**Minutes**

**Public Services Board**

**City of Marion**

**Tuesday, March 11, 2014**

Present: Mark Morgan, Colleen Prokop, Kevin Morgan, and Tom Padley

Absent: Craig Adamson

Staff: Ryan Miller, Diane Toy

1. Approval of February Minutes.
2. Request for Traffic Control Support
	1. Marion Rotary Marathon
	2. Marion Arts Festival Race
3. Discussion Regarding the Duties of the Public Service Board
4. Update Alternative Fuels Project & Public Service Facilities
5. Update on Public Service Projects
	1. Resource Recovery Project - Fiberight
6. Discussion Old/New Business.
7. Adjournment.

**Minutes**

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**City of Marion**

**Tuesday, March 11, 2014**

**Continued**

ITEM 1 Approval of February Minutes

Mark Morgan called to order the regular meeting of the Public Service Board on Tuesday, March 11, 2014 at 1:10PM. A motion to approve the February 2014 minutes was made by Colleen Prokop, seconded by Tom Padley, Motion carried.

ITEM 2 Request for Traffic Control Support

1. Marion Rotary Marathon – All proceeds from race go to a Non profit cause – Shoes for Kids.
2. Marion Arts Festival Race Hires a company to organize the race, they use JMS for this service and they charge a fee to enter the race. We billed them a flat fee last year for equipment, time for employee’s service and the cost to be billed as approved by the Director of Public Service. Ryan stressed that having Public Service provide traffic control is in the best interest for safety reasons. The PS Board decided that for Non profits the service will be free and For Profit groups will be charged for this service.

A motion to approve the request was made by Kevin Morgan, seconded by Colleen Prokop, Motion carried.

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ITEM 3 Discussion Regarding the Duties of the Public Service Board

Ryan gave the history of the PS Board. The Public Service Department was a Civil Department and reported to a Civil Service Commission Board. The PS Board was created and the jobs were no longer a civil service positions. The PS Board provides an oversight to the Public Service Department and gives a citizen oversight. An employee can appeal a demotion, disciplinary action or firing to the PS Director, then the City Manager and, finally to the PS Board for final say. The PS Board has the right to review claims, and impose fees for services and equipment use outside of the department. The PS Board will look over the City ordinance Chapter 26 and come back with any ideas or suggestions to a future meeting.

ITEM 4 Update Alternative Fuel Project & Public Service Facilities

Ryan updated the PS Board that a few private companies and other towns are looking at us to see how the Economic Development Community will work. A private company is looking at building the CNG station and operating it also.

Ryan updated the PS Board on the Public Service Facilities plan, Ryan and Lon went to Des Moines to talk about the financing of the facility, and we are being very cautious on the project and looking for ways to make the buildings green.

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**Continued**

ITEM 5 Update on Public Service Projects

Ryan talked to the PS Board about the Fiberight LLC project is moving forward; they should be breaking ground on 4/22/14. We were asked by Fiberight to sign a letter of intent for their investors, this is a non binding agreement, and it is just an understanding of how the project will work. Fiberight has approached the private sector and has had a positive response. Fiberight is in talks with the Linn County Solid Waste Agency as to how we can all co-exist.

##### ITEM 6 Old Business / New Business

##### Nothing

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##### ITEM 7 Adjournment

Meeting was adjourned at 1:08PM by Mark Morgan and seconded by Colleen Prokop. Motion carried.

Next PSB meeting is scheduled for Tuesday, April 8, 2014.

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**Continued**

Respectfully submitted by:

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Ryan Miller

Public Service Director

RM/dpt