

IRDC Committee Meeting
Infrastructure Rehabilitation Development Committee (IRDC)
July 17, 2017 at 4:00 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 – 5:00 (Official start of meeting with quorum)
2. Roll Call/Establishment of quorum – Patrick Strobel, Gerry Meade, Wayne Oney, Bruce Peterson, & Jared Fluhr (MSA)
3. Review & Approve Minutes of 06/19/17: Motion by Gerry to approve the minutes. All yes, approved.
4. Mayor's Comments – Bruce discussed the Shew Development and the James Street sanitary sewer extension. He would like this committee to review this again. In summary, he would like Eric and/or Don to get more information regarding the condition of the existing sanitary sewer services on James Street. He would like Eric and/or Don to go and talk with the property owners to get a better understanding on each resident's perspective of their service laterals. He would also like Patrick and Jared to discuss the potential project with Shew and see if he is willing to contribute additional funds to the project if the Village completes it themselves and see if he would agree to some of the initial terms that have been discussed (i.e. protecting the Village and guaranteeing development).
5. Public Works Comments (Eric & Don) – Not present. IRDC members are going to talk with Public Works and remind them that at least 1 of them are required to attend these meetings, as they provide vital information needed for this committee to function.
6. Project Updates (MSA)
 - A. 9th St. Ct. N. Rehabilitation – Discussed the project scope and schedule. The committee is ok with the schedule presented and authorized me to set the bid date with Eric's input. The project will hopefully be awarded at the August 21st board meeting.
 - B. Hwy. 84 Sidewalk & Water Main– (TAP & ITEP Grants) No update.
 - C. Street Evaluation (PASER) Report – No update. Jared explained that this will be finalized once we have final direction on the CIP that we were requested to prepare a proposal for.
 - D. Downtown Streetscape & Riverfront Enhancements Plan – Jared informed the committee that MSA will be at the next P&Z meeting on July 20th to discuss the vision for the downtown and riverfront.
7. Old Business:
 - A. Shew Development – Reconsideration – Discussed under the mayor's comments before he had to leave.
 - a. MSA Proposal for James St. Sewer Extension (Design, Bidding, & Construction) – tabled.

- b. Budget – Reviewed and discussed again. However the Village did not determine what their budget would be on the project, and would like additional research and discussions (discussed above) to take place prior to making this determination.
- c. Potential Developer Agreement Terms – Briefly discussed a few potential terms that could be used to protect both parties involved.
- B. Review of Water & Sewer Rate Study – Briefly discussed that the sewer rate may need to be adjusted to help pay for the James Street Sewer extension.
- C. Water Hookup Letters
 - a. Determine Hookup Date – This was briefly discussed. IRDC would like MSA to look into the ordinance and history of this to determine which date they feel should be included in the letter. MSA explained that we would need to also discuss this with the Village attorney and get their feedback on whatever date is decided.
 - b. Discuss Terms of Required Hookups - The remaining terms and the rest of the letter looked fine as is.

8. New Business:

- A. ITEP Application & Potential Project Discussions – IRDC requested MSA to discuss potential projects with Eric Sikkema and Don Loy.
- B. Capital Improvement Plan (CIP)/ Project Financial Planning – MSA Proposal – This was discussed and Wayne showed the committee what he was already working on for projects being funded this year. No action was taken until MSA can verify that Bruce and the Village board still want our assistance. This will be brought back at the next meeting for consideration.

9. Gallery Comments – Dustin Sloan did not have any comments.

10. Adjournment – 5:50

Next Meeting: TBD (August 7th at 4:00?) Meeting confirmed for 4:30.