

**HAMMOND PORT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
NOVEMBER 26, 2024  
hammondportauthority.com**

**Members Present and In Person**

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

**Members Present Via Zoom**

None.

**Members Absent**

Diane Kaminsky	Member
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**Hammond Port Authority Personnel Present**

Jeffery Smith	Port Authority Director
Julia Pustek	Finance Director
Ashley Gordish	Bookkeeper & Board Recording Secretary
Kevin Smith	Attorney- Smith Sersic
Steve Sersic	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 November 26, 2024 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Cantrell at 4:30pm. Four members are present and in person, and one member is absent. Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, and Member Huerta are present and in person. Member Kaminsky is absent.

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

E. Huerta made a motion to approve the minutes of November 12, 2024 as presented. R. Wojdyla seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 4 approve.

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

Port Authority Director J. Smith reported on the following:

There are around 7 boats still in the water at the marina, 4 of those have signed up for in water winter storage. Maintenance staff has been working on installing the bubbler systems and doing winterization throughout the marina. They also plan on cleaning up and painting buildings. There will be a meeting within the next few weeks with the Mayor and Dean regarding the sound wall. Lost Marsh Golf Course closed for the season on November 18<sup>th</sup>. Staff continues to work on general course upkeep and equipment maintenance. Christmas lights have been installed at Lost Marsh as well as throughout Wolf Lake. The Splash Pad has been winterized. Wolf Lake maintenance has been working on park and trail clean up, as well as equipment winterization. Staff is also going to be building and repairing some picnic tables for the Port Authority. New garbage cans with lids have been installed at Forsythe and Amoco Park. Raquel is continuing to work on the summer concert series for the Pavilion. Bill Porter and the Northwest Indiana Symphony are the only acts booked as of now.

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

The Executive Session of the Hammond Port Authority of November 26, 2024 began at 4:00p.m. Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, and Member Huerta are present and in person. Member Kaminsky is absent. Four members are present and in person, 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:

Fire Station #2- The tentative completion date is December 15, 2024. However, the project does seem to be behind schedule.

N-Dock- The dock has been delivered, but we are waiting on Lakes and Rivers to begin working on the installation of the dock. Emcor Hyre is eagerly waiting to get started on the electrical work for N dock. Pedestals were delivered today, and maintenance staff continues to purchase supplies for the dock.

Wind Turbine at Forsythe Park- The wind turbine seems to be made by a company named Bergey. Staff is continuing to look through paperwork to see what company it was purchased through. We will be getting maintenance done on the wind turbine that is still operational.

Additional Items:

- Some bike trails had to be removed during construction of the new fire station. The Engineering Department is going to be working on replacing those.
- The bike bridges are due for an inspection soon. Since the Port Authority took care of them city wide last year, the City will be taking care of them this year.
- There is some concrete damage on the Casino Center Drive bridge. Dean is going to be getting ahold of someone from the county to come repair it.
- The new lights at Amoco Park are functional.

**Chairman Cantrell called for Old Business.**

There was no old business to discuss.

**Chairman Cantrell called for New Business.**

E. Huerta made a motion to approve the increase in Clipper Room fees and use permit application and agreement update. R. Wojdyla seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 4 approve.

E. Huerta made a motion to approve the contract with Dyer Construction in the amount of \$63,300.00 to install a concrete pad between ADA ramp and bike trail for trailer staging. T. Kuhn seconded the motion.

Discussion: K. Smith added that the public quotes went through the Engineering Department. Three quotes were received and as follows: Dyer Construction - \$63,300.00, Grimmer Construction - \$80,016.00, and Hasse Construction - \$94,255.00. The recommendation from the City Engineer is to accept Dyer Construction's quote. Dyer Construction was the lowest most responsive and responsible quoter.

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

No: None.

Motion passes, 4 approve.

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

R. Wojdyla 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
- All Electronic Transfers and TrustIndiana

E. Huerta seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 4 approve.

**Chairman Cantrell called for Public Comment.**

R. Wojdyla would like to congratulate one of our attorneys, Steve Sersic, on receiving lawyer of the year!

**Chairman Cantrell announced the Next Meeting.**

The Board of Directors will meet for a Budget Workshop on Tuesday, December 10, 2024 at 4:00p.m. at Lost Marsh Golf Course. The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, December 17, 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 3:45p.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.**

E. Huerta made a motion to adjourn the meeting. R. Wojdyla seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 4 approve.

The November 26, 2024 Board of Directors meeting adjourned at 4:42pm.

**EXECUTIVE SESSION MEMORANDUM**

The Executive Session of the Hammond Port Authority of November 26, 2024 began at 4:00p.m. Chairman Cantrell, Vice Chairman Wojdyla, Secretary/Treasurer Kuhn, and Member Huerta are present and in person. Member Kaminsky is absent. Four members are present and

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