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## 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 26, 2021, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Community & Economic Department Update

We are very happy that the Oshkosh AirVenture (Fly-In) event is being held the last week of July this year after having been cancelled in 2020 because of COVID-19. Why should Yankton be excited about something happening in Oshkosh Wisconsin? The event is typically attended by over 650,000 people. Many of those people travel to Oshkosh in their private airplanes and Yankton is a perfect stopping / refueling point for pilots from the west. Stopping in Yankton leaves pilots from western portions of the country a 3-4 hour final leg of their trip into Wisconsin. Some of the pilots **and passengers** that stop spend a night in Yankton **and others** also make their way into town to visit restaurants and pick up supplies for their week in Wisconsin.

The City of Yankton and Chan Gurney Municipal Airport have developed an excellent reputation among traveling pilots. We have grab and go food in crock pots available that is provided by volunteers. We have courtesy vehicles available for pilots to use to get into town. We also run a fuel discount promotion to generate additional air traffic. We will be discounting fuel by \$0.50 per gallon for 10 days as we have traditionally. We have a \$1.00 standard mark up on AV-gas and \$2.00 mark up on Jet fuel. In past years we have sold almost 8,000 gallons of fuel during the promotion. That level of sales typically means over 130 transactions by people that may not have otherwise even come to Yankton! When you consider each plane is carrying two or more people, that's a significant number of aviation enthusiasts visiting Yankton. This year's fuel promotion will be offered from July 22nd to August 1st.

##### 2) Parks and Recreation Department Update

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

##### 3) Police Department Update

Officer Cole Larson wrote a citizen a ticket for a traffic offense. This citizen was impressed with Cole's professionalism and wanted to show their support for Law Enforcement by donating \$40.00 to the police department.

Chief Foote has received a lot of support from the community in regards to the passing of Ares both on social media and in person. The community continues to support officers and the department during times of joy and times of sorrow. This support is greatly appreciated and we cannot thank this community enough.

Officers participated in Kids In The Park Event on July 17, 2021, handing out stickers and talking to kids and their parents. This has been a great program and a good time to interact with the public on a positive note.

The hiring process for new officers continues to progress with background checks and other special testing. We hope to have a start date for these new officers in August. Backgrounds are also being conducted for the open dispatch positions.

The Yankton Police Department along with the NFAA, FBI, and the State Fusion Center met to discuss plans for the National Field Archery Association events in September. We will continue to work and plan for this event as it gets closer.

#### **4) Finance Department Update**

The State of South Dakota will have their American Rescue Plan Act (ARPA) portal ready in early August. The City of Yankton expects to receive \$1,248,737.90 for the first half – or “tranche” – within 60 days after applying for funds through the state portal. Municipalities are responsible for retaining all information and reporting to the federal government on the appropriate expenditure of all funds.

Enclosed in your packet is the Monthly Finance Report for June activity and the second quarter 2021 Revenues and Expenditures Report comparing quarterly and year-to-date totals with 2020 figures.

#### **5) Environmental Services Department Update**

Staff is working with HDR to develop the scope and plan for the water distribution and wastewater collection system modeling and planning as part of the EDA Project. The final master plans will outline future capital improvements needed to address aging infrastructure and capacity issues. HDR submitted the plans and specifications for the construction portion of the project to EDA for review. We are hoping the review will be completed within 60 days but have not been given a definite time frame. Staff hopes to bid the project out this fall with most of the construction taking place next summer. A final completion in the spring of 2023.

Wastewater treatment staff experienced another overload this past week. An oil-based material overloaded the system causing a drop in dissolved oxygen levels causing issues with activated sludge process. Staff were called in at approximately 10 pm for low dissolved oxygen levels in the system. Staff followed the spill back by checking manholes and have a general area where the material originated from. Staff have reached out to customers in that area to help prevent the issue from happening again. At this time, we do not know what the material was or where it came from. Staff was able to maintain treatment and stay in compliance with our permit limits.

#### **6) Human Resources Update**

UKG is running smoothly. We are continuing our Hypercare meetings and continuing to learn more every day. Please continue to call Jana Lane, 668-5222, for questions regarding UKG.

We have extended two offers for the sanitation truck operator position. We look forward to them starting within the next couple of weeks.

The employee committee has decided to have a private rental for city employees at the Huether Family Aquatic Center on August 7<sup>th</sup> from 9 a.m. to 11 a.m. This is something new and we are excited to have fun at this great facility.

## **7) Public Works Department Update**

### **23<sup>rd</sup> Street Construction and Utility Installation**

Staff has been working with Hulstein on a schedule for this project.

### **Spruce Street Reconstruction**

Curb and gutter has been installed, on the entire project. The contractor will turn their attention to the sidewalks and driveways, that need to be replaced. Main line paving will be one of the last concrete items to be completed.

### **Active Transportation**

A Notice of Award has been sent to Masonry Components for this project. We will follow our typical process for contract administration.

## **8) Library Update**

After a whirlwind couple of months full of activities, books and fun, it is hard to believe we will be wrapping up our Summer Reading Program soon! There are 253 children registered who have logged over 105,000 minutes of reading so far! Additionally, we have had 69 teens and 67 adults joining in to track their reading over the summer. Our last week will include the Zoo Man on Monday, July 26, a virtual One Book South Dakota author visit on Tuesday, July 27, an after-hours teen event on Wednesday, July 28 and an end of summer dance party featuring the musical talents of Red Beard, Blue Beard on Friday, July 30!

Our staff have kept their creative juices flowing as we plan out our Fall activities for the library. We will reintroduce some old favorites like Adult Craft Nights and a series of Historic Home Walking Tours. We will also incorporate some new programs such as a Fantasy Football 101 class and a library league, a walk across the Meridian Bridge with a corresponding presentation about the flora and fauna around the river and many more fun events to come!

## **9) Information Services Department Update**

We are still working to fill the two open 911 / Dispatcher positions. Staff has initiated the website redesign and completed the initial documentation to start the process. Our next meeting will include analysis of the user interface and suggest changes to the way the site navigates and the user experience. The overall site design process is expected to be completed in 2022.

## **10) Monthly reports / Minutes**

Minutes from the Planning Commission and Park Advisory Board are 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