



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 8, 2019, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Fire Department Update

The Yankton Fire Department has been participating in Safety City. Firefighters Mark Nickles and Mike Villanueva as well as Deputy Chief Larry Nickles have been providing participants with information on fire safety during these sessions. Participants are exposed to lifelike situations through the use of the Fire Safety Trailer.

2) Police Department Update

Chief Harris and Commander Foote presented our request for our Reserve Program to the Law Enforcement Training Board in Pierre. The Board must approve the Reserve Program.

Chief Harris participated in Morning Coffee on June 19 on KYNT Radio. The majority of the discussion surrounded vandalism and victimization.

3) Human Resources Department Update

We have extended our application deadline date for the Sanitation/Truck Operator position until July 12, 2019. This was advertised internally first, but we are now accepting outside applications. Those applications we previously received will still be considered for interviews.

4) Public Works Department Update

In 2019, the South Dakota Department of Health has \$500,000 in grants intended to control mosquitos and prevent West Nile Virus in the State of South Dakota. The City of Yankton made application to the Department of Health for the grant opportunity, and was recently awarded \$5,560 for mosquito control efforts and \$5,000 for conducting enhanced surveillance of mosquito populations within Yankton. The awarded grant money will be used towards reimbursement for equipment and chemicals purchased as well as wage reimbursement for surveillance and control operations. Staff will begin control efforts in the beginning of July. Public Service Announcements will be posted with more information before the control effort begins.

5) Finance Department Update

The City has used Payment Service Network (PSN) for its online and credit card utility payment service since November 2014. As of June 27, there are 598 registered customers utilizing the online site, an increase of 110 customers over the past year. This accounts for approximately 11% of our utility customers. Of those registered, 229 have opted out of the paper utility bill or 4% of the customer base. For the first six months of 2019, there has been an average of 420 PSN transactions per month, an

increase of 140 transactions per month compared to a year ago. These payments include both online payments and credit card payments made in the Finance Office. Customers who use the online or credit card service pay a small service fee for each transaction.

Finance also offers a direct ACH bank payment method free of charge. This method is currently utilized by 1,861 customers which equates to 34% of our utility customer base. The remaining customers pay for their utility service either by mail or in person.

Payment Service Network (PSN) credit card service was also implemented at the Transfer Station/Landfill in March of 2017. This service has been utilized regularly at the station. The average number of credit card transactions per month for the first six months of 2019 has been 132 compared to an average of 108 for the first half of 2018.

Finance is also assisting the Police Department in setting up a PSN account at the police station. Customers will be able to pay for parking fines, pet licenses, kennel fines, towing charges, golf cart licensing, etc. using credit or debit cards in addition to cash or checks. The PSN police account should be ready to use some time in mid to late July.

6) Library Update

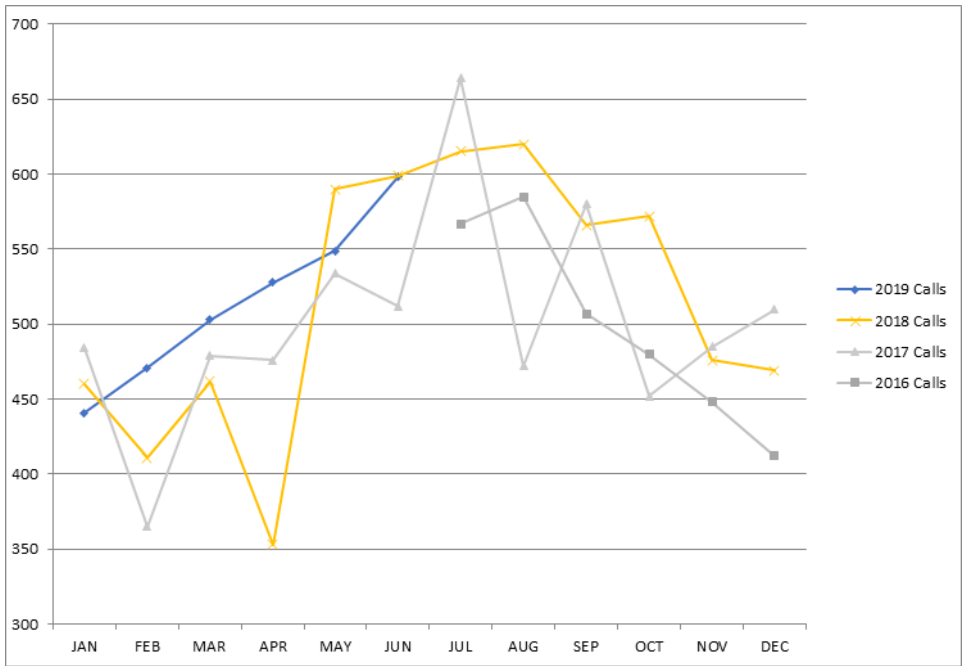
Library Director, Dana Schmidt is a member of the South Dakota Titles To Go Purchasing Committee. That means that a few months out of the year, she is assigned to make e-book selections that are accessed through Overdrive or Libby. The titles that she purchases through this committee are then accessible to library card holders throughout the state whose libraries are members of the state consortium. When purchasing, she is able to see items that have been requested by library patrons throughout the state and also to purchase duplicate copies of titles that have large hold lists so the wait is not so long. With any remaining money, she is able to purchase new and popular titles for our readers. This is a great resource for our library patrons and she loves to be a part of it on a statewide level as well. If you haven't yet tried e-books through our library, it is strongly encouraged! Anyone at the Library would be happy to answer any additional questions you may have about these services.

7) Information Services Update

The radio project has made some recent progress. The Yankton County Commission approved the request to place the antenna mounts on the roof of the Safety Center and the communications building has received the final go ahead for installation at the west water tower. Staff will be working with the selected vendor to finalize the cost proposal based on the new antenna location and plan to complete this project yet this year.

The state reinstated 911 dispatcher Eileen Ibach's certification with some required follow-up training. Eileen last worked for and was certified in Nebraska and her South Dakota certification had lapsed since it had been more than two years. Staff traveled to Pierre to appear and ask for the approval.

2019 911 call volume continues to run about 7.5% above 2018. The chart below depicts call volumes thru June.



8) Parks and Recreation Department Update

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

9) Monthly reports

Salary 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 Leon
 City Manager