

**HAMMOND PORT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
APRIL 16, 2024  
hammondportauthority.com**

**Members Present and In Person**

Kristin Cantrell	Chairman
Rosemary Wojdyla	Vice Chairman
Thomas E. Kuhn	Secretary/Treasurer
Diane Kaminsky	Member
Eva Huerta	Member

**Members Present Via Zoom**

None.

**Members Absent**

None.

**Hammond Port Authority Personnel Present**

Niko Sullivan	Interim Port Authority Director
Julia Pustek	Finance Director
Jamie Huck	Marina Director
Ashley Gordish	Bookkeeper and Board Recording Secretary
Kevin Smith	Attorney- Smith Sersic

**Others Present**

Milan Kruszynski	Hammond Sanitary District
Chief Jeff Smith	Hammond Fire Department

**Call to Order and Roll Call**

The April 16, 2024 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:30pm. All five members are present and in person. Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, Member Kaminsky, and Member Huerta are present and in person.

**Chairman Cantrell called for the approval of minutes.**

R. Wojdyla made a motion to approve the minutes of April 2, 2024 as presented. D. Kaminsky seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

**Chairman Cantrell called for the Director’s Report.**

Interim Port Authority Director N. Sullivan reported on the following:

At the marina, life rings have been ordered for the beach in compliance with the new state law. The fuel dock is now on call. All of the hoses and nozzles are going to be replaced. Maintenance staff continues to work on turning on water to the docks. Several of our season slipholders are now in for the season. This Saturday, April 20<sup>th</sup>, is the Mayor’s Fishing Derby from 7am to 4pm. Staff has decided to open the ship store for this event to sell coffee, drinks, and snacks. Starting Monday, April 22<sup>nd</sup>, staff will be returning to summer hours which are 8:30am-4:30pm. We will begin charging for parking and launch beginning that same day. Coming up Friday, April 26<sup>th</sup>, through Sunday, April 28<sup>th</sup>, Brownell will be here with their hydraulic truck to launch the boats that stored in our lot on jackstands this winter. Last year on April 25, 2023, we had 358 boaters with 37 new boaters and 27 on I dock. As of today, we have 340 boaters with 41 new boaters and 24 on I dock. At Wolf Lake, Wolf Lake Memorial Park, Forsythe & Amoco Parks, Pavilion, Splash Pad, Conservatory, Trails and Indianapolis Boulevard, the Lost Marsh Estates have been fertilized and the irrigation is up and running. Staff has begun to mow and weed whack daily. At the Splash Pad, the play product pump filters and gaskets have been checked and are ready to go. The holding tank has been cleaned, and any gaskets that needed to be replaced have been fixed. The flowers at the conservatory continue to grow and do well. They will be going in the ground around Mother’s Day. Stantec was out to evaluate the Lost Marsh Mitigation site. They decided to conduct treatment of the reed canary grass in the fall rather than the spring due to the construction work being done on the toll road. They also informed us they’ll be out at Lost Marsh in June to treat for purple loosestrife and cat tails. On Indianapolis Boulevard all of the lights in the raised beds have been retrofitted with LED lights thanks to Josh! He was able to take the cost of the project from \$45,000.00 to \$880.00! Lost Marsh Golf Course had a very busy weekend with 179 golfers on Saturday, 185 golfers on Sunday, and even 127 golfers on Monday. The halfway house opened for the first time this past weekend. The summer rates will be in effect beginning April 29<sup>th</sup>.

**Chairman Cantrell presented the Chairman’s Report.**

The Executive Session of the Hammond Port Authority of April 16, 2024 began at 4:00p.m., Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, Member Kaminsky, and Member Huerta are present and in person. All five members are present and in person. 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.

**Chairman Cantrell called for the Construction Projects Update.**

Secretary/Treasurer and Construction Committee Chairman Kuhn reported on the following:

Clark Athletic Fields Development Infrastructure- This project is continuing to make progress and is expected to be completed in late April or early May.

Fire Station #2- This project is continuing to make progress and is expected to be completed in September.

Marina Administrative Offices/Clipper Room and Boater Facilities Building New Roof- Korellis is going to bring some roofing samples this week. They should be starting the work at the end of the month.

Fuel Dock Underground Storage Tank Update- We are going to extend the insurance for the tanks for another year. We are going to be looking into some quotes for a professional services to design the new tanks.

N-Dock- We are getting close to being ready to go out for bid for the 35 foot dock. We are working on finalizing some specs and details.

McDermott Way at Casino Center Drive Update- The project is expected to begin on May 6<sup>th</sup>. Chris Moore stopped by the marina. This project should take about 2 weeks because we are not able to completely close down the entrance.

Data Center and Marina Gate Access- We have given the Data Center the necessary information. This gate will be a part of our security system, but the Data Center is financially responsible.

**Chairman Cantrell called for Old Business.**

There was no old business to discuss.

**Chairman Cantrell called for New Business.**

D. Kaminsky made a motion to approve resolution 24-03 respecting payment of certain debts incurred by the Hammond Port Authority in a timely manner. E. Huerta seconded the motion.

Discussion: D. Kaminsky added that the resolution was updated to include new payees. It was first adopted on April 28, 1998. It grants the staff authority to pay certain creditors as their bills come due, without having first obtained formal pre-approval for payment from the Hammond Port Authority. Since then, it has been updated several times.

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

No: None.

Motion passes, 5 approve.

E. Huerta made a motion to approve the Pitney Bowes lease agreement. D. Kaminsky and R. Wojdyla seconded the motion.

Discussion: E. Huerta added that the term is for 60 months at \$68.36 a month, billed quarterly. R. Wojdyla mentioned this includes use of an upgraded postage/weigh machine.

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

No: None.

Motion passes, 5 approve.

E. Huerta made a motion to approve the recommendation to go out for bid/auction for a fuel supplier. R. Wojdyla seconded the motion.

Discussion: E. Huerta added that this is State Board of Accounts recommendation. Indiana Code requires bidding for fuel purchases. The Hammond Port Authority is looking to work with the City of Hammond and other utilities to all go out collectively for bid/auction for fuel. T. Kuhn added that this is a citywide approach.

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

No: None.

Motion passes, 5 approve.

D. Kaminsky made a motion to approve the recommendation for the marina Clipper Room liquor change fund increase. R. Wojdyla seconded the motion.

Discussion: D. Kaminsky mentioned that the current amount for the fund is \$500.00, and the increase will put the fund at \$1,000.00. The liquor change fund is a necessary fund to provide staff with the opportunity to function as a business and operate the facility efficiently.

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

No: None.

Motion passes, 5 approve.

T. Kuhn made a motion to approve the Emerald Green at Lost Marsh facility use agreement. E. Huerta seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

E. Huerta made a motion to approve the janitorial services agreement for Judy Lowery at the Hammond Marina. D. Kaminsky seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

D. Kaminsky made a motion to approve the performance agreement for entertainment by Maggie Speaks at the Hammond Marina for the annual Venetian Night on July 13, 2024. E. Huerta seconded the motion.

Discussion: D. Kaminsky added that Maggie Speaks will perform one two-hour set. The entertainment fee is \$6,500.00 paid to Maggie Speaks. R. Wojdyla mentioned hearing tons of positive feedback about their performance last year, and we are very excited to have them back.

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

No: None.

Motion passes, 5 approve.

**Chairman Cantrell called for the approval of Purchase Orders.**

R. Wojdyla made a motion to approve the amended Purchase Orders as follows:

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

D. Kaminsky seconded the motion.

Discussion: R. Wojdyla made a motion to amend the purchase order #35771, claim #9909 for Garvey’s Office Supplies. This purchase originally was for \$603.98, and the amended amount will be \$570.00. E. Huerta and D. Kaminsky seconded the motion.

Discussion on Motion to Amend: None.

Roll Call on Motion to Amend:

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

No: None.

Motion to amend purchase order #35771, claim #9909 for Garvey’s Office Supplies and change the total from \$603.98 to \$570.00 passes, 5 approve.

**Roll Call on Original Motion to Approve Purchase Orders:**

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

No: None.

Motion passes, 5 approve.

**Chairman Cantrell called for Public Comment.**

T. Kuhn mentioned that he likes the new purple map shirts that we will be selling in the ship store this year.

**Chairman Cantrell announced the Next Meeting.**

The next regular meeting of the Hammond Port Authority is scheduled for Wednesday, May 8 2024. The meeting will be on a Wednesday instead of the typical Tuesday because of Election Day. 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.

**Chairman Cantrell called for a motion to adjourn the meeting.**

D. Kaminsky made a motion to adjourn the meeting. T. Kuhn seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

The April 16, 2024 Board of Directors meeting adjourned at 4:43pm.

**EXECUTIVE SESSION MEMORANDUM**

The Executive Session of the Hammond Port Authority of April 16, 2024 began at 4:00p.m., Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, Member Kaminsky, and Member Huerta are present and in person. All five members are present and in person. The subject matter considered were matters for the discussion of strategy with respect to:

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