

**HAMMOND PORT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
January 24, 2023**

**REGULAR MEETING MINUTES**

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

None.

**CALL TO ORDER AND ROLL CALL**

The January 24, 2023 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Huerta at 4:45pm. Five members are present.

**APPROVAL OF MINUTES**

D. Kaminsky made a motion to approve the minutes of December 13, 2022 as presented. R. Wojdyla seconded the motion.

Discussion: None

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

Motion passes, 5 approve.

**ELECTION OF OFFICERS**

E. Huerta opened the nominations for Chairman. D. Kaminsky nominated K. Cantrell, and R. Wojdyla seconded the nomination. Motion was made to close nominations. A voice vote was taken and unanimously approved. Then a vote was taken on K. Cantrell as the new Chairman. Results are as follows.

Roll Call:   K. Cantrell   Yes

R. Wojdyla Yes  
D. Kaminsky Yes  
T. Kuhn Yes  
E. Huerta Yes

Appointment of K. Cantrell as Chairman passes 5-0.

E. Huerta opened the nominations for Vice Chairman. K. Cantrell nominated D. Kaminsky, and T. Kuhn seconded the nomination. Motion was made to close nominations. A voice vote was taken and unanimously approved. Then a vote was taken on D. Kaminsky as Vice Chairman. Results are as follows.

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

Appointment of D. Kaminsky as Vice Chairman passes 5-0.

E. Huerta opened the nominations for Secretary/Treasurer. D. Kaminsky nominated T. Kuhn, and K. Cantrell seconded the nomination. Motion was made to close nominations. A voice vote was taken and unanimously approved. Then a vote was taken on T. Kuhn as Secretary/Treasurer. Results are as follows.

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

Appointment of T. Kuhn as Secretary/Treasurer passes 5-0.

E. Huerta handed over the gavel to new Chairman K. Cantrell.

### **DIRECTORS REPORT**

M. Kruszynski reported on the following:

Thank you to our past officers for holding a position on the board, you all did a great job! We are looking forwards to our 2023 officers.

Winter has been mild so far, but we are expecting some storms to blow through this week. Staff throughout the Port Authority have been productive with outside projects that are usually not able to be completed this time of year due to weather constraints. For example at the marina the main dock bridge has been repaired. If any of the board members notice something that needs attention, please do not hesitate to notify the office.

### **CHAIRMAN'S REPORT**

The Executive Session of the Hammond Port Authority of January 24, 2023 began at 4:15p.m., Chairman Huerta, Vice Chairman Kaminsky, Secretary/Treasurer Cantrell, Member Kuhn, and Member Wojdyla are present. 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

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:

Wolf Lake Trail south of the HSD Pump Station PermaTrac Repairs- D. Button is helping with this project. There is about three feet of asphalt that needs to be repaired.

McDermott Way at Casino Center Drive- Some repairs are going to be done that were caused by the heavy traffic from the marina Guard House to the Data Center. Milling and a topcoat are planned.

George Lake Trail from White Oak to Atchison Avenue- Conduit will be installed for fiber optic lines so cameras can be place. This will be a big help in being able to monitor the area better.

Amoco Park- We are working through some hardware issues involving the playground equipment. The installer picked up the broken pieces, and they will be checking things out with the manufacturer. On a more exciting note, Amoco gave \$50,000 to the Hammond Parks Foundation. The Hammond Parks Foundation kept \$1,000, so \$49,000 will be coming back to the Port Authority and will go towards creating a walking trail around the park.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

D. Kaminsky motioned to approve the recommendation to approve the Professional Service Agreement with Smith Sersic. T. Kuhn seconded the motion

Discussion: D. Kaminsky added that an hourly rate of \$175 per hour is recommended in order to be consistent with the City of Hammond and other department's hourly rate. Kevin Smith and Steve Sersic have represented the Hammond Port Authority for almost 20 years. It is also recommended that the attorneys be compensated and reimbursed the same as they have been since 2016.

Roll Call: D. Kaminsky Yes

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

Motion passes, 5 approve.

R. Wojdyla motioned to approve the Engagement Letter with Faegre Drinker Biddle & Reath LLP a lobbyist/law firm in Indianapolis, IN. D. Kaminsky seconded the motion.

Discussion: R. Wojdyla mentioned that the proposed fee is \$50,000 which will be split 3 ways between the Hammond Port Authority, the Hammond Sanitary District, and the Hammond Water Works Department.

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

Motion passes, 5 approve.

D. Kaminsky motioned to approve the 2023 Lost Marsh Golf Course Rates and Rules. R. Wojdyla seconded the motion

Discussion: D. Kaminsky added that additional Golf Course and Hammond Port Authority rules, regulations, and policies shall be in effect and posted at the point of sales registers. The 2023 golf season rate sheets have been updated to include increases where applicable as recommended by the Lost Marsh Administrator & Staff and the Hammond Port Authority Director. In 2020 a new lower “Senior Rate” during the spring and fall seasons was introduced, and it has been very welcomed by the senior golfers. The Flexible Green Fees are once again in effect for the 2023 Golfing Season, and it continues to be successful.

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

Motion passes, 5 approve.

E. Huerta motioned to approve the recommendation to extend HPA employee vacation time. D. Kaminsky seconded the motion.

Discussion: D. Kaminsky added that this recommendation allows for several employees who were not able to use their vacation time in 2022 extend their days into the first 3 months of 2023. Full time staff was limited with 2 of our employees retiring, and we needed to make sure we had enough coverage to be able to finish prepping for the winter.

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

Motion passes, 5 approve.

D. Kaminsky motioned to proceed and enter into an agreement with Interstate Roofing in the amount of \$45,244.00 for the removal of the old roof and installation of a new roof at the Wolf Lake Maintenance Garage located at 2224 White Oak Avenue. E. Huerta seconded the motion.

Discussion: T. Kuhn asked M. Kruszynski if all the quoters inspected the same roof and if the new roof should have a 10-15 year warranty. M. Kruszynski answered yes they did all quote the same roof and the warranty depends on the material itself that they use. We left the judgement as to what kind of warranty they would provide up to the companies themselves. E. Huerta noted that the proposed price includes materials, delivery, removal, and installation of all roofing components. The project is on a tight time-line as the building is experiencing multiple roof leaks. Interstate Roofing was the lowest most responsive quoter that provided the correct and completed paperwork associated with the quote process.

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

Motion passes, 5 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

D. Kaminsky seconded the motion.

Discussion: None.

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

Hammond Port Authority  
Board Of Directors Meeting  
January 24, 2023

Motion passes, 5 approve.

**PUBLIC COMMENT**

The board would like to congratulate the newly elected officers, we are looking forward to a good year!

**NEXT MEETING**

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, February 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 January 24, 2023 Board of Directors meeting adjourned by unanimous vote at 5:02pm.

**EXECUTIVE SESSION MEMORANDUM**

The Executive Session of the Hammond Port Authority of January 24, 2023 began at 4:15p.m., Chairman Huerta, Vice Chairman Kaminsky, Secretary/Treasurer Cantrell, Member Kuhn, and Member Wojdyla are present. The subject matter considered were matters for the discussion of strategy with respect to:

1. Contractual Concerns.
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