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## OFFICE OF THE CITY MANAGER

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

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### Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 13, 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

Our blood drive that was held on March 20<sup>th</sup>, was very successful. The Siouxland Community Blood Bank indicated that a total of 30 units of blood were collected from both City employees and other donors who registered. All those who participated in this drive played a role in saving the lives of many people.

We are in the final stages of completing interviews and hiring our 2009 summer seasonal staff. We have received a large number (approximately 130) of applications for these positions since we started our advertising at the end of December 2008.

Because of the weather warnings that were in effect for April 1<sup>st</sup>, we cancelled the defensive driving classes that were scheduled for that day. We are working with Safety Benefits to get the classes rescheduled.

##### 3) Community Development Update

The general public notice to cut noxious vegetation will be published April 30<sup>th</sup> and May 7<sup>th</sup>. The ordinance requires that the notice be published once a week for two consecutive weeks. The notice will reflect the recent ordinance changes that have added grasses eight inches or longer to the list of noxious vegetation.

##### 4) Environmental Services

Whole Effluent Toxicity testing is conducted at the Wastewater Treatment Plant at least once each calendar quarter. Wastewater personnel collect samples of the treated wastewater effluent and the Missouri River receiving water. The samples are shipped to AECOM/ENSR Environmental Toxicology Laboratory in Fort Collins, Colorado for analysis. Wastewater effluent is diluted to various concentrations of the Missouri River receiving water. Ceriodaphnia dubia (< 24 hour old) and fathead minnows (1 to 14 days old) are subjected to the various dilutions for 48 and 96 hours, respectively. At the conclusion of the test, the surviving organisms are counted and the mortality rates are calculated.

Acute Toxicity occurs when 50 % or greater mortality is observed for either species at any effluent concentration. If acute toxicity occurs, additional testing is required within 2 weeks. Should acute toxicity occur in the second test, additional testing will be required to identify the toxic components of the effluent.

Water treatment plant recently sampled and received passing results for the Synthetic Organic Compounds. 30 plus SOC's are required to be sampled once every three years. SOC's are man made chemical compounds with a carbon base. Pesticides are the most common SOC found. Water samples were collected and sent to the State Health lab for analysis.

The City is now required to locate sewer services. Staff has been working on a locate wire installation to be installed on all new sewer services. Staff recently installed a ground rod, locate wire and a box on a new service. Currently the only way to locate a sewer service is to run a tape down a sewer clean out. Installation of a locate wire will be more accessible and would not require contact with raw sewage.

### **5) Public Services Update**

Citywide Clean Up got off to a wet start after the weekend weather threatened to complicate the event. Crews are usually occupied for the better part of two weeks while completing the effort for the community.

Crews have been able to remove trees from the airport property clear zone on the west side of Highway 81, keeping the airport in good standing with the SD DOT and FAA. Also a significant wash out on Marne Creek at Paddle Wheel Point was restored, reseeded, and covered with an erosion protection blanket. Good growing conditions are needed for the area to be successfully stabilized.

Peninah Street contracts have been signed and the Notice to Proceed issued to the contractor. April 15<sup>th</sup> is being targeted for the preconstruction and neighborhood meetings. Notices will be issued this week.

### **6) Library Update**

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

### **7) Finance Office Update**

As a reminder, the joint election for the City of Yankton and the Yankton School District is Tuesday, April 14<sup>th</sup>. The Finance Office has had only eight (8) absentee voters as of Wednesday morning, April 8<sup>th</sup>. The commission will canvass the election returns at a special meeting held Friday, April 17<sup>th</sup> at noon in the City Hall 2<sup>nd</sup> floor conference room.

The Finance Office has completed its annual sewer rate adjustments for utility customers which will be reflected in the utility billing going out on April 17<sup>th</sup>. Please refer any questions you may receive from customers to the City Finance Office.

The City of Yankton has once again renewed its contract with Yankton County for its annual mosquito abatement program. Tom Schramm of Yankton County coordinates the program.

### **8) Keystone Pipeline Project**

Price Gregory, the contractor for this segment of the Keystone Pipeline Project, is beginning to move operations into the community. Site preparation for the field office on North Broadway Avenue have begun with a controlled burn by the fire department and grading activities by the contractor. At this point there are some Price Gregory management officials in town preparing for the project. Construction crew members will be arriving incrementally during the coming weeks with a full crew

anticipated to be in town by the middle of May. The Chamber Pipeline Task Force continues to review issues associated with the project. The Task Force's work activities to date have included three basic areas of emphasis. The first being coordination with Price Gregory to help them feel welcome and make their transition into the community as easy as possible. Second, informing the community of the needs the project will have in hope that our businesses will be prepared to provide needed goods and services along with gaining the economic benefits of such activities. And third, identifying specific issues that will need to be addressed by our public servants and other service providers.

### **9) Flood Insurance Rate Map**

The Flood Insurance Rate Map Modernization Open House will be on Wednesday, April 29, 2009, at 7:00 PM at the Yankton County Government Center (please reference the attached notice). Staff will meet with Federal Emergency Management Agency (FEMA) officials earlier in the day to go over administrative details related to the modernization process. This is a FEMA driven process that will change / update the datum that is used for flood plain management activities. As previously discussed, the process does not include a remapping in the City of Yankton. Based on the information provided, the data set update will not change the physical location of the 100 year floodplain in the City. As it applies to the City, it will be more of a housekeeping effort to transition to new datum. There were a few locations where previous Letters of Map Amendment were questioned by FEMA's engineering consultant. Joe Morrow from our staff has worked through those issues with the appropriate officials and we have received confirmation that they were mistakenly included in the recently issued Summary of Map Actions. This confirmation is very good news and verifies that we have done a good job over the years administering our flood plain ordinance. The culmination of this process will be the City Commission's consideration of an updated flood plain ordinance in the coming months.

### **10) Skate Board Park**

The Parks and Recreation Department will be ordering the equipment for Phase Two of the skate board Park upgrade. In April, 2008, the Commission approved a Master Plan for the skate board park located in Westside Park which consisted of three phases. In 2008, \$20,000 in new equipment was installed at the park. The skateboarders on the Skate Board Park Task Force have reported that the skate park users like the equipment added in 2008 and it has provided different levels of challenges for novices through advanced skaters. The new equipment has been examined this spring for wear and tear, and how it handled the winter weather. The equipment appears to be in great shape.

The Phase Two equipment order for \$10,000 will add to the challenges in the park and further expand the quality and attractiveness of the facility. The equipment will be ordered from the same company, Rampage, as in 2008. The Skate Park Task Force will be asked to volunteer their time and efforts to assemble the equipment once it is delivered to the site.

Phase Three will allow for an order of \$5,000 in equipment in 2010.

### **11) Police Department Update**

The department was saddened by the death of K-9 Rex on March 26<sup>th</sup>. He had been sick for a short time and was unable to pull through. Service was held on March 27<sup>th</sup> and burial at Wintz & Ray Funeral Home with internment in their pet cemetery.

Dispatch has had new cameras installed for security in and around the public safety building and jail, which was paid for by 911 funding.

April 16-18 a group called the Strollers from USD will be at the Dakota Theatre to perform vaudeville style entertainment. It has been in existence for 86 years at the University in Vermillion.

We continue to have ride along students from the college and area high schools who are considering law enforcement as a career. They are placed in each area of the department to understand what is involved with law enforcement.

On March 24<sup>th</sup>, the Yankton Baptist Church served all three shifts with a meal. They wanted to thank the police department for all the work we do to keep the community safe. It was much appreciated by the entire department.

It has been twenty years since the department has worn an updated patch. I thought it would be nice to have a patch designed by a currently employed officer. Asst. Chief Hisek designed the patch which was approved by City Manager Russell. The patch is attached for your viewing. It shows our cities history with a riverboat, current history with the new bridge and Mt. Marty College Chapel in the background. The year 1861 represents the year Yankton became the territorial capital. We are proudly looking forward to wearing this new patch. Hope you all will be proud of it too.

Officer Buechler will be leaving for overseas duty this month. Jason Burns has resigned to become a member of the Minnehaha County Sheriff's Department.

**12) Washington Delegation**

The local chamber delegation of approximately 13 people traveled to Washington D.C. the first week in April. While there, we had meetings with Senator Thune, Senator Johnson, and Congresswoman Herseth-Sandlin. We also visited with numerous agencies including the Corp of Engineers, USDA, and National Park Service to discuss the nature of our local relationships and how we can maximize our operations by taking advantage of some of the national programs.

**13) Monthly reports**

Salary and Building monthly reports are included for your review. Minutes from the Airport 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,

Doug Russell  
City Manager