**IRDC Committee Meeting**

**Infrastructure Rehabilitation Development Committee (IRDC)**

**January 21, 2020 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
2. Roll Call/Establishment of quorum

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Wayne Oney | X | Bruce Peterson | X | Eric Sikkema |
|  | Joshua Bo Mathis | X | Dustin Sloan | X | MSA (Jared Fluhr) |

1. Review & Approve Minutes of 12/16 – Appoint Recorder for Meeting Minutes – Motion by Bruce to approve the minutes, second by Dustin. All yes, approved.
2. Mayor’s Comments – Bruce met with the Library Board and they are interested in partnering with the Village to add additional parking along Main Street in front of the library. They are also interested in adding a drop box, if it can be accomplished at the same time. Bruce estimates 11-12 spaces could be added.

* Bruce also mentioned that the bank is planning on reconstructing the bank, which is currently on Main Street. He will be discussing with them more details next Monday.

1. Public Works Comments (Eric & Don)
2. Project Updates (MSA)
3. Hwy. 84 Sidewalk & Water Main Replacement – (TAP & ITEP Grants)
   1. Property Acquisition – Title work should be completed soon, and Mark Brockway is working on sending out introduction letters in the next week or so.
   2. James Street Sewer – The sewer extension on James Street was discussed. It was decided that the IRDC committee did not want to extend the sewer all the way up James Street and work on a deal with Mr. Shew, as there are too many unknowns currently. Therefore, the committee decided to stop the sewer at the manhole once it reaches the east side, and terminate the sewer main there. If Mr. Shew then decides to construct houses at the end of James Street, he could then extend sewer up at that time, at a minimal expenses.
   3. Water/Sewer Permits – MSA is working on finalizing water and sewer plans, and has the permits ready for Bruce’s signature.
4. Capital Improvement Plan (CIP)/Project Financial Planning – MSA reviewed the Executive Summary from the CIP report as it relates to the financial status of Village accounts. MSA illustrated how current and future project will or can be financed and how the costs would impact the Village financially.
   1. Review of Financials
   2. Planning for Upcoming Projects
5. Downtown Streetscape – MSA mentioned that the downtown survey will be sent out soon and the next meeting is set for February 27th at 5pm.
   1. Cross Section Elements
   2. Project Budget
6. Old Business:
7. Review Previous Action Items
8. Sidewalk Maintenance Program & Ordinance Review/Update
9. Lakeview Drive Warranty – Port Brothers responded with a letter indicating the work would be completed in spring 2020.
10. Cherry St. Boat Launch Docks - BAAD Grant Application – IDNR released the grant awards, and unfortunately the Village was not selected. MSA followed up with IDNR following the announcement and they indicated the Village’s application was strong, but the fact that the number of registered boat owners in that particular pool of the Mississippi was low, which hurt the application. IDNR will be holding on to the application as an “alternate” in case another project does not move forward.
11. FEMA Funding & MSA Task Order – Bruce would like MSA’s assistance to apply for Hazard Mitigation funding for water and sewer on N. River Road and N. Shore Drive. MSA prepared a task order on an hourly basis with an estimated (arbitrary) value of $10,000. MSA explained that we do not know what the level of effort is on this application, as FEMA will likely request additional information once the initial paperwork is submitted.
12. New Business – None.
13. Gallery Comments – Lou D. asked the committee to consider putting a date to when the sidewalk ordinance review/update needs to be completed by, since it has been on the agenda for an extended period of time and the sidewalk project will be bid soon. Lou also asked who is responsible for inspecting sidewalks (DPW or building inspector), which no one knew the answer to.
14. Adjournment – 5:50

Next Meeting: TUESDAY February *18th* at 4:00 PM (Tentative)