

**HAMMOND PORT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
OCTOBER 22, 2024  
hammondportauthority.com**

**Members Present and In Person**

Kristin Cantrell	Chairman
Thomas E. Kuhn	Secretary/Treasurer
Diane Kaminsky	Member

**Members Present Via Zoom**

Rosemary Wojdyla	Vice Chairman
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**Members Absent**

Eva Huerta	Member
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**Hammond Port Authority Personnel Present**

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

**Hammond Port Authority Personnel Present Via Zoom**

None.

**Others Present**

None.

**Others Present Via Zoom**

None.

**Call to Order and Roll Call**

The October 22, 2024 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:34pm. Three members are present and in person, one member is present via Zoom, and one member is absent. Chairman Cantrell, Secretary/Treasurer Kuhn, and Member Kaminsky are present and in person. Vice Chairman Wojdyla is present via Zoom. Member Huerta is absent.

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

R. Wojdyla made a motion to approve the minutes of October 1, 2024 as presented. D. Kaminsky seconded the motion.

Discussion: None.

Yes: D. Kaminsky, K. Cantrell, R. Wojdyla

No: None.

Abstain: T. Kuhn

Motion passes, 3 approve and 1 abstain.

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

Port Authority Director J. Smith reported on the following:

Haul out was this past Friday, Saturday, and Sunday. A total of 55 boats were taken out of the water. However, we did have to turn away 7 boats because we did not have enough jack stands. As of now, there are 21 trailerable boats and 4 storing in water. Loopers have slowed down. There is an 82ft sail boat that will be staying for a couple of days this week. N dock will begin being delivered tomorrow, with more of the dock coming later in the week. Lost Marsh Golf Course held their annual Chili Open this past Saturday. There was a great turnout. The course is still looking great, and there are still some golfers coming out. The Splash Pad is closed for the season. The Pavilion has started the process of finding acts for next summer. The only act booked for now is Sinatra Forever. Maintenance has continued park and trail clean up. They have been working on cutting down the phragmites along the Wolf Lake shoreline on Calumet Avenue. Once it gets colder and there is some ice on the lake, staff are planning on getting even closer to the shoreline.

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

The Executive Session of the Hammond Port Authority of October 22, 2024 began at 4:00p.m. Chairman Cantrell, Secretary/Treasurer Kuhn, and Member Kaminsky are present and in person. Vice Chairman Wojdyla is present via Zoom. Member Huerta is absent. 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.

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

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

Clark Athletic Fields Development Infrastructure- Progress continues to be made on this project, and the project remains on schedule. Permits are being issued for construction, and buyers are able to transfer ownership.

Fire Station #2- Progress continues to be made on this project, however the completion date has been pushed back to December. The bids for the demolition of current fire station #2 are expected to be going out in December.

N-Dock- The first parts of the dock will be delivered tomorrow. A recommendation to approve builders risk insurance is expected to be approved at this meeting in the amount of \$3,750.00, and a recommendation to approve Emcor Hyre to do the electric installation is expected to be approved at this meeting as well. There were a few other quotes submitted to do the electric installation. They are as follows: Emcor Hyre Electric Company came in at \$48,760.00, L&S Electric came in at \$65,800.00, and Midwestern Electric came in at \$162,700.00. The materials are expected to be around \$100,000.00 from various vendors which we will be procuring those ourselves. The company that makes our bubbler systems will be coming out in the near future to give a quote for N dock.

Amoco Park Electric- A stake has been placed and some spray paint on the ground where the pole is supposed to go.

**Chairman Cantrell called for Old Business.**

There was no old business to discuss.

**Chairman Cantrell called for New Business.**

T. Kuhn made a motion to approve the builders risk insurance for N dock installation in the amount of \$3,750.00. D. Kaminsky seconded the motion.

Discussion: D. Kaminsky added that this was a competitive, reasonable and responsive proposal from two insurance underwriters solicited by the HPA Agent, Will Wallet. The Builders Risk Policy has been discussed at previous HPA Board meetings and is necessary for the Board to own the policy. The policy will start on October 24<sup>th</sup> and be active for 3 months.

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

No: None.

Motion passes, 4 approve.

T. Kuhn made a motion for the approval for Emcor Hyre Electric Company to provide labor for electric install for N Dock in the amount of \$48,760.00. Emcor Hyre Electric Company was the lowest most responsible bidder. R. Wojdyla seconded the motion.

Discussion: K. Smith added that Emcor Hyre Electric Company was the lowest most responsible quoter.

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

No: None.

Motion passes, 4 approve.

D. Kaminsky made a motion for the N dock install- change order No. 1. This is a decrease Change Order in the amount of \$445,000.00. T. Kuhn seconded the motion.

Discussion: D. Kaminsky mentioned that this is a decrease to the line items referencing electrical install. The Port Authority has removed the electrical portion of the original bid in the

amount of \$325,000.00. This also includes a decrease to the line item referencing plumbing installation. The Port Authority has removed the plumbing portion of the original bid in the amount of \$120,000.00. The Change Order Decrease is for a total of \$445,000.00. T. Kuhn added the reason for this change order is the Port quoting electrical labor, and we are going to do our own plumbing installation.

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

No: None.

Motion passes, 4 approve.

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

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

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

R. Wojdyla seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 4 approve.

**Chairman Cantrell called for Public Comment.**

None.

**Chairman Cantrell announced the Next Meeting.**

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, November 12, 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.

**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: D. Kaminsky, T. Kuhn, K. Cantrell, R. Wojdyla

No: None.

Motion passes, 4 approve.

The October 22, 2024 Board of Directors meeting adjourned at 4:43pm.

## **EXECUTIVE SESSION MEMORANDUM**

The Executive Session of the Hammond Port Authority of October 22, 2024 began at 4:00p.m. Chairman Cantrell, Secretary/Treasurer Kuhn, and Member Kaminsky are present and in person. Vice Chairman Wojdyla is present via Zoom. Member Huerta is absent. 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
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Board Minutes Prepared By: Ashley Gordish