

**HAMMOND PORT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING
January 12, 2021**

REGULAR MEETING MINUTES

MEMBERS PRESENT

Thomas E. Kuhn	Chairman
Rosemary Wojdyla	Vice Chairman (Zoom)
Diane Kaminsky	Secretary/Treasurer (Zoom)
Kristin Cantrell	Member (Zoom)
Eva Huerta	Member (Zoom)
Milan A. Kruszynski	Port Authority Director
Julia Pustek	Finance Director
Kevin Smith	Smith Sersic (Zoom)
Steve Sersic	Smith Sersic

OTHERS PRESENT

Raymond Kottka	925 176 th St., Hammond, IN
John Beckman	243 Detroit St., Hammond, IN
Bruce Caruso	8560 Forest Avenue, Hammond, IN

CALL TO ORDER AND ROLL CALL

The January 12, 2021 meeting of the Hammond Port Authority was called to order by Chairman Kuhn at 4:30p.m. Five members are present.

APPROVAL OF MINUTES

D. Kaminsky made a motion to approve the Minutes of December 15, 2020 as presented.

R. Wojdyla seconded the motion.

Discussion: None

Roll Call:	E. Huerta	Yes
	K. Cantrell	Yes
	R. Wojdyla	Yes
	D. Kaminsky	Yes
	T. Kuhn	Yes

Motion passes 5-0.

ELECTION OF OFFICERS

T. Kuhn opened the nominations for Chairman.

K. Cantrell nominated E. Huerta for Chairman.

Roll call vote was taken for E. Huerta as Chairman.

Roll Call:	E. Huerta	Yes
	K. Cantrell	Yes
	R. Wojdyla	Yes

D. Kaminsky Yes

T. Kuhn Yes

Appointment of E. Huerta as Chairman passes.

T. Kuhn opened the nominations for Vice Chairman.

E. Huerta nominated D. Kaminsky as Vice Chairman.

Roll Call vote was taken for D. Kaminsky as Vice Chairman

Roll Call: E. Huerta Yes

K. Cantrell Yes

R. Wojdyla Yes

D. Kaminsky Yes

T. Kuhn Yes

Appointment of D. Kaminsky as Vice Chairman passes.

T. Kuhn opened the nominations for Secretary/Treasurer

D. Kaminsky nominated T. Kuhn as Secretary/Treasurer

Roll Call vote was taken as T. Kuhn as Secretary/Treasurer

Roll Call: E. Huerta Yes

K. Cantrell Yes

R. Wojdyla Yes

D. Kaminsky Yes

T. Kuhn Yes

Appointment of T. Kuhn as Secretary/Treasurer passes.

T. Kuhn handed over the gavel to new Chairman E. Huerta.

DIRECTORS REPORT

M. Kruszynski reported on the following:

Three members of the Hammond Parks Foundation are present to meet with the Director after the Regular Meeting. M. Kruszynski said he will report the content of their meeting at the next meeting, January 26, 2021.

All the Port Authority facilities are operating in the winter mode. We are anticipating and preparing for the cold weather coming.

Since March 1st 2020, the Hammond Port Authority staff has been professional in dealing with the Corona Virus. We have held interim meetings, external meetings, offered guidance and addressed staffing concerns. We've gone through testing and addressed any questions – more questions than answers and worried and shared concerns about the new strains.

With new strains, new guidelines will be necessary. Eventually we will be able to receive the vaccinations.

Managers went above and beyond. The managers and their staff have been cleaning, bleaching and sanitizing, ordering PPE's as well as providing information for all the customers. I'm very proud of the managers keeping everything coordinated.

It's been a rollercoaster of hours, days, weeks, months of discussing and planning. We have had a few employees and family members test positive.

Our staff is really not equipped to operate from home. We interact with the public...we make daily transactions and deposits. From accounts payable to personnel issues and security staffing, it is essential we are open. Our Finance Director, Julia Pustek can work from home but other staff does not have the capabilities. We are answering the telephones, giving tours to new slip holders, setting up events, scheduling outings and running the business of the Port Authority. We interact with the public, address personnel issues and security, answer questions from slip-holders, golfers and park system customers. We don't close the doors, we don't walk away. Thank you to the board members for their support and understanding. We are trying to work as safely as possible and looking forward to the Board's guidance in 2021.

CHAIRMANS REPORT

The Executive Session of the Hammond Port Authority of January 12, 2021 began at 4:00p.m. Chairman Huerta, Vice Chairman Kaminsky, Secretary/Treasurer Kuhn, Member Cantrell and Member Wojdyla were present. The subject matter considered were matters for the discussion of strategy with respect to the initiation of litigation or litigation that is pending, purchase of lease of real property by the governing body, and to discuss a job performance evaluation of individual employees pursuant to IC 5-14-1.5-6.1(b)(2)(B), (D),(9). The Board certifies that no subject matter was discussed in the executive session other than the subject matter specified in the public notice.

CONSTRUCTION PROJECTS UPDATE

T. Kuhn reported:

Keith Sattler from HWC gave an update on the obelisk project.

V-dock went out to bid. Pre-bid meeting is January 26th with bids due February 4th. It is our hope that the bid is awarded the first meeting in February.

K. Smith gave an update on Fire station #2. We received a copy of the contract with the Board of Public Works. We are responsible for the design fees.

M. Kruszynski gave an update on Amoco Park. He had a meeting with J. Gajewski and will be meeting with Matt Reardon soon. HWC may be the consultants on this project.

OLD BUSINESS

None.

NEW BUSINESS

R. Wojdyla made a motion to approve the Professional Service Agreement with Smith Sersic.

T. Kuhn seconded the motion.

Discussion: D. Kaminsky stated they have represented the Port Authority for many years and their rate has been \$150.00 since 2016. R. Wojdyla appreciated their clarity and patience. T. Kuhn added this is a great rate.

Roll Call: D. Kaminsky Yes
T. Kuhn Yes
R. Wojdyla Yes
K. Cantrell Yes

E. Huerta Yes

Motion passes 5-0.

Attorney's K. Smith and S. Sersic thanked the Board for their approval.

K. Cantrell moved to approve the Professional Services Agreement with Judy Lowry for cleaning services.

R. Wojdyla seconded the motion.

Discussion: T. Kuhn asked M. Kruszynski what kind of job they've been doing. K. Smith reminded the board there was a small hiccup with insurance coverage. M. Kruszynski responded that the company has held the proper coverage since then.

Roll Call: D. Kaminsky Yes
T. Kuhn Yes
R. Wojdyla Yes
K. Cantrell Yes
E. Huerta Yes

Motion passes 5-0.

D. Kaminsky made a motion to approve the Recommendation the HPA Employee Vacation Time vs. Corona Virus.

K. Cantrell seconded the motion.

Discussion: Due to extraordinary circumstances this allows the employees to carry over unused time for the first two calendar months of 2021.

Roll Call: D. Kaminsky Yes
T. Kuhn Yes
R. Wojdyla Yes
K. Cantrell Yes
E. Huerta Yes

Motion passes 5-0.

PURCHASE ORDERS

D. Kaminsky made a motion to approve the following Purchase Orders as submitted including the purchase orders added today:

Fund 626 Marina Operations
Fund 627 Construction
Fund 628 Embarkation
Fund 630 Lost Marsh Golf Course
Fund 631 Wolf Lake
Fund 708 Payroll
Electronic Transfers

R. Wojdyla seconded the motion.

Discussion: None.

Roll Call: D. Kaminsky Yes
T. Kuhn Yes
R. Wojdyla Yes
K. Cantrell Yes
E. Huerta Yes

Motion passes 5-0.

PUBLIC COMMENT

T. Kuhn congratulated the newly elected Board Members.

NEXT MEETING

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, January 26, 2021. The meeting can either be attended by zoom or in person. The Executive Session will begin at 4:00pm, the Construction Meeting will begin at 4:15pm and The Regular meeting will begin at 4:30p.m

The January 12, 2021 Board Of Directors meeting adjourned at 4:54pm.

EXECUTIVE SESSION MEMORANDUM

The Executive Session of the Hammond Port Authority of January 12, 2021 began at 4:00p.m. Chairman Huerta, Vice Chairman Kaminsky, Secretary/Treasurer Kuhn, Member Cantrell and Member Wojdyla were present. The subject matter considered were matters for the discussion of strategy with respect to the initiation of litigation or litigation that is pending, purchase of lease of real property by the governing body, and to discuss a job performance evaluation of individual employees pursuant to IC 5-14-1.5-6.1(b)(2)(B), (D),(9). The Board certifies that no subject matter was discussed in the executive session other than the subject matter specified in the public notice.