



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 8, 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) Personnel News

City staff will be attending the annual training for anyone who works with inmate labor. The training is mandatory and they must attend one of two sessions: March 3rd or March 9th.

We are currently advertising for the position of Librarian at the Yankton Community Library. This position manages the children's/young adult department within the Library. Applications are being accepted until March 9, 2010.

Fourteen applications were received for the temporary full-time Code Enforcement Aide in the Community Development Department. The applications have been turned over to the department for review and interview scheduling.

3) Library Update

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

4) Public Services Update

Crews have been preparing drainage ways for spring runoff.

Saturday April 10th through April 17th is the week scheduled for City wide clean up. Customers on the City garbage routes are welcome to dispose of eligible items at the solid waste transfer station with no charge that week. City crews will be picking up items set at the curb starting Monday April 12th. Details for participating in the City wide cleanup will be published and available on the web site.

The South Dakota DENR review is complete for the airport waterline project. The bid opening for the project has been scheduled for April 15, 2010.

The "Advertisement for Bid" for Sixth Street reconstruction from Maple to Locust has been prepared and included in this City Commission packet. It is anticipated bids for the Sixth Street project will be received in April.

Equipment bids will be received March 24th for the replacement of a street department truck and garbage collection truck.

5) Finance Department Update

Four candidates have filed nominating petitions for the three open City Commission seats to be voted on at the April 13th municipal election. Incumbents, Charlie Gross and Paul Lowrie will be challenged by Brad Woerner and Jeffrey Swedeen. The Yankton School District will be holding a joint election with the City again this year as Chris Specht, Terry Winter and Jim Fitzgerald will be vying for two open seats on the school board. Monday, March 29th is the deadline for registering to vote for this election as well as the date ballots for absentee voting will be available in the City Finance Office.

6) Police Department Update

The Yankton Police Department has recently activated a new system called Language Line. Language Line is a feature in the dispatch area that if we receive an emergency or routine call from a non-English speaking individual we can tie into this company and they will act as an interpreter for the caller. If we do not know the language being used we still tie into this company and they will figure out what language interpreter is needed. This is a requirement for the new state 911 protocols.

7) Community Development Update

The Community Development Department is gearing up for Spring and Summer code enforcement activities. With the warmer weather, and eventual snow melt, will come the “uncovering” of numerous nuisance ordinance issues that develop over the winter. Spring is typically one of the busier times of year following up on code related issues. The seasonal Code Enforcement Aide position that was approved during last year’s budget process will be filled in the next few weeks. We look forward to having the additional help that the position will provide.

On March 1, 2010, the Governor signed Senate Bill 68 which gives municipalities the authority to adopt the 2009 International Building Codes. This bill becomes effective July 1, 2010. In the upcoming months Joe Morrow and Mike Benda will be meeting with the local Homebuilders Association to introduce the 2009 edition of the Building Code. New additions of the International Building Code are published every three years by the International Code Council.

8) Fire Department Update

The Fire Department has recently completed its move to the new fire station, though we are still unpacking boxes and installing new equipment. We hope to have an open house sometime in April once outside work is completed on the fire station.

The Fire Department is also in the process of reviewing new applications for membership as is typically done every 2 years. We currently have 3 openings in the City and 5 openings in the Lake area. Interviews will be held in April.

9) Environmental Services Update

We have had a new pump and drive shaft installed at the Dale Lift Station, located at 1500 East Highway 50, just west of Vishay Electronics. The sewer collection system gravity flows from as far north as the airport into the Dale Lift Station. The effluent from the Dale lift station is then pumped through a force main back to a manhole at a higher elevation where it can then gravity flow to the Wastewater Treatment plant. As areas continue to develop in the northeast sections of town and to the east of the lift station, the flow into the pump station continues to increase. Improvements to the original lift station plumbing and pumps will continue. Staff is also looking at the current capacity of the lift station and potential improvements that may be needed in the future.

The water plant collected quarterly THM samples last week. The wastewater plant is scheduling its annual sampling of metals in March. Samples will be collected from the influent and effluent and tested for various metals. Test results from the effluent will be reported to the South Dakota DENR.

10) 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