



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, June 14, 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

There will be an employee blood drive on June 18th from 10:00 a.m. – 2:00 p.m. at the Community Library.

Two new employees have started their employment with us. Brian Paulsen, Police Chief, began his duties on June 1st. Rebecca Pittenger, Librarian, began her full-time duties also on June 1st.

Applications for Receptionist at the Summit Activities Center are being taken until June 18th and then they will be sent to the department for review and interview selection.

The Health Insurance Committee will have their first meeting on June 9th. The committee will have the challenge of working with rising rates of health insurance due to health care costs, utilization, and also the future of health care reform.

3) Finance Department Update

The Finance Office is in the process of completing the annual renewal of restaurant licenses which will take effect July 1st.

Payroll personnel continue to work on wage adjustments for back pay to union-eligible employees as a result of the collective bargaining agreement with the City of Yankton and the AFSCME. They hope to have all adjustments completed by the June 25th payroll.

The Finance Officer and Deputy Finance Officer will be attending the annual SD Governmental Finance Officers' School to be held in Mitchell on June 16th-18th, 2010.

Please see the enclosed Monthly Finance Report for May.

4) Police Department Update

The department is becoming acquainted with the new chief. The department has started internal discussion regarding unfunded state mandates on minimum staffing in the communication department.

Preliminary research is being conducted on the placement of L.E.D. speed limit signs in the community, as a reminder to citizens and the visitors to Yankton. We held our annual firearms certification June 4th.

5) Community Development Update

We have recently completed the yearly cleaning of the snow dump at Paddle Wheel Point. Staff clears concrete, asphalt and other debris that gets hauled in with snow that is removed from the city streets. The cleanup of the site is done so that tires and equipment are not damaged during the stockpiling of next year's snow. There are always a few interesting items found during the cleanup. This year's debris included four cell phones, three sets of car keys, tools, and books.

Joe Morrow has completed a four hour course on the Uniform Plumbing Code. This course is offered by the South Dakota Plumbing Commission and is required under the South Dakota Administrative Rules in order for a Municipality to issue Plumbing Permits and conduct inspections.

6) Fire Department Update

In the January 25, 2010 version of the CIM, we updated you on the federal mandate that requires all two way radios in certain frequency bands to use less bandwidth. This mandate must be complied with prior to January 1, 2013. Public safety agencies from all across Yankton County have been meeting over the past 3 months to formulate a plan to comply with this mandate by the end of 2011 or sooner.

At the June 1, 2010 Yankton County Commission meeting; the Yankton County Commission dedicated \$140,000 of the E-911 fund to finance the equipment and technical labor necessary to comply with this mandate and to help improve public safety communications in Yankton County. This project will be coordinated by Yankton County EMS Director Steve Hawkins and Yankton Fire Chief Tom Kurtenbach. The project will be a complicated and involved process which will include purchasing equipment, programming all radios in the county, modifying storm sirens and installation and or reprogramming radio infrastructure.

Since the mandate includes any two way radio within certain bandwidths, non-public safety departments of the City of Yankton will also have to meet the compliance date. The project to get the rest of the City in compliance will be carried out at the same time the countywide public safety project is carried out in order to take advantage of "volume pricing" that we expect from the vendor. The good news is that all non-public safety City Department's radio equipment has the capability to be in compliance, therefore; no radio equipment will need to be purchased. The only expense will be for radio programming and relicensing.

7) Information Services Update

In car computers have been installed in each of the patrol cars. The attached picture shows the completed installation in one of the squad cars. The majority of the project is being funded by a \$42,000 federal grant. After installation of the hardware, software and network connectivity will be setup for each unit. This project will provide an invaluable tool for the officers in the field as it will enable officers to remain in the field longer during respective shifts while performing necessary job duties.



8) Public Services Update

Improvements for Eighth Street west of Broadway which included new pavement, traffic signal work, and the extension of the turn lanes has been well received and has had a positive impact on traffic flow.

Peninah Street south of 21st is scheduled to reopen toward the end of this (June 7th) week.

Street closures are in place on Eighth Street, Burleigh Street to Picotte and Pine Street 8th to 10th.

Asphalt and road base repair is occurring at various locations with the city street crews in preparation of new asphalt mats and chip sealing.

Miscellaneous concrete contract is underway on Burleigh Street north of 8th to install ADA ramps and other curb and gutter repairs, and for the Summit Activities Center parking lot replacement project.

9) Environmental Services Update

The first of two wells is being drilled on the Nebraska well site. Well drillers are expected to have both production wells completed by June 22nd. Construction is expected to begin on the pump houses as soon as the wells are completed.

Intern Lewis Veith started at the wastewater treatment plant. Mr. Veith is a student at the University of Wisconsin-Stevens Point studying waste management. Mr. Veith will be working throughout the Environmental Services department during the summer.

Staff have been performing sampling, water shutoffs, and locating services for many of the summer projects. Staff has also been working on annual cleaning and televising sanitary sewer.

10) Library Update

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

11) Monthly reports

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