

**HAMMOND PORT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING
March 4, 2025
hammondportauthority.com**

Members Present and In Person

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

Members Present Via Zoom

Diane Kaminsky	Secretary/Treasurer
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Members Absent

None.

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 March 4, 2025 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Kuhn at 4:30pm. Four members are present and in person, and one member is present via Zoom. Chairman Kuhn, Vice Chairman Wojdyla, Member Huerta, and Member Cantrell are present and in person. Secretary/Treasurer Kaminsky is present via Zoom.

Chairman Kuhn called for the approval of minutes.

E. Huerta made a motion to approve the minutes of February 18, 2025. R. Wojdyla seconded the motion.

Discussion: None.

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

No: None.
Motion passes, 5 approve.

Chairman Kuhn called for the Director's Report.

Port Authority Director J. Smith reported on the following:

At the marina, most of the bubblers are off because of the warmer weather. The boat that sank is still in the water. They are waiting for the ice to melt to take it out. We did receive a call from the insurance company regarding any references we might have to get the boat taken out of the water. We gave them a contact. The carpet in the Clipper Room is going to be replaced starting tomorrow. The vinyl flooring that was laid is going to have to be replaced because it is lifting in a couple of different spots. Quality Carpet and Floors noticed the issue themselves, and they are going to file a warranty claim. Plumbing and electric is continuing to be installed on N dock. There is a recommendation on the agenda tonight to approve a band for Motown Night. We contacted Legacy Sign Company to inquire about replacing the wayfinding signs that have faded from the sun or have had graffiti on them. They are going to get back to us with a proposal. Lost Marsh Golf Course is keeping a close eye on the weather, and the earliest they may open is the middle of March. The course will be open by April 1st at the latest. Maintenance has all the necessary equipment ready to go. There hasn't been anything going on at the Splash Pad, but maintenance staff continues to check on the building. At the Pavilion, the concrete pad is expected to be install soon according to Dean from City Engineering. There is going to be a meeting with Aileen from the Civic Center regarding hanging the band pictures in the green room. Wolf Lake maintenance staff has all of their mowers and equipment ready for the season. They have been cleaning up the park and some trees that came down. Once our boat is in the water, staff is going to be headed out to the island to clean up the tree that fell down a couple of months ago.

Chairman Kuhn presented the Chairman's Report.

The Executive Session of the Hammond Port Authority of March 4, 2025 began at 4:00p.m. Chairman Kuhn, Vice Chairman Wojdyla, Member Huerta, and Member Cantrell are present and in person. Secretary/Treasurer Kaminsky is present via Zoom. 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.

Chairman Kuhn called for the Construction Projects Updates.

Chairman and Construction Committee Chairman Kuhn reported on the following:

Fire Station #2- The project is expected to be completed in 2 weeks.

N-Dock- Plumbing and electric are being worked on, and the dock is expected to be ready for boaters at the beginning of this season. The next docks to be replaced are B and T.

Wind Turbine at Forsythe Park- We received quotes to replace and maintain the wind turbine. We anticipate a recommendation at the next board meeting.

Amoco Park Walking Trail- There was a meeting with HWC, and the project is moving forward.

Additional Items

- Dean from City Engineering is looking into fixing the bike trails.
- The quotes for the 2nd floor HVAC Controls and Exhaust Fan Upgrades at the Hammond Marina were opened yesterday. We anticipate there being a recommendation at this meeting.
- The fish cleaning station structure has been fixed, and the fence panels have been ordered. The building still needs to be painted.
- The vinyl flooring was completed in the Clipper Room. It isn't sticking how it should be. Quality Carpet and Floors pointed out the issue themselves, and they will be filing a warranty claim. They will be back to replace and redo the flooring after the carpet is done being installed this week.

Chairman Kuhn called for Old Business.

There was no old business to discuss.

Chairman Kuhn called for New Business.

K. Cantrell made a motion to approve the change fund for Lost Marsh Golf Course. E. Huerta seconded the motion.

Discussion: K. Cantrell added that this change fund is for the Pro Shop Point of Sale Fund for 2 drawers, an over-all cash change fund bank, a concession stand and cart sales and liquor/bar sales fund for 4 drawers, and a liquor cash fund.

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

No: None.

Motion passes, 5 approve.

E. Huerta made a motion to approve the contract with Sheryl Youngblood Band for Motown Night. K. Cantrell seconded the motion.

Discussion: E. Huerta mentioned that Motown Night will be held at the Hammond Marina on Saturday, August 30, 2025. The contract fee is \$4,000.00.

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

No: None.

Motion passes, 5 approve.

R. Wojdyla made a motion to award Gatlin Plumbing & Heating, Inc. as the lowest most responsive and responsible quoter for the 2nd floor HVAC Controls and Exhaust Fan Upgrades at

the Hammond Marina. The quotes were opened by Jeffery Smith with Jamie Huck and Ashley Gordish as witnesses on Monday, March 3, 2025 at 3pm. The results were as follows: Budd Mechanical Systems at \$81,273.00; Gatlin Plumbing & Heating, Inc at \$45,617.38; and Circle “R” Mechanical, Inc at \$49,700.00. E. Huerta seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

Chairman Kuhn called for the approval of Purchase Orders.

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

No: None.

Motion passes, 5 approve.

Chairman Kuhn called for Public Comment.

J. Huck congratulated R. Wojdyla on being elected and sworn in to the Hammond Port Authority Board of Directors for another 4 years!

Chairman Kuhn announced the Next Meeting.

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, March 18, 2025. 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 Kuhn called for a motion to adjourn the meeting.

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

Discussion: None.

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

No: None.

Motion passes, 5 approve.

The March 4, 2025 Board of Directors meeting adjourned at 4:43pm.

EXECUTIVE SESSION MEMORANDUM

The Executive Session of the Hammond Port Authority of March 4, 2025 began at 4:00p.m. Chairman Kuhn, Vice Chairman Wojdyla, Member Huerta, and Member Cantrell are present and in person. Secretary/Treasurer Kaminsky is present via Zoom. 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
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Board Minutes Prepared By: Ashley Gordish