



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 44, NUMBER 5

Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 9, 2009, will begin at 7:00 p.m.

Non-Agenda Items of Interest

1) Parks and Recreation Department Update

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

2) Personnel News

There will be an employee blood drive for the Siouxland Community Blood Bank on Friday, March 20 from 10:00 a.m. – 3:00 p.m. at the Yankton Community Library. More than 80% of the blood collected by the Siouxland Community Blood Bank comes from mobile blood drives like ours. We have also received our 2008 date plate for our Community Blood Bank plaque acknowledging our continued partnership with the blood bank.

The new “six in one” posters from the South Dakota Department of Labor have been distributed to each department for posting. The six posters deal with employee rights for equal employment opportunity; the federal minimum wage; the Uniformed Services Employment and Reemployment Rights Act; job safety and health; Employee Polygraph Protection Act; and the Family and Medical Leave Act. On January 19, 2009, the final regulations for the Family and Medical Leave Act went into effect and includes military family leave entitlements and this poster includes this change.

3) Community Development Update

The Lewis & Clark Home Builders will be holding their 4th Annual Home Show at the Kiwanis 4-H Ice Center on March 28 & 29, 2009. The Home Builders are expecting to have 70 exhibitor’s showing their services and wares. The City of Yankton is an active member in the Association. City Building Official Joe Morrow is on their board.

The Yankton Habitat for Humanity Chapter has applied for the first round of grant monies being offered through the Neighborhood Stabilization Program (NSP). The grant application is to help with the construction of two homes to be located at 815 & 817 Capital. The Community Development Department has helped District III and Habitat for Humanity complete the grant applications for these two projects.

The Federal Emergency Management Agency (FEMA) is working through the process of modernizing flood plain data throughout the country. Staff from the City and County have received materials from FEMA and participated in conference calls to get up to speed with the modernization process. The process does not include a remapping in the City of Yankton. As it applies to the City, it will be more

of a housekeeping effort to transition to new datum and identify a few locations where previous Letters of Map Amendments might need more documentation or a different designation. There will be a public open house related to the updates in April with FEMA officials attending. We will let you know the date as soon as it is confirmed.

4) Environmental Services

Water Treatment staff has been jar testing different carbon and is currently trying a new carbon. Total organics were tested on Tuesday to see if the organic removal has improved. Staff is hoping with improved organic removal we can reduce our THM's.

The Distribution has been busy replacing old meters with new radio read meters. Distribution has also started repairs to approximately 40 hydrants due to a recent recall.

Wastewater has been working on annual repairs and maintenance. Digester recirculation pump #3 was pulled and will be sent in to be rebuilt. Staff also replaced a variable frequency drive on one of the three aeration pumps. Wastewater will also begin cleaning one of the three large boilers used to heat the sludge.

Collection took advantage of the nice weather to clean and televise sewer lines for upcoming projects. Sewer lines are cleaned and inspected with the camera prior to upcoming street or water main projects to determine if any sewer main should be replaced during the project.

5) Public Services Update

Final preparations are underway for the Citywide Cleanup event starting April 6, 2009. Enclosed in this packet is information that will be posted and distributed.

The Missouri River Cleanup event is scheduled for Saturday, May 9, 2009. In association with the clean up youth from area schools will be offered a river education program staged in Riverside Park the day before. This additional effort is being hosted by a number of entities interested in the health of the Missouri National Recreational River.

This is the time of year that the South Dakota Department of Transportation reviews changes to Statewide Transportation Improvement Plan (STIP). Currently the City has \$2.1 million of improvements programmed in the STIP that would reconstruct Douglas Avenue (23rd to 25th), 15th Street (Burleigh to Whiting) and Summit Street (9th to 15th) in 2010. These street segments are part of the Federal Aid Roadway System and are eligible for the federal funds reserved for cities in South Dakota. It is anticipated that the federal stimulus allocation along with next year's annual allocation to Yankton will fully fund the proposed 2010 projects. Work is underway to secure the necessary environmental clearances, address utilities and develop reconstruction plans. City projects eligible for federal funding are reviewed each year.

The Yankton Police Department and Public Services will be reviewing the traffic counts and speed limits on 21st Street from Summit to West City Limits Road. A safety concern has been registered with the City that will be reviewed according to traffic standards. The results of this review will guide staff recommendations for traffic management at this location.

6) Library Update

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

7) Finance Office Update

Five candidates filed nominating petitions for the three open City Commission seats by the deadline on Friday, February 27th. The three incumbents, Charles "Murph" Murphy, David Carda and David Knoff will be challenged by Pauline Akland and Jeffrey Sweeden. The Yankton School District will also be holding a joint election with the City this year as Dave Hosmer, Verlin Ailts and Kathryn Greenway will be vying for the two open positions. Ballots for absentee voting will be available in the Finance Office on March 30th. This date is also the deadline for voter registration in order to vote in the city/school district election on April 14th.

The Finance Office underwent a SDML Workers' Compensation payroll audit on Wednesday, March 4th. The auditor reviews payroll records to establish the final premium for 2008 having paid previously on an estimated payroll for the year.

The Finance Office has also enclosed a monthly report which includes utility billing and other office information as well as a monthly revenue and expenditure guideline report by fund.

8) Police Department Update

Officer Olson has completed her 30 day classroom training and is now out on the streets participating in her field training program. Four Officers (Burgeson, Wuebben, Burns, Rothenberger) have been enrolled in a two week training program to be able to use a total station for the laying out of crime scenes and accident investigations. Lt. Payer and Detective Brandt have completed a week of training for certification on the department's Voice Stress machine, which is required every two years. Lori Neubauer continues her training in dispatch.

The Lions Club Annual Law Enforcement Dance will be held at the Kelly Inn on Friday, March 13th. Each year the Lions Club honors outstanding employees for the year in law enforcement. This year our honoree is Dispatcher, Sam Stanage. Tickets are \$5.00.

9) Fire Department Update

We continue to prepare to host Southeast District Fire School which will be held on April 24-26, 2009 at the Yankton Middle School. We expect between 175-225 firefighters to attend all or part of this weekend of firefighter training. We continue to work on several aspects of the construction of Fire Station #2 including scheduling and preparing for a neighborhood meeting on March 17 and the groundbreaking ceremony on March 20. Besides the normal Monday night trainings and meetings, three of our newest firefighters have just successfully completed the first unit of their South Dakota Certified Firefighter Course. This course is offered in two units and contains a total of 120 hours of classroom training, 2 written tests and 2 practical exams. We expect to finish with this course in late March.

10) North Fire Station Groundbreaking Ceremony

The groundbreaking ceremony for the North Fire Station is scheduled for Friday, March 20, 2009, at 3:00 p.m. A short ceremony will be held followed by refreshments.

11) Outside Agency Meeting

At a previous City Commission meeting, it was suggested that we meet prior to the budget sessions to discuss outside agencies. We have scheduled Monday, March 30, 2009, at 6:00 p.m. in Room 114 at the RTEC to have this discussion.

12) Jim Goetz Retirement

As you know, Jim Goetz will be retiring at the end of this month. A reception has been scheduled for Thursday, March 26, 2009 from 3:00 – 5:00 p.m. in the City Hall Gymnasium.

13) Monthly reports

Building and Yankton Police Department 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,

Doug Russell
City Manager