



Public Services Board Minutes
City of Marion
Tuesday, November 22nd, 2022

1. Call to Order.

The Public Service Board of the City of Marion, Linn County, Iowa met on Tuesday, November 22nd, 2022, at 12:10pm, in the City of Marion Public Service Boardroom located at 195 35th St, Marion IA with Co-Chairman Mark Morgan presiding.

2. Roll Call.

Board members present – Mark Morgan, Colleen Prokop, Tom Padley, and Craig Adamson arrived at 12:25pm

Board members absent: Joe Spinks

3. Motion to approve minutes of the October 2022 Public Service meeting.

Moved by Colleen Prokop, second by Tom Padley. All in favor, motion carried.

4. Motion to approve house pickup services.

A. Schnitjer – 3335 Sunburst Avenue

Ryan talked to the PS Board about the house request made by Mrs. Schnitjer, and we have the signed request form and staff is approving the request. This request maybe temporary Mrs. Schnitjer is having surgery and we will follow-up in 3 – 4 months. Moved by Colleen Prokop, second by Tom Padley. All in favor, motion carried.

5. Motion to approve the Winter Maintenance Program for the 2022-2023 season.

Ryan had John Hughes – Deputy Director of Public Service update the PS Board on the 2022-2023 winter maintenance program. Snow routes are broken into 3 priorities, 1st priority are main routes and streets marked as a snow route, priority 2 is 2nd includes the central business district and certain street serving business / commercial, and priority 3 is residential, cul du sacs, and dead end streets. We have 10 snow routes, and they are broken down and assigned a color with 97 streets. Our level of service is we can have 4” of snow cleared in 8 hours. So far this season we have had 1 full crew out and 2 operators out once each to spot sand. Moved by Tom Padley, second by Colleen Prokop. All in favor, motion carried.

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6. Motion to approve acceptance of detention basin at Echo Hill 3rd Addition.

Ryan updated the PS Board that this is a dry detention basin at Echo Hill 3rd addition. This detention basin will be dedicated to the city from the builder once we have inspected it and it is up to city standards, the city will take over the maintenance. This process and acceptance and maintenance may change in the future, the Public Service Department is exploring how private detention basin can be maintained by the HOA, not sure how or when this process may change. Mark is not in favor of having private group maintain the basins, he feels they will not take care of the basins properly. The city will be doing a city-wide stormwater master plan so if we move forward with this plan, it will be successful. Moved by Mark Morgan, second by Tom Padley. All in favor, motion carried.

7. Motion to approve the acceptance of Yorkshire Court (a private street) as a public improvement.

Ryan updated the PS Board about this development and the streets are privately owned. We do not know if the street was built to public standards, nor do we know the condition of the street. Snow removal on the street would be very difficult because the right of way is not large enough to accommodate the snow, without trucking it out, which we do not do. Motion to vote in the opposition of acceptance of Yorkshire Court. Moved by Mark Morgan, seconded by Colleen Prokop. All in opposition (no vote) 4, yes – 0. Motion has been denied of acceptance of Yorkshire Court.

8. Update on Public Service Facilities.

Ryan updated the PS Board on the progress of the project. The trade package bids are due on 12/8/22, and the package awards will be at the 12/22/22 council meeting. The City Council issued a change order last week for the erection of the office portion of the Public Service Facilities building to begin next week, and the estimated time frame for the erection of the walls is 1 – 2 weeks. Exterior foundation is okay, but all the piers and rebar need to be removed, there are engineers on site checking work as it is being done. Pre-bid had 30-40 contractors show up to get information about the project, we should get a good number of bid packages returned.

9. Update on Fleet Replacement.

Ryan updated the PS Board on the progress of the Fleet replacement, The City Council has approved the recommendations from PS staff on the bids received and we can move on with the orders for the chassis. Ryan will keep the PS Board informed of the progress of the fleet replacement.

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10. Update on Solid Waste Study Activities.

Ryan updated the PS Board on the progress of the Solid Waste study. The biggest items to look at changes to the way we collect solid waste, this would cut down on employee injuries. Many different options will be presented: automation would allow collection for 750 – 1000 house per route verses now we have close to 500 houses per route. Other options are collecting recycling every 2 weeks. Big obstacle is resident are averse to change, but with resident input maybe able to get the information out to residents for better understanding. Study will be interesting to see what the data says, and suggestions made.

11. Other Business

Mark has a boy scout project: they are collecting discarded books from the Marion and Hiawatha libraries and recycling them over the holiday season. Per Ryan, John will work with Mark about composting the books verses trying to recycle them.

Looking at Yellow Stone Park system's sear drum for composting garbage and recycling after glass and metal is removed. The City of Marion and CR/LC Solid Waste Agency needs to have a plan before the landfill closes. What is the simplest, and cost-effective solution, and will people want to do it?

Craig would like all crosswalk buttons in the UpTown to be checked. The 10th St & 8th Ave button was not working prior to the PS meeting but has since been fixed.

Mark spoke with a new resident living at Board & Main and stated she is very happy and is enjoying living there.

Motion to adjourn at 1:12PM by Mark Morgan. Motion approved by Craig Adamson, second by Tom Padley. All in favor, motion carried. Next meeting 4th Thursday on December 22nd at noon at the PS building.

Respectfully submitted by:

Ryan Miller
Public Service Director

RM/dpt