



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 9, 2026 will begin at 6:00 pm.

Non-Agenda Items of Interest

1) Finance Department Update

Annual residential sewer rate adjustments will be completed by Finance personnel in the coming weeks. As a reminder, the residential rate is based on a customer's average water consumption during the months of December, January, and February (as billed in January, February, and March of each year). This sets the customer's maximum consumption rate for the next twelve months, starting with the April utility billing.

The City of Yankton is a member of the PFMFS Payment Solutions P-Card Program which allows us to participate in a National Purchasing Card consortium. The PFMFS program was designed to provide purchasing card services for those eligible to join the program. Their mission has always been to deliver the highest quality customer service, provide an efficient alternative method for processing expenses, and provide a competitive cash rebate at no expense to the City of Yankton. With the previous BMO contract expiring at the end of 2025, PFMFS undertook a full review process. It had been a decade since their last formal evaluation, and as part of their commitment to excellence, they issued a competitive Request for Proposal (RFP) to five of the nation's top banking institutions.

After a thorough analysis, PFMFS announced that the contract has been awarded to U.S. Bank, N.A. The decision to transition to U.S. Bank was driven by their competitive rebate structure, national reach, and innovative product suite. Their Access Online platform addresses several key client-needs by enabling real-time blocking table updates and scheduled temporary card modifications. Furthermore, their enhanced mobile app offers program administrators and cardholders advanced functionality, including streamlined day-to-day management and customizable transaction alerts. Finance staff has been working directly with representatives from PFMFS and U.S. Bank to initiate the transition process. Once everything is set up and the new p-cards have been activated, Finance will conduct training with City staff on the new p-card system and processes.

2) Human Resources & Employee Engagement Department Update

Applications are being accepted for Police Officer. Interviews are on-going.

The position of 911 Communication Dispatcher interviews have been scheduled and completed. A recommendation for hire will be forthcoming.

The position of Police Intern is closed. Interviews will be scheduled in the coming weeks.

The position of Transfer Station Attendant in our Public Works Department has been closed. Brandon Gaumer has accepted the offer to fill this position.

The position of Utility Account Specialist in the Finance Department closed on March 6th. Interviews will be scheduled in the upcoming weeks.

Applications are being accepted for the position of Grounds Maintenance in our Parks, Recreation and City Events Department. The position is open until it is filled.

Selected summer seasonal positions are open, and we are accepting applications for a variety of positions. Preference will be given to applications received by April 1st and then positions will be filled as needed during the season from applications on file. Interested applicants can visit cityofyankton.org and under Employment, there is a link to our employment application.

March's employee wellness challenge is kicking off. The challenge for March is to disconnect to reconnect. Employees are asked to turn off their phones for one hour to focus on themselves for 20 days of the month. Employees are also asked to submit their log at the end of the month to be entered into a drawing for a prize.

The Employee Committee hosted an employee appreciation breakfast for all employees on Wednesday, March 4th. There was a great turnout of employees enjoying a great meal provided to us from Fryn' Pan. This was a great way to say thank you to all the employees for their effort on a daily basis.

The City of Yankton Employee Health Fair has been scheduled for Thursday, March 19th at City Hall.

3) Parks & Recreation Department Update

An update on the various activities in the Parks & Recreation Department is included in this packet.

4) Community & Economic Development Department Update

Staff is nearing the end of the 2025-2026 annual street and sidewalk tree branch clearance project. Ordinance requires that street trees are maintained by adjacent property owners to allow a 12-foot clearance over street and a 10-foot clearance over public sidewalks. Residents received an insert in their September utility bill reminding them of the requirements. In addition to the insert, staff utilized local print and radio media along with City of Yankton social media to spread the word. A citywide canvas was completed in November 2025, and 278 properties were identified as having trees that did not meet the clearance standards. Notices were mailed to property owners describing the trimming requirements and how to dispose of the trimmings free of charge at the transfer station. A final notice was sent to 36 properties in January 2026 notifying owners that the City would be contracting for the trimming of any remaining nuisance tree branches. Staff will be contracting for trimming at 11 properties that remained out of compliance in March 2026, weather permitting.

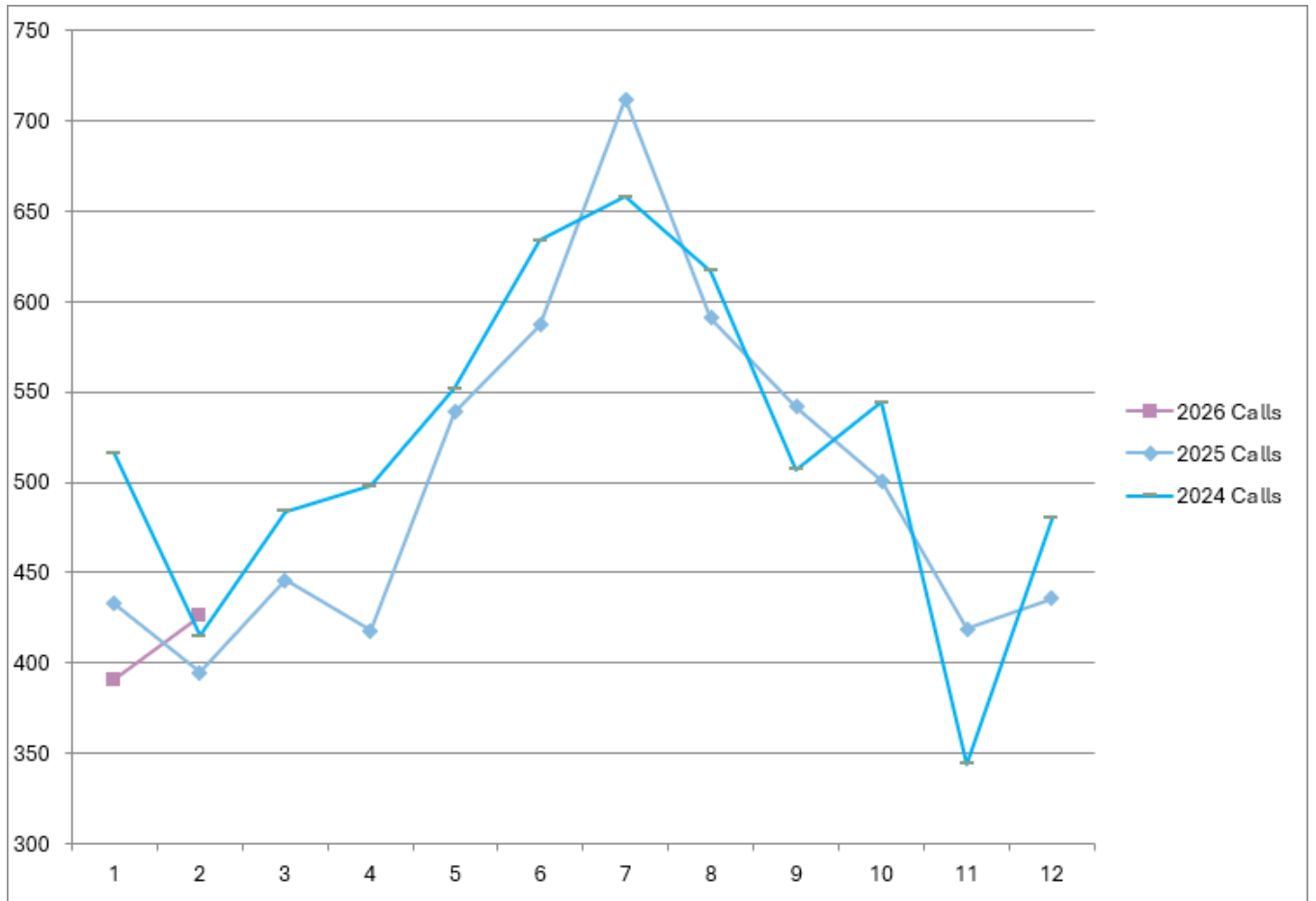
5) Environmental Services Department Update

Staff continues to change out older water meters. Staff is also taking this opportunity to verify the service line material inside the house when they are changing meters. This does help confirm the service line material in the home, but does not verify what is underground. If the line is confirmed copper in the home, the owner will still receive a letter for unknown service line material because it has not been confirmed underground. If it is determined to be lead or galvanized, they will receive a letter confirming the service line material as lead or galvanized.

Wastewater Treatment staff experienced several power outages at the Wastewater Plant. During the most recent project new transformers and switch gear were installed. Originally it was designed to have two power feeds running at the same with the load distributed between the two feeds. During a power outage the load could be switched to a single feed. This allows for a smoother transfer of power. However, Northwestern was charging the City a second monthly demand charge for having two feeds, roughly \$5,000.00 per month for the second feed. Staff worked with the manufacturer of the switch gear to run the power off a single feed so we do not have the second demand charge. Transferring 100% of the power from a live feed to a feed with no load has more potential to cause issues. The switch gear worked with no major issues, only minor alarms. The City will most likely be charged \$5,000.00 for using the backup feed during the outage.

6) Information & Technology Services Department Update

911 calls (426) were up over last year in February (395). Total call volume is down 1.3% compared to last year.



7) Police Department Update

We are pleased to announce the hiring of Jordan Mogck who will begin his duties on March 9th. Jordan is a certified law enforcement officer and has served with the Yankton County Sheriff’s Office for the past two years. He will be filling the vacancy created by Dylan Wilson’s departure.

Our department has been closely monitoring several pieces of legislation this session including SB98 concerning cryptocurrency regulation. This bill plays an important role in protecting consumers from significant financial scams. In 2025 alone, our agency investigated four cases in which victims collectively lost approximately \$88,100. Although we were unable to testify due to other obligations,

our information and case data were provided to the law enforcement representatives present. SB98 has passed out of committee and will move to the House floor for consideration.

We are also tracking HB1298 which would prohibit the publication of a law enforcement officer's home address, date of birth, or social security number without consent. This bill is scheduled for a hearing in the Senate Judiciary Committee on March 3rd. Numerous additional bills impact our work and the safety of our community, and we remain diligent in monitoring developments and sharing feedback with our legislators.

From March 7th through March 20th, our department will participate in a Highway Safety speed enforcement overtime initiative. This grant-funded program provides equipment, training, and overtime compensation for officers, all aimed at improving roadway safety. Community members may notice an increased law enforcement presence during this period.

School Resource Officer Olson recently met with Middle School students to discuss Internet Safety. His presentation addressed the risks associated with posting content online, potential legal consequences related to inappropriate posts or perceived threats, and the importance of limiting personal information to prevent misuse by others.

8) Fire Department Update

Over the past six months, multiple significant natural gas and propane explosions have occurred in buildings across the United States, resulting in serious injuries and total structural loss. While these incidents are relatively rare, they serve as important reminders that gas-related emergencies can escalate rapidly if not identified and mitigated early.

In the past two weeks, our department responded to two natural gas odor calls inside commercial structures, both of which illustrate why thorough response procedures matter.

An employee at Casey's at 2300 Broadway Avenue reported a faint odor of gas in the kitchen area during overnight hours. Our firefighters used gas sensing equipment and conducted a systematic search of all potential sources. The team identified a faulty rooftop cooler unit that was leaking gas and recirculating it through the kitchen hood system. Left unchecked, this could have allowed natural gas to accumulate inside the structure and potentially find an ignition source with explosive consequences. We worked closely with MidAmerican Energy and Casey's management to ensure repairs were made before the building resumed normal operations.

Less than 24 hours later, we responded to Hy-Vee after an employee reported smelling natural gas and experiencing a headache. As trained, 911 dispatch initiated a full department response. Larger commercial buildings require more responders. Grocery stores and similar structures contain numerous potential gas sources, extensive overhead void spaces, and significant occupant loads. Because natural gas is lighter than air, it can accumulate in concealed upper spaces and travel along structural pathways toward ignition sources. Out of an abundance of caution, the building was evacuated while crews conducted a comprehensive investigation. Our apparatus was positioned proactively – on scene, near a hydrant, and staffed with personnel in full protective equipment and ready with SCBA – reducing reflex time should conditions deteriorate. No flammable gas readings were ultimately located, and in coordination with MidAmerican and store staff, the building was cleared for re-entry.

Last weekend's power outage generated both emergency and non-emergency activity. One incident in the 500 block of Pearl Street had significant potential. A candle and magazine ignited inside a residence and were moved outside, where dry leaves and grass near the rear deck caught fire. The

occupant called 911, and the majority of the fire was extinguished with assistance from our partners at YPD using a dry chemical extinguisher. Our volunteers completed extinguishment and ventilated the smoke-filled residence.

The weekend concluded with a backyard fire on Peninah Street and a vehicle fire in the Walmart parking lot.

We are occasionally asked why so many apparatuses respond, or why volunteers are not immediately released once it appears fewer resources are needed. There are two primary reasons:

1. Unpredictability of Response – As a volunteer organization, availability varies day to day and hour to hour. A strong initial response ensures we can safely and effectively manage conditions that may escalate.
2. Overcoming Complacency and Building Competence – Fortunately, not every call requires full deployment of our training and resources. However, real-world opportunities to stretch hose lines, throw ladders, operate apparatus, and function within a coordinated incident structure are limited. Even with four hours of drill each month, emergency responses provide irreplaceable “repetitions” that keep our personnel aligned and ready. Preparedness is built before the bad day occurs.

Chiefs Linke and Preadable recently met with Sarah Brandt of Connecting Cultures and Laura Marshall of Yankton Thrive. These organizations have been instrumental in helping us identify ways to reduce risk among vulnerable populations and improve communication with our Spanish-speaking neighbors. We are committed to ensuring we are welcoming neighbors and effective public servants by improving communication, education, and prevention outreach within our entire community.

We would like to recognize our intern, Chris Rockne, a high school senior who spends two hours per day assisting at the station. Chris has contributed significantly through cleaning, inventory management, assembling training props, and assisting with minor repairs. His work ethic and initiative have been outstanding, and we are grateful for his contributions.

9) Public Works Department Update

Street department staff continue to perform winter maintenance projects on equipment and the streets. Crews are also addressing potholes that form due to the fluctuating temperatures. The street sweepers are running as the weather allows. Installation of pedestrian activated flashers is underway on Summit Street at the Westside Park pedestrian crossing.

2026 Construction Projects

The 30th & Adkins Reconstruction project is currently being advertised for bids. Bid opening for this project is March 10th.

The advertisement for bids for 3rd Street was published on February 19th. Bid opening for this project will be on March 12th.

Staff is currently working on design for the following projects:

- 2nd & Capital Parking Lot
- Chan Gurney Airport Utility Extension
- 10th Street – Maple Street to Locust Street
- Cedar Street – 20th Street to 21st Street
- Alley Reconstruction – Riverside Drive to 4th Street between Green and Locust Streets

Feimer Construction has begun the watermain boring project along 8th Street at Cedar Street, Walnut Street, and Douglas Avenue. The project consists of boring new watermain under the railroad tracks at each of the locations. Cedar Street was closed March 2nd as the starting location for the project, with boring scheduled to begin March 11th. Walnut Street is scheduled to close March 9th, and Douglas Avenue is scheduled to close March 16th. The closures will be in place until mid-April.

A preconstruction meeting was held February 19th for the 23rd Street Bridge replacement project. The contractor, Alliance Construction, plans to close the street and begin work on the project in the beginning of April. The new precast box culvert is tentatively scheduled to be delivered to the project site on April 24th. The project should be complete by the end of May / early June.

The City of Yankton held the bid opening for the Apron Reconstruction Project at the Chan Gurney Municipal Airport on February 26th. There were three bids received, with the low bid being from Timmons Construction Inc. in the amount of \$1,347,369.65. The engineers estimate for the project was \$1,576,663.90. Project award will be presented at a future Commission meeting and will be contingent on grant funding from the Federal and State level.

In December the City of Yankton submitted a Bridge Improvement Grant (BIG Grant) application to the South Dakota Department of Transportation (SDDOT) for the Cedar Street Bridge Replacement Project. The SDDOT presented the 2026 BIG Grant applications to the State Transportation Commission at their February 26th Commission meeting. The State awarded the City of Yankton a \$2,641,500 BIG Grant for the Cedar Street Bridge Replacement. The estimated total project cost is \$5,282,840.

The City of Yankton submitted a Transportation Alternatives funding application to the South Dakota Department of Transportation (SDDOT) for the replacement of the pedestrian bridge between Walnut Street and Douglas Avenue near 6th Street. The SDDOT presented the 2026 Transportation Alternatives funding applications to the State Transportation Commission at their February 26th Commission meeting. The State awarded the City of Yankton \$447,408.18 in funding for the replacement project. The estimated total project cost is \$545,952.63.

The South Dakota Department of Transportation continues to work with Muth Electric Inc. on the Broadway Traffic Signal Replacement Project. Muth has been upgrading the street lights along Broadway, from the Discovery Bridge to 23rd Street, with new LED light heads and wiring. Soon Muth will begin work on the traffic signal replacement portion of the project.

2026 Citywide Cleanup Event

Yankton Citywide Cleanup is scheduled to begin curbside pickup April 6th. Placing items curbside before March 28th is not permitted. Items placed curbside before March 28th may be removed at the property owner's expense. Residents on City solid waste collection routes may participate, at no additional cost, by placing items into sorted piles, by type, at their homes. Please have items placed curbside by your regular collection day. Piles should be located directly in front of your property, not in the street, alley, or neighboring property. The Transfer Station will be accepting no charge drop-off from regular City of Yankton collection route customers March 21st through April 18th during normal operating hours, Monday-Friday 8:00 am – 3:45 pm and Saturday 8:00 am – 11:45 am. Items not eligible for disposal include tires, grass clippings, leaves, recyclables, refrigerator, air conditioners, dehumidifiers, paint, chemicals or household hazardous waste, oils, and batteries. Motor oil may be taken to the transfer station and disposed of free of charge year around. Please place solid waste and recycle roll carts for regular collection at your normal collection point and away from piles. For more

information on Citywide Cleanup and Transfer Station hours, visit <http://www.cityofyankton.org> or call (605) 668-5211.

The Household Hazardous Waste Collection Event is scheduled for Saturday, April 25th. For more information on this event, please visit <http://www.cityofyankton.org> or call (605) 668-5211.

10) Library Update

It's much brighter at the library these days thanks to Ben Heintz and his attention to changing out the old fluorescent lights for LED bulbs. Ben is the current Building Maintenance and Custodial Supervisor with Community Development who works at City Hall and assists with facility projects at the library.

Upcoming events we are looking forward to:

- Family Storytime with Suzi Scholtz, formerly of Yankton and her TDI therapy dog Chino, an Afghan Hound and a successful show dog. He is very calm and friendly. This event is for families with children of all ages. Everyone is invited to participate on Monday, March 9th at 6:00 pm.
- Books & Beers – our monthly relaxed book discussion group at Ben's. It's free to participate and is open to all aged 21 and over on Thursday, March 12th at 6:30 pm.
- Our annual "Weekend at the Oscars" movie marathon happens on Saturday, March 14th and Sunday, March 15th. All are welcome to enjoy Oscar nominated movies and popcorn prepared by the Dakota Theatre.

Planning continues for a BIG summer as we work with the theme "Unearth a Story".

As always, check our social media and event calendar for the latest info on more fun events, book recommendations, and all things library related!

11) Monthly reports

The Building, Salary, and YPD monthly reports are included for your review.

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,

Amy Leon
City Manager