These members will go through orientation, online training and 6 months on the job training before starting their South Dakota Certified Firefighter Course in January, 2020.

The Yankton Fire Department participated in the Touch-a-Truck event on June 8.

9) Finance Department Update

Finance personnel will be attending the annual SD Governmental Finance Officers' School held in Pierre on June 12 – 14, 2019.

10) Environmental Services Department Update

S.J. Louis added four new wells for dewatering along Marsh Road. The contractor is still working on final grading and preparing for seeding in the areas completed last year. The contractor only has two laborers onsite. The contractor does have all the equipment mobilized to the site to complete the job. City of Yankton has made it clear to the contractor we are disappointed in the current effort and it will be incorporated into the subsequent discussions regarding the assessment of liquidated damages.

Distribution staff has been busy with water shutoffs along 21st Street as the contractor continues to install water main. The contractor has installed water main from Broadway to Walnut Street.

John T. Jones continues to move forward with the water plant project. The new sewer lift station is installed and running. The underground contractor continues to work on piping in the Douglas Street intersection. The contractor is scheduled to replace concrete in the intersection in July. The contractor is also working on the outside entry landing area including the planter boxes. The contractor is scheduled to do plant start up in October with a final completion in the spring of 2020.

Wastewater Treatment staff continues to meet with HDR regarding both the primary effluent line replacement and the condition assessment. Staff is hoping to bid out the line replacement project this summer for a fall project. Current flows at the wastewater facility continue to be higher than normal. The plant is current running around 4 million gallons per day(mgd). Normal flows are around 2mgd. Staff would like remind citizens not to discharge sump pumps to the sanitary sewer.

11) Monthly reports

Building and Salary monthly reports are included for your review. Minutes from the Airport 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