



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, September 28, 2015, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community Development Update

As part of our continued education efforts to protect our storm sewer system, staff has prepared a brochure to be mailed to all current commercial water customers. The brochure outlines common sense measures to prevent pollutants including oils, debris, and chemicals among others from entering the storm sewer system. This is particularly important because storm water is released into Marne Creek and the Missouri River without treatment, meaning whatever goes down a storm drain inlet ends up directly in the river. New commercial customers will receive a copy of the brochure when they sign up for water service.

2) Human Resources

We will be working with Avera Sacred Heart in providing on-site flu shots for City employees. These have been scheduled for October 15 and the billing for the injections will be submitted to our group health insurance carrier Wellmark. If someone is not covered under our group coverage, they are still eligible to receive the shot at the cost of \$25.00.

3) Public Services Department Update

A preconstruction meeting was held for the Park Street reconstruction project and the project is underway.

The 5th Street Reconstruction project paving has been completed and the street is open to traffic.

Paving of Wilson Road is anticipated next week. This is the final phase of this construction contract.

The contract to install sidewalk along the east side of Highway 81 north of 31st Street is complete, with the exception of the tie into Wilson Road intersection.

The Street and Engineering Department met with Parks and Recreation to finalize the location of a trail to be constructed at the Community Garden and Dog Park this fall. The proposed trail will be an extension of the existing Marne Creek soft trail and connect to the proposed Fox Run Trail. Parking lot improvements will also be installed.

The Federal Aviation Administration Grant request for the Environmental Assessment at Chan Gurney Municipal Airport was approved. A grant acceptance was signed and returned. There is an agenda item

in this packet to accept the South Dakota Department of Transportation grant amount to complete the Environmental Assessment.

4) Library Update

Enclosed in your packet is an update on the various activities in the Library.

5) Information Services

Interviews for replacing the Systems Manager / Computer Operations Technician position have started. We hope to have a replacement hired soon. The migration to the cloud for the Summit Activities Center fitness / club management software was completed on September 16. In addition, a new server and networking rack were installed. The new cloud based system seems to be working well. Staff also installed a new patron and print management system at the library. The previous software vendor had experienced an ownership / management change that had severely impacted the company's ability to provide timely support. With the existing software's maintenance term expiring, staff determined that looking at a different vendor would be a better long term option.

6) Fire Department

The Yankton Fire Department participated in the Points of Dispensing/Countywide Emergency Response Exercise held on September 10. This exercise simulated a major fire, an explosion, the moving of the county-wide Emergency Operations Center from the EMS Building to Fire Station #2 and setting up a Points of Dispensing site at the Human Services Center. A report will be generated identifying the strengths and challenges of the response. This report will be reviewed at a later date which will allow agencies to take action to make their responses more effective and efficient.

The Yankton Fire Department participated in the SAPA Safety Day on September 17 at the NFAA Facility. Participants were provided with fire safety information and allowed to crawl through the Fire Safety House which uses theatrical smoke to simulate their escape from a structure fire.

YFD members recently completed annual hose testing. This is required to ensure the safety of the hose we use and is required by national standards and ISO. Members unload over 20,000 feet of hose, pressure up the hose to specified pressures for a specified amount of time and uncouple and drain the hose. The hose is then reloaded on the trucks for use.

We have received many good compliments on the annual display of the American flag from the Ladder Truck on September 11. Deputy Chief Nickles and Firefighter Ryan Kaiser were responsible for putting together this display.

7) Finance Department Update

Finance has prepared the City levy for property taxes as part of the 2016 budget Ordinance No. 981 and submitted it to the Yankton County auditor's office on September 16. The roster of delinquent special assessments is also being prepared and will be certified to the county auditor before the November 1, 2015 deadline.

The results of the City surplus property auction held on Wednesday, September 23 in partnership with the South Dakota Property Management Office will be provided to the commission once the State has had the opportunity to settle all expenses associated with the auction.

8) Parks and Recreation Department Update

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

9) Police Department Update

The DEA drug take-back is Saturday, September 26, Lt Burgeson will be handling this activity. We are still working on a permanent receptacle in our lobby, so we can collect unwanted drugs year round.

Chief Paulsen worked the Ted Nugent Kamp for Kids at NFAA. They had 104 kids and 97 adults attend this year.

Our testing for 2 Sergeant positions has been completed. We are awaiting the scores on the written tests, then we'll combine all the scores and make our selections. The promotions won't take effect until October 30, right before we change over to 12 hour shifts on October 31st.

Both Samantha Rus and Joe Erickson have successfully completed their Field Training and are working solo in cruisers. They both will attend Law Enforcement Training in Pierre beginning in November.

10) Environmental Services Department

A 72 hour pump test was conducted to help determine the final capacity of the collector well. Water was pumped from the well at a rate of 14,000 gallons per minute for 72 hours. The total depth of water in the well was approximately 85 feet at the start of the pump test. The water was drawn down about 21 feet during the pump test. This is equal to a little over 20 million gallons per day. Engineers and the well contractor will be looking at the pump test and the drawdown of the monitoring wells in the area to determine the final capacity of the well. The high capacity of the well suggest a large influence and recharge from the river.

Professional divers completed an annual inspection on the intakes and the underground storage tanks. Inspection of the intake found the condition of the intakes similar to last year. Inspections of the underground storage did lead to some minor piping replacement and cleaning. The visual inspection of the underground storage found no structural issues.

Progress continues on the raw water line. Due to changes by the contractor in the construction project area needed, the decision was made to continue with the pipeline in Levee Street. The original plans had the pipeline route in the middle of Riverside Park. The new route on the south half of Levee Street will reduce the project cost by \$5,000.00.

11) Monthly reports

Fox Run Golf Course and Joint Powers Solid Waste monthly reports are included 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 Nelson
City Manager