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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, July 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

There will be a City of Yankton employee blood drive on Friday, July 10 from 10:00 a.m. – 2:30 p.m. at the Yankton Community Library. The drive is not only for employees, but for any individual who would like to donate. A photo ID will be required at the time of donation.

We have a vacant Communication Dispatcher position with the resignation of Lori Neubauer. We have started advertising to form a current hiring list and to fill this position. Our last hiring list was finalized in January 2009.

Bob Ryken is being promoted to the position of Airport Maintenance/Signal Technician, effective July 6. We are preparing the position announcement for the vacant Transfer Station Supervisor and will be taking applications for this position.

##### 3) TransCanada – Keystone Pipeline Project Update

There are currently 475 pipeline construction workers based out of the Yankton Field Office. This number will grow to about 500 within a few weeks. In addition to the 475 workers here, there are also 60 to 70 support staff in Yankton. These are administrative type employees of Price-Gregory, TransCanada and independent inspection contractors. Earlier in the year there was a rumor that they would only have 150 or so here at a time and over the course of the summer the “shifts” would total 500 workers. That is not the case, they are here in full force.

##### 4) Library Update

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

##### 5) Police Department Update

Officer Jake Zajic attended the South Dakota Firearms instructor’s course held in Pierre the week of July 6<sup>th</sup>. Upon completion Jake will join Sgt. Doug Johnson and Officer Jeff Johnson as a firearms instructor for YPD. These instructors train all YPD personnel in the use, care, and qualification of all department firearms. These officers also work with other state instructors for state qualifications and familiarization courses put on by the state.

The annual 4<sup>th</sup> of July Celebration and fireworks held at Riverside Park went well for the YPD. No major problems were noted.

YPD continues to train on and update the new computer system that was implemented in May of this year. There are a few bugs to be worked on but the company is assisting greatly with this effort.

#### **6) Finance Office Update**

Finance has been working with auditors as they perform the 2008 financial audit. Williams & Company has substantially completed the field work portion of the audit.

#### **7) Fire Department Update**

The Fourth of July weekend was quiet for the Yankton Fire Department. The YFD responded to only three calls for service over the holiday weekend, including only one suspected fireworks related incident. Recent rains, green vegetation conditions and an increase in fireworks safety publicity is credited for the lack of fireworks related incidents. The YFD also responded to one complaint of smoke in a hallway caused by overcooked food and one injury automobile accident.

The Fire Department has also been fielding calls from insurance companies and insurance agents regarding Insurance Services Office (ISO) Public Protection Class (PPC) ratings for properties located along the edges of the Yankton city limits. It seems that insurance companies are becoming more aware of the actual locations of these properties and are re-rating some of the properties based on their location. Properties within the city limits are rated with a PPC rating of 5. Properties outside the city limits are rated with a PPC rating of 9 or 10 depending on their location. Any property within 5 road miles of a recognized fire station is considered a class 9, any property outside of that 5 road mile range is considered a class 10. We are working with local agents to help determine correct PPC ratings and assisting insurance companies with additional information as needed to help correctly classify these properties. We can expect to be re-surveyed by ISO sometime in 2011 or 2012.

#### **8) Public Services Update**

Chip sealing will be completed the week of July 6<sup>th</sup>. Milling operations are scheduled to begin the week of July 13<sup>th</sup>.

The traffic signals at the intersections of Fourth with Douglas and Walnut have been malfunctioning. These signal systems are specialized equipment that is outdated. The state assisted in reviving the operation of the systems to the extent possible. Staff is working with the South Dakota Department of Transportation to determine how to have the equipment replaced.

An updated schedule was received for the Mulberry Street project that calls for the work under contract to be done by August 1, 2009. The water main is in and being tested this week. The asphalt paving is scheduled to be accomplished by the city following the completion of the work under contract.

A preconstruction meeting was held and followed by a well-attended neighborhood meeting for the Maple and 9<sup>th</sup> Street project. The contractor's field work for this project is scheduled to start July 27<sup>th</sup>. The gas lines are being replaced at this time by Mid America.

The Peninah Street project has nearly all of the water main installed and the paving is completed from Karen Drive to a point just north of 15<sup>th</sup> Street.

**9) Environmental Services Update**

TetraTech completed test coring near the City of Yankton property in Nebraska. Two test cores were done near the property in Nebraska and one at the Paddle Wheel point area. All three test cores were promising with depths of 90' to over 100'. Test core #1 was on the west side of the south half of the Nebraska property and was over a 100'. The second test core was on the west side near the center of the Nebraska property and was 90' deep. Both test cores showed fine sands with intermittent layers of gravel. Preliminary data suggest that the south half of the Nebraska property will have potential for 3 wells. HDR is proceeding with evaluation of core samples to provide yield estimates. Following positive estimates we will proceed with pump testing at these sites to determine yield potential for the Nebraska wells. If yield potential is as anticipated, these sites will be the recommended location for our source water.

**10) Dog Park**

The 4-H Dogs R Us group has contracted with Robert's Carpentry to install the fence for the dog park. Robert's Carpentry started to install the dog park fence on Monday, July 6. The installation is scheduled to take two to three weeks. Robert's will also install a couple of signs on the property. The cost to have the fence professionally installed was an additional \$6,500 above the amount the 4-H Dogs R Us group had fund-raised. In the past month, the group has raised an additional \$4,000 so \$2,500 remains to be raised to cover the cost of professional installation.

**11) Banner Permit**

As follow-up information, we have received approval from the state of South Dakota for placing of the flags on the Discovery Bridge. The State of Nebraska provided temporary approval for the 4<sup>th</sup> of July weekend while we waited for an official agreement. Both states provided very timely responses to the request.

**12) Monthly reports**

Salary and Building 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,

Doug Russell  
City Manager