



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, October 28, 2019, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Community and Economic Development Director Dave Mingo attended the South Dakota Planner's Conference in Brookings October 16th and 17th. Primary topics discussed at the event were storm water management strategies, housing and land use law cases from the past year. As you know, many in the state are experiencing extreme storm water management issues this year so much of the discussion was about ways to help mitigate the current situation and what if this weather trend continues. The housing topics focused on the consideration of density alternatives while the land use law case discussions primarily dealt with hearing processes and quasi-judicial proceedings.

The conference provides the opportunity for our staff to gain experience from hearing about how other communities are addressing issues and get continuing education credit to maintain certifications.

2) Police Department Update

Commander Foote attended the Community Relations Board Breakfast at FPC.

Chief Harris and Commander Foote attended the State of the Community luncheon.

Chief Harris, Cpl. Parker, Det. Erickson, and SRO Crissey will qualify with their duty issued firearms. This will finish out the qualification requirements for the state. This will be completed at the Vermillion Police Department's range.

Chief Harris and Sgt. Murguia are attending the International Association of Chief's Police conference in Chicago.

SRO Crissey is back on duty from his time off on paternity leave. SRO Crissey did a talk on vaping at the Yankton Middle School during conferences on October 21, 2019.

3) Parks and Recreation Department Update

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

4) Human Resources Department Update

The Yankton Medical Clinic assisted us this year with the convenience of on-site flu shots.

We are currently advertising for the following open positions: Deputy Finance Officer, deadline date November 12; and internal applications for Public Works Manager Assistant, deadline date November 1. We are also advertising for part-time Library Circulation Assistant at the Library.

Notification was received from the SD Department of Labor regarding the increase in SD state minimum wage to \$9.30/hr, which was previously \$9.10/hr. When we prepare to advertise for our summer seasonal positions, we will review our rates to see if any adjustments need to be made.

5) Library Update

This year, National Friends of the Library week was celebrated October 20-26. Our Friends of the Library group raises money through membership fees and book sales. The money raised is used to support the library throughout the year. Over the past year, the Friends have sponsored eight special performances or events, including four free performances during the summer reading program, a musical performance of the West African Kora and a genealogy presentation. Beyond that, the Friends help supplement the materials needed for the many activities offered during summer reading-we had over 75 programs in June and July! The Friends have also provided fun additions to the library like our puppet theatre and the new play kitchen set, as well as toys that are used for our weekly Stay and Play program. We are grateful to all of our Friends that help to support and enhance the services the library is able to offer our community!

6) Finance Department Update

This is the second year that the City has utilized the Purple Wave Online Auction service to sell seven large vehicle and equipment items this fall. The online government auction closed shortly after 10:00 a.m. on Tuesday, October 22, 2019. The results with the winning bid amounts are as follows:

2001 Dodge ½ Ton Pickup – \$300.00
2002 Chevy Silverado ¾ Ton Truck - \$3,600.00
2003 International Navistar 7400 Spreader Truck - \$7,200.00
2005 Chevrolet Silverado 1500 Pickup - \$2,000.00
2005 Chevrolet Impala - \$625.00
2005 Walking Floor Trailer – \$4,900.00
2002 Snogo MP3D Snow Blower - \$35,500.00

Purple Wave will send the City a check for \$54,125.00 within 15 business days from the close of the auction. Top bidders pay a 10% premium to Purple Wave so there is no direct cost to the City. We are very pleased with the results along with the professionalism and ease in working with Purple Wave. We recommend utilizing their services again in the future.

Please see the enclosed Monthly Finance Report and the 3rd Quarter Revenues and Expenditures Report.

7) Public Works Department Update

Street Department crews have been preparing for winter maintenance operations, grading alleys, and have begun crack filling on asphalt streets throughout the community.

The schools have completed the artwork on the snowplows for the annual Paint the Plow program. The hard work of the students will be showcased in the Holiday Festival of Lights Parade on December 5th.

Pearl Street--Levee St to 2nd St

The water main has been installed and is complete. The contractor has prepared the base for the installation of the remaining pavement, which is anticipated to take place the week of October 21.

8) Environmental Services Department Update

The wastewater treatment staff continues to work on potential fund sources for improvements at the wastewater facilities. Staff continues to meet with representatives for both FEMA and EDA. Staff is currently working with Planning and Development District III to complete the final EDA grant application.

Wastewater staff has completed the soil sampling for the land application for the biosolids. The samples were sent to a lab to be analyzed for nutrient levels. Once staff receives the results from the lab, staff will calculate the application rates. The rates will be based off the nutrient values and the required agronomic rate for a fertilizer application. The contractor is scheduled to begin application this week. The application process has been approved by the South Dakota Department of Environment and Natural Resources.

The water plant project startup is continuing to move forward. Currently the contractor is pumping raw water from the collector well through the sand filters. The chemical feed systems have been filled and are ready for startup. The plate settler is started up and running. The reverse osmosis membrane units have been pressure tested. Start up for the membranes is scheduled for November 4. A final startup date is scheduled for mid November.

9) Monthly reports

Salary and Joint Powers Solid Waste monthly reports are included for your review.

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