



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 9, 2020, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

With the 2020 building season getting underway, Community and Economic Development Department staff is initiating a contractor and homeowner outreach and education effort. We see this as an opportunity to raise the profile of our department in the builder community while helping to make permitting and inspections a more seamless part of the building process.

Our goal is to inform contractors and the public of our submittal requirements and to assure them that our inspections are intended to serve the best interests of both contractors and homeowners. We will also field building code questions and offer information on the plan review process and applicable city ordinances. In addition, we have produced an informational brochure that will be available at area builder-oriented retailers as well as local realtors.

Our first outreach event, a breakfast we are sponsoring on March 4th at Mead Lumber, is geared primarily to contractors. The evenings of March 18-19 we will be part of Menards 'Pro Connection' event which aims to connect homeowners with contractors.

2) Parks and Recreation Department Update

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

3) Human Resources Department Update

We have filled the Water Plant Supervisor position. Jonah Rothermel was promoted to this position, effective February 29, 2020. Jonah has been with the City since May 6, 2019, as a Water Plant Operations Specialist.

4) Police Department Update

Chief Harris, Sergeant Bruening and Sergeant Schindler attended the ICS 300 course from February 18-20 that was held at the Emergency Management building.

The Chief and Commanders attended the State of the Community Luncheon on February 25.

Commander Brandt, Corporal Parker, City Manager Leon and City Attorney DenHerder met with Heartland Humane Society to discuss the current contract between HHS and the City of Yankton.

Chief Harris attended the Emergency Managements county wide full scale exercise on the February 27.

5) Finance Department Update

The five candidates running for the three open commission seats in the April 14 municipal election will be on the ballot in the following order: Timothy (Sean) Wamble, Ben Brunick, Stephanie Moser, Tony Maibaum, and Bruce T Viau. The Yankton School District will not be conducting an election with the City this year as the incumbent Frani Kieffer has run unopposed for the open seat on the school board.

Absentee voting will be available starting Monday, March 30 in the City Finance Office. March 30 is also the deadline for voter registration in order to participate in this year's municipal election.

6) Public Works Department Update

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.

Street Department crews have been monitoring street and alley conditions with the mild temperatures and filling potholes where needed. Street sweeping has begun and will continue as the weather allows.

The Huether Family Aquatics Center:

With the weather cooperating, progress continues on the project. The contractor has started stripping topsoil, on the site. With the future forecast of above average temperatures, they will continue to work on items, for which the conditions allow.

5th Street from Green Street to Broadway Avenue:

A recommendation for bid award is included in this packet.

12th Street and Pine Street Reconstruction:

Both the federal prison and the Yankton School District were agreeable to the proposed changes that would permanently impact the way they would access their properties off of 12th Street and Pine Street. City staff will now finalize the design and prepare construction plans and specifications.

Riverside Drive:

The bid opening is scheduled for March 12th.

7) Environmental Services Department Update

Staff has been busy interviewing for several open positions in the distribution/collection and water treatment departments. Currently the department has 2 openings and a third position scheduled to be open in June due to a retirement.

Staff met with a representative from the United States Department of Agriculture (USDA) Rural Development Program. The USDA recently changed some of the eligibility requirements for the Water & Waste Disposal Loan Guarantee Program. The past eligibility requirements required a population of

less than 10,000. The new requirement requires a population of less than 50,000. This change opens another option for the City of Yankton to potentially fund water, wastewater, storm water, and solid waste projects.

The wastewater treatment plant staff are currently repairing another sludge heater failure. The failure is estimated to cost \$1,500.00 in parts and require approximately 15-20 hours of staff labor. Staff continues to have ongoing issues with the sludge heaters. Staff is working to document equipment failures and continues to work with HDR to complete the condition assessment.

8) Library Update

Over the last several months, the library has provided Explore activities once a month. These activities cover a variety of topics and themes but are meant to be introductory for anyone that is interested in trying something new or just interacting with others. In January, we had guest Angie O'Connor, Director of Community Wellness and Director of Avera Wellness Center for Explore Exercise to talk about the importance of stretching and exercise. Participants have had the opportunity to learn a new dance, create unique crafts and learn how to care for their own succulents with several additional exciting topics to come. Though these events are open to anyone that wants to participate, we reach out to the staff at Ability Building Services each time we do these events as well with a special invitation for their clients. Each month we enjoy trying new things and meeting new people and it has been great to see people helping one another and having a good time. On Monday, March 9 we will be offering an Explore: Music class and welcoming Dr. Debbie Reeves from the National Music Museum who will be doing a presentation on a percussion instrument called the Javanese gamelan. We love being able to present a variety of free programs for people in our community to learn and socialize.

9) Information Services Update

Our new UAV has shipped. We hope to receive it in the upcoming weeks. This device is consumer grade and is similar to what was used to capture the post flooding aerial imagery last year. We are excited to put this new tool to work and provide better information to guide local decisions, responses and help create content to promote the City.

10) Monthly reports

Building and Salary 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