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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, April 13, 2026 will begin at 6:00 pm.

**Non-Agenda Items of Interest**

**1) Finance Department Update**

Finance personnel have completed the annual sewer rate adjustments for residential customers. Adjustments based on a customer's average water consumption during the months of December, January, and February will be reflected in the April 15<sup>th</sup> utility bills.

The Finance Office underwent its annual SDML Workers' Compensation audit on March 3<sup>rd</sup> with no issues.

Finance personnel have begun reviewing our records and completing a records destruction schedule. The City of Yankton follows the South Dakota Municipalities Records Retention and Destruction Schedule Manual adopted in April 2005 per Resolution 05-29.

**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 completed. A recommendation for hire will be forthcoming.

The position of Utility Account Specialist in the Finance Department closed on March 6. Interviews have been completed. Natasha Schall has accepted the offer to fill this position and plans to start on April 13.

Interviews are complete for Grounds Maintenance in our Parks, Recreation and City Events Department. Justin Leader has accepted the offer and will start on May 4.

Just a few summer seasonal positions remain open.

April's employee wellness challenge is underway. The challenge for April is random acts of kindness. Employees are asked to complete 20 random acts of kindness for the month.

The Annual Employee Bake Off is scheduled for April 15<sup>th</sup> in City Hall Room B. We are looking forward to another year of our employees showcasing their baking talents.

### **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**

April is National Safe Digging Month. Warmer weather brings the start of yard and garden projects and more building activity. It's a good time to remember that no matter how small the home digging project is, call 811 or go to the South Dakota 811 web portal first. The service is free and important to keeping everyone safe and utilities functioning. Utilities are usually marked within 72 hours of making the call. Staff works with those planning a building project to be aware of the importance of calling 811 first, but even small projects that don't require a building permit must call for locates before digging.

The building report is available at <https://www.cityofyankton.org/public-documents/planning-permitting-building/building-permit-reports>.

### **5) Environmental Services Department Update**

Several water department staff attended the annual water seminar in Deadwood. The seminar is a collaboration between the South Dakota Water and Wastewater Association and the South Dakota Section of the American Water Works Association (SD AWWA). Staff attend two days of classes and presentations, and will receive continuing education units required to maintain operator certification. South Dakota Department of Agriculture and Natural Resources (SD DANR) gave an update on the lead service line rule. DANR staff encouraged systems to modify ordinances and budget for the replacement of lead service lines. Staff is looking at several options for a lead service line replacement program for the City of Yankton.

Kyle attended the quarterly SD AWWA executive board meeting as the chair elect. He will be one of two members representing the South Dakota Section at the annual "Water Matters Fly In" in Washington, DC, April 13-15. Meetings are scheduled with the offices of Senators Rounds and Thune and Representative Johnson to discuss funding, regulations, and cyber security within the water industry. Kyle and the current board chair will be attending the AWWA Regional Meeting of Section Officers (RMSO) in Indianapolis April 27-29. Travel and cost for the events is paid for by AWWA.

### **6) Police Department Update**

On March 24, several officers attended four hours of training in firearms to increase proficiency in weapon safety and defensive tactics. They also received "less-lethal training which instructed officers in using tools designed to temporarily incapacitate suspects or threats. In addition, they received training on the Central Square records management system.

YPD hosted its annual awards ceremony to recognize and celebrate the accomplishments of its officers throughout 2025 on March 29. Honors included years of service as a police officer, military service, qualifications from trainings and specialized services, and awards for bravery. Award recipients were presented with certificates and customized ribbons to display on their uniforms. The department also proudly announced Officer Brett Craig as the 2025 Officer of the Year. Officers, their families, and YPD administration were in attendance. Congratulations to all who were recognized for their outstanding achievements.

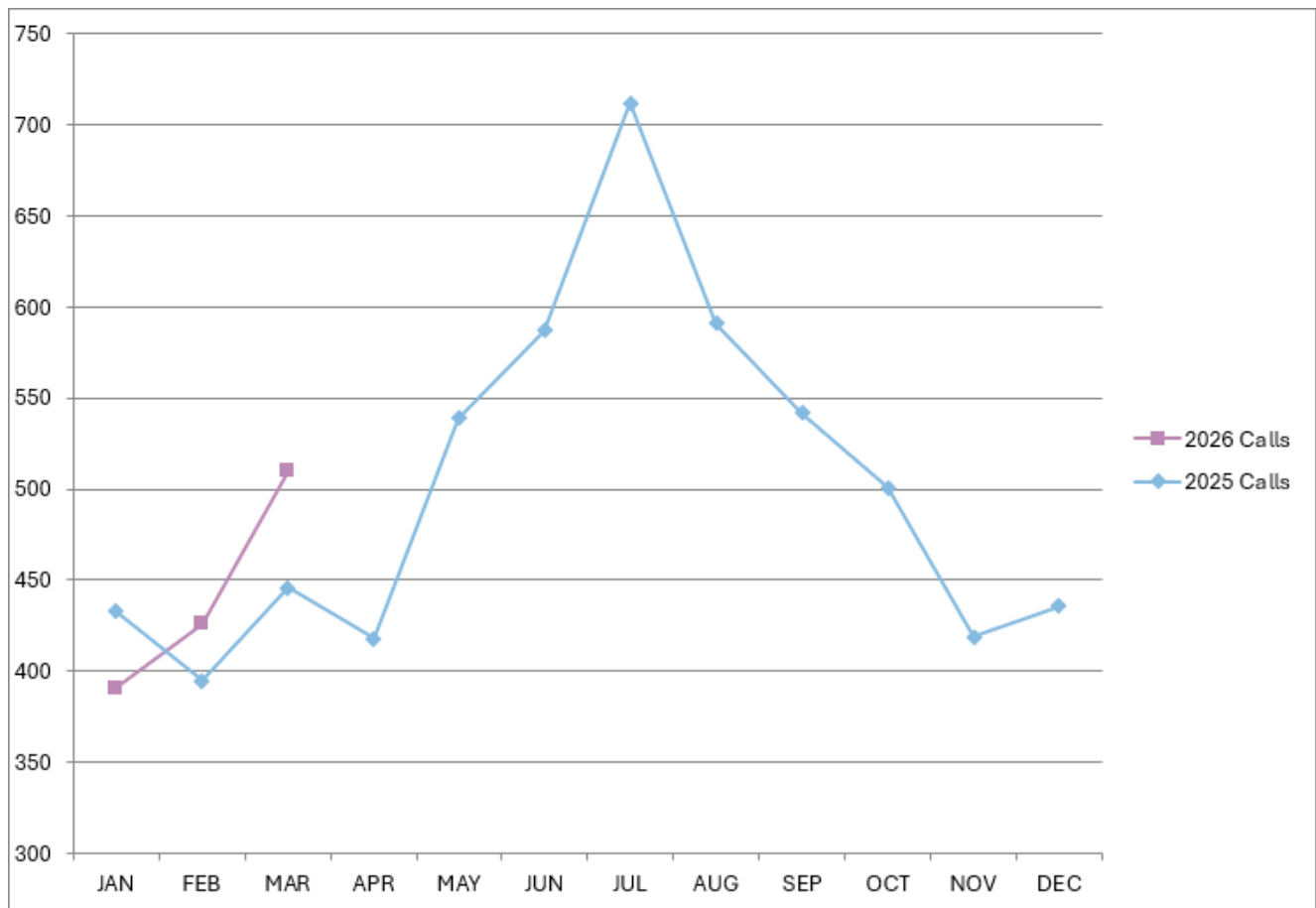
Captain O'Farrell and Detective Hansen attended the annual Sex Offender Registry (SOR) Conference in Deadwood, South Dakota this week where they gained valuable insight into effective offender management strategies, registry compliance, and best practices for monitoring and community safety.

## 7) Information & Technology Services Department Update

City staff has selected a new designer and web host for the City's website. The new website will be a refresh in looks and functionality for the site. The plan includes addressing the new ADA accessibility requirements and improved functionality for users of the site. The site is to be live by December 1, 2026.

Eagle View (Pictometry) has completed most of the flights for capturing new imagery for both the City and County. A little touch imagery is being captured and then they will begin post processing the images. Early access is currently available online and we hope to have the new imagery available by fall.

911 calls through the end of March were up 4.2% over the first three months of 2026. The graph below outlines monthly call volume.



## 8) Fire Department Update

Volunteers responded to a structure fire in the late evening hours of April 3rd and a grass fire on the afternoon of Easter Sunday. Both incidents occurred outside the city limits and required coordinated response efforts.

All responses—whether within city limits or in rural areas, emergency or non-emergency—are documented by the department's paid staff in the National Emergency Response Information System (NERIS). This system captures real-time data across the fire service and helps identify trends in community risk.

Each report also serves as a legal document, making completeness and accuracy essential. This process has become increasingly challenging due to the growing number of incidents and the fact that reporting responsibilities are handled by two personnel. A typical fire report can take between 15–60 minutes to complete, while incidents involving investigations, such as structure fires, require significantly more time.

Deputy Chief Daniel Prendable participated in a neighborhood event hosted by Habitat for Humanity last week, where he answered questions from residents and distributed smoke detectors. This type of outreach remains an important part of our prevention efforts.

Yankton and Vermillion are collaborating to host a two-day ladder operations class aimed at building proficiency in ladder deployment and techniques. One day of training will take place in Vermillion and the other in Yankton. Residents may see both ladder trucks operating around town as part of this training.

Additionally, Chief Tim Linke convened a group of volunteers to form a Training Applications Group (TAG). The purpose of this group is to better align training with the operational realities in the field, while building more consistent training. TAG members include volunteers who have attended outside training, provided instruction, conducted research, or are newer to the fire service and can help identify gaps in onboarding and skill development.

## **9) Public Works Department Update**

Solid Waste, Transfer Station, and Street Department crews continue to accept materials at the Transfer Station and complete the curbside pickup of the 2026 Citywide Cleanup event.

### **2026 Construction Projects**

The 2<sup>nd</sup> Street and Capital Street parking lot reconstruction project bid opening was held March 31<sup>st</sup>. A memorandum recommending bid award is included in this agenda.

The Kellen Gross Drive pavement replacement from 21<sup>st</sup> Street to 23<sup>rd</sup> Street reconstruction project bid opening was held April 2<sup>nd</sup>. A memorandum recommending bid award is included in this agenda.

The advertisement for bids for 10<sup>th</sup> Street pavement replacement – Maple Street to Locust Street reconstruction – was published on March 26<sup>th</sup>. Bid opening for this project will be on April 14<sup>th</sup>.

The advertisement for bids for the Cedar Street 20<sup>th</sup> Street to 21<sup>st</sup> Street – street and utility reconstruction was published on March 26<sup>th</sup>. Bid opening for this project will be on April 16<sup>th</sup>.

Staff is currently working on design for the following projects:

- Chan Gurney Airport Utility Extension
- Alley Reconstruction – Riverside Drive to 4<sup>th</sup> Street between Green and Locust Streets
- Active Transportation Project
- Miscellaneous Concrete Project

Feimer Construction continues on the watermain boring project along 8<sup>th</sup> Street under the railroad tracks at Cedar Street, Walnut Street, and Douglas Avenue. Boring of casing pipe is complete and new watermain has been installed through the casing pipe at all three locations. The contractor is now

testing the new pipe for pressure and bacteria. Once testing is accepted, the new watermain will be connected. Street patch work will be done once all the watermain work is complete.

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. Muth has also been working on the traffic signal replacement portion of the project. The new 8<sup>th</sup> Street signals are installed and in operation, and the old signals have been removed. Pavement removals are also underway for the lane modifications and ADA upgrades at the intersections. New pavement is being poured as work at the intersections progresses.

### **2026 Citywide Cleanup Event**

The Transfer Station will be accepting no charge drop-off from regular City of Yankton collection route customers March 21<sup>st</sup> through April 18<sup>th</sup> during normal operating hours, Monday-Friday 8:00 am – 3:45 pm and Saturday 8:00 am – 11:45 am.

The Household Hazardous Waste Collection Event is scheduled for Saturday, April 25<sup>th</sup>, 2026. For more information on this event, please visit <http://www.cityofyankton.org> or call (605) 668-5211.

### **10) Library Update**

Our spaces will be stretched accommodating some special events during the week of April 6<sup>th</sup>. Dave Hosmer has asked to use the meeting room for a KELO television interview about his new book, *“Yankton’s Yardbirds”*, scheduled to be released in June. Kelly O’Dea will be in the quiet room recording a podcast feature for NCompass Live, the Nebraska Library Commission’s free weekly library webinar series. We are proud of the regional attention our staff is receiving for the work they do. Those two special events plus our regularly scheduled storytime in the children’s area are scheduled in the library at the same time! We are also looking forward to the listening session with the Trustees and the Friends of the Library book sale which runs from Thursday evening through Sunday afternoon.

### **11) Monthly reports**

The salary and Yankton Police Department 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