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## OFFICE OF THE CITY MANAGER

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

VOL. 54, NUMBER 15

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, August 12, 2019, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Police Department Update

Commander Brandt and Det. O'Farrell attended certification training regarding the Computer Voice Stress Analyzer.

School Resource Officer Preston Crissey attended an Advanced SRO Training Course. Officer Crissey is back in the schools in advance of the 2019-2020 school year.

Commander Brandt attended the SPARK Executive Board meeting.

Sgt. Bruening and CSO Parker presented Achievement Certificates to children at the Boys and Girls Club of Yankton on July 31, 2019, for completing the You Can Too Program.

##### 2) Community & Economic Department Update

Building Official Gregg Homstad attended a building code continuing education session sponsored by the South Dakota Building Officials on July 18-19 in Pierre. The session covered accessibility requirements for residential occupancies and provided the opportunity for obtaining continuing education units that are required to keep certifications current.

In facilities maintenance there were two items of note in July:

- A water heater at the Center unexpectedly began leaking a few weeks ago and based on the 20-year service of the unit it was deemed necessary to replace it at a cost of \$1,745.
- Community Development assisted the library with material selection and contractor coordination to replace the steel toilet partitions which may have been original to the building.

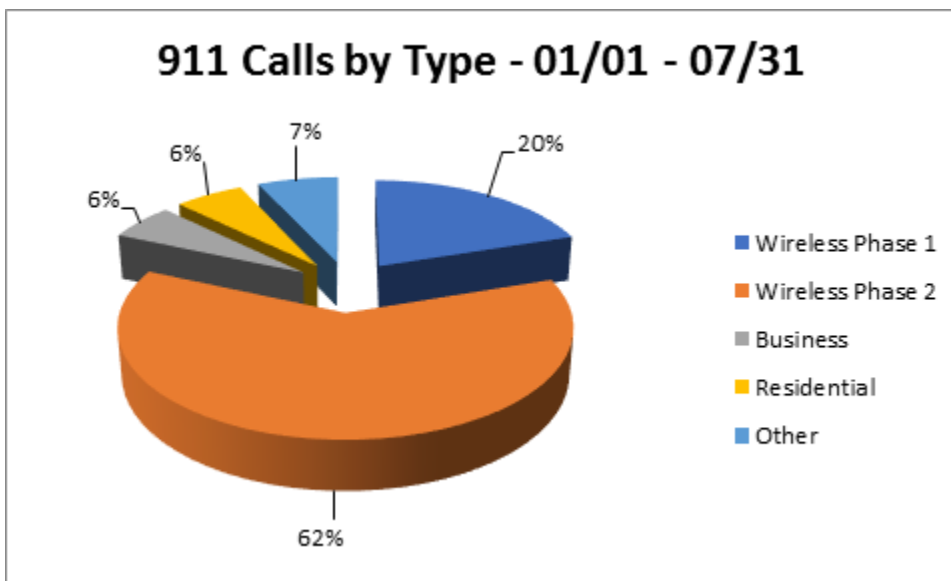
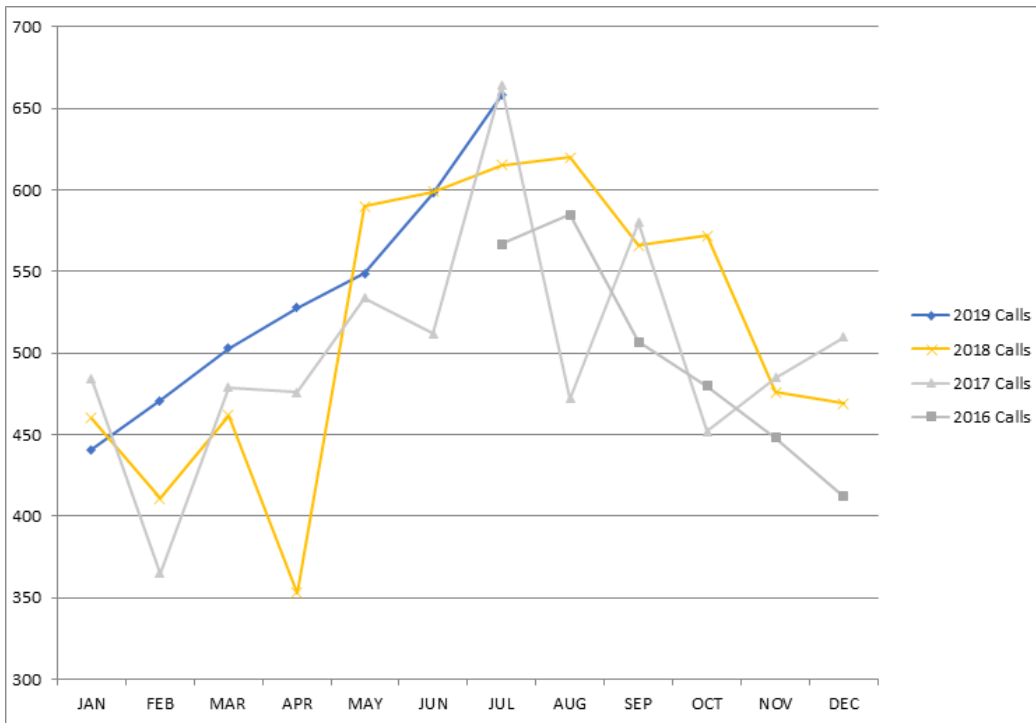
Maintenance in all of our facilities is an ongoing effort and it is always staff's goal to extract as much value as possible from our building and equipment stock.

##### 3) Information Services Department Update

The agreement with RACOM has been signed for the console radio upgrade project. The project is expected to be completed in 180 days.

We are continuing to work with the communications building supplier for the west water tower and believe we are close to finalizing installation plans.

911 call volume is shown below. We continue to run above 2018. In addition, the pie chart shows the call by type for 911 calls. We are currently running around 60% Phase 2 (with actual caller location information included) and about 20% Phase 1 - with tower information only initially. The number of wireless 911 calls is up about 5% since 2016 when we switched to the new 911 system.



#### 4) Finance Department Update

The Finance Office is working with city departments to 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. The surplus resolution will be presented for commission action in September. Surplus property may be sold, traded, loaned, destroyed or otherwise disposed of pursuant to SDCL 6-13-1.

## **5) Human Resources Department Update**

Because of Tim Garvey's retirement on August 2, his position of Water Distribution/Wastewater Collection Superintendent is open. We have started the advertising process and applications are being accepted until August 28, 2019. Tim had 32 years of service with the City.

Glenda Lanning, Library Assistant, put in her retirement effective August 1, 2019. She wanted to quietly retire with no reception or recognitions. We are looking at starting the advertising process for her position along with two open part-time Circulation Assistant positions that need to be filled. Glenda began employment part-time with the City in 1993 and in 2001 she was promoted to her position that included benefits.

## **6) Fire Department Update**

The Yankton Fire Department held their Employer Appreciation Night on August 5 at Fire Station #2. YFD staff invited their employers and co-workers to an evening comprising of a social hour and meal to thank them for allowing their employees to be a part of the volunteer fire department. We absolutely could not have a volunteer fire department without the support of the employers of our members. We will continue to foster the support of the employers in our community as we will be looking for new volunteers again in the future and wish to retain the firefighters we currently have.

YFD took the Rescue Truck to the August 6 Yankton County Commission meeting for them to become more familiar with the Rescue Services we provide and the equipment that is used in our rescue missions. This is one portion of YFD's operation for which funding sources are not clear cut. Much of the equipment stored on the Rescue Truck and used for this mission has been funded through grants. We will be working with Yankton County, the City and the Yankton Fire Protection District to make these current and future funding sources more clear. This will provide us with a more clear path to maintaining and improving the growing demand for this vital service. YFD responds to all of Yankton County to provide rescue services in conjunction with the local fire departments and Yankton County EMS.

## **7) Public Works Department Update**

The Street Department continues to patch asphalt in areas where curb and gutter was replaced as well as streets scheduled for seal coating later this summer. Crews are also preparing for the beginning of the school year by painting crosswalks near the schools and activating the school zone flashing lights.

### **Walnut Street from 2<sup>nd</sup> to 4<sup>th</sup>**

All the glass for the "Yankton" lanterns has been installed. The contractor is reviewing the final pay estimate and change order items.

### **21<sup>st</sup> Street from Broadway Avenue to Douglas Avenue**

All the water main has been installed. Slowey Construction has a little bit of storm sewer, in the Douglas Avenue intersection, to complete yet. Northwestern is in the process of relocating the electrical lines in the same intersection. Masonry Components will be making the final push to get the streets paved in time for the Riverboat Days parade and the start of school.

### **Auld-Brokaw Trail – West City Limits Road and 31<sup>st</sup> Street**

The contractor is waiting on the railroad to start the rail crossing replacement on West City Limits Road, as they will be doing the trail at that time.

## **8) Library Update**

Another season of Summer Reading is now behind us. We had a great summer exploring the topic of space, encouraging lots of reading and hosting a wide variety of programs for all ages. Over 109,000 minutes of reading were logged by those birth through 5<sup>th</sup> grade readers and 1,052 books were logged by our registered teens and adults. We ended our Summer Reading Program with our second annual Talent Show. We partnered with Mount Marty College to host the talent show at Marian Auditorium and had a great variety of talent and lots of fun with over 100 in attendance.

Though we take a break from some of our regular programs in August, we still have plenty on the schedule for youth and adults. A couple special events include a meet-and greet event for people that are playing the new interactive Harry Potter game, Wizards Unite. The event will be held at 5:00pm on August 14 and will give players a chance to meet IRL (in real life) and to share tips and tricks about the game. Then, as encouraged by the game, they will make their way outside to “battle” and to visit some nearby “inns” to gain magic strength.

We will also be offering a free movie showing of Neither Wolf Nor Dog on Monday, August 26 at 6pm. The movie is based on this year’s One Book South Dakota selection by the same title by author Kent Nerburn.

## **9) Environmental Department Update**

John T. Jones continues to move forward with the Water Plant Project. The project is scheduled to be substantially completed by October 1<sup>st</sup>. Final completion is scheduled for May of 2020. The project is scheduled to start treating water in mid-September. The roofing contractors continue to work on the roof when weather allows. The roofing contractor is behind schedule. Concrete work has started on the flat surfaces outside the plant. The concrete contractor will be coming back after Riverboat Days.

S.J. Louis staff has demobilized from the gravity sewer project. City staff has met with the contractor and continue to negotiate a solution to complete the project. The City Attorney is scheduling mediation to begin in the next several weeks.

The contractor has finished the water main on the 21<sup>st</sup> Street Project. The 16” line on 21<sup>st</sup> Street is now back in service. This is the main line to feed the memorial tower.

## **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**

Building and Salaries monthly reports are included for your review. Minutes from the Park 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