



**Public Services Board Minutes
City of Marion
Thursday, February 23rd, 2023**

1. Call to Order.

The Public Service Board of the City of Marion, Linn County, Iowa met on Thursday, February 23rd, 2023 at 12:05pm, in the City of Marion Public Service Boardroom located at 195 35th St, Marion IA with Chairman Craig Adamson presiding.

2. Roll Call.

Board members present – Mark Morgan, Colleen Prokop, Joe Spinks, Tom Padley, and Craig Adamson

Board members absent: None.

3. Motion to approve minutes of the January 2023 Public Service meeting.

Moved by Mark Morgan, second by Tom Padley. All in favor, motion carried.

4. Motion to approve the Public Service Fee Schedule.

Ryan updated the PS Board that he looked at the service fees from the state and federal level to get the current rates for the city. We use these rates when we do work on 28E agreements with cities and county, fix vandalism, sign repair from accidents, televise new development sewer lines and contractor clean up if we have to take care of the mess. This takes the employees away from their current duties.

Moved by Mark Morgan, second by Colleen Prokup. All in favor, motion carried.

5. Motion to approve house pickup services:

- a. Robinson – 3560 28th Avenue**
- b. Graesser – 1190 Northview Dr**

Ryan talked to the PS Board about the house pickup requests made by Robinson and Graesser, and we have the signed request forms and staff is approving both house pickup requests. Moved by Joe Spinks, second by Tom Padley. All in favor, motion carried.

Public Services Board Minutes
City of Marion
Thursday, February 23rd, 2023

6. Motion to approve claim for damaged trash can cart and trash cans.

- a. **Knodle – 3580 28th Avenue – trash can cart.**
- b. **Dekarske – 2400 26th Avenue – trash can.**
- c. **Megaffee – 1898 Cottage Ridge Drive – trash can**

John updated the PS Board that he went out and talked to each resident. Knodle had a cart for her cans that rolled under the solid waste truck as he was pulling away from the home and ran over the cart. The PS Department will reimburse the resident for amount of the claim to replace the cart. Dekarske and Magaffe both had cans with attached lids and handles that stick up about the top of the can, so when placed upside down after emptying the handle and can broke and cracked. Joe suggested that we give \$25.00 towards a replacement like we do for mailbox requests. The PS Board decided to pay the claims this time and investigate what the policy will be in by the end of June, I have attached the current Solid Waste Ordinance below. Moved by Tom Padley, second by Joe Spinks. All in favor, motion carried. All claims were paid in the 3/9/2023 Council batch and checks were mailed on 3/9/2023.



Solid Waste
Control Chapter 105

7. Update on Public Service Facilities.

Ryan updated the PS Board on the progress of the project. The trade package bids were received, and the re-bids are due on March 7th, 2023, due to the high cost in the first round of bids. Ryan said that we shaved off about a million dollars in costs, due to questions on some of the engineering cost. The design cost is high and needs to be brought into line to what we want as a working building. We should see the steel start to be delivered by the end of March 2023 and erected in April 2023. The timeline is:

Prefab: 3/15 – 3/20

Steel erection: 4/2023

Panel erection: 5/16 – 6/6

Building package: 195 days 4/19 – 7/17

Site work (utilities, subgrade, paving, sidewalks, strip parking lot, spread top soil, landscaping) 7/17/23 – 7/15/24

Clean & pre punch list: 4/22/24 – 5/3/24

Punch list: 5/6/24 – 5/17/24

Public Services Board Minutes
City of Marion
Thursday, February 23rd, 2023

8. Update on Solid Waste study Activities.

Solid Waste study is moving along, and they will bring the findings to the study to the PS Board. The next step will be Citizen surveys and Focus groups on April / May time frame. SCS have built their own model program that will be able to run any model of service and will calculate the cost of service for any model entered into the program. In the next few weeks, we will have the final cost associated with each model, the final report to city staff in June and to City Council in July.

9. Other Business.

Joe left at 12:55.

The state deadline for budgets has been extended from March 30th to April 15th.

Per City Manager's office Ryan's role will shift to a more strategic role for the department and support staff will do more administrative roles.

Craig has a conflict next month with the Solid Waste Agency meeting at 11:00 – 2:30 which will be a strategic planning meeting. Craig is looking for a backup for the Solid Waste Agency monthly meetings, if you are interested please reach out to Craig.

Mark wants to continue to collect books as a Boy Scout project and will work with John on this project.

10. Adjourn

Motion to adjourn at 1:125PM by Craig Adamson. Motion approved by Tom Padley, second by Mark Morgan. All in favor, motion carried. Next meeting 3rd^h Tuesday on March 21st at noon at the PS building.

Respectfully submitted by:

Ryan Miller
Public Service Director

RM/dpt