



---

---

**OFFICE OF THE CITY MANAGER**

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

VOL. 58 NUMBER 15

**Commission Information Memorandum**

The Yankton City Commission meeting on Monday, August 14, 2023 will begin at 7:00 pm.

**Non-Agenda Items of Interest**

**1) Community and Economic Department Update**

The summer of 2023 has been very productive for two façade grant projects that faced supply chain and logistical challenges, delaying their progress. The Anderson Realty building at 122 West 3rd Street was awarded a façade grant to remove awnings and siding covering the brick façade of their building and to replace missized windows with properly proportioned, appropriately sized windows. The owners still plan to complete masonry/brick repairs, but they have completed the work outlined in the grant application and have finalized their grant reimbursement.

The Abraham Lincoln Building at 303 West 3rd Street has nearly completed work on the south façade of the building. The property was awarded a façade grant to remove paint and make repairs to window openings and the storefronts on the south side of the building. The owners plan to do more work on the façade, including masonry repairs but have completed the work outlined in the grant and have finalized their grant reimbursement. Before and after photographs of both projects are included in this packet.

**2) Human Resources & Employee Engagement Department Update**

We are accepting applications for full time Police Officers and this position will remain open until it is filled. Interested applicants can visit [cityofyankton.org](http://cityofyankton.org) and click on the Employment tab for information, or directly contact the Human Resource Department.

We continue to accept applications for a Library Circulation Assistant. This is a part- time position and will remain open until filled.

The City of Yankton’s August presentation by Well 365 out of Sioux Falls will focus on “Sleep Matters” to learn how to supercharge your sleep as it is critically important to your health. The presentation will be available to employees the third week of August.

The Annual City of Yankton Employee night at the Huether Family Aquatics Center was held on August 7.

The Health Insurance Committee will be meeting with Midwest Benefits later in August to review the renewal rates and quotes for the upcoming year.

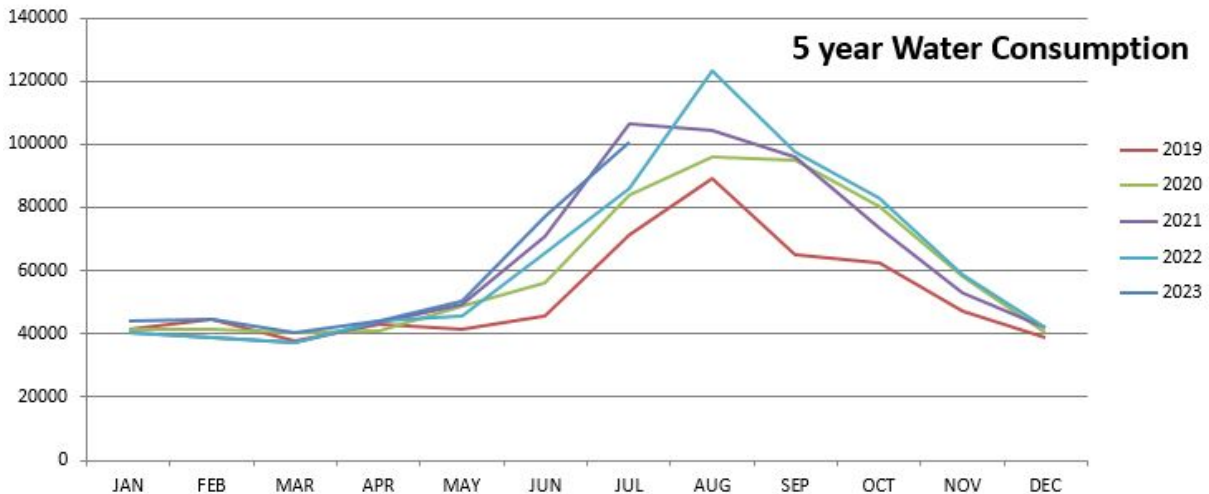
**3) Parks and Recreation Department Update**

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

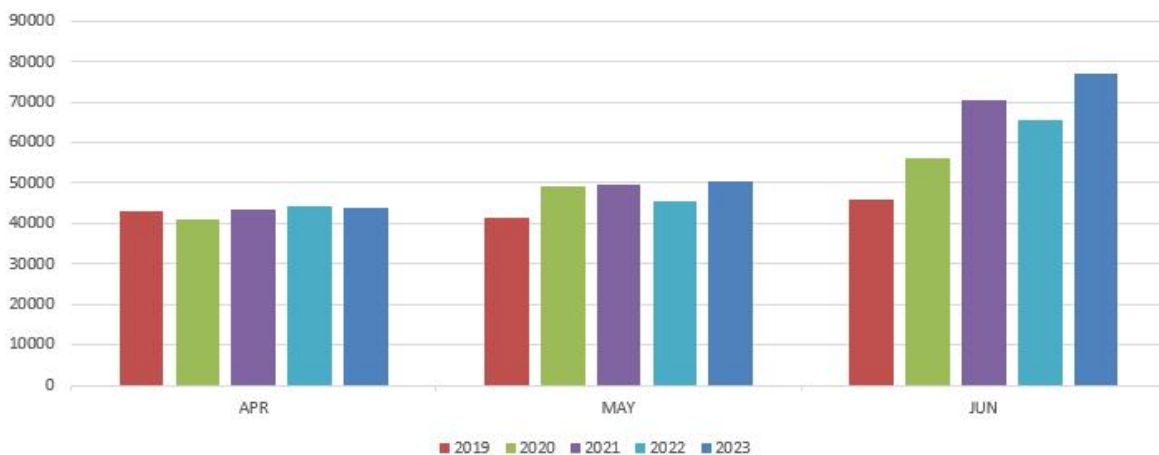
#### 4) Finance Department Update

The SD Department of Legislative Audit has completed their internal review on our 2021 audited financial reports. Williams & Company, P.C. will present this audit at the August 28th City Commission meeting. After this presentation, this report will be published in our official newspaper pursuant to SDCL 9-22-21.

Monthly water consumption billed to utility customers on July 18 ran 17.6% more than the same month a year ago. The year-to-date consumption is approximately 12% ahead of last year. YTD total billed water consumption through July is at 401,540,000 gallons compared to 357,185,000 gallons in 2022.



2nd Quarter Water Consumption



The SD Secretary of State updated their voter registration form which may be found on their website: <https://sdsos.gov/elections-voting/voting/register-to-vote/default.aspx>. Another new form that was put into rule is the Voter Cancellation Form. City finance offices are an official voter registration site. If a citizen turns this form into our office, it would be stamped and sent to the Yankton County Auditor.

The Finance Office is beginning to review assets and compile the annual surplus property listing of vehicles, equipment and other miscellaneous items that have been determined to be no longer

necessary, useful or suitable for the purpose for which they were acquired. Surplus property may be sold, traded, loaned, destroyed or otherwise disposed of pursuant to SDCL 6-13-1.

## 5) Library Update

We just wrapped up another fantastic Summer Reading Program at YCL! It was a jam-packed summer with the library offering 99 programs for all ages during June and July. There was a total of 3,420 in attendance at our programs which included crafts, LEGOs, performers, engaging activities, presenters and more. The library offers fun and free activities for community members and visitors. Creating fun and positive experiences at the library can lead to children becoming life-long readers and library users. With a huge amount of generosity and support from business and individuals in the community, the library was able to give away over 100 prizes to participants that logged their reading and activities throughout the summer. There were 180,230 minutes (youth) and 1,953 books (teens and adults) logged this summer. The library staff were rock stars again this year. Along with keeping all the normal library business running smoothly, they put on program after program and engaged with library users to promote the programs and encourage reading all summer long!

## 6) Public Works Department Update

Street Department crews continue 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. Crews will resume seal coating streets scheduled for sealing in 2023.

**Marne Creek Bank Stabilization:** The stabilization project on Marne Creek is complete. The maintenance trail is back open for pedestrian use. There have been some weeds that have started growing in the newly seeded grass areas. City staff is waiting on the grass to be more established before they start addressing the weeds. The City will be working with Banner Associates and Fenton Construction to get the project finalized.

**3rd Street & Green Street Reconstruction:** Work has commenced on the 3rd Street & Green Street project. The subcontractor has completed the street removals and has installed about half of the water main. The sanitary sewer and storm sewer are yet to be installed, so the underground portion of the project will still take some time.

**Elm Street from 20th Street to 21st Street:** Staff will soon be scheduling a preconstruction meeting with the contractor to discuss scheduling for this project.

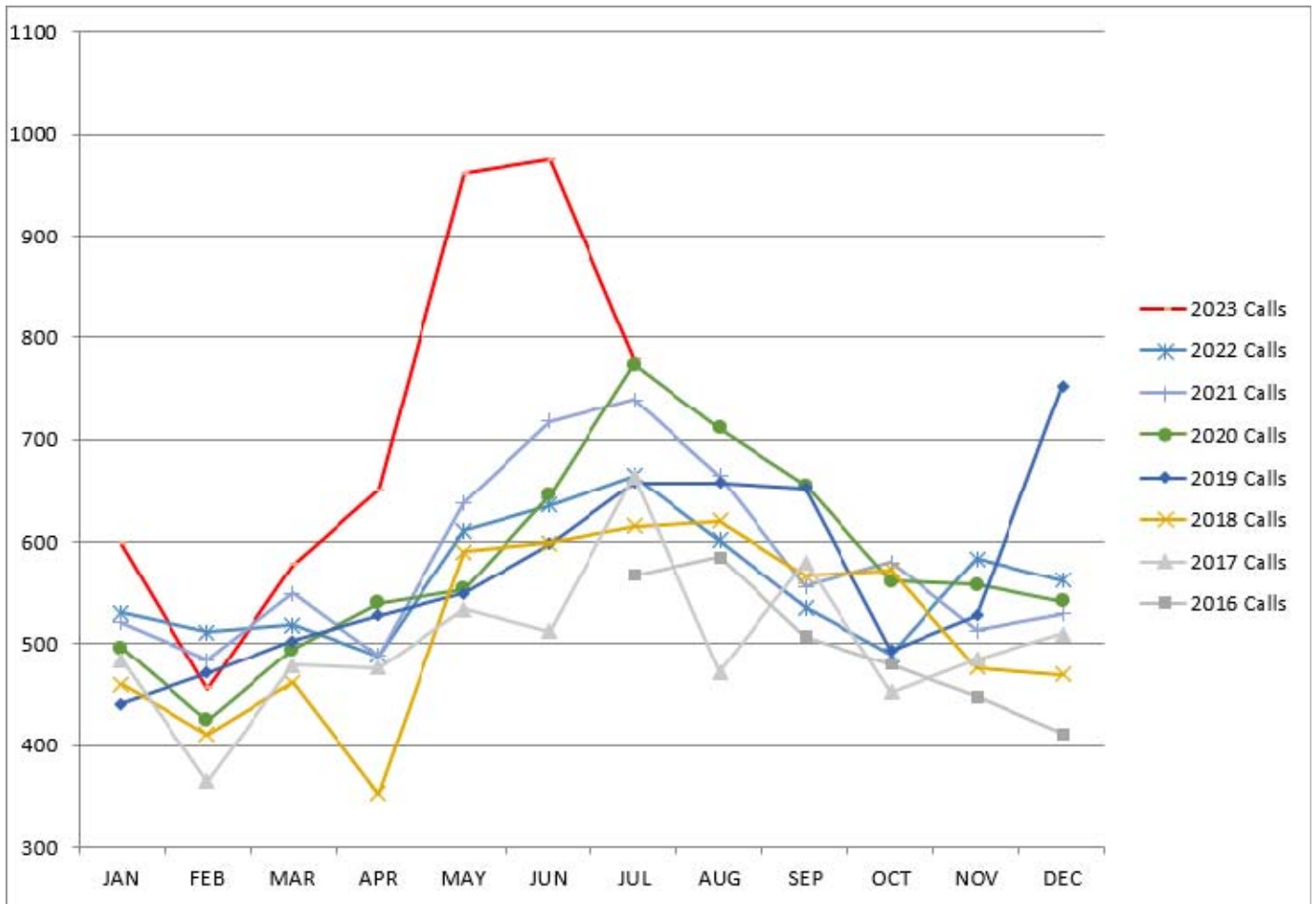
**15th Street from Bill Baggs to Alumax Road:** Although the street has been installed for some time now, this project contract remains open. This area does not have any local irrigation system; therefore, the seeding was put on hold until the weather is more conducive.

**Airport North Hangar Taxilane, Access Road, and Runway 20 Turnaround:** Crews have been preparing the sub grade for paving, installing underdrain and storm sewer, and installing the new gate in the new hangar, taxiway, and entrance road area off Douglas Avenue. Asphalt paving is scheduled to begin August 9 and is anticipated to take three days to complete. A majority of this project's work is anticipated to be completed the week of August 14.

**Airport:** Chan Gurney Municipal Airport wrapped up its Oshkosh AirVenture promotion on July 30. For eleven days, pilots traveling to and from AirVenture in Oshkosh, Wisconsin were treated to food, drinks, and fuel discount. Approximately 256 aircraft with 500 pilots/passengers made Yankton a stop during their travels to and from the airshow.

### 7) Information and Technology Services Department Update

911 calls continue to run just over 26% above the same time last year. July call volume was still above historic totals but down from June's record setting 974 calls to 911.



### 8) Environmental Services Department Update

John T. Jones is back onsite at the wastewater plant. The contractor is working on replacing a couple of underground valves approximately 24-feet deep. They are also finishing up the work in the aeration building. The equipment for the inlet building upgrades are onsite. John T. Jones is planning to begin work in the inlet building in the next few weeks. The contractor is still waiting on electrical equipment including a major switch gear.

The first major delivery of water meters is expected to be delivered in September. Staff will be working with the Ferguson Water Works installation team to begin installing meters this fall. Staff will be sending letters to property owners to schedule meter changes. Staff will be using social media to educate the public on the water meter project. The installation team will also be completing service line and sump pump inspections.

## **9) Police Department Update**

We are working on new cop cards and have been taking photos for these cards, hoping to have them printed later this year. Officers have been using our beautiful Riverside Park for a back drop, trying to be creative in the poses to give the kids in our community something fun and interesting to collect.

We completed another bike patrol training that was put on by the University of South Dakota Police Department. Cpl. Austin Campbell came to Yankton and led this training at Yankton Fire Station #2 for Sgt. Buechler and Chief Foote.

Chief Foote spoke with Yankton Thrive program “Yankton 101” on August 3. Chief Foote talked about the structure of the Police Department and what each division in the department works on, the department budget, and special programs within the department.

Also on August 3, Chief Foote and Commander Rothenberger spoke with KYNT about the department’s therapy dog, Murphy. Murphy is handled and owned by Commander Rothenberger and his wife, and is currently in training. Murphy does make appearances at the department giving a boost to morale. Murphy will continue to work towards his official certification as a therapy dog. We will keep everyone updated on his progress.

We continue to work on preparing for Riverboat Days. There are lots of activities that weekend and staffing is always a concern. This year we will partner with the Yankton County Sheriff’s office during the parade. The Sheriff’s office will follow the PD in the parade and will provide some deputies to help with traffic control.

## **10) Fire Department Update**

The past few weeks have shown an uptick in activity for Yankton Firefighters. Of particular note was a hay bale fire east of Gayville. Yankton volunteers shuttled several tanks of water to assist in protecting structures still standing. The City “Flusher” truck, also known to us as “Tanker 5”, was placed into operation during the tanker shuttle as it has a 3000-gallon water tank. This particular apparatus is used once or twice per year and is typically driven by a City employee who is also a volunteer trained in its operation. Personnel responded to a few vehicle accidents within the City limits including one at 23rd and Green that required the use of the Jaws of Life for extrication. Last week a driver in the Hy-Vee parking lot struck the side of the building near the south entrance. Paid staff from the Fire Department responded this incident to support YPD and Yankton County EMS. Damage to the building was minor and did not cause any structural instability.

As of August 7, Yankton Fire personnel have responded to 263 incidents this year compared to 184 incidents during the same time frame last year. Much of the increased activity can be attributed to an uptick in lake area first responder incidents (two of our members living in the lake area provide this service) and an increase in false alarms (61 this year compared to 30 last year). We are using a new reporting software to capture information and Chief Linke is comparing data transferred from the old system to the new.

Yankton Firefighters took advantage of the warmer weather and attended a drill at an acquired structure outside of Gayville. Yankton and Gayville members spent a few hours training on performing vertical ventilation on an old house slated for demolition. Vertical ventilation is one of many tactics used to remove smoke and heat from a structure that is on fire. It requires a great deal of training and agility to perform, so the opportunity to practice on a real structure was useful in identifying some of the challenges involved.

Chief Linke conducted a second leadership training for officers and members on July 24. A total of 17 members participated. The three-hour training included a review of the Mastering Fireground Command course, structural fire strategy and tactics, and a leadership assessment. Our goal is to conduct additional leadership training at least 2-3 times per year during months that have a fifth Monday.

Yankton Volunteers celebrated the annual Bosses' Night on August 7. Members of the department invite their boss for an evening of wonderful food and fellowship. This tradition is a small token of gratitude for employers who allow volunteers to leave work for call response. A community of Yankton's size is fortunate to maintain a volunteer department and this is in large part due to the support from employers who recognize the vital role they play.

**11) Monthly reports**

The monthly Building, Salary and Yankton Police Department Reports are included for your review. Minutes from the Planning Commission meeting 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