

IRDC Committee Meeting
Infrastructure Rehabilitation Development Committee (IRDC)
February 17, 2017 at 2:00 PM
Village of Port Byron
Village Hall, 120 S. Main Street
This is an open meeting, and the public is invited to attend.

AGENDA/MINUTES

1. Call to Order: 2:05 PM
2. Roll Call/Establishment of quorum Patrick Strobel, Eric Sikkema, Gerry M., Kevin Klute, & Jared Fluhr (MSA)
3. Review & Approve Minutes: [Approved.](#)
4. Project Updates (MSA)
 - A. Hwy. 84 Sidewalk & Water Main (TAP) – Project 1
 - i. Review Schedule & Budget – [See project 2 summary.](#)
 - ii. Schedule DOT Coordination Meeting? – [MSA to schedule a coordination meeting in March if possible.](#)
 - B. Hwy. 84 Sidewalk & Water Main (ITEP) – Project 2
 - i. Review Schedule & Budget – [MSA presented 5 budget options that the Village could consider as the projects moves forward. The IRDC committee does not want to go out for procurement for engineering services, so that means part of the ITEP grant may not be able to be utilized. The grant will only match 80% of the total construction costs, and part of the grant was set aside for 80% of the engineering. Therefore, in order to maximize the grant, the Village either needs to increase the construction budget, adjust the project limits to include part of Project 1 into Project 2, or a combination of both. The budget is fluid right now, and MSA will start design of project 2, determine project limits, and prepare a revised project estimate to review in the upcoming months.](#)
 - ii. Review MSA Contract for Design Services – [The committee recommended that we move forward with project 2 and bring the contract to the next board meeting.](#)
 - C. Street evaluation – PASER – [Eric provided MSA his final review. MSA will complete the evaluation/report in the next few weeks.](#)
 - D. GIS Asset Management – Training Scheduled for March 3rd – [The training will likely be from 11 AM – 2PM. MSA to develop an agenda and distribute to the Village in the next week.](#)
5. Old Business:
 - A. Shew Development – [Options and preliminary cost estimates were discussed. Shew was going to have his contractor prepare his cost estimate to determine if the project is feasible. The Village nor MSA has heard back from Shew yet.](#)
 - B. MSA’s Contract to be Expert Witness for Litigation – [Recommend approval and that it gets back on to the agenda for Tuesday’s meeting.](#)
 - C. Subdivision Ordinance & Developers Agreement – [Gerry recommended that we put this on hold for a little while.](#)

6. New Business:
 - A. Engineering Budget Considerations – MSA reminded IRDC that in the past it was recommended to bring up engineering budgeting and a General Engineering & Miscellaneous Services Agreement closer to budget time. No further discussion or actions taken.
7. Mayor's Comments **None**.
8. Public Works Comments (Eric & Don) **None**.
9. Gallery Comments – **None present**.
10. Adjournment – **3:30**

Next Meeting: March 3rd @ 2:00 PM