

**IRDC Committee Meeting**  
**Infrastructure Rehabilitation Development Committee (IRDC)**  
**March 3, 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
2. Roll Call/Establishment of quorum – Patrick Strobel, Kevin Klute, Gerry Meade, & Jared Fluhr (MSA)
3. Review & Approve Minutes of 02/17/17: Reviewed and approved.
4. Project Updates (MSA)
  - A. Hwy. 84 Sidewalk & Water Main (TAP) – Project 1
    - i. Review Schedule & Budget – The project limits are being modified to reduce the cost of project 1 (and better maximize the grant for project 2) and a new cost estimate will be prepared in the next few months. At this time, the budget will be reviewed and set.
    - ii. Public Meeting – Will be scheduled after the DOT Coordination meeting, likely in May.
  - B. Hwy. 84 Sidewalk & Water Main (ITEP) – Project 2
    - i. Review Schedule & Budget – Nothing new to report.
    - ii. DOT Coordination Meeting – April 20<sup>th</sup> at 1 PM – Kevin and Jared to attend in Dixon, IL.
  - C. Street evaluation – PASER – Will be completed in the next few weeks. Discussed the app. that was prepared in GIS, and everyone liked it.
  - D. GIS Asset Management – Recap of Today’s Training – Everyone that attended the training thought it was very informative and beneficial. MSA discussed budgeting for mobile application development, but the committee thought they would see how this year goes, and if staff would like to expand on the GIS, it could be budgeted in future years.
5. Old Business:
  - A. Shew Development – Discussed Shew’s 2<sup>nd</sup> proposal that included 2 lots, septic, and a shared gravel driveway. IRDC does not think the Village should allow the development unless the lots are connected to the sanitary sewer and Shew proposes to pave the street. IRDC also prefers that if 3 lots are created, a road and cul-de-sac is built and paved rather than a shared driveway. Per the Village Subdivision Ordinance, developments are required to hook up to sanitary sewer if the development is within 300 feet, which this is. The ordinance also requires that roadways are paved. After discussion of MSA preparing a response letter to Shew, MSA reminded the committee that all of our services to date on the Shew Development have been “donated”, and any further reviews/correspondence would require a contract so we could be compensated for our efforts. Kevin did not want to spend any more time or money on this, and volunteered to call Shew and inform him on the Village’s position and minimum requirements (sewer hookup & road).

B. Old Projects – Patrick would like to review the list of prospective projects on the Village’s radar. MSA will bring the Water & Sewer CIP, as well as the Street Pavement Ratings to the next meeting.

6. New Business:

A. Engineering Budget Considerations – Kevin does not want to include a line item in the budget for engineering. If engineering is required throughout the year, it would come out of the respective budget line item that the work is for.

7. Mayor’s Comments - None.

8. Public Works Comments (Eric & Don) - Not present.

9. Gallery Comments - No one present.

10. Adjournment - 3:10

Next Meeting: March 17<sup>th</sup> @ 2:00 PM