

**TOWN OF PORTER**  
**Redevelopment Commission**  
**303 Franklin Street**  
June 25, 2013

**Meeting was called to order at 6:12 p.m.**

**Pledge of Allegiance**

**Present:** President Greg Stinson, Vice-President Jeannine Virtue, and Joe Simanski,

**Absent:** Erik Wagner and Ron Stone

Also present: Attorney Laura Frost, Director of Development Mike Barry, and Secretary Karen Spanier.  
Elka Nelson arrived after Meeting started.

**Consideration of Minutes of Previous Meeting**

Motion to approve the April 23, 2013 minutes as submitted was made by Jeannine Virtue, second made by Joe Simanski.

Motion carried 3-0.

Motion to approve the June 11, 2013 minutes was made by Jeannine Virtue, second made by Elka Nelson.

Motion carried 4-0.

**Consideration of Claim Docket**

Joe Simanski made the motion to approve the June claim docket as presented, with Jeannine Virtue making the second.

Motion carried 4-0.

**Audience Participation**

None

**Reports**

Director of Development Mike Barry had nothing new to report.

Attorney Frost had nothing to report.

**Old Business**

None

**New Business**

**RDA Construction Project Funding Procedure Change**

Stinson stated the current process is we approve claims at the RDC meeting prior to submitting payment to the Contractors. This can cause a delay in some of our projects, and would suggest asking the Town Council to change the ordinance to allow payments that have already been approved and disbursed by the RDA and such reimbursement has been received by the Town. This procedure would only apply to Reimbursable projects.

By consensus, the Commission will forward to the Town Council.

Greg Stinson said Director of Development Mike Barry needs assistance with filing and general clerical work. Cveta Gass who currently works at Town Hall stated she would take on those additional responsibilities, Stinson asked the Commission to consider hiring a clerk to help out.

Elka Nelson made the motion to hire a general clerical clerk for the Director of Development 8 hours a week. Jeannine Virtue made the second.  
Motion carried 4-0.

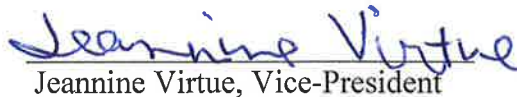
### **Commission Comments**

None

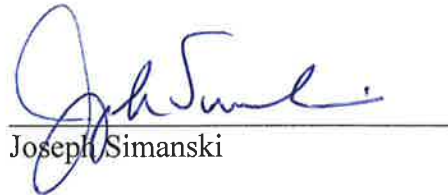
### **Adjournment**

Motion to adjourn was made by Joe Simanski, with Jeannine Virtue making the second.  
Meeting Adjourned at 6:25 p.m.

  
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Greg Stinson, President

  
\_\_\_\_\_  
Jeannine Virtue, Vice-President

  
\_\_\_\_\_  
Elka Nelson

  
\_\_\_\_\_  
Joseph Simanski

Attest:   
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Karen Spanier, Secretary