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## OFFICE OF THE CITY MANAGER

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

VOL. 56, NUMBER 22

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, November 22, 2021, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Community & Economic Department Update

Public Works and Community and Economic Development staff have been working together to promote the safe disposal and recycling of unwanted latex paint. Latex (water-based) paint isn't hazardous because it's a liquid it cannot easily be disposed of without first drying it. Latex paint makes up a large percentage of the Household Hazardous Waste collection event materials, despite not being a hazardous material. A major drawback of disposal on the regular collection routes is the risk of latex paint containers breaking open during compaction in the trucks and leaking onto the equipment and potentially out into the street. To eliminate that risk the promotional encourages citizens to take advantage of several techniques to dry the paint, including commercial paint hardeners which are now widely available at home improvement retailers making the process of drying unwanted paint easier and quicker. The promotion also encourages residents to donate useable paint to the Habitat for Humanity ReStore giving the unwanted paint a second chance to brighten someone's home. If more of the unwanted paint can be recycled or dried and disposed of in the regular household garbage that will reduce the volume and cost of the waste collection events while at the same time making it easier for citizens to get rid of unwanted paint sooner. Oil based paints and stains are considered hazardous and need to be disposed of at a hazardous waste collection event. Social media promotions are underway. Public Works staff anticipates using print versions of the promotion at the Transfer Station and during public outreach efforts.

We have administratively submitted a grant pre-application for \$32,000 of American Rescue Plan Act (ARPA) funds from the Federal Aviation Administration (FAA). The eligibility and administrative process to access this funding is very similar to the FAA CARES money we received in 2020. The amount was determined by the FAA and is specifically for "costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments". We are appreciative that this funding is available for personnel costs at the airport. As you know, the pandemic impacted some of our standard revenue sources like fuel sales and hangar rentals and the ARPA funding helps get us closer to functioning on a more standard operations budget. A formal Grant Agreement for the funding will be on a future City Commission meeting agenda.

##### 2) Fire Department Update

The Yankton Fire Department has completed flow testing of our Self Contained Breathing Apparatus. Each SCBA is required to be third party tested each year to assure the equipment is in excellent working order. This is just one of many annual tests done on our fire apparatus and equipment that ensure our volunteers stay safe and our response is effective.

Assistant Chief/Community Risk Reduction Coordinator Bill Ziegler is completing online training and preparing to implement our fire and life safety inspection program. Bill is gathering information and making a list of inspectable buildings and businesses in Yankton. He will prioritize this list and we hope to begin inspections soon.

### **3) Police Department Update**

Several Officers attended the Yankton Middle School's Veterans Day program on 11/10/21. Officers from the Yankton Police department who currently serve or have served in the past were recognized by the department on our Facebook page. If you missed it these officers are Sgt. Scott Schindler (retired Air Force), Sgt. Rob Buechler (current SD National Guard), Officer Dustin Hagemann (current IA National Guard), Officer Dylan Wilson (current NB National Guard), Officer Colton Bender (current SD National Guard), and Officer Bob Dooley (retired Air Force).

We hosted the National Tactical Officer's Association Team Leader Development training. This course is designed for law enforcement personnel who are responsible for deploying in the capacity of a Special Response Team Leader. Officers Olson and Hagemann attended this training.

Sgt. Bruening's squad took a call of s suicidal juvenile female and found this was a fake call. During the investigation Sgt. Bruening learned that other agencies in the State had received this same call and had been dedicated time and resources to locating a suicidal juvenile female. Sgt. Bruening passed on the information she had found during her investigation to prevent these agencies from wasting more resources on a fraudulent report.

Cpl. Parker has been on the radio providing tips to citizens on safety during the holidays. Included in these programs are travel, online shopping, package delivery, and Scams to look out for.

Officer Jeremy Olson is preparing for Kids, Cops, and Christmas. Information will be going out to the public soon.

There has been a rumor that the Grinch has been spotted in the area. Officers are keeping an eye out for him and hope to have him in custody before Christmas.

### **4) Public Works Department Update**

Street Department crews have been preparing for winter maintenance operations and crack filling on asphalt streets throughout the community. Crews have also been transferring yard waste from the drop off pile to the compost pad at the transfer station.

### **Thanksgiving Day Holiday Garbage & Recycling Collection Schedule**

There will be no solid waste collection on Thursday, November 25<sup>th</sup>, due to the Thanksgiving Day Holiday. All Wednesday and Thursday routes will be collected on Wednesday, November 24<sup>th</sup>. Friday routes will be picked up on Friday, November 26<sup>th</sup>. All other routes will be collected as scheduled. The Transfer Station will be closed Thursday, November 25<sup>th</sup> and will be open shortened hours on Friday, November 26<sup>th</sup> from 8:00 am to 1:00 pm. The Transfer Station will resume normal scheduled hours on Saturday, November 27<sup>th</sup> from 8:00 am to 12:00 noon.

### **Marne Creek Bank Stabilization**

Preparations are under way to begin the Environmental Assessment (EA) to evaluate the proposed bank stabilization and trail restoration project at various locations damaged during the 2019 flooding along Marne Creek. The Federal Emergency Management Agency (FEMA) is providing notice of its intent to prepare an EA. The notice is to advise other Federal and State agencies, Native American tribes, non-

governmental organizations, and the public of FEMAs intention, as well as to obtain suggestions and information on the scope of issues to consider during the project planning process. More information about this Notice of Intent can be found on the City of Yankton website.

### **23<sup>rd</sup> Street Construction and Utility Installation**

Mainline paving will be completed on November 16<sup>th</sup>. The miscellaneous concrete work, such as intersection paving and driveway approaches, should be done shortly after. Most work, other than maybe some grading, should be completed by Thanksgiving.

### **Active Transportation**

The base for the project has been installed. Masonry Components has indicated that they will be mobilizing to the site on November 16<sup>th</sup> and plan on staying until completed. The remaining work could be complete in a couple days.

### **Meridian Bridge Column Repair**

The contractor for this project has had some issue with product availability, only being able to acquire half of the material that is needed. With that issue pushing the project late into the year, the consulting engineer has suggested that the project should be postponed until the weather is conducive, for that type of work. The product that will be utilized to complete the repairs has recommendations as to the minimum surface temperature, in order for it to have the best bond with the existing concrete. Staff will continue to work with the contractor and the consulting engineer to determine the best timing to complete the repairs.

### **5) Information Services Department Update**

The radio project is being closed out and final purchase orders have been approved for both the general contractor and the consultant. The final alarm issues have been resolved and the project is now fully operational. Staff has submitted a number of funding requests to the state for grant funding for the various technology and equipment projects in dispatch. The City has roughly \$80,000 available to be used for dispatch upgrades thru the state. We have a conditional offer pending for employment for a dispatcher and are actively working to fill the last two openings.

The RFP documents are nearly complete for the data portion of the City Hall wiring project. We will be finalizing the plans in house and be meeting with selected vendors to obtain competitive quotes. The lighting project for the gym has been completed.

### **6) Parks and Recreation Department Update**

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

### **7) Environmental Services Department Update**

The contractor completed the biosolids application process. Schmidt farms hauled 345 loads for a total of 2,070,000 gallons. The total cost of the application was \$62,100.00. The gallons were slightly higher than the past due to staff taking down a digester for maintenance this summer.

Staff at the water plant gave tours to several groups from Ability Building Services (ABS). Several staff members from ABS brought in small groups. Water plant staff presented a power point presentation and then gave them a short tour of the facility.

Water distribution staff completed hydrant flushing and inspections for the year. Staff also worked with HDR to test flow hydrants in several areas of town. The data collected will be used to calibrate and

verify the distribution system model. City staff will now be repairing and maintaining any hydrants that did not operate properly.

**8) Finance Department Update**

The five applications for a Medical Cannabis Dispensary Business License approved at the city-level are still pending with the South Dakota Department of Health. The State has 90 days to review and determine the top two license recipients. Once approved at the state-level, applicants must receive a Certificate of Occupancy from the City of Yankton prior to opening its doors for business.

Our online surplus auction will be hosted by Purple Wave on November 30<sup>th</sup>. All bids must be placed by 10 a.m. To view online, please visit <https://bit.ly/2021FallAuction>.

Please see the enclosed Monthly Finance Report and the monthly Revenue and Expenditure Report for October.

**9) Monthly reports / Minutes**

Joint Powers Solid Waste and Yankton Police Department monthly reports are included for your review. Minutes from the Park Advisory Board and Planning Commission 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