

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

REGULAR MEETING MINUTES

MEMBERS PRESENT

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

OTHERS PRESENT

None.

CALL TO ORDER AND ROLL CALL

The November 28, 2023 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:30pm. Three members are present and in person, one member is present via Zoom, and one member is absent.

APPROVAL OF MINUTES

E. Huerta made a motion to approve the minutes of November 14, 2023 as presented. R. Wojdyla seconded the motion.

Discussion: None.

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

Motion passes, 4 approve.

DIRECTORS REPORT

M. Kruszynski reported on the following:

Marina- Maintenance has been getting ready for winter. The water is off, and the bubbler systems are in place. Staff is planning on using the compressors this week when the weather warms up a bit.

Lost Marsh- The final day of the season for the golf course was Sunday, November 19. Larry is going to be spraying the course for snow mold.

Wolf Lake- Staff has been cleaning up the trails and taking care of the garbage. They will be continuing doing their winter prep.

The main office and the boater bathrooms at the marina have no heat. Circle R came out to look at it, and there is a crack in the heat exchanger.

CHAIRMAN'S REPORT

The Executive Session of the Hammond Port Authority of November 28, 2023 began at 4:00p.m., Chairman Cantrell, Secretary/Treasurer Kuhn (Zoom), Member Wojdyla, and Member Huerta are present. Three members are present and in person, one member is present via Zoom, and one member is absent. 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 on the following:

Clark Athletic Fields Development Infrastructure- The project is continuing to move along. The roads will be installed in the spring due to a delay caused by the water main break.

Fire Station #2- They received the permit they needed from the state. The project is on schedule to be completed in August or September 2024.

Addition Items

- On Land Main Dock Boater Bathrooms- This project continues to be on our radar. However it is being pushed to the side until a few other projects are taken care of.
- Fuel Storage tank Replacement- Milan has a meeting tomorrow with Dean and Enviroforensics to discuss the specs and environmental testing for the project.
- Pavilion Revisions- There were 3 options presented for extensive revisions.

OLD BUSINESS

None.

NEW BUSINESS

E. Huerta made a motion to approve the HPA retiree insurance rates for the 2024 fiscal year. R. Wojdyla seconded the motion.

Discussion: E. Huerta mentioned that the insurance rates are billed on a quarterly basis.

Roll Call:

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

Motion passes, 4 approve.

E. Huerta made a motion to approve travel for the Port Authority Director in January and February of 2024. R. Wojdyla seconded the motion.

Discussion: E. Huerta added that this includes the Chicago Boat & RV Show in Chicago, the International Marina and Boatyard Conference in Ft. Lauderdale, and the PGA Golf Show in Orlando.

Roll Call:

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

Motion passes, 4 approve.

T. Kuhn made a motion to approve the consulting contract with John. J. Schaefer, CPA. E. Huerta seconded the motion.

Discussion: None.

Roll Call:

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

Motion passes, 4 approve.

E. Huerta made a motion to approve the government service agreement with Faegre Drinker Biddle & Reath LLP for the 2024 calendar year. R. Wojdyla seconded the motion.

Discussion: None.

Roll Call:

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

Motion passes, 4 approve.

PUBLIC COMMENT

None.

NEXT MEETING

The budget workshop was announced for Tuesday, December 5, 2023 beginning at 4:00p.m. at Lost Marsh Golf Course. The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, December 12, 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 3:45p.m, the Construction Meeting will begin at 4:15p.m. And the Regular meeting will begin at 4:30p.m.

The November 28, 2023 Board of Directors meeting adjourned by unanimous vote at 4:39pm.

EXECUTIVE SESSION MEMORANDUM

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

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