



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 53, NUMBER 8

Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 23, 2018, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Human Resources Department Update

Some departments have completed their hiring process for summer seasonal position with new employees starting this week. However, there are still departments accepting applications to fill their open summer positions.

2) Finance Department Update

The April 10 municipal election had a voter turnout of 15.7% with 1,299 out of 8,249 active registered voters showing up at the polls. This was a very slight increase from the 2017 turnout of 15% in the City's last election. A total of 82 absentee voters in this election compared to 104 in 2017. The election canvass was held Friday, April 13. The final vote tally for each candidate is as follows: Craig Sommer-692 (21.6%), Nathan Johnson-838 (26.14%), Bridget Benson-822 (25.61%), and David Carda-857 (26.71%). The commission's annual re-organizational meeting will be held May 14 with Benson, Carda, and Johnson taking the Oath of Office.

Please see the enclosed Finance Monthly Report for March and the first quarter 2018 Revenues and Expenditures Report.

3) Fire Department Update

Fire Department Chaplin Rev. Rod Veldhuizen held a Dakota Territory Fire Chaplain's Association meeting and training at Fire Station #2 on April 5 and 6. Training topics were Suicide Prevention and Public Safety Responder Stress. Pastor Rod is the founder and President of this Association which has members throughout North and South Dakota.

We continue to monitor a hydraulic oil leak on the Ladder truck. As of now the leak has stopped. We will continue to monitor this issue and are working with the manufacturer on our warranty claim.

4) Library Update

The Library has received a resignation from one of our new 21-hour staff members. For personal reasons, she had to move back to Sioux Falls. Tonya submitted her resignation effective June 26, 2018 as she will be relocating to Omaha for her husband's job. Tonya will spend the next few months organizing things to make it a smooth transition for her replacement.

In other Library news, we are busy planning for both youth and adult summer reading. We will be using "Beanstack", an online program, to facilitate reading tracking this year. I expect there will be some transition hiccups as there always are, but think it will make things a lot easier for everyone involved. The theme this summer is "Libraries Rock" and we are trying to find as many community partners as

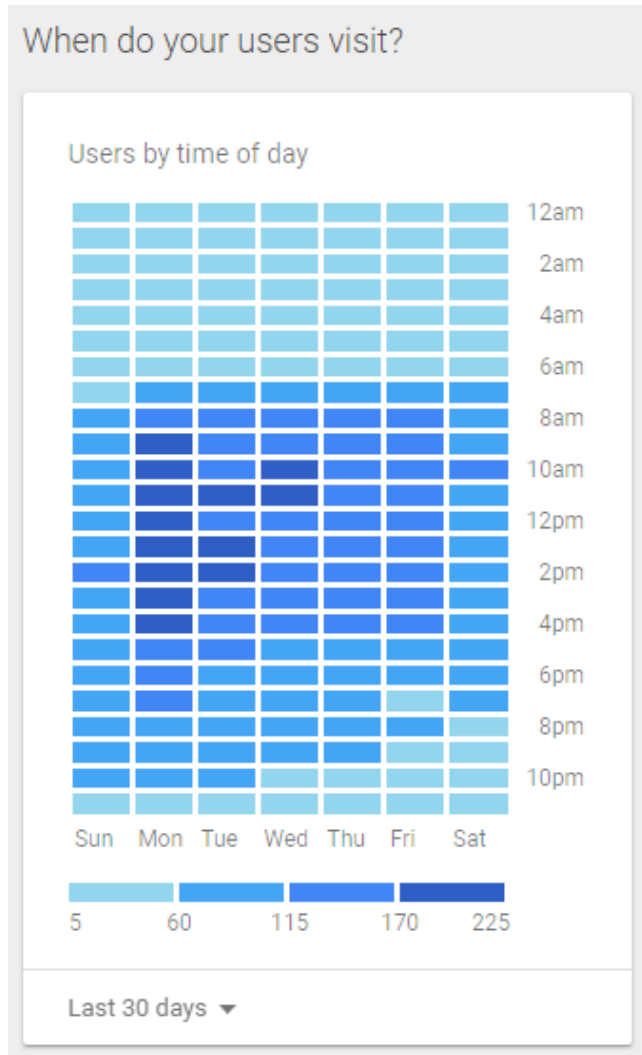
possible. We're working with Lewis & Clark Theatre on a potential talent show, Brittany LaCroix on some Market & Music at the Meridian tie-ins, and will have our annual Cemetery Walk as well. Stay tuned!

5) Information Services Department Update

The City's website has been updated to include the 2018 Projects map.

<http://www.cityofyankton.org/departments-services/information-services/city-construction-projects>

Traffic on the City's website for the first quarter of 2018 is up for slightly over 2017 for the total number of users (18,463 vs. 18412) and new users (16,405 vs. 16,315). Total page views are down about 5.8% (91,845) with the average user viewing 2.48 pages and spending about two and one-half minutes on the City's site. The heat map graph below outlines traffic to the City's site by day and time.



6) Environmental Services Department Update

Work continues on the water plant. John T Jones continues to install lower level walls and the ground level decking. The contractor is prepping the tanks for the leak testing. Once the tanks have been completed and all testing requirements pass, the contractor will begin to back fill the area. The contractor completed the installation of the diffuser pipe in the river. The sub-contractor completed the water main tie in west of the old bridge and will continue to install underground piping as weather permits.

The sewer repair is scheduled to begin April 23rd for the collapsed manhole. The intersection of 2nd and 3rd will be closed several weeks during the repair. The repair will include the installation of several manholes and approximately 200 feet of new sewer main. The schedule continues to be weather dependent.

Staff is continuing to work with Bartlett and West on an agreement for construction services for the gravity sewer project. A full-time inspector will be onsite during the project.

7) Police Department Update

Dylan Wilson is on the street in Phase A of the PTO program.

Discussions continue with Mount Marty College on Active Shooter Training. Active Shooter Training will be held at Lewis and Clark Behavioral Health on April 21, 2018.

Officers will be assisting at the Yankton High School Prom this weekend.

Patrol is conducting testing and evaluation on a new body camera system.

Det. Joe Erickson is now full time in the detective division as the new drug detective.

8) Community Development Update

Building Official Joe Morrow and Building Inspector Michael Hofer attended a building code seminar sponsored by the South Dakota Building Officials on April 5, 2018. The seminar covered significant changes to the 2018 International Building Code and provided an opportunity for continuing education units that are required to keep their code certifications current. The seminar also provided an opportunity for code officials, architects and engineers from around the state to discuss code changes with the goal of keeping building practices reasonable, affordable and safe.

9) Public Works Department Update

The 2018 Citywide Cleanup is complete. The Transfer Station was open for resident drop off from March 17 through April 14. Also, the Street Department picked materials left out for curbside pickup from April 2-12. The unseasonal weather slowed the curbside pickup, but the crews were still able to complete the event in a timely manner. There was a significant reduction in material left curbside this year. In past years, the curbside pickup typically takes 9 to 10 days to complete. This year the crews completed the curbside pickup in 6 days. There was a noticeable reduction in the amount of tree material curbside, which may be a result of the free trees and after-hours drop off at the Transfer Station. Attached to this CIM is a summary of materials hauled and the total cost for this year's Annual Citywide Cleanup. Also included for comparison are the results of the 2017 cleanup event.

The Street Department continues to address the winter weather events as they take place. Between weather events, crews are addressing pot holes as well as maintaining the snow removal equipment.

Enclosed with this packet is the bid advertisement for the East Highway 50 Sidewalk & Curb Project – Paddlewheel Drive to Ferdig Avenue.

Pavement removal for Phase I of the West City Limits Road project has been completed. The base course has been installed to grade. Concrete curb and gutter along with fillet sections are scheduled to be installed the week of April 16. If all goes well and the weather cooperates, there is a good chance that the road section north of the railroad tracks will be reopened to traffic by the end of the month.

Feimer Construction, a subcontractor on the job will then commence removals south of the section that was completed last year.

Installation of the underground utilities has been progressing on the 8th Street reconstruction. Water main replacement north up to Linn Street is completed. The contractor is waiting on test results prior to connecting service lines. Some of the storm sewer on Linn Street has also been installed. Work on 8th Street could start as early as the week of April 23.

The Notice of Award for the Walnut Street project was sent to Feimer Construction. Once the contract documents are all in order and a preconstruction meeting is held, the contractor will be free to start working. No start dates have been provided, to date.

Missouri River Events in May

Missouri River Watershed Education Festival will be held on Thursday, May 3, 2018 at Riverside Park for registered area schools. Students will attend six 15-minute sessions during the morning. Some of the sessions are hands on, showing students how to identify factors that can cause changes in stability of populations, communities and ecosystems along the Missouri River. A look at the historical and cultural aspects of the Missouri River will also be presented in the forms of reenactment and tribal lore. 424 area students are registered to attend.

The National Park Service along with the City of Yankton will be conducting the 15th Annual Missouri River Cleanup on May 5, 2018 meeting at Riverside Park boat ramp picnic shelter at 8:00 am for registration, coffee and doughnuts. All volunteers will be issued official T-shirts. Boats from the National Park Service and partner agencies will transport volunteers to and from cleanup sites along the river. The cleanup will end at noon with a lunch of bratwursts, chips, and cold drinks.

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 and Fox Run Golf Course monthly reports are 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 Nelson
City Manager