

**HAMMOND PORT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING
January 23, 2024**

REGULAR MEETING MINUTES

MEMBERS PRESENT

Kristin Cantrell	Chairman
Diane Kaminsky	Vice Chairman
Thomas E. Kuhn	Secretary/Treasurer
Eva Huerta (Zoom)	Member
Rosemary Wojdyla	Member
Milan Kruszynski (Zoom)	Port Authority Director
Julia Pustek	Finance Director
Jamie Huck	Marina Director
Ashley Gordish	Bookkeeper and Board Recording Secretary
Steve Sersic	Attorney- Smith Sersic

OTHERS PRESENT

Chief Jeff Smith	Hammond Fire Department
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CALL TO ORDER AND ROLL CALL

The January 23, 2024 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:53pm. Four members are present and in person, and one member is present via Zoom.

APPROVAL OF MINUTES

E. Huerta made a motion to approve the minutes of January 23, 2024 as presented. D. Kaminsky seconded the motion.

Discussion: None.

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

Motion passes, 3 approve and 2 abstain.

ELECTION OF OFFICERS

K. Cantrell opened the nominations for Chairman. T. Kuhn nominated K. Cantrell, and D. Kaminsky 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 Chairman.

Results are as follows.

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

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

K. Cantrell opened the nominations for Vice Chairman. D. Kaminsky nominated R. Wojdyla, 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 R. Wojdyla as Vice Chairman.

Results are as follows.

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

Appointment of R. Wojdyla as Vice Chairman passes 5-0.

K. Cantrell opened the nominations for Secretary/Treasurer. D. Kaminsky nominated T. Kuhn, and E. Huerta 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:	E. Huerta	Yes
	R. Wojdyla	Yes
	D. Kaminsky	Yes
	T. Kuhn	Yes
	K. Cantrell	Yes

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

Chairman K. Cantrell continued the meeting.

DIRECTORS REPORT

M. Kruszynski reported on the following:

Marina- We had a few manageable breaks during this recent deep freeze. Marina staff attended the boat show. While the audience attendance seemed lower this year, we were able to make some contacts with other vendors at the show.

Lost Marsh- We loaned Hammond Public Works our plow trucks for the season when needed. Staff is remaining busy in the off season with some maintenance projects, including painting the water wall. The south basin pump is being repaired by the Sanitary district vendors.

Wolf Lake- Jill's bathroom had a water break, it is being fixed and will be inspected soon so she'll be able to use it. Maintenance staff has been salting the HOA homes and taking care of the trails and parks.

Milan wishes everyone a Happy New Year!

CHAIRMAN'S REPORT

The Executive Session of the Hammond Port Authority of January 23, 2024 began at 4:15p.m., Chairman Cantrell, Vice Chairman Kaminsky, Secretary/Treasurer Kuhn, Member Wojdyla, and Member Huerta (Zoom) are present. Four members are present and in person, and one member is present 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

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 on hold due to the weather. The people who purchased the properties are anxiously waiting for their property locations.

Fire Station #2- The project continues to progress, some concrete blocks were delivered. HASSE is still on track for an August/September 2023 completion.

Addition Items

- Marina Administrative Offices, Clipper room, and Boater Facilities Building New Roof- We will be discussing whether to go out for quote or for bid. Tom will be reviewing some documents that came in from Korellis.
- Fuel Dock New Tanks and Future Fuel Purchase- We are working on finding a way to extend the insurance so we can use the tanks for a few more years.

OLD BUSINESS

None.

NEW BUSINESS

E. Huerta made a motion to approve resolution 24-01 respecting credit card policy. D. Kaminsky seconded the motion.

Discussion: None.

Roll Call:

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

Motion passes, 5 approve.

R. Wojdyla made a motion to approve the professional service agreement with Smith Sersic. T. Kuhn seconded the motion.

Discussion: R. Wojdyla added that Smith Sersic have represented the Hammond Port Authority in legal matters for more than 20 years, using their professional and legal skills in various matters successfully as well as the guidance they provide administrative staff. Staff recommends the hourly rate of \$175.00 per hour and that they be compensated and reimbursed the same as since 2016.

Roll Call:

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

Motion passes, 5 approve.

D. Kaminsky made a motion to approve the Wolf Lake Memorial Parks bands, service contracts, and performance agreements. T. Kuhn seconded the motion.

Discussion: D. Kaminsky mentioned that the combined total for the performances at Wolf Lake add up to \$45,600.00.

Roll Call:

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

Motion passes, 5 approve.

D. Kaminsky made a motion to approve the Wolf Lake Memorial Park Use Agreement with Cause 4Paws Gary, Inc for the Hound Pound 5K Dog Walk/Run. R. Wojdyla seconded the motion.

Discussion: D. Kaminsky added that this is the first year the event will be held at Wolf Lake. The use agreement is recommended as this organization promotes Hammond, Indiana by utilizing the facility. A waiver of the common and ordinary fees has been requested and approved pending HPA Board approval.

Roll Call:

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

Motion passes, 5 approve.

T. Kuhn made a motion to approve the 2024 Lost Marsh Golf Course rates and rules. D. Kaminsky seconded the motion.

Discussion: None.

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

Motion passes, 5 approve.

PURCHASE ORDERS

D. Kaminsky made a motion to approve the Purchase Orders as follows:

- 626 – Marina Operations
- 628 – Embarkation
- 630 – Lost Marsh Golf Course
- 631 – Parks
- 708 – Payroll
- Electronic Transfers

E. Huerta seconded the motion.

Discussion: None.

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

Motion passes, 5 approve.

PUBLIC COMMENT

R. Wojdyla would like to commend K. Cantrell on her perfect attendance for the 2023 board meetings! S. Sersic congratulated the board members who were elected as officers!

NEXT MEETING

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, February 6, 2024. These meetings 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 23, 2024 Board of Directors meeting adjourned by unanimous vote at 5:07pm.

EXECUTIVE SESSION MEMORANDUM

The Executive Session of the Hammond Port Authority of January 23, 2024 began at 4:15p.m., Chairman Cantrell, Vice Chairman Kaminsky, Secretary/Treasurer Kuhn, Member Wojdyla, and Member Huerta (Zoom) are present. Four members are present and in person, and one member is present via Zoom. The subject matter considered were matters for the discussion of strategy with respect to:

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