



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 25, 2022 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Police Department Update

The congregation of Faith Alive Church donated a couple of gift cards to the department as a thank you for service to the community. The gift cards were used to purchase snacks and beverages to fuel our officers during their shifts.

Delight Donuts has been providing the department with some power rings on Sundays. This is a delightful treat that we enjoy and we would like to thank Delight for supplying this treat.

Officer Frey conducted Alice Training with the Library Staff. He did a good job with the training and preparing staff in case of an emergency.

April 11th Officer George Hite attended a Career Fair at Wynot Nebraska. George spent time encouraging 5th -12th grade students to pursue a future career in law enforcement. SRO Officer Jeremy Olson participated in the career fair at the Yankton Middle School showing those that stopped to see him how to write a ticket and the weight of the vest. Students from 6th to 8th grade participated and got a chance to talk to SRO Jeremy Olson. Hopefully this meaningful contact at a young age encourages more to seek a career in law enforcement.

On 4/18/22 half of the department participated in TPR training. This is Threat Pattern Recognition use of force training and was formally known as pressure point control tactics. The other half of the department will receive this training in May.

Commander Todd Brandt attended some USD criminal justice classes speaking with students attempting some recruiting as we go through a hiring process.

Chief Foote attended the South Dakota Chiefs Association confrence, Dean Larson attended the South Dakota Sex Offender Registry Confrence and training.

2) Community & Economic Development Department Update

Staff from Community and Economic Development, Public Works, Environmental Services, and Parks and Recreation, submitted the 2021, year-end annual report for Yankton's Municipal Separate Storm Sewer System (MS4) permit to the South Dakota Department of Agriculture and Natural Resources. The report is a summary of the work the city has accomplished towards meeting the management goals outlined in our Storm Water Management Plan. The management plan includes "Best Management Practices" for protecting storm water runoff from potential pollutants and is implemented citywide

across departments. Most of those “best management practices” are routine actions staff does as a part of our daily work. They range from simple things like being careful where grass clippings are blown when mowing the park, to monitoring to ensure mud isn’t tracked out of construction sites, and responding to reports of accidents or spills.

3) Fire Department Update

Since the weather conditions have not improved for fire potential, I anticipate that the County Commission will be asked to consider a burn ban. If implemented, this should aide in limiting number of grass fire incidents.

In an interest to get Captains of the department more involved, Interim Chief Moser met with them to get their input on taking on-call time and incident command. The discussion was very productive and Interim Chief Moser will be working to address the concerns and questions that they had. It is important for volunteers in these positions to be involved and offer the responsibilities of their leadership role.

Staff will continue to define a clear and precise program for inspections. This is an area that we have determined is a high priority.

4) Human Resources & Employee Engagement Department Update

We are now accepting applications for the full-time position of Recreation and City Events Manager position which is open until April 26.

We are accepting applications for the full-time position of Youth Services Librarian which is open until filled.

We are accepting applications for full time Police Officers which are open until filled.

We are accepting application for full time Sanitation Truck Operator which is open until filled.

Summer Applications are being distributed, as they are received, to departments for review and interviews to be scheduled. Applications can still be submitted with all positions at the Huether Family Aquatics Center being open until filled. Parks Maintenance, Cemetery Maintenance, Trail Maintenance, Tree/Flower Maintenance, Part Time Water Plant Operator and Engineering Aide summer help positions are open until April 26th.

Brandon Pavel, Jay Walsh and Jordan Groves all began work on April 18, as Grounds Maintenance Workers for the Parks department.

Connie Miles has announced her retirement from the City of Yankton effective, June 17, 2022.

5) Public Works Department Update

Street Department crews have been working on curb and gutter replacement at various locations throughout the City.

The 2022 Citywide Cleanup is complete. The Transfer Station was open for resident drop off from March 19th through April 16th. In addition, the City crews picked materials left out for curbside pickup from April 4th through April 8th. Below is a summary of material tonnages collected this year as well as the results for the past three years.

	2022	2021	2020*	2019
Curbside Material By City Crews	109.46 tons	243.01 tons	0 tons	337.52 tons
Resident Material Brought To Transfer Station	305.15 tons 1083 loads	144.08 tons 928 loads	280.97 tons 1011 loads	216.21 tons 1056 loads
Total Tons	414.61	387.09	280.97	553.73
*Vouchers were distributed to utility customers - no Citywide Cleanup				

2022 City Projects

Bid award recommendations for both the Summit/21st St./WCLR project and 5th Street project are included in this packet. Good news is that we have not experienced as much of an increase in costs, at least for the low bidder, as we had anticipated.

Masonry Components has returned their executed Notice of Award, for the Whiting Drive project. We will be scheduling a preconstruction meeting with them to discuss scheduling a sequence of operation. A Notice to Proceed will be issued once those details are finalized.

6) Environmental Services Department Update

Tanner Hanson attended the annual Wastewater Seminar in Pierre. The seminar is put on by the South Dakota Water and Wastewater Association and the South Dakota section of the Water Environment Association (SD WEA). Tanner is currently on the board of the SD WEA as past President. Tanner was instrumental in selecting topics and coordinating speakers for the presentations.

The South Dakota Board of Water and Natural Resources awarded the City of Yankton \$2,000,000.00 in Consolidated Water Facilities Construction Program grant, \$16,681,550.00 in ARPA grant, and \$23,318,450.00 in Clean Water State Revolving Fund Loans. All funds are contingent upon the City increasing rates to cover the debt requirements. Staff will begin working on the required rate increases and rate structures. The rate increases will most likely require a surcharge and will require a resolution to be approved the City Commission. Staff will also begin the selection process for engineering services for the construction projects.

7) Information Services Department Update

We are glad to welcome Kelly Skrzypek as our newest team member in dispatch. Kelly's first day is April 25th.

Staff is continuing to work on the website redesign. Updating content and working to streamline some of the workflows for service requests.

8) Finance Department Update

The April 12th election had a voter turnout of 24.29% with 2,433 out of 10,018 active registered voters showing up at the polls. This was an increase from the 2021 turnout of 22.26% in the City's last April election. There were a total of 717 absentee voters in this election compared to 483 in April 2021. The election canvass was held Friday April 15th. The official vote tally for each candidate is as follows:

Jerry Webber-1,384 (20.98%); Stacey Nickels-554 (8.4%); Mason Schramm-1,720 (26.08%); Amy Miner-1,651 (25.03%); Miles Warren-598 (9.07%); and Curt Bernard-689 (10.45%). The commission's annual re-organizational meeting will be held May 9th with Jerry Webber, Mason Schramm, and Amy Miner taking the Oath of Office.

Please see the enclosed Finance Monthly Report for March and the first quarter 2022 Revenues and Expenditures Report.

9) Library Update

During the month of May, we typically take a little break from most of our regularly scheduled programs in preparation for the Summer Reading Program. In June and July we have a full schedule of programs every day of the week. Victoria Caine's last day was April 21 and we are in the process of interviewing candidates to fill the Youth Services position. Victoria and the other staff have been working hard to have most of the programs planned out prior to her leaving. We will again have some great performers at the library this summer including the Zooman, the Rope Warrior, a circus variety show, a children's author and more! We are looking forward to another fun and busy summer!

10) Parks and Recreation Department Update

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

11) Monthly reports

Joint Powers Solid Waste monthly reports are included for your review. Also enclosed is the Airport Board Minutes 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