



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, February 24, 2020, 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) Fire Department Update

The Yankton Fire Department participated in the 4th annual Battle of the Badges event on Sunday, February 9. This event included two basketball games, a free throw contest and fundraising games. The first game between local business people and state and federal law enforcement personnel ended in a tie game. The free throw contest was won by local business owner Jeff Dayhuff. The feature event was a basketball game between the Yankton Police Department and a joint team of the Yankton Fire Department and Yankton County EMS. Fire and EMS is proud to take the 2020 trophy home for a second year in a row, making the series a tie at 2 and 2. This is a great fundraising event benefitting the Avera Cancer Institute and Special Olympics. It was very well attended by the public.

3) Human Resources Department Update

On February 12 and 13, the City hosted the annual Mine Safety Health Act (MSHA) safety training classes for street, public works, and highway departments at Fire Station #2. This training is coordinated with Safety Benefits Inc. We had employees from the Parks & Recreation, Public Works, and Water/Wastewater departments attending. Employees involved in mining operation, including employees working at gravel pits, are required to comply with MSHA's training requirements as well as refresher training on other safety topics. On February 12, we had 18 employees attend and on February 13, we had 11 employees attending. These training sessions were also offered to communities in the surrounding area.

4) Environmental Services Department Update

The distribution and collection staff has started moving out of the 1929 facility. Staff completed some concrete pads and began moving shelving units to the new garage area. Staff will continue to move equipment and supplies as the contractor continues to complete areas of the garage. It will be several months until the contractor has completed the garage area.

Staff completed training on confined spaces. This including updating our portable gas detector standard operating procedures. Staff also watched a video on confined spaces and updated our confined space entry permit. The wastewater treatment staff also updated the lab safety manual.

Staff has also been working on updating our emergency contact list. This list includes contacts for utility providers, contractors, and emergency services.

Staff has been conducting interviews for several positions open within the water and wastewater department.

5) Finance Department Update

The deadline for filing nominating petitions for the three City Commission vacancies is Friday, February 28 at 5:00 p.m. As of Tuesday, February 18, two individuals – Stephanie Moser and Timothy (Sean) Wamble have filed their nominating petitions for the office of City Commissioner.

The City of Yankton has completed setting up an account through Payment Service Network (PSN) designated to receive donations. This will allow the capability to have a “Donate” button on our website and adequately track charitable contributions. The direct online access link is <https://www.paymentservicenetwork.com/PaymentPage.aspx?acc=RT26247>.

During the winter months, residential utility customers often ask how their sewer rate is calculated. The residential rate is based on an average of their water consumption during the months of December, January and February as billed in January, February and March of each year. This sets their maximum rate for the coming year. Residential sewer rates are adjusted annually and are reflected in the April utility billing.

Please see the enclosed Monthly Finance Report for January.

6) Library Update

The Parks Department is helping us to rebuild and replace the story boards that were lost last summer to vandalism. We are happy to be making progress to be able to again host the Story Walk at the Meridian Bridge this coming spring/summer. We are also working on ideas to make the boards more secure while still being cost-effective.

The library is partnering with Ben’s/The Copper Room for another trivia night on Thursday, March 5. The theme? Downton Abbey! Our Harry Potter Trivia at Ben’s in October was a great success and we look forward to working with their crew again. We are always appreciative of the partnerships we have in the community!

7) Police Department Update

On February 5, 2020, Chief Harris and Commander Todd Brandt attended the annual Coordinated Response Exercise training, sponsored by the South Dakota Pipeline Association in Vermillion, SD. The training is related to responding to pipeline emergencies.

On February 13, 2020, Commander Todd Brandt attended a retirement event in Ft. Pierre, SD for Jon Bierne. Mr. Bierne was the Director for the State of South Dakota Forensic Lab and a former Special Agent with the Division of Criminal Investigation.

8) Public Works Department Update

Street Department crews have been monitoring street and alley conditions with the mild temperatures. Crews also continue winter maintenance on the facilities and equipment.

The Huether Family Aquatics Center and Marne Creek Bank Stabilization

These two projects are essentially at a standstill until the weather is more conducive to construction activities.

5th Street from Green Street to Broadway Avenue

The bid opening for this project is scheduled for February 27th.

12th Street and Pine Street Reconstruction

City staff met with Yankton Federal Prison personnel to discuss sidewalk and access locations for the Yankton campus. We were able to devise a plan to improve access to some of their facilities, which in turn will help alleviate issues with sidewalk design.

Riverside Drive

The bid opening for this project is scheduled for March 12th.

Yankton Citywide Cleanup is scheduled to begin curbside pickup April 6, 2020. Placing items curbside before March 28th is not permitted. Items placed curbside before March 28th 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 March 21st through April 18th 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.

9) Community & Economic Department Update

The City of Yankton is reaching out to identified property owners along Marne Creek who might have had flood damaged homes, or who are at risk of flood damage, to determine if their property is eligible for acquisition by the city through the use of the Flood Hazard Mitigation Grant Program. The competitive grant program is designed to help local governments offset the cost of purchasing homes at risk of repeated damage from flooding. To be eligible the property must include an occupied structure that is located in a Special Flood Hazard Zone, which is also sometimes called the 100 Year Flood Zone. Homes must be located in the higher risk zone and the property owner must be willing to sell property at an independently appraised value. Staff has identified several potential properties and is working to make contact with the owners. If an owner thinks their property might be a candidate and they are willing to consider selling their property they can reach the Community and Economic Development Department at 605-668-5251.

10) Monthly reports

Joint Powers Solid Waste, Building and Yankton Police Department 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