



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 50, NUMBER 23

Commission Information Memorandum

The Yankton City Commission meeting on Monday, December 14, 2015, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Police Department Update

The Yankton Police Department has been meeting with Yankton School District Administration throughout the year regarding school security plans and overall safety within its facilities. In light of recent events, we will continue to work with Dr. Kindle and his staff to take any appropriate action that will enhance the safety of Yankton School District facilities.

Yankton Police Department participated in Kids, Cops, and Christmas on Saturday, December 12. Officer Jeremy Olson led the effort which helped many kids purchase gifts for family members. This program was made possible through donations from generous businesses in our community.

Yankton Police Department will be attending the NFAA Toys for Kids Shoot December 12. This will be the first year that the department has participated with NFAA in this program. Toys will be disbursed on Christmas morning.

Yankton Police Department will be hosting our traditional pot luck luncheon Friday, December 18, for local law enforcement and courthouse employees. Our retirees will also be invited to the informal gathering here in the training room.

Human Resources has informed us that 14 candidates have submitted applications for dispatcher. We have started that process and hope to have it completed by the end of the year.

We continue to gather applications for our Citizens Academy 2016. This is an excellent opportunity to learn about all the functions and roles police officers hold. We include a tour of the jail and dispatch, along with demonstrations of equipment we use. In the past we've had City Commissioners attend. Please visit with City Manager Nelson if you are interested in participating. It is a great way to learn more about our department and the policing issues in our community.

We have two officers at Law Enforcement Training in Pierre who will graduate February 26, 2016.

2) Fire Department

New Ladder 1 was placed into service on Monday, November 30. Fire Department personnel spent the past 3 weeks training on the apparatus in order to put the truck into service. This state-of-the-art apparatus will serve Yankton and the surrounding area for years to come. The Huron Fire Department

took possession of the old truck on December 2. If you wish to see the new truck, please feel free to contact Chief Kurtenbach.

3) Community Development Update

We were very pleased to hear that the South Dakota Housing Development Authority (SDHDA) Board approved funding for the rehabilitation of the Evergreen Apartments located at 1006 Whiting Drive. You may remember that the City Commission approved a resolution of support for Costello Development's assistance request to the SDHDA a couple of meetings ago. The new name for the apartment complex will be the "Whiting Court Apartments." The City's non-financial support of these types of private projects represents another way that we can help with the housing situation here in Yankton. The project will begin in early 2016.

November was a very good month for the issuance of housing permits and it helped us reach a milestone in the City of Yankton. Year to date, we have issued permits for 115 new housing units. That number is an all-time record. The previous high was in 2007 with 98 housing unit permits issued during that year.

4) Human Resources

We are currently advertising for the Events and Promotions Coordinator position in the Parks and Recreation Department. The closing date for those applications is December 18.

We will be having a retirement reception for Kevin Kuhl for his retirement after 25 years of service. The reception is scheduled for Wednesday, December 30 from 2:00 – 4:00 p.m. in the training room at Fire Station No. 2. Please join us in wishing Kevin a happy retirement.

5) Information Services

Follow @cityofyankton on twitter to receive information about upcoming events and news.

6) Parks and Recreation Department Update

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

7) Public Services Department Update

The 2016 Grant Pre-Application for Phase 2 – Design Apron Expansion, remove one hangar and relocate two hangars, has been signed and a copy has been sent to South Dakota Department of Transportation and to the Federal Aviation Administration.

Snow removal at the airport has been ongoing. Runways and taxiways have been kept clear to allow business travel and recreational flying to continue without any delays.

Work is ongoing on the current Spady Hangar construction project.

With an increased interest in hangar space for type 2 aircraft (business size airplanes), the Airport Board will be addressing taxiway expansion to accommodate hangar expansion adjacent to the recently completed Douglas Avenue.

A flight school has returned to the airport. Anyone interested in flight lessons can contact the airport for more information.

Public Works is installing a storm sewer culvert on West City Limits Road and on the site north of 33rd Street between Broadway Avenue and Douglas Avenue.

Street department staff have been filling potholes created by the freeze/thaw conditions.

Street department staff have been performing maintenance on snow removal equipment after the recent plowing events.

Once action is taken on the items presented for this commission meeting agenda, the lone remaining project to finalize, for 2015, is the Westbrook Estates development. During their inspection, the engineer, Eisenbraun & Associates, discovered areas of asphalt paving that were determined inadequate. These areas will need to be addressed prior to the acceptance of the development.

Work continues on the design for next year's projects. Johnson Engineering has submitted a 90% complete plan set for review, for the 15th Street project. City staff has completed a 90% plan set for the Douglas Avenue project. Both have been sent to the South Dakota Department of Environment & Natural Resources for comments and are on schedule for a January bid letting.

A petition for an alley paving assessment project has been received. It is located between Walnut Street and Douglas Avenue, from 7th Street to 8th Street. Staff will review the numbers and present it to the commission if it is determined that they meet the requirements

8) Library Update

Enclosed in your packet is an update on the various activities in the Library.

9) Finance Department Update

Utility rate increases have taken effect December 1. Notice of the rate changes are being sent out with utility bills on December 18 along with the 2016 recycling calendar.

10) Environmental Services Department

The raw water line project continues to move forward. The concrete work is complete and Levee Street is open. Feimer Construction is working on the last section of main east of Marne Creek.

Welfl Construction continues to work on the Collector Well. They will be building a temporary structure onsite so they can work through the winter. The final completion of the project will be in the spring.

Distribution staff has been working on several water main breaks. The service line to the 1929 plant failed and may need to be replaced. Staff has replaced a small section of pipe and is looking into cost to completely replace the service line.

Staff has also been taking advantage of the nice weather to jet and clean sewer with the new truck.

11) Monthly reports

Salary and Building monthly reports are included for your review. Minutes from the Golf Advisory Board and Park Advisory Board are also 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 Nelson
City Manager