

**NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION**

**FINANCE AND PERSONNEL COMMITTEE**

**March 20, 2014  
NIRPC Offices  
Portage, Indiana**

**Members Present**

Jim Ton  
Nancy Adams

**Members Absent**

Jeff Dekker  
Roosevelt Allen, Jr.  
Anthony Copeland  
Blair Milo  
Richard Mrozinski  
Diane Noll  
David Uran

**Staff and Others Present**

Kelly Wenger  
Kathy Luther  
Meredith Stilwell  
Melissa Deutscher  
Teresa Torres  
Rudy Velasco  
David Hollenbeck  
Brian Snedecor

**Call to Order**

The meeting was called to order at 8:33 a.m. by Jim Ton.

**Approval of Minutes**

As the only Finance and Personnel Committee member present for the agenda item regarding approval of minutes, Jim Ton having read the minutes of the February 20, 2014 meeting and seeing no issues, approved them as presented.

**Review of Financial Status**

Kelly Wenger reported that NIRPC received payments for the balance of the 2013 county distributions from Porter and LaPorte Counties. There were no other financial issues to report at this time.

**Approval of Claims Register**

Kelly Wenger presented the claims register for approval. Jim Ton clarified that claims were the regular order of business and nothing exceptional. As the only Committee member present, Jim Ton recognized approval of the Claims Register.

### **Contract for Emission Reduction Project**

Kathy Luther presented a \$99,338.07 contract between NIRPC and the School City of Hammond for bus heater idle and emission reduction retrofit of diesel schools buses. NIRPC has had a longstanding Congestion Mitigation Air Quality (CMAQ) purchase order to add diesel oxidation catalysts to schools buses and other public diesel equipment. The contract will provide for retrofits to install bus heaters on 39 Hammond school buses so the entire diesel engine will not have to idle. BP settlement money will also be used which will allow the School City of Hammond to retrofit additional school buses. With no further questions or comments, Jim Ton approved the contract as presented for recommendation as part of his report to the Executive Board for approval.

### **Building Lease Discussion**

David Hollenbeck reported drafts of the lease have been exchanged with the most recent received by him late Tuesday, March 19<sup>th</sup>. He is in the process of reviewing the document and will be working with Ty Warner and Angie Hayes on finalizing the lease.

### **Other Business**

A question was brought up regarding taking public comment at the meeting. Jim Ton stated that customarily public comment is not taken at Finance and Personnel Committee meetings however since there was time he would make an exception with the understanding that public comment was not to interfere with the start of the 9:00 a.m. Executive Board meeting. Public comment was received from Teresa Torres regarding a request she had made previously at a Transportation Policy Committee meeting regarding Public Mass Transportation Funds that are passed through NIRPC. She was under the understanding that her questions would be brought before the Finance and Personnel Committee and answered. Jim Ton commented that he is aware of the situation however no issues have been brought to his attention for presentation to the Finance and Personnel Committee.

### **Adjournment**

There being no further business, the meeting adjourned again at 8:47 a.m.