



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Tuesday, May 26, 2020, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Police Department Update

The Police Department and Fire Chief Kurtenbach assisted the Yankton High School Senior Parents with a Graduation Parade on Saturday May 16, 2020.

J and H Cleaning is deep cleaning the police station and dispatch weekly. He is refusing payment indicating this is a way for him to help the community.

First interviews for police applicants were conducted Friday. Final interviews are scheduled this week.

Presented an award to Sgt. Bruening from the SD Police and Sheriff's Association. Sgt Bruening was selected as Officer of the year for leading the team in implementing the "You can Too" program in the elementary schools. This award is usually presented at the Chief's and Sheriff's Conference but due to the pandemic it was cancelled and the award was presented locally.

2) Finance Department Update

Election Day is Tuesday June 2, 2020 at City Hall and North Fire Station #2 from 7 a.m. to 7 p.m. This fills three of the nine City Commission seats and will be held in conjunction with the Primary Election. Absentee voting began April 17th at the Yankton County Government Center. Citizens are encouraged to absentee vote by mail. For more information and to view a sample ballot visit:

<http://www.cityofyankton.org/departments-services/city-commission/city-election>.

Please see the enclosed Finance Monthly Report for April.

3) Community & Economic Department Update

The large air conditioning Roof Top Unit (RTU) at The Center is scheduled to be replaced on June 8th. You may remember that this necessary replacement was a substantial part of the discussion last year at budget time. This expense is shared with Yankton County and thus part of their budgeting process also. The good news is that the quote for the replacement RTU came in several thousand dollars less than the \$30,000 estimate that was used for budgeting purposes. Any cost reductions from the budgeted amount will mean a proportionally reduced level of financial responsibility for each entity funding the project.

As you know, the East Highway 50 Improvement project was substantially completed two years ago. However, work has continued to close out the administrative portion of the cost share of the project with the State of South Dakota. There were several key property acquisition expenses that have taken a substantial amount of time to resolve with the property owners. While those issues did not slow down

the physical construction of the project, they did delay our ability to draw down contributing funds from the state. We are happy to report that two of the three issues have been resolved and we are hopeful that the third is taken care of in the next couple of months allowing us to complete the administrative closeout of the project.

4) Public Works Department Update

Street Department crews have been patching asphalt streets and alleys at various locations throughout the city, including the utility cuts on Douglas Ave. near the Huether Family Aquatics Center.

The Huether Family Aquatics Center

Underground piping, for the plumbing, and conduit, for the electrical, are now being installed in the bathhouse.



A layer of crushed rock is being placed in the lazy river area. This is on top of the sand that has already been installed. All of this is in preparation of the concrete placement.



It will not be long before structures begin taking shape.

5th Street from Green Street to Broadway Avenue

The mainline paving is complete. There are only small miscellaneous portions of sidewalk that need to be installed.

Grading is being finalized. The seeding company is schedule for May 21st. A closeout and acceptance should be on one of the next commission meeting agendas.

12th Street and Pine Street Reconstruction

A memorandum for bid acceptance is included in this meetings packet. D&G Concrete, the low bidder, has already indicated that they would like to start in early June, if awarded the contract.

5) Human Resources Department Update

We have currently accepting applications for Transfer Station Attendant, Communication Dispatcher, and Water Plant Operations Specialist. Current openings are listed on our City website under employment opportunities. Applicants can find apply through the website.

We are saying happy retirement to two of employees, Joan Lammers from our Finance Office is retiring after serving the City for the past 29 years. Dan Mason from our Water Operations has provided the City with 24 years of service. We wish them both good luck as they move to their next chapter in their lives.

6) Information Services Department Update

The new police radio site is up and we have started testing it. Programming of the radios is about 50% complete. The next major steps for the project will be moving the radios from the water tower to the new communications building, moving radios from the crow's nest to the mechanical room and installation of the new radio console control system in dispatch.

7) Fire Department Update

The Yankton Fire Department has been assisting with the weekly food distribution sponsored by Feeding South Dakota and the Yankton United Way. Recently YFD has been honored with the United Way's volunteer of the month award for their efforts. Congratulations to all that have assisted with the food drive.

Firefighter Andy Haas has submitted his resignation from YFD effective June 18. Andy has accepted a promotion and will be relocating. Thank you to Andy to his service to the Yankton community.

YFD will begin to do some hands-on training in small groups following CDC guidelines. You may see these groups working at various locations around Yankton. Meetings and larger group trainings will continue to be held virtually.

8) Parks and Recreation Department Update

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

9) Library Update

Though it will look a little different than past years, the Yankton Community Library is busy gearing up for our annual Summer Reading Program. This year's theme is *Imagine Your Story*. Many of us would have never imagined these strange times and new challenges we are currently facing. But the library is still here for the community-offering support, positivity and reading materials and movies to allow for a little escape from reality. Registration for our Summer Reading Program is now open at <http://cityofyankton.beanstack.org>. Beanstack is a digital platform where participants can track their reading and complete activities and challenges along with way. All ages are encouraged to register and take part in the program! Some of our performers that were scheduled to visit the library this summer have agreed to offer digital performances that will be available for free on our Facebook page and

website. Watch for a show from Big Bang Bubbles on June 1! We are also gearing up to offer virtual story times, a bad art competition, weekly challenges and more!

Right now, our doors are closed to the public, but our staff have been reporting to work each day. We are taking on extra cleaning and painting projects, updating procedures, answering patron inquiries by phone, email and Facebook, and taking extra precautions in handling returned items. Additionally, the library has been offering curbside pick up over the last several weeks. Right now, we are averaging 40-50 curbside pick ups per day! We continue to work on our plans to reopen the library when we are able to do so safely. We miss our patrons and our daily routines at the library, but it has been great to find new ways to fulfill our mission and support our community!

10) Environmental Services Department Update

Distribution staff repaired a water main on 8th street. The distribution/collection staff has moved into the offices in the new water plant. Staff will continue to work on the process of completely moving out of the 1929 facility.

Replacement check valves have been delivered for the water plant project. The current check valves were not operating under low pressures. The contractor will be installing the new check valves. The replacement will allow the staff to operate and utilize automation as designed.

11) Monthly reports

Yankton Police Department 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 Tuesday, please inform my office.

Sincerely,

Amy Leon
City Manager