

MINUTES
HAMMOND SANITARY DISTRICT
BOARD OF COMMISSIONERS MEETING
FEBRUARY 13, 2024
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The Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana held a regular meeting at 4:00 p.m. in the Conference Room of the Administration Building located at 5143 Columbia Avenue, Hammond, Indiana.

President Dimopoulos called the meeting to order at 4:00 p.m. He stated that the Board held an Executive Session prior to the meeting to discuss personnel and litigation matters in accordance with Indiana Codes.

Commissioners Present: Dimopoulos, Dye, Hawkins, Miller, Rubio

Commissioners Absent: N/A

District Personnel Present: Milan Kruszynski, District Manager
Matthew Muta, Deputy District Manager
Rachel Montes, Business Manager
Joseph Allegretti, HSD Attorney
Jeffrey Massey, HSD
Dan Zander, HSD
Sharon Szany, HSD
Bob Szczudlo, HSD
Jack Smith, Sewer Department
Kaleigh Boyle, HSD
Jessie Amezcua, HSD

Others Present: Megan Flores, City of Hammond Controller
Dean Button, City of Hammond Engineer
Mike Hickey, MJHY

Others Present via Zoom: Natalie Cook, Donohue

The meeting started with the Pledge of Allegiance.

President Dimopoulos stated that the first order of business is the consideration of the January 23, 2024 Board Meeting Minutes.

Hawkins **moved** and Dye **seconded** to approve the January 23, 2024 Board Meeting Minutes.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

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DISTRICT MANAGER'S REPORT

District Manager, Milan Kruszynski, stated that he is happy to announce that he is here at the Sanitary District full-time. It is wonderful being here. There is a great staff, so it has been a pleasure. He would first like to talk about the CMDF. He has been familiarizing himself with the processes and procedures. He was able to attend an engineering design meeting with Donohue and the reps from Highland. That went well. They have also met a few times internally with the Sanitary District team which also includes Max, Joe and Karl. That is moving along. He knows it is a process and something that needs to be taken care of with the Department of Justice. The wheels spin- a little slow sometimes- but they are starting to spin, so that is a good thing.

He explained that he is continuing to meet with Sanitary District staff to introduce himself to them and for him to know who they are, so he can put a face with the name. Sharon has been helping him go through that process with everyone here. They started in the building and are now starting to work themselves out into the plant. It has been a good process as well. He asked Bob about phone outage that we had here at the Sanitary District lasting a full day.

Bob answered yes, it was down for a full day, but it was only the one day. AT&T had an issue with one of their devices. It took them a while to get out here.

Milan responded that they were without a phone for a full day, but they kept everyone here. Everyone stayed and continued to work as we normally would. Moving on, he said he does not know how the board wants to handle this, but the Internal Revenue Service has issued a standard mileage rate for 2024 and that rate has increased to \$0.67/mile. The last time the Sanitary District board increased their rate was in 2019, so a few years ago. With the mileage rate increased, District employees will be paid \$0.67/mile. In the future, he is wondering if the mileage rate can automatically be amended as the IRS changes their rates. He just wants to know how they want to handle this whether it be by resolution, recommendation or approval under new business. He just wanted to let them know because he believes they need to do this and get folks reimbursed the right way.

Milan thanked Commissioner Miller with helping them out with the federal part of the program for the basement backup. She put that plan together for them and presented that to staff at the end of last week. They are crossing the t's and dotting the i's. Commissioner Miller presented with Jeff yesterday in the caucus to the Council, so that process has taken place. Right now, there is \$35,000 in place and she has asked for a lot more additional dollars in her next year's budget, so hopefully that will happen as well. Bob will be updating them soon on new policies for the IT Department and all folks that use the District computers and internet service. Sharon in HR has helped them with getting some interviews for a secretarial position in the Sewer Department. They also know that Jeff is going to have an operator leaving, so that person's job bids will be due next week. Maintenance has informed him that they are handling as many biosolid trucks every day as they possibly can hoping to get as much removed from here down to the farms before the spring rains. They are cleaning up the Roby station and also just general cleanup in and around the whole facility. Matt updated them with the employees and Covid and how they

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are to be taking sick time. Rachel is going to be doing some major work with capital assets and working on them. Jeff lets him know that the plant is running well. He has a lot of annual reports being finalized that are due. Mike Hickey is helping them with the consent decree. Joe is taking care of them with the legals and next Monday is a holiday. We all are happy about that.

PERSONNEL REPORT

The Board did receive a Personnel Report today.

Dye **moved** and Miller **seconded** for the approval of the Personnel Report dated February 13, 2024.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio
Nays: None
Motion **carried** 5-0.

FINANCIAL REPORT

Business Manager, Rachel Montes, stated that there are two finance reports today. She had to prepare a finalized finance report for 2023, so she can make some category changes in Sewer Maintenance after she did some reviewing, so she did a final one to reflect those movements and then she has one for January. She will take any questions.

DEPARTMENT REPORTS

Sewer Maintenance

No questions or comments.

Safety

No questions or comments.

CONSULTANT REPORTS

MJHY, LLC

Mike Hickey stated that on February 8th, he helped HSD submit the quarterly consent decree report, so that was taken care of and submitted on time.

DONOHUE

Natalie Cook stated she submitted a status report that the Board should all have. She thinks the main highlight has already been covered. They are working on moving ahead on the Long Term Control Plan, Consent Decree and the CMDF project is part of that. If there are any questions, she would be happy to discuss.

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RESOLUTIONS

The Board considered Resolution No. 2-2024: RE: A Resolution by the Board of Sanitary Commissioners of the City of Hammond Sanitary District, Lake County, Indiana for Engineering Assistance in the Preparation of a Revised Final Long Term Control Plan (LTCP).

Dye **moved** and Rubio **seconded** to approve Resolution No. 2-2024.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

The Board considered the Bank Reconciliation Document dated Period 13, 2023.

Rachel explained that it is for period 13 which is an adjustment period. She said it is an accounting term. There was some movement in the finance report and it is reflected in this.

President Dimopoulos thanked Rachel for clarifying that.

Hawkins **moved** and Rubio **seconded** for the approval of the Bank Reconciliation Document dated Period 13, 2023.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

The Board considered the Bank Reconciliation Document dated January 31, 2024.

Rubio **moved** and Dye **seconded** for the approval of the Bank Reconciliation Document dated January 31, 2024.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

The Board considered the Claims Approval Docket 02-13-24.

Dye **moved** and Hawkins **seconded** for the approval of the Claims Approval Docket 02-13-24.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

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President Dimopoulos called for Old Business

There was no old business to discuss.

President Dimopoulos called for New Business

Vice-President Dye commented that the IRS has a new mileage reimbursement rate- \$0.67/mile. He would like to give board approval to increase the rate from where it is currently up to the 2024 rate. That is his motion to approve.

President Dimopoulos questioned that if before they move on with that, if they should make that motion to mirror the IRS rates moving forward. That way if they change the next year, they do not have to keep looking at it every year, but it will update automatically.

Dye **moved** and Rubio **seconded** to increase the mileage reimbursement rate to the current 2024 rate set by the Internal Revenue Service and updating that rate when the Internal Revenue Service does as the information is provided to them moving forward.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

President Dimopoulos called for Reports from Commissioners

Vice-President Dye said that he would like to mention that our new District Manager recently received the Carl A. Binhammer award from the Whiting-Robertsdale Chamber of Commerce for Volunteer of the Year. Milan is not one to eat at the glory, so he would like to make that accomplishment known.

President Dimopoulos called for Public Expression

There was no public expression.

President Dimopoulos called for a motion to adjourn the meeting

Rubio **moved** and Miller **seconded** for adjournment.

Ayes: Dimopoulos, Dye, Hawkins, Miller, Rubio

Nays: None

Motion **carried** 5-0.

The meeting was adjourned at 4:12 p.m.

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Sam Dimopoulos, President

Michael Dye, Vice-President

Michael Hawkins, Sr., Member

Owana Miller, Member

Monica Rubio, Member

ATTEST: _____
Rachel Montes, Secretary
Kaleigh Boyle, Assistant Secretary

Board Minutes Prepared By: Kaleigh Boyle