



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, September 13, 2010, 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) Finance Department Update

The Finance Office is preparing the City levy for property taxes as part of the budget ordinance. In addition, the special assessment levies for construction and abatement purposes will be certified to the County Auditor in the near future.

3) Political Signs

We are within the 60 day window for the display of political signs prior to the November elections. The maximum size for a political sign is 32 square feet. For the most part, people are careful about the placement of their yard signs. The biggest problem we typically see is signs placed in the Right-of-Way (ROW). Especially that area of the ROW located between the sidewalk and curb. Signs are not allowed in that space because they can cause sight distance concerns and distractions for the traveling public. The cover page of the City's Website has a helpful link that provides information about the ordinance. At the appropriate time, we will also provide the public with some reminders that political signs must be taken down within seven days after the election.

4) Proposed Mobile Home Age Restrictions

Progress continues at the Planning Commission level on the development of a proposed ordinance that will put a maximum age limitation on mobile homes brought into the City and placed in licensed mobile home parks. The ordinance would be an amendment to the current provisions that address other applicable issues associated with doing business as a licensed mobile home park in the City. A draft version of the ordinance will be discussed by the Planning Commission on Monday, September 13th. Based on the discussion on the 13th, the Planning Commission may invite mobile home park owners in to discuss the issue as early as the October Planning Commission meeting.

5) Public Services Update

SDN communications has been awarded a \$20 million statewide grant to extend broadband telecommunications throughout the State. Coordination efforts are underway with the State and SDN to locate the system expansion inside the City. A Broadband Technical Opportunity Program (BTOP) ground breaking event is anticipated in October.

A Household Hazardous Waste collection event has been set for October 2, 2010 in Yankton. Enclosed with this packet is a flyer which explains the event and encourages the proper disposal of items.

Asphalt paving was a primary focus of the Street Department the past three weeks. Mainline paving was completed on the Cedar Street and an alley assessment project. This concludes the last of this seasons large asphalt projects.

The work to reconstruct 6th Street from Maple to Locust has progressed well. The pavement removals, sub-grade, base course, curb, gutter, driveway approaches, ADA ramps, and sidewalk items have been accomplished. Mainline concrete paving is anticipated this week.

Drainage concerns continue to be investigated following a summer of rainfall that was significantly out-of-the ordinary. The immediate threat has passed and ground water levels continue to recede.

Brad Moser and Kevin Kuhl represented the City at a SD Highway 50 Project Initiation Coordination (PIC) scoping meeting. DOT representatives from Yankton, Pierre, Sioux Falls, and Mitchell convened to address project elements including traffic volume and safety issues, roadway design, ADA, bridge structure capacity, right-of-way widths, utilities, and traffic signal systems. The proposed project would reconstruct 4th Street from Broadway to Ferdig Avenue.

6) Information Services Update

Seventeen City staff members recently completed an introductory course on Electronic Field Study (EFS). EFS is the viewer software for the aerial imagery software. For a number of the staff it was a refresher course on software operation. In addition, we have setup a real time GPS location add-on for EFS for the Fire Department's mobile deployments. The plug-in polls a GPS receiver every 15 seconds and pulls up the best available imagery for the location. This feature will be a new tool for the Fire Department to use in responding to incidents and planning for ongoing operations on location.

7) Personnel News

We received a letter from the Siouxland Community Blood Bank thanking us for our efforts at the blood drive on August 20th. They had 21 donors registered, seven of which were City employees. Even though this was held on Riverboat Days weekend, they indicated this was one of our best drives. They give recognition to those who participated for playing a role in saving the lives of many people.

Interviews for the Library Circulation Assistant position have been completed. Michael Sprong will be filling this position and will start his duties on September 20th.

8) Environmental Services Update

Water and Wastewater staff will be attending the South Dakota Water and Wastewater Association Annual Conference in Sioux Falls on September 15-17. Topics include safety, OSHA, confined space entry, regulatory updates, main bursting, water and wastewater treatment alternatives and process control. Staff will also have an opportunity to tour the Sioux Falls water and wastewater facilities. Operators attending all three days will receive 10 contact hours. Over 100 Manufacturer Representatives will also be available during the conference.

Rich Dewald and Delores Chabane will also receive the Siger Bies Awards at the conference. Siger Bies Award recognizes members of the South Dakota Water and Wastewater Association engaged in water and/or wastewater operations for at least 30 years.

The Public Services staff discovered a void under the alley between Walnut and Cedar Streets in the 2nd Street block. The Collection Department staff televised the sewer main and discovered a small collapse of the sewer line around a service connection allowing sediment to enter the sewer main causing the void under the alley. Staff will repair the sewer main upon completion of the current alley project. Sandblasting continues on the Memorial Park water tower. Crews hope to have the sandblasting completed on the outside of the tank by September 30th, weather dependent. The project will completely sandblast and paint the inside and outside of the tank.

9) Library Update

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

10) Police Department Update

The Police Department has started the DARE program for this year, with all elementary schools receiving the program.

Our Riverboat Days statistics compiled from 6pm August 20th thru 6pm August 22nd, show 138 calls for service, most falling into traffic stops and rescue calls. The arrests for the same period were 18, predominately falling within marijuana statutes. During this period we issued 16 citations and 51 warnings. Our foot patrol hours totaled 94.5 hrs for the event.

We've started collaboration on projects with the Chamber of Commerce for Red Ribbon Week and the DEA and local pharmacists with the National Take Back Initiative for the voluntary turn in of prescription drugs.

The department has begun implementing and using the Emergency Medical Dispatch protocols through our dispatch center as part of a statewide initiative for emergency response.

11) Fire Department Update

The Fire Department has also received the use of a house near Marquardt Transportation which we will be using for several nights of "hands on" training over the next 2 months. This training will include training in firefighter survival skills. This teaches firefighters the skills they need to survive and get out of a structure when things go bad. We will also be teaching Rapid Intervention Team skills. A Rapid Intervention Team, or RIT team, is in place at each fire and is used in the event a firefighter is injured, missing or trapped in a building. This also helps us meet OSHA's two-in/two-out rule regarding firefighter entry into a hazardous environment. The house will also be used for basic firefighter skills training such as laddering, ventilation, search and rescue and hose handling skills. Once we complete this training, the house will be used for live fire extinguishment training in which we will set fires in rooms in the house and extinguish them. The fires will then be re-ignited and a different crew will extinguish the fire. This training will conclude with the house being burned to the ground as requested by the owner.

While not all acquired structures can be used for training purposes, they are very valuable to the Fire Department to teach, maintain and advance the skills of our firefighters.

12) Monthly reports

Salary, Yankton Police Department, and Building monthly reports are included for your review. Minutes from the Golf Advisory Board and 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