



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, June 26, 2023 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Gregg Homstad attended the South Dakota Building Officials' Association (SDBOA) annual summer meeting in Sturgis, June 8-9. These meetings are a chance for building officials to create and reinforce connections with their peers from across the state. The main seminar was an International Code Council (ICC) continuing education course focused on the International Building Code requirements for calculating allowable heights and areas for new construction. Continuing education credits are earned via seminars and online education and are used to re-certify existing ICC credentials once every three years.

In addition, Gregg successfully completed the three required exams to achieve Certified Building Official status. These exams covered legal aspects of code enforcement, building code and departmental management. This is a voluntary certification that demonstrates a continued commitment to the profession of building safety. Gregg is now maintaining seven ICC certifications.

2) Human Resources & Employee Engagement Department Update

We are still accepting applications for a limited number of summer seasonal positions. Interested applicants can visit cityofyankton.org (click on Employment tab) or contact the Human Resource Department. We are accepting applications for full time Police Officers. This position will remain open until filled.

The Sanitation Truck Operator positions closed on June 9. Jack Schaa and Matt Hoefs have been selected to fill these two vacancies. Jack is a current seasonal employee within the Public Works Department and has demonstrated in his time of employment to be a valuable asset to the City of Yankton.

The Health Insurance Committee held their first meeting to begin discussions on health insurance for the 2024 plan year. The meeting was held on June 20. The City of Yankton's June presentation by Well 365 out of Sioux Falls will focus on Blood Pressure Awareness.

Sue O'Grady celebrated her retirement party on June 15 at City Hall Gym. Sue's 34-year career with the City of Yankton is complete.

The Annual Employee Picnic will be held July 12 from 11 AM – 1 PM at Riverside Park.

3) Police Department Update

On June 15 we hosted the state firearms qualifications for area officers and retired officers. We had several officers from the YPD and Sheriff's Office that participated as well as a few retired YPD officers. All passed the qualifications set forth by the state. Those from the YPD that did not participate in this shoot will qualify at a later date determined by our City of Yankton state certified firearms instructor.

Commander Rothenberger and staff continue to work on conducting interviews of applicants and recruiting when we see potential from people we encounter while working on or off duty. We are our best recruiters to bring in new people to the Department.

On June 21 Chief Foote and Commander Rothenberger visited with patrons at the Huether Family Aquatics Center handing out coffee and enjoying conversation with those that wished to participate.

On June 22 Chief Foote and Commander Rothenberger met with Law Enforcement Training in Vermillion to discuss South Dakota's basic academy and advanced training provided by the State of South Dakota for our officers.

We have received complaints on speeding north of 21st Street on Mulberry Street. We have placed the speed trailer on Mulberry and will be collecting data on speeding issues. We hope this data will give us a better idea on enforcement needs.

We expect to receive the bikes for our bike patrol unit on Monday, June 26. Two officers will be travelling to Vermillion to receive training on bike patrol. The University of South Dakota Police Department will host a few different trainings for officers so we will have at least one officer per shift that can utilize the bikes. We are still waiting for some uniforms to use during bike patrol but should have this up and going in July.

4) Public Works Department Update

Street Department crews are asphalt patching at various locations throughout the city. Crews are also painting pavement markings in the streets and parking lots, and mowing various right-of-way locations in the city.

15th Street Pavement Replacement: The project is substantially complete and the street is back open to traffic. The remaining unfinished item in the construction contract is the seeding which will take place in August when the weather is more conducive. Once the seeding operation is complete, the project will be closed out.

Marne Creek Bank Stabilization: A new concrete trail is being paved, bank stabilization is ongoing, and various plantings are being installed. Things are really starting to take shape on this project. The contractor has now moved to Reach G by Morgan Park as they start finalizing work on the more southern reaches of the project. The completion date is fast approaching and the contractor is working tirelessly to complete the project.

Douglas Avenue: The project is substantially complete. The contractor finished the work well in advance of the deadline. Staff will be doing a walk-thru and compiling a punch list of any items that need addressed. A change order and final acceptance recommendation will be on a future commission agenda.

Elm Street 20th to 21st: Bids for the Elm Street Reconstruction Project have been received. The results of those bids have been included in this Commission packet with a recommendation for bid acceptance.

Third Street & Green Street: Bids for the Third Street & Green Street Reconstruction Project have been received. The results of those bids have been included in this Commission packet with a recommendation for bid acceptance.

Airport North Hangar Taxilane, Access Road, and Runway 20 Turnaround: The contractor has mobilized to the airport to begin the project. Dirt work will begin on the Runway 20 turnaround phase of the project. Crews will begin work on the entrance road as well. This project is scheduled to be complete in late September.

Westside Park Pond Improvements: The contractor continues to work on the design modifications and repairs of the clay liner.

City of Yankton July 4th, 2023 Holiday Garbage and Recycling Collection Schedule: In observation of the Independence Day holiday, the City of Yankton solid waste collection will be closed July 4th. City of Yankton garbage and recycling collection routes for that day will be scheduled as follows: Tuesday, July 4th routes will be collected on Wednesday, July 5. Residents are reminded to have their roll carts out by 7:00 AM on their scheduled collection day.

The Yankton Transfer Station will be closed on Tuesday, July 4 and resume normal hours on Wednesday, July 5, 8:00 AM to 3:45 PM.

The solid waste collection staff wishes everyone a safe and enjoyable Independence Day. For further information about solid waste collection, please call 668-5211.

5) Finance Department Update

The auditing process with Williams & Company, PC continues and the final draft timeline is unknown at this time. Please see the attached finance report for the month of May.

6) Parks and Recreation Department Update

An update on the various activities in the Parks and Recreation Department is included in this packet.

7) Information Services Department Update

Our 2023 aerial photography has been processed and is ready to be used. The flight was a partnership with Yankton County to capture the County and the City imagery. Flights are routinely done every three years. Imagery is used for a variety of purposes including planning and zoning, project design, economic development, flood plain management and other uses. Commissioners interested in accessing the imagery can do so thru Connect Explorer via either the web or app on iOS. Contact IT if you have any questions or need assistance accessing the resource.

8) Environmental Services Department Update

Staff has been busy cleaning sewer mains this summer. Staff has noticed an increase of grease and non-flushable wipes and towels in the sewer. Bath tissue is specifically designed to break down very rapidly in the sanitary sewer system. Bath tissue and human waste are the only things safe to flush. Everything else is trash, including products that claim to be “flushable”.

Sanitary sewer backups or a clogged toilet is not only unpleasant but can also cost time and money. Trash flushed down toilets not only puts your pipes at risk; it is also an increasing problem for the City's sewer system and equipment and can lead to sewage overflows into the creeks and drainage ditches that ultimately end up in the Missouri River. This can also cause backups for your neighbors. Staff will be working to put out some public education through social media.

Staff at the water plant continue to work through several issues. Staff is working with John T. Jones Construction to schedule the pipe replacement at the water plant. We are in the process of getting prices on a pump repair at the collector well and looking at some HVAC improvements at the water plant.

9) Library Update

Yankton Community Library is an accredited library at "Enhanced" status through the South Dakota State Library. There are several requirements that have to be fulfilled every three years in order to maintain accreditation status. Some of these requirements include regularly reviewing and updating library policies and strategic, marketing and technology plans for the library. At the highest level of accreditation ("Exemplary" which we are currently working towards), our library Board of Trustees also needs to complete a total of 45 hours of training to help give them a better understanding about the training our staff receive and some of the topics and trends that affect the library world. They are well on their way to successfully completing these hours and are gaining knowledge and tools to equip them to be excellent board members. I am grateful to work with this amazing group of people and for their dedication to our library and our community!

Our summer reading programs have been very well attended so far. We started our summer with a carnival-themed kickoff, had an author visit, a cemetery walk, a visit from Real Reptiles (and a very PACKED meeting room), and painted rocks with messages to make people smile just to name a few! We hope you take time this summer to stop in and see all the fun and exciting things we have going on at the library!

10) Fire Department Update

Chief Linke is preparing a mentoring class for officers and personnel who will be on-boarding new volunteers. We are slated to begin training three new members starting July 17. Volunteers are continuing to work on a number of other activities including the updating of organizational bylaws, recruit training, and apparatus specifications.

11) Monthly reports

The Joint Powers Solid Waste Authority monthly report is included for your review. Minutes from the Airport Advisory Board are also 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