



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 56, NUMBER 23

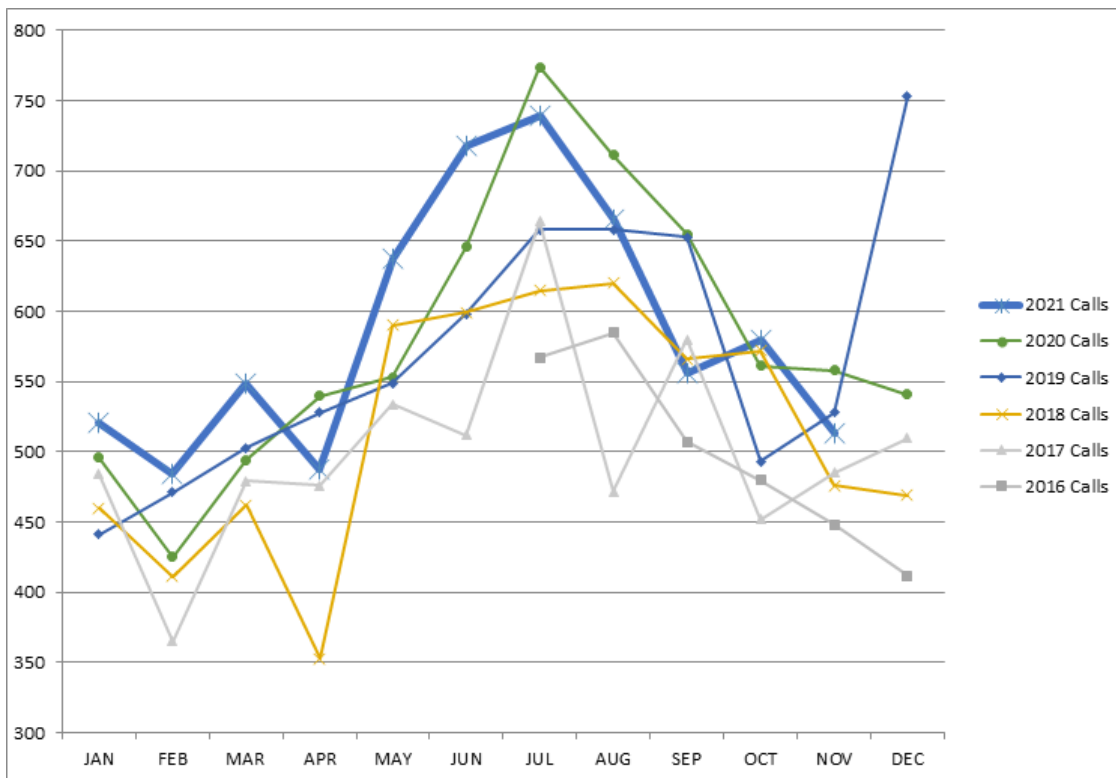
Commission Information Memorandum

The Yankton City Commission meeting on Monday, December 13, 2021, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Information Services Department Update

911 Call volume year to date is up just slightly. The chart below reflects call volumes thru December 1, 2021.



The 911 Board awarded a \$82,584.80 grant to Yankton’s PSAP for radios, electronic storage and equipment purchases. A portion of the award will help fund the final payment of the radio project. Dispatch is currently working to fill the three openings and has two contingent offers that have been accepted and a number of additional interviews scheduled for December 08. Filling dispatcher positions is not a problem unique to Yankton. At least twelve of the state’s PSAPs currently have openings and a US shortage has been covered by national media. The state recently completed our onsite 911 compliance review and should receive results in the near future. The new Power 911 laptop was determined to be defective during setup and a replacement has been ordered. This laptop will provide

the ability to answer 911 calls at any location with internet – utilizing mobile command vehicle, backup dispatch or any other necessary location.

We are continuing to work with UKG on implementation of the employee scheduler module. We have had some difficulties in staff turnover and both of the UKG employees that were working with the City recently left. We hope to have the module setup by the end of the year.

2) Community & Economic Department Update

Several property demolition projects have been completed and several more are planned for the coming weeks. Staff coordinated a court-ordered demolition of a vacant and blighted property at 1915 Locust Street. This project was a multi-year effort with several court hearings, but has finally reached a resolution that removed three structures not safe for habitation or otherwise not in conformance with adopted ordinance and building code requirements. Progress continues on the FEMA Hazard Mitigation Grant project to remove structures in or near floodway. The City of Yankton acquired five properties and has completed the demolition of two properties: 610 Walnut Street and 515 West 10th Street. The remaining three properties will be demolished in the coming weeks: 309 West 7th Street, 905 ½ Broadway Avenue, and 601 East 8th Street. All of the properties were tested for asbestos and two of them required mitigation which has also been completed.

3) Parks and Recreation Department Update

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

4) Police Department Update

Modern Woodmen provided every police officer a thank you card and a gift certificate to Carrie's Cupcakes and Bakery. They also donated \$100.00 to the Boys and Girls club in the Yankton Police Department Name. Thank you Modern Woodmen.

Officer Dusty Hagemann also serves with the Iowa National Guard out of Camp Dodge Iowa. Officer Hagemann participated in a change of command ceremony on 12/3/21 and now is in command of Brovo Troop 1-113 Calvary. Officer Hagemann also celebrates 15 years with the City of Yankton.

Over the Thanksgiving holiday we had a lot of people drop off snacks and treats for the police department we give a special thanks to Yankton County 4-H Junior Leaders, Explorers Credit Union, The Gayville Fire Department, and many others that dropped off snacks over the holiday weekend.

The Grinch was a big success at the Holiday Festival of lights. We would like to thank Brittney LaCroix and the Parks and Rec Department, Brad Bies, and all those who helped get the Grinch story out.

Recruit Officers Dillion Bollinger, Marcus Urban, and Jon Todd are attending the Police Training Academy in Pierre. Recruit Officer Bob Dooley is scheduled to take his reciprocity test in January if he passes he only has to complete 1 week at the Police Training Academy instead of 13 weeks.

Kids, Cops, and Christmas shopping day has been set for December 18th and all spots have been filled. Thanks to the community for the support.

5) Environmental Services Department Update

Staff continue to work with HDR to put together SRF applications. Wastewater treatment staff have been reviewing the Facilities plan for the Wastewater Plant and making final changes. The final application is due Jan 1st. Staff is also working on a Collection system and Distribution system project

and related Facilities Plans. Finance Department has been working on the required spreadsheets and financial documents for the applications.

Staff repaired a water main break at the intersection of Mulberry Street and Bunker Ln. Water was shutoff for approximately 5 hours for the repair. Water was turned back on about 4:30pm. Several blocks of main and several apartment buildings were out of water during the repair.

6) Finance Department Update

The Finance Office is seeking an Accounting Clerk primarily for the front desk accounts receivable duties. Job applications are due December 8th with interviews to follow.

The five applications for a Medical Cannabis Dispensary Business License approved at the city-level are still pending with the South Dakota Department of Health.

Finance Office personnel is working on fiscal year-end activities such as W-2 tax forms, payroll benefits management, ACA reporting, liability insurance renewal asset oversight, general ledger accounting allocations, outstanding check reconciliations, and multiple other end-of-year reports.

This is the fourth year that the City has utilized the Purple Wave Online Auction service to sell six titled vehicles and equipment items this fall. The online government auction closed shortly after 10:00 a.m. on Tuesday, November 30th. The results with the winning bid amounts are as follows:

- 2017 Ford Explorer SUV - \$6,200
- 2012 Ford 550 Bucket Truck - \$83,000
- 2007 Steco 48' Walking Floor Trailer - \$5,600
- 2004 Chevrolet 1 ton Service Truck - \$7,600
- 2004 Chevrolet Silverado utility bed pickup truck - \$23,500
- 2002 Chevrolet K15-PU Truck with plow blade - \$4,400
- 2004 New Holland W130 TC Loader - \$39,500
- DeeZee Gold Service Tool Boxes - \$110
- White Resin Lifeguard Chairs - \$200
- Stainless Steel Lifeguard Chairs - \$230
- Tire Chains - \$120
- Box of hydraulic hoses - \$15
- Gomaco Spanit Work Bridge - \$350
- 700 Feet of Plastic Concrete Forms - \$2,600
- Sweeper Brooms 6' long - \$1,150
- John Deere X300 lawnmower - \$525

Purple Wave will send the City a check for \$175,100 within 15 business days from the close of the auction. Top bidders pay a 10% premium to Purple Wave so there is no direct cost to the City. We are very pleased with the results along with the professionalism and ease in working with Purple Wave. We recommend utilizing their services again in the future.

Please see the enclosed Monthly Finance Report for November.

7) Public Works Department Update

Street Department crews have been preparing for winter maintenance operations and crack filling on asphalt streets throughout the community. Crews have also been trimming trees in alleys.

Christmas Day Holiday Garbage & Recycling Collection Schedule

There will be no solid waste collection on Friday, December 24th, due to the Christmas Holiday. All Thursday and Friday routes will be collected on Thursday, December 23rd. All other routes will be collected as scheduled. The Transfer Station will be open shortened hours on Friday, December 24th from 8:00 am to 1:00 pm and will be closed Saturday, December 25th.

The City of Yankton reminds residents that wrapping paper, holiday cards, Styrofoam, packing peanuts cannot be placed in the recycle cart for pickup. Wrapping paper and cards most often have glitter or other decorative objects that are not recyclable. If any of these items are with your recycling, they will not be picked up. The above items need to be placed in your regular garbage. The City of Yankton thanks the residents for their cooperation.

The City of Yankton will have a one-time pickup of live Christmas trees on Monday, January 10, 2022. The City is asking Yankton residents to place live Christmas trees by the **front curb no later than 7:00 A.M.** on Monday, January 10, 2022, as there will be **no** live Christmas tree pick up in alleys. In addition, there will be a live Christmas tree drop-off point for Yankton residents at the after-hours yard waste location at the east gate of the Transfer Station. Live Christmas trees can also be taken to the Yankton Transfer Station during regular business hours of Monday through Saturday from 8:00 A.M. to 3:45 P.M.

23rd Street Construction and Utility Installation

Final grading and seeding of the project has not yet been completed. Staff has provided the contractor a punch list of items that must be done prior to finalizing this project and will continue to work with the contractor to get this accomplished.

Active Transportation

Final payment and Change Order #1 are on this agenda, for consideration of acceptance.

2022 Projects

Staff is nearly complete with the survey work for next year's projects and have already started design on the 5th Street and Whiting Drive projects, with the intention of having them ready for bid in January.

8) Library Update

We have had the opportunity to speak to three community organizations over the last couple of weeks. We presented at Interchange, GFWC Women's Club, and Morning Optimists. It was great fun to do a Show and Tell about unique items available at the library like our NASA backpacks, LEGO kits, light therapy lamps and Mead Museum Passes.

We have submitted our application for accreditation to the South Dakota State Library. We expect to hear the results by the end of December.

Director Dana Schmidt is the proud mom of a baby boy born on December 6. She plans to be out on maternity leave for approximately eight weeks.

9) Monthly reports / Minutes

Building, Salary and Yankton Police Department monthly reports are included for your review. Minutes from the Airport 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