

**HAMMOND PORT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
April 1, 2025  
hammondportauthority.com**

**Members Present and In Person**

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

**Members Present Via Zoom**

None.

**Members Absent**

None.

**Hammond Port Authority Personnel Present**

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

**Hammond Port Authority Personnel Present Via Zoom**

Steve Sersic	Attorney- Smith Sersic
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**Others Present**

None.

**Others Present Via Zoom**

None.

**Call to Order and Roll Call**

The April 1, 2025 meeting of the Hammond Port Authority Board of Directors was called to order by Chairman Kuhn at 4:30pm. All five members are present and in person. Chairman Kuhn, Vice Chairman Wojdyla, Secretary/Treasurer Kaminsky, Member Huerta, and Member Cantrell are present and in person.

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

D. Kaminsky made a motion to approve the minutes of March 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:

Boaters are now able to put their boats in the water! We have 309 boaters with 30 new boaters and 29 jet skis on I-Dock. Last year we had 325 boaters with 38 new boaters and 24 jet skis on I-Dock. We are working on getting some concrete work done outside of the ship store and having a sunshade installed. Staff is working on stocking the ship store with boat supplies, clothes, food, and drinks in hopes of opening in the next couple of weeks. Our diver will be back in the next week, but Keith hasn't noticed much damage from the winter. Lost Marsh Golf Course is officially open today! There are a couple of golfers who scheduled a tee time for 1pm. Staff cut holes in the green last week, and they have mowed a couple of times. Niko is hoping to be able to stay open for the rest of the week. However, there are some storms being forecasted. The Pavilion summer concert series is booked and ready to go. Raquel is still booking a couple of miscellaneous events like fishing tournaments and runs. She has also been working on WHAM and National Night Out. Aileen has been working on things for the Festival of the Lakes. At Wolf Lake, Michael has gotten the mowers out. Staff continues to clean up trees that came down during the last storms. Speed bumps were installed today. We spoke with the DNR last week regarding the Lost Marsh Mitigation area and ATVs being driven around. They said that they are going to start paying better attention to that area. The officer was surprised at how torn up and bad it looked. We are also waiting to hear back from HWC regarding the walking path around Amoco Park.

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

The Executive Session of the Hammond Port Authority of April 1, 2025 began at 4:00p.m. Chairman Kuhn, Vice Chairman Wojdyla, Secretary/Treasurer Kaminsky, Member Huerta, and Member Cantrell 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 Kuhn called for the Construction Projects Updates.**

Chairman and Construction Committee Chairman Kuhn reported on the following:

Fire Station #2- They will be moving into the new fire station on Thursday. The ribbon cutting is scheduled for Tuesday, April 29<sup>th</sup> at 1:30p.m.

N-Dock- Staff is waiting for a part to come in to continue working on the electric. Once the electric work is complete, plumbing work will begin. Lakes and Rivers will be at the marina on Monday to work on repairs.

Wind Turbine at Forsythe Park- No updates to report.

Amoco Park Walking Trail- We are waiting to hear back from HWC.

Wayfinding Sign Repairs- We sent Legacy Sign a list of what needs to repairs, and they are working on making those signs now.

Clipper Room Flooring- Quality Carpets and Floors will be back at the marina on April 9<sup>th</sup> and 10<sup>th</sup> to install a click in vinyl flooring over the current vinyl floor.

Clipper Room HVAC Upgrades- Gatlin Plumbing is waiting for a part to come in before they begin the work. As of now, they are anticipating starting on Tuesday, April 15<sup>th</sup>. However, they want to start the work earlier if the part comes sooner.

**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 Resolution 25-01 for Small Purchase Policy. E. Huerta seconded the motion.

Discussion: K. Smith added that supplies is defined as equipment, goods, and material. Small purchases made by the HPA Director under \$15,000 can be made without requesting quotes. Small purchases made by the HPA Finance Director, HPA Marina Director, HPA Parks Director, or HPA Lost Marsh Golf Course Director under \$5,000 can be made without requesting quotes. Small purchases between \$5,000 and \$50,000 will be made by soliciting at least two quotes from persons or entities that are known to deal in the lines or classes of supplies to be purchased.

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 Wolf Lake Cash Fund. K. Cantrell seconded the motion.

Discussion: E. Huerta added that this includes a cash bank fund of \$500, a petty cash fund of \$200, a point of sale drawer of \$100 for Wolf Lake rentals, a point of sale drawer of \$150 for the Splash Pad entrance, a point of sale drawer of \$150 for Splash Pad concessions, and two point of sale drawers of \$300 each (totaling to \$600) for the Pavilion ticket sales for a total of \$1,700.

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

No: None.

Motion passes, 5 approve.

R. Wojdyla made a motion to approve the Wolf Lake Memorial Park Use Agreement for North-Lake Pop Warner Patriots 5K Bubble Run. E. Huerta seconded the motion.

Discussion: R. Wojdyla added that this event will be on Sunday, August 17, 2025. There will be a non-refundable minimum clean up fee of \$300 that is required along with the signed use agreement.

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

No: None.

Motion passes, 5 approve.

D. Kaminsky made a motion to approve the Hammond Morton High School Graduation and Hammond Central High School Graduation Wolf Lake Memorial Park and Pavilion Facility Use Agreement. The graduations will take place on June 7<sup>th</sup> and 9<sup>th</sup>. The applicant is not asking for anything out of the ordinary. R. Wojdyla seconded the motion.

Discussion: S. Sersic clarified that the cleanup fee will be implemented going forward. It does not apply to these two contracts.

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.**

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

- 626 – Marina Operations
- 627 – Construction
- 628 – Embarkation
- 629 – Lakefront
- 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.**

None.

**Chairman Kuhn announced the Next Meeting.**

The next regular meeting of the Hammond Port Authority is scheduled for Tuesday, April 15, 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. D. Kaminsky seconded the motion.

Discussion: None.

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

No: None.

Motion passes, 5 approve.

The April 1, 2025 Board of Directors meeting adjourned at 4:42pm.

**EXECUTIVE SESSION MEMORANDUM**

The Executive Session of the Hammond Port Authority of April 1, 2025 began at 4:00p.m. Chairman Kuhn, Vice Chairman Wojdyla, Secretary/Treasurer Kaminsky, Member Huerta, and Member Cantrell 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
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