

**HAMMOND PORT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING
February 28, 2023**

REGULAR MEETING MINUTES

MEMBERS PRESENT

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

OTHERS PRESENT

Dean Button

CALL TO ORDER AND ROLL CALL

The February 28, 2023 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:15pm. Three members are present and in person, one member is present via Zoom, and one member is absent.

APPROVAL OF MINUTES

R. Wojdyla made a motion to approve the minutes of February 14, 2023 as presented. T. Kuhn seconded the motion.

Discussion: None

<u>Roll Call:</u>	R. Wojdyla	Yes
	E. Huerta	Yes
	T. Kuhn	Yes
	K. Cantrell	Yes

Motion passes, 4 approve.

DIRECTORS REPORT

M. Kruszynski reported on the following:

Marina- Staff has been painting, cleaning, and polishing around the administration building on the colder days. On the days that the weather has been nice, they have been working on some outside projects like fixing the bin wall ramps.

Lost Marsh Golf Course- With the weather slowly starting to warm up, staff is very eager to open up the golf course. The plan is to wait until around Easter time to open up. In the meantime, the maintenance staff has been helping fix up and repair utility vehicles throughout the Port Authority.

Wolf Lake- Staff continues to clean up garbage and take care of trash. We are trying our best to help out the Parks Department and Street Department and keep what we can in our area clean. The Lost Marsh Golf Course landscape specialist has been starting to plant seeds in the conservatory. This is great because it allows us to be able to grow a lot of our own plants and vegetation to use throughout the Port Authority.

CHAIRMAN'S REPORT

The Executive Session of the Hammond Port Authority of February 28, 2023 began at 4:00p.m., Chairman Cantrell, Secretary/Treasurer Kuhn, Member Huerta, and Member Wojdyla are present. Three members are attending in person, and one member is attending via Zoom. The subject matter considered were matters for the discussion of strategy with respect to:

1. Contractual Concerns
2. Initiation or Pending litigation
3. Personnel matters
4. Implementation of Security Systems

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:

Baird Presentation- Earlier today Baird gave a presentation regarding the Data Center Sea Wall.

Wolf Lake Trail south of the HSD Pump Station PermaTrac Repairs- Briefly touched based on this weather dependent ongoing project.

McDermott Way at Casino Center Drive Drainage- Briefly touched based on this weather dependent ongoing project.

Pavilion Ticket Booth Drainage- We will be getting the RFQ out soon.

Clark Athletic Field Demolition- There will be some demolition quotes for the bleachers and some other permanent structures by Clark's fields. They should be going out for quotes next week, opened by the end of March, and work should be able to begin in April.

Bin Wall Ramps- Marina staff has been working on repairing dock ramps that are on bin wall. They have done a lot of wood repairs.

Drainage on 129th Street and Calumet- D. Button is looking into getting some funding from NIRPC for this project.

X-Dock Repairs- A photo was passed around. It seems like the dock is moving away from its mooring.

Bin Wall Walkway Repairs & Safety Painting- Some photos were passed around, and there are some settlement issues and uneven surfaces. We are discussing strategies to keep people away from the area in order to keep them safe.

OLD BUSINESS

None.

NEW BUSINESS

T. Kuhn made a motion to approve the memorandum of understanding. R. Wojdyla seconded the motion.

Discussion: R. Wojdyla mentioned that the memorandum of understanding includes the Port Authority and two other utilities, the Water Department and the Sanitary District. The three utilities acknowledge a need for a qualified individual to assist in the human resources and public relations field. The MOU will benefit the City of Hammond and the three utilities as the longtime civil city employee lends her expertise to the Departments. The individual will be a full-time employee of the Hammond Sanitary District, and the utilities will share equally the traditional cost of her salary and employee benefits.

Roll Call:

R. Wojdyla	Yes
E. Huerta	Yes
T. Kuhn	Yes
K. Cantrell	Yes

Motion passes, 4 approve.

T. Kuhn made a motion to approve the Northwest Indiana Symphony Society, INC. summer 2023 performance agreement. R. Wojdyla seconded the motion.

Discussion: R. Wojdyla mentioned this event is very appreciated by the city. She attends every year, and it's always a wonderful event. The event is going to take place on Sunday, July 23, 2023 at 5:00pm.

Roll Call:

R. Wojdyla	Yes
E. Huerta	Yes
T. Kuhn	Yes
K. Cantrell	Yes

Motion passes, 4 approve.

R. Wojdyla made a motion to approve the Bill Porter’s Orchestra 2023 Third of July Musical Services Agreement for \$3,950.00. This would be for our traditional Fourth of July Celebration at the Pavilion. T. Kuhn seconded the motion.

Discussion: None.

<u>Roll Call:</u>	R. Wojdyla	Yes
	E. Huerta	Yes
	T. Kuhn	Yes
	K. Cantrell	Yes

Motion passes, 4 approve.

T. Kuhn made a motion to approve the contract with CCM Live. R. Wojdyla seconded the motion.

Discussion: None.

<u>Roll Call:</u>	R. Wojdyla	Yes
	E. Huerta	Yes
	T. Kuhn	Yes
	K. Cantrell	Yes

Motion passes, 4 approve.

PURCHASE ORDERS

E. Huerta made a motion to approve the Purchase Orders as follows:

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

R. Wojdyla seconded the motion.

Discussion: None.

<u>Roll Call:</u>	R. Wojdyla	Yes
	E. Huerta	Yes
	T. Kuhn	Yes
	K. Cantrell	Yes

Motion passes, 4 approve.

PUBLIC COMMENT

None.

NEXT MEETING

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, March 14, 2023. The meeting will be held at 701 Casino Center Drive, Hammond, IN 46320. The Board may attend in person or by Zoom with the stipulations adopted in Resolution 21-03 approved by the Board on July 27, 2021. The Executive Session will begin at 4:00p.m, the Construction Meeting will begin at 4:15p.m. And the Regular meeting will begin at 4:30p.m.

The February 28, 2023 Board of Directors meeting adjourned by unanimous vote at 4:26pm.

EXECUTIVE SESSION MEMORANDUM

The Executive Session of the Hammond Port Authority of February 28, 2023 began at 4:00p.m., Chairman Cantrell, Secretary/Treasurer Kuhn, Member Huerta, and Member Wojdyla are present. Three members are attending in person, and one member is attending via Zoom. The subject matter considered were matters for the discussion of strategy with respect to:

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