



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, December 9, 2019, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Yankton's Complete Count Committee (CCC) participated in training to help prepare them for upcoming outreach activities associated with the 2020 Census. As you may know, the CCC is made up of members of this year's Leadership Yankton class. They have volunteered to take on the CCC activities as their class project. City staff will be in attendance at their meetings and assist them with certain logistics and other administrative functions. Local Partnership Specialist, Jake Droge from the Census Bureau, guided the committee through an initial outline of what their program of work might look like. The Census Bureau gives local committees the ability to develop their own educational and outreach activities that are best suited to their specific community.

Mr. Droge emphasized the need for the committee to think about those populations in Yankton that are most difficult to count. The CCC initially identified eight different segments as most likely to be missed in the count and will plan activities to get the word out so they are not overlooked. On a national level, it has been documented that every person counted provides access to \$1,500 in federal funding for their community so it is extremely important that everyone gets counted. Federal funds are used for things like public transportation, infrastructure improvement projects, education, social programming and health and welfare programs, just to name a few. In the coming weeks, the CCC will fine tune their program of work and discuss the timing of their activities in preparation for the April, 2020 count.

2) Police Department Update

Chief Harris served at the banquet on November 19 on behalf of Optimist.

School Resource Officer Crissey, Corporal Parker and Chief Harris attended the "You Can Too" graduation of the 2nd & 4th grade classes at Stewart Elementary.

We are advertising for the police reserve program. Our home is to get 1-2 reserves working with our department and add to the force if the program is successful.

3) Human Resources Department Update

We have had some employment resignations the last couple of weeks. Jordan Groves, Equipment Operator; Cody Steiner, Sanitation/Truck Operator; and Mike Bouza, Sanitation/Truck Operator, have resigned. We are currently posting internal applications for the Equipment Operator position, and have externally advertised for the two Sanitation/Truck Operators.

We have also started advertising for the Police Reserve Officer. This is an unpaid position requiring completion of training hours within a year of hire before being commissioned as a Police Reserve Officer. After receiving this commission, there is a minimum requirement of hours of duty time each year to maintain this commission. Applications close on December 16.

4) Library Update

We have begun our 2nd annual Winter Reading program as of December 1. Participants of all ages are encouraged to participate and can register for the program on Beanstack (a link can be found on our website). Younger children will log minutes read while teens and adults will be logging books completed. All participants will earn stickers to add to a mosaic picture at the library. Our goal is to complete the mosaic by February 29. There will also be a chance to win some fun prizes along with the way. The program will conclude with a Cocoa and Cookies party on Sunday, March 1. The goal is to continue to encourage reading throughout the year and to **Brighten your Winter with a Book!**

The prices for County cards will be increasing to \$20 per household on January 1, 2020. We are working on getting the word out there to let people know of the change.

5) Parks and Recreation Department Update

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

6) Public Works Department Update

The Street Department crews continue to clean up streets and parking lots as well as make repairs to equipment after the recent snowfall event.

The City of Yankton would like to remind residents that wrapping paper, holiday cards, Styrofoam, packing peanuts cannot be placed in the recycle cart for pickup. Wrapping paper and cards most often have glitter or other decorative objects that are not recyclable. If any of these items are with your recycling, they will not be picked up. The above items need to be placed in your regular garbage. The City of Yankton thanks the residents for their cooperation.

The City of Yankton will have a one-time pickup of Christmas trees on Monday, January 6, 2020. The City is asking Yankton residents to place Christmas trees by the **front curb no later than 7:00 A.M.** on Monday, January 6, 2020, as there will be **no** Christmas tree pick up in alleys. In addition, there will be a Christmas tree drop-off point for Yankton residents at the after-hours yard waste location at the east gate of the Transfer Station. Christmas trees can also be taken to the Yankton Transfer Station during regular business hours of Monday through Saturday from 8:00 A.M. to 3:45 P.M.

Pearl Street Water

Acceptance for this project is on this commission meeting agenda.

The Huether Family Aquatics Center

Work on The Huether Family Aquatics Center started the week of December 2nd. Closing the parking lot and the installation of the construction fencing are the beginning phases of the project. Once the fence is in place, demolition of the existing facility will begin.

Marne Creek – Bank Stabilization

Crews have been working diligently on the Marne Creek Bank Stabilization project. The water main has been bored under the creek south of 4th Street. Riprap is being installed as the regrading along the banks is completed. If the contractor is able to maintain the current pace, the project should be substantially completed by the deadline date of April 2020.

7) Finance Department Update

Finance is making preparations for fiscal year-end activities. New insurance rates such as health, life and dental that take effect January 1st have been updated in our payroll software since December deductions pay for January premiums. Staff also participated in the SD Secretary of State’s municipal election training webinar on December 5th in preparation for 2020 elections.

8) Information Services Department Update

The 911 center will be connecting to the new statewide 911 system the week of December 9th. This system will replace the previous network for the entire state. The timeline for the entire project includes transitioning the entire state to the new system by Q1 2020. 911 call volume continues to run ahead of 2018.



9) Environmental Services Department Update

The contractor continues to move forward with the Water Treatment Plant. The Reverse Osmosis membranes are operating. Staff is in the process of doing final tests on the chlorine contact basins. Once those tests have been completed, staff can begin sending water to the distribution system. Staff is scheduled to begin operating the new plant the week of December 9. The system integration will not be complete so the plant will only be running during the day when staffed. The contractor is also finishing up smaller items within the plant. The landscapers are completing the pavers and some of the other landscaping as weather allows. The water plant staff is scheduled to move into the offices on December 16. Distribution staff will wait to move in until spring when the garage area is complete.

The contractor has completed the 12-inch water line under Marne Creek near the Chamber of Commerce. Staff is hoping this will improve the distribution system pressures and water quality in the area.

10) Monthly reports

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