**Minutes**

**Public Services Board**

**City of Marion**

**Tuesday, January 13, 2015**

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

Staff: Ryan Miller, Diane Toy

1. Approval of December Minutes.
2. Review of 2015 Holiday Collection Schedule.
3. Discussion of Public Alley maintenance.
4. Review of Public Services Proposed Budget for 2015/2016.
5. Discussion Regarding Department Ethics Policy.
6. Public Service Board Appointments.
7. Old Business/New Business.
8. Adjournment.

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**Tuesday, January 13, 2015**

**Continued**

ITEM 1 Approval of December Minutes

Mark Morgan called to order the regular meeting of the Public Service Board on Tuesday, January 13, 2015 at 12:10 PM. A motion to approve the December 2015 minutes was made by Colleen Prokop, seconded by Tom Padley, Motion carried.

ITEM 2 Review of 2015 Holiday Collection Schedule

Ryan presented to the PS Board the 2015 Holiday Collection Schedule there are no changes. A motion to approve the recommendation was made by Colleen Prokop, seconded by Kevin Morgan, and all Board members are in favor, Motion carried.

ITEM 3 Discussion of Public Alley Maintenance

Ryan talked to the PS Board about the maintenance of public alleyways and how the limited program will work. The maintenance will include grading, patching and surfacing but be grades on a level of maintenance given to each alleyway: Level A, Level b, and Level C which is defined.

Level A would provide snow removal (only one alleyway at this level at this time) is used by the public. Central Business District (CBD) clean up now removes all snow from downtown and hauls it away, we use plows and skid loaders to remove the snow, done during late night hours.

Level B are alleys with minimal public use by the general public they are used for access to private garages.

Level C are alleys that do not support vehicle access.

Ryan will define snow removal in alleyways by next winter and the sidewalks will be looked at when the street scape is put in. A motion to approve the recommendation was made by Craig Adamson, seconded by Kevin Morgan, and all Board members are in favor, Motion carried.

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ITEM 4 Review of Public Services Proposed Budget for 2015/2016.

Ryan updated the PS Board about the about the current budget for the all divisions of Public Service. The City of Cedar Rapids and City of Marion are very close to a new 28E agreement for wastewater treatment and will save the City of Marion money moving forward. We are responsible for 20% of the cost of the treatment facility, so we installed flow meters to gather real time data and have shared this information with Cedar Rapids wastewater treatment director. Ryan will be restructuring the departments and creating new positions and they will be pay for performance jobs so employees can better themselves with this program. Ryan also talked about Solid Waste and Sewer fee increases and how the Sewer fees will change over a 3 year period to even out the cost between a single family and multi-family cost. He would like to add a seasonal employee to monitor the public drop off area and look into the reduced rate. Road Use positions will be new internal positions that are technically skilled with more responsibility. Ryan also updated the PS Board on not a lot in capital expenses this year, also talked about full depth asphalt roads and overlays and how 6-8 inches of asphalt roads last a long time.

ITEM 5 Discussion Regarding Department Ethics Policy

Ryan talked about out lining expectations for PS employees, the PS Board members will take home the packet and review the policy. If they have any comments or questions they can email or call Ryan.

ITEM 6 Public Service Board Appointments

Chairman for 2015 – Craig Adamson

Chairman Pro temp – Tom Padley

ITEM 7 Old / New Business

Ryan is working on lease agreements for the agreements for the new fleet.

Ryan is looking at solar companies for the new building.

Fiberight will have an announcement in about 2 weeks.

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**Continued**

##### ITEM 8 Adjournment

Meeting was adjourned at 1:15PM by Mark Morgan. A motion was made by Colleen Prokop and seconded by Kevin Morgan. Motion carried.

Next PSB meeting is scheduled for Tuesday, February 10, 2015 at noon.

Respectfully submitted by:

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Ryan Miller

Public Service Director

RM/dpt