

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

NOVEMBER 7, 2017

6:00 P.M.

The meeting was called to order by Mr. Willie Peters, President of the Port Commission. Mr. Peters gave an Invocation. Mr. Will Terry led in the Pledge of Allegiance. A roll call resulted in the following:

Present:

Tad Blevins
Calvin Deshotel
Willie Peters
Ralph Longman
Wayne Stevens
Will Terry

Absent:

Phil Bell
Greg Paul
Joseph Tabb

Also present at the meeting were Mr. Paul Naquin, St. Mary Parish Councilman, Ms. Marguerite Robinson of Teche Talk, Mr. Casey Collier of the Franklin Banner, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Deshotel to dispense with the reading of the October 10, 2017 meeting minutes and to accept the same. The motion was seconded by Mr. Longman and carried unanimously.

Mr. Peters asked for any public comment - there was none.

Mr. Allain reported that the Port recently applied for funding through the Louisiana Department of Transportation and Development Port Construction and Development Priority Program and has been informed that the application has been approved. The requested funding is for improvements for an existing site at the Port leased by DLS. He and Mr. Miller of Miller Engineers, met with representatives of LA DOTD to discuss the upcoming project. A motion was made by Mr. Terry to authorize the following Resolution:

A Resolution Authorizing a Reimbursement Agreement and Designation of Person Authorize to Sign.

State Project H.013325, Parish of St. Mary.

Resolution

West St. Mary Parish Port, Harbor and Terminal District

A Resolution authorizing the West St. Mary Parish Port, Harbor and Terminal District to enter into an agreement with the State of Louisiana, Department of Transportation and Development under the Louisiana Port Construction and Development Priority Program for assistance in the implementation of a port improvement project; providing for the necessary documentation of the need for the port improvement; and providing for other matters in connection therewith.

WHEREAS, the West St. Mary Parish Port, Harbor and Terminal District has a need for port improvements; and WHEREAS, the West St. Mary Parish Port, Harbor and Terminal District has reviewed the application for Bulkhead Rehabilitation and Site Improvements and agrees with said agreement; and

WHEREAS, the West St. Mary Parish Port, Harbor and Terminal District has applied for State matching funds pursuant to Chapter 47 of Title 34 of the Louisiana Revised Statutes of 1950, as amended, to implement a project to improve its port operation and the West St. Mary Parish Port, Harbor and Terminal District is fully aware of its obligations under said Statute; and

WHEREAS, the West St. Mary Parish Port, Harbor and Terminal District is a political body duly organized and existing under the laws of the State of Louisiana and is eligible to apply for funds under said Statute; and

WHEREAS, currently, no funds have been made available by the State of Louisiana for construction of the project;
and

WHEREAS, Sponsor desires to utilize its own funds for the construction of this Project and to be reimbursed by the Port Construction and Development Program once funding becomes available, in accordance with R.S. 34:3457, et seq.

NOW THEREFORE BE IT RESOLVED by the West St. Mary Parish Port, Harbor and Terminal District as follows:

Section 1. That the West St. Mary Parish Port, Harbor and Terminal District acknowledges that an application was submitted to the Louisiana Port Construction and Development Priority Program.

Section 2. That at the appropriate time and prior to commencement of work on the project the West St. Mary Parish Port, Harbor and Terminal District agrees to execute a Project Agreement and a Statement of Sponsorship pursuant to the Statute and hereby authorizes and empowers David J. Allain, Executive Director to enter into and execute said agreement with the Louisiana Department of Transportation and Development.

Section 3. That David J. Allain, Executive Director is hereby Authorized Representative for the West St. Mary Parish Port, Harbor and Terminal District to represent the port with regards to the receipt of funds from the Louisiana Port Construction and Development Priority Program for a port improvement project.

Section 4. That said Authorized Representative shall have the authority to sign and approve all documents that are necessary under the circumstances to accomplish the above project.

Wilson Terry, Secretary

Willie Peters, President

The motion was seconded by Mr. Stevens and carried unanimously.

A motion was made by Mr. Stevens to enter into an Engineering Contract with Miller Engineers for the LA DOTD Louisiana Port Construction and Development Priority Program Project the amount equal to 11% of the cost to construct the work designed or specified by the Engineer (Construction Cost). This amount includes compensation for Engineer's services and services of Engineer's consultants, if any. The percentage of Construction Cost noted herein accounts for labor, overhead, profit, and reimbursable expenses. (8% Design (estimated to be \$41,000.00)/ 3% Inspection (Estimated to be \$15,000.00). Additional services (air compressor, overhead crane and blast and paint building) are to be charged on an hourly basis (estimated \$15,000.00) as presented by Mr. Allain. The motion was seconded by Mr. Longman and carried unanimously.

Mr. Allain reported that the pre-application for the EDA project to construct a welding school at the Industrial Park has been submitted and is being reviewed. He will report on any developments at the December Port meeting.

Mr. Allain presented the Commission with a copy of the Proposed Budget for 2018 for their consideration. Discussion followed. He asked that they review the proposed budget and to feel free to contact him with any questions or comments. The budget will be considered for adoption at the December Port Commission meeting.

Mr. Duplantis reminded the Commission that the required Ethics Training must be completed by December 31st, 2017.

There being no further business to be discussed, a motion was made by Mr. Deshotel to adjourn the meeting. The motion was seconded by Mr. Terry and carried unanimously. The meeting adjourned at 6:22 p.m.

Signed _____
Wilson Terry, Secretary