

IRDC Committee Meeting
Infrastructure Rehabilitation Development Committee (IRDC)
September 18, 2017 at 4:30 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 – 4:30
2. Roll Call/Establishment of quorum – Gerry Meade, Patrick Strobel, Wayne Oney, Bruce Peterson, Dustin Sloan, Jared Fluhr and The Dispatch (news).
3. Review & Approve Minutes of 08/21/17 – Had some minor corrections. Motion by Gerry, second by Wayne. All yes, approved.
4. Mayor’s Comments – Bruce informed the committee that the building inspector and Eric completed an inspection of Village Hall to determine what the needs will be for repair in the next several years. There is \$250,000 to \$300,000 worth of repairs expected in the next few years (HVAC, roof, lights, etc.). He also informed us that Eric completed a walk-through of the downtown to determine trip hazards and areas where the sidewalk needs immediate attention. Public works plans on completing \$2,000-\$4,000 worth of work in-house this year for the necessary repairs. Mailboxes on the north end of Main Street will be moved to the west side.
5. Public Works Comments (Eric & Don) – Don informed the committee that he is planning on installing generators at the Lynn St. and North Lift Stations. Jared asked if it is still an immediate need to complete and operations and need review/study on the lift station in the Village. It is still on the CIP project list, but does not need to be completed before the generators are installed.
6. Project Updates (MSA)
 - A. 9th St. Ct. N. Rehabilitation – Jared provided a brief update. The pre-construction meeting was held last Wednesday at Village Hall. Stichter reclaimed the roadway, but will not be back until likely next week, as they are waiting on the storm inlets. MSA will pass along the schedule once they inform us.
 - i. MSA Contract Amendment – After a brief discussion, Gerry motioned that they recommend to the board that only \$900 of the \$1,800 amendment is approved, as they did not anticipate it being that much. MSA explained that the plan had to be modified, and the specifications had to be completely re-printed. Jared will need to get authorization from his supervisor to accept the \$900 amendment.
 - B. Hwy. 84 Sidewalk & Water Main– (TAP & ITEP Grants) – Jared provided a brief update. The Village has no preference on mailbox turnouts or cluster mailboxes, therefore we will inquire with the post office for their recommendation. Bruce would like to see decorative cluster mailboxes, if the post office recommends clusters.
 - C. Downtown Streetscape & Riverfront Enhancements Plan – Jared provided a brief update. P&Z is recommending the downtown street concept to be two-way traffic with parallel parking on both sides (eliminate the angle parking). MSA will continue working with P&Z and keeping IRDC in the loop.

7. Old Business:

- A. James Street Sewer / Shew Development – Patrick did not have any update on this.
 - i. Budget – MSA questioned what the objective was again, as the Village is not making any progress on moving this forward. Don has not yet spoke with any of the residents regarding their thoughts on their sewer issues and needs. Patrick is going to reach out to Shew to figure out what his maximum contribution can be towards the sewer costs, and the Village will need to determine if the project is going to move forward.
 - ii. Potential Developer Agreement Terms
- B. Water Hookup Letters – Jared will get the letter and list to Village staff to get mailed out in the next 1-2 weeks.
- C. Capital Improvement Plan (CIP)/ Project Financial Planning – Bruce signed the task order, but the Village is going to work on the finances in-house to save costs. Once the Village gets a handle on the finances, the planning process will start.
 - i. Water & Sewer Rates – Not discussed.
- D. 2017 ITEP Grant Application – MSA explained that P&Z recommended to the board to approve MSA's proposal in the amount of \$8,500 to apply for an ITEP grant for the downtown streetscape and trail project.

8. New Business: None.

9. Gallery Comments. None.

10. Adjournment – 5:30

Next Meeting: TBD (October 2nd or 16th at 4:30?) Will plan on October 16th unless there is an action item that needs to be addressed by October 2nd.