



**OFFICE OF THE CITY MANAGER**

[www.cityofyankton.org](http://www.cityofyankton.org)

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**Commission Information Memorandum**

The Yankton City Commission meeting on Monday, July 13, 2020, will begin at 7:00 pm.

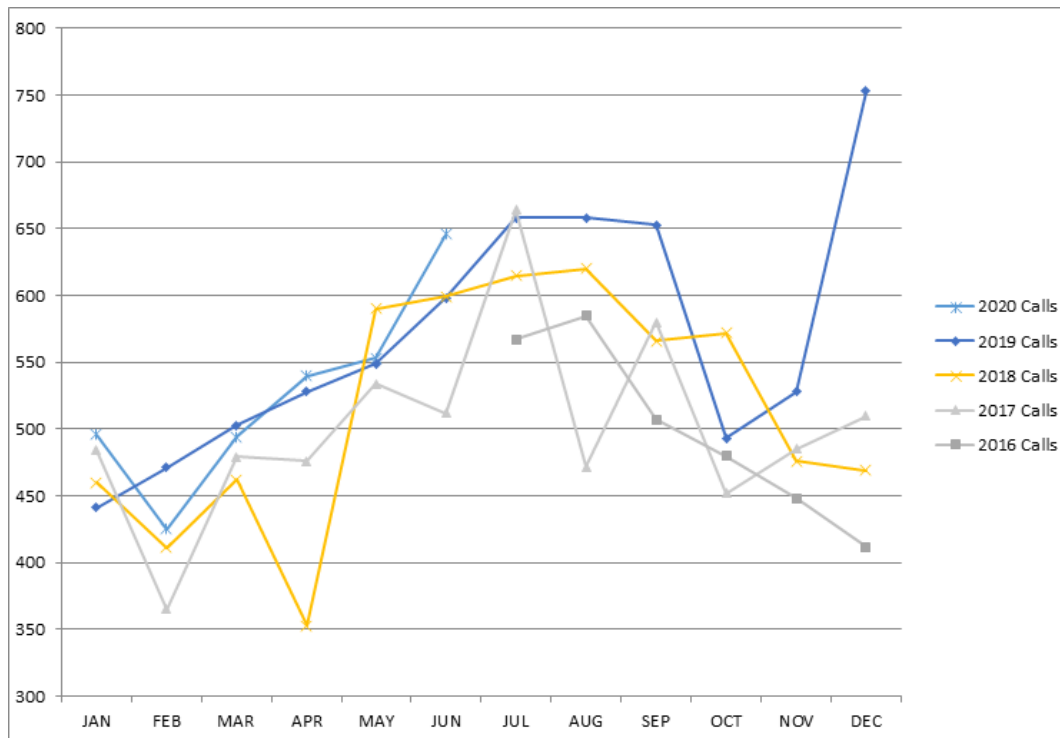
**Non-Agenda Items of Interest**

**1) Parks and Recreation Department Update**

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

**2) Information Services Update**

911 Call thru June are up 2% over 2019. The new police radio site and the new dispatch radio consoles are fully operational now. The radio contractor has reached the 80% milestone for project completion and a preliminary inspection has been completed on the work. The building contractor is working to complete the final electrical work on the newly installed communications building at the west water tower site and the project should be wrapping up this summer.



**3) Police Department Update**

New officer Cameron Voigt started training this week. He is tentatively scheduled to attend LET in November if there is a vacancy.

Officer Bender finished training at LET in Pierre and will be in a patrol starting this week.

We are in the process of finalizing the SRO contract. There are still a few steps to complete including approval by the Yankton School District and the City Commission. It is anticipated that both of these actions will be taking care of in July.

Police Department personnel still participate with Covid-19 Task Force Meetings twice a week.

We have established monthly meetings with the State's Attorney. Meetings will be useful in tracking status of our cases as well as keeping an ongoing dialogue between the two entities.

Connecting Cultures is working on creating a meeting schedule, which Chief Harris will attend via zoom.

#### **4) Library Update**

The library currently has 283 participants registered for our Summer Reading Program which goes through the end of July. Highlights in June including weekly craft projects, brick building challenges, story times, show & tell, and various other challenges and programs for children and teens. The adults were able to participate in a Bad Art Contest, a virtual book club and some online trivia. There is more fun to come in the month of July with online performances by Jeff Quinn the Magician and the Great Plains Zoo. There is also the opportunity for adults to participate in a writing contest and to watch a program on how to make your own natural cleaners.

The staff at the library have been extremely flexible in finding new ways to reach and assist our patrons. In addition to all of the virtual programming, the library had 1,013 curbside pick-ups in June and began offering appointments for computer usage as well as browsing. The library extended its limited hours to include Saturdays from 8am to 12pm to offer more accessibility to those that were not able to get here during the week. We have offered temporary cards and extended expired cards over the phone so library service was not interrupted. Staff and patrons have been mindful and considerate about taking steps to keep each other safe and healthy. The library continues to support our community by offering reading materials, DVD's, technology access, fun activities and friendly customer service to help people through these trying times.

#### **5) Public Works Department Update**

Street Department crews have been chip sealing streets and alleys at various locations throughout the city. Crews have also been clearing streets and storm drains of debris from the recent summer storm events. The transfer station remains busy with a lot of contractor construction debris and residential household debris coming into the facility for disposal.

The City recently applied for Federal Bridge Replacement Funding with the South Dakota Department of Transportation for the replacement of the Cedar Street Bridge. The City was notified that it was unsuccessful and was not awarded any funds for the project through that program. However, there is still opportunity to apply for Bridge Improvement Grant (BIG) funding through the South Dakota Department of Transportation later this year.

#### **The Huether Family Aquatics Center**

Feimer Construction has started digging the hole for the competition pool. This should take some time, as they need to go approximately 13' deep on the north end of the pool.

The masons have started laying block for the concession building.

The concrete bottom of the lazy river is scheduled to be poured on July 8<sup>th</sup>. All of the forms are in place and the contractor is finalizing the rebar placement.

### **Riverside Drive from Green Street to Broadway Avenue**

Slowey Construction has notified the city that they will start this reconstruction project, the week of July 6<sup>th</sup>.

### **12<sup>th</sup> Street and Pine Street Reconstruction**

Phase I of the project is just about 80% complete. The contractor should be ready for the Street Department to pave this portion in the next week or two.

All of the storm sewer installation should be completed the week of July 13<sup>th</sup>.

Base course has been placed on Pine Street from 10<sup>th</sup> Street to 12<sup>th</sup> Street. Curb and gutter installation should be coming in the near future.

### **6) Community & Economic Department Update**

Through the first six months of a highly challenging year the building permit valuations for 2020 in the City are strong at \$14,256,179.50. Projects of note include the Mount Marty Residence hall (\$4.2 million), Cimpl's boiler addition (\$1.1 million) and remodels at Horizon Clinic (\$2.2 million), Yankton Medical Clinic (\$1 million), Walmart (\$900,000) and the new Dairy Queen location (\$675,000). In comparison, the first six months of 2019 had a valuation of \$22.5 million which was very high and included the \$11.1 million Mount Marty Fieldhouse. 2020's numbers are aligning quite closely with those of 2018 which was also a good year.

Single-family home starts through June stand at 13 for a total valuation of nearly \$1.8 million. We have also issued permits for three duplexes valued at \$680,815. As we head into the second half of the year the Community and Economic Development Department anticipates issuing permits for the first of three planned phases of townhomes on West 25th Street and a new office/shop facility east of Menards.

Along with ordinance and building code compliance reviews during the design phase of these projects, staff is on-site multiple times during construction for foundation and framing inspections and to review storm water management practices. Staff also conducts a final inspection prior to occupancy of the structures.

### **7) Human Resources Department Update**

The City would like to welcome Tanner Termansen, Utilities Maintenance Worker; Cameron Voigt, Police Officer; Corey Pospisil, Human Resources and Employee Engagement Director; and Shane Bush, Water Plant Operations Specialist as they start their careers with the City of Yankton.

### **8) Finance Department Update**

On June 22, 2020, South Dakota Governor Noem created the Local Government COVID Recovery Fund (CRF) allocating \$200 million to city and county governments from the State of South Dakota's overall federal Coronavirus Aid, Relief, and Economic Security (CARES) allocation. The City of Yankton's allocation is \$3,320,375 based off a population of 14,687 city residents. These CRF dollars will reimburse for COVID-related expenses that are incurred during the period that begins on March 1, 2020 and ends on December 30, 2020. The Finance Office is working with Planning District III and tracking expenses to be reimbursed. To register for expense reimbursements through the State's CRF Portal, the city must pass a resolution, execute a reimbursement agreement, and provide a risk assessment questionnaire.

The Finance Office is improving utility customer engagement through additional online capabilities. For example, the form for *Authorization Agreement for Direct Payments* is now a fillable form that can be electronically submitted. It is free to sign up and the form may be found at <http://www.cityofyankton.org/departments-services/finance-office/utility-payment/direct-payments>. Another pending online form is allowing a resident to connect and disconnect utility services.

### **9) Environmental Services Department**

The new water plant continues to run in auto. The plant is still experiencing some minor issues with sequencing during startups. Staff continues to work with the contractor to resolve startup and automation issues. Staff continues to work with HDR on updating the punch list items.

Staff is working with South Dakota Department of Environment and Natural Resources to reclassify our source water as ground water. Currently our water source is classified as surface water based on our past use of river intakes. The new wells will allow us to be classified as ground water potentially under the influence of surface water. This will in the long term reduce the amount of required testing and reporting. Staff will be required to do some additional testing based on a new plant start up.

Staff has received the last quarters Trihalomethanes (THM) results. Results were extremely low and help facilitate the reclassification to ground water. The combination of ground water reducing the number of total organics in the raw water and the reverse osmosis membrane treatment removing any remaining organics reduced the final THM numbers. The last quarter THM results at 4 sites ranged from 8 to 38 parts. These results reduced our 4-quarter running average below the maximum level of 80 parts. Trihalomethanes are a byproduct of the chlorine disinfection reacting with organics in the water.

### **10) Fire Department Update**

The Yankton Fire Department had an eventful 4<sup>th</sup> of July weekend responding to several grass fire calls and accidents.

Members of YFD met for the first time since March, 2020 in small groups for in-person hands-on training. Members met while following CDC guidelines and in groups of no more than 10 in various areas throughout the community to sharpen their skills by working with the Department's apparatus and equipment. We will continue to provide this hands-on training throughout the summer and fall months as long as the weather allows. We will also mix virtual meetings and online training into the program to round out the training program.

### **11) Monthly reports**

Salary and Building 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