**Minutes**

**Public Services Board**

**City of Marion**

**Tuesday, April 14, 2015**

Present: Mark Morgan, Colleen Prokop, Craig Adamson

Absent: Tom Padley and Kevin Morgan

Staff: Ryan Miller, Diane Toy

1. Approval of March 2015 Minutes.
2. Review of House Pickup Request:
   1. Stanley (995 10th St)
3. Motion to approve Capital Purchases as Follows:
   * 1. Sullivan D210 Portable Air Compressor - $17,750.00
4. Motion to Approve Professional Services Agreement with Martin Gardner Architecture.
5. Motion to Approve 2015 Solid Waste Collection Routes.
6. Motion to Approve the 2015 Public Services Work Program.
7. Motion to Receive and File Public Service Code of Ethics.
8. Motion to Approve Letter of Intent with Fiberight and Designated Agents.
9. Motion Directing Staff to Proceed in Energy Services and Development Agreement.
10. Old Business/New Business.
11. Adjournment.

**Minutes**

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**Tuesday, April 14, 2015**

**Continued**

ITEM 1 Approval of March Minutes

Craig Adamson called to order the regular meeting of the Public Service Board on Tuesday, April 14, 2015 at 12:05 PM. A motion to approve the March 2015 minutes was made by Colleen Prokop, seconded by Mark Morgan, Motion carried.

ITEM 2 Review of House Pickup Request

Stanley 995 10th Street the resident is unable to get the garbage to the curb safely due to health reasons. This house pickup is on a very busy street corner, but Steve Kenny will find a way to make this work for the resident. A motion was made by Colleen Prokop, seconded by Mark Morgan, all members agreed, Motion carried.

ITEM 3 Motion to Approve Capital Purchases as Follows:

Ryan presented to the PS Board the request to purchase a Sullivan D210 Portable air Compressor for $17,750.00 tier 3 diesel, tier 4 are very expensive to maintain, A motion to approve the recommendation was made by Mark Morgan, seconded by Colleen Prokop, and all Board members are in favor, Motion carried.

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ITEM 4 Motion to Approve Professional Services Agreement with Martin Gardner Architecture.

Ryan updated the PS Board about a Letter of approve the Professional Services Agreement with Martin Gardner Architecture, as a review architecture. We will need them to review the project plans and other projects. They can be appointed the lead project manager if we decide, but we do not have to put them in that position. Anderson Bogart is the civil engineering firm for the project. The agreement is drafted so the PS Board has authority to oversee the project and to keep our options open for future projects. A motion was made by Mark Morgan and seconded by Craig Adamson and all PS Board members are in favor. Motion carried.

ITEM 5 Motion to Approve the 2015 Solid Waste Collection Routes.

Ryan talked about the annexation of Rolling Glen, Williams Dr, Shady Oak Dr, Arica Ave, and Eastview Ave and the annexation date was 3/16/15, Public Service will send a letter and all the rules to the resident by early May and give the residents 60 to 90 days to cancel the private service they are using now. We will add them to Wednesday’s route and delivery recycling bins to anyone who sets up a delivery time with the front office. In the future we will do an overhaul for future growth on Wednesday and Friday routes. A motion was made to approve as suggested by Mark Morgan and seconded by Colleen Prokop and all PS Board members are in favor. Motion carried.

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**Continued**

##### ITEM 6 Approve the 2015 Public Service Work Program.

The asphalt and concrete work schedules are guidelines for the work we would like to do during the current work season, but the schedules can change and we adjust as needed. The current concrete is not as strong or last as long as it used to, so there are more repairs. Full depth asphalt will last a long time. Every year we do signal maintenance on all 34 signal intersections. Sewer checks all storm sewers are clear and inspect the lines, and check all detention basins that are in the cities. They flush every line in the city every 4 years and we have our monthly and bi-monthly areas. We also do smoke testing to test for cross connection mitigation of the drain tile and we televise all new and current lines in the city. We have flood plain and waterway maintenance. Solid Waste is training on the new compost machine and the compost program is going very well, we are making compost and in the future we will move on to making Hummus and we will have we will have liquid tea to give out to residents. The liquid tea mixture is 1 acre will use 2- 3 gallons of the mixture. A motion was made by Mark Morgan and seconded by Craig Adamson and all PS Board members are in favor. Motion carried.

ITEM 7 Motion to Receive and File Public Service Code of Ethics

Ryan updated the PS Board about the restructuring of the department and wanted to have a compass code of ethics to be a guide for all of us. We will be adding professional positions so that we can expand and focus in an area and grow with experience and training. We will not be changing our scope of service just expanding our knowledge. We are moving away from union raises and going to Pay for Performance, at the next meeting Ryan will expand on the program. A motion was made by Craig Adamson and seconded by Mark Morgan and all PS Board members are in favor. Motion carried.

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ITEM 8 to Approve Letter of Intent with Fiberight and Designated Agents

From the PS Board stand point; Do they want to make this more formal and keep things open and honest for the public as soon as the plan is made public? The PS Board has agreed to approve the letter of intent with Fiberight and Designated Agents. A motion was made by Mark Morgan and seconded by Colleen Prokop and all PS Board members are in favor. Motion carried.

ITEM 9 Motion Directing Staff to Proceed in Energy Services and Development Agreement

Ryan is looking at a truck that can do everything, that is all wheel drive in front and back, that we will be able to mount anything on the front and mount anything on the back also. Trucks will be red with stainless steel box and weigh less than the current 2 ton trucks.

ITEM 10 Old Business / New Business

Wanted to know about the concept for the new library.

Ryan showed the PS Board the new logo.

Meeting was adjourned at 1:39PM by Craig Adamson. A motion was made by Mark Morgan and seconded by Colleen Prokop. Motion carried.

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**Continued**

Next PSB meeting is scheduled for Tuesday, May 12, 2015 at noon.

Respectfully submitted by:

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Ryan Miller

Public Service Director

RM/dpt