

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

JULY 3, 2018

6:00 P.M.

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

Present:	Absent:
Phil Bell	Tad Blevins
Greg Paul	Calvin Deshotel
Phil Prejean	
Willie Peters	
Will Terry	
Joseph Tabb	
Ralph Longman	

Also present at the meeting were Mrs. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director and Mrs. Donna Louviere, Receptionist/Secretary of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the June 5, 2018 meeting minutes and to accept the same. The motion was seconded by Mr. Peters. Mr. Terry asked if there was any discussion or opposition - there was none. The motion carried unanimously.

Mr. Terry asked if there was any public comments - there was none.

A motion was made by Mr. Prejean to accept the 2017 Audit as presented. The motion was seconded by Mr. Longman. Mr. Terry asked if there was any discussion or opposition - there was none. The motion carried unanimously.

Mr. Allain reported that the Port is now in Phase III of the LA DOTD Port Priority Project and is moving along with the expansion for DLS. Mr. Allain noted that each time a portion of the project is awarded a Resolution of Award and a Resolution for Notice of Award has to be submitted to the LA DOTD. This is the standard procedure and Resolutions will be considered tonight at this meeting.

Mr. Allain reported that the Air Compressor is due to come in on the 27th of this month. The Pad for the Sand Blast Building at DLS is moving along. Mr. Miller stated that the plans have been submitted to his office and by mid to late August the Building should be in.

Mr. Allain stated that only one Bid was received on June 27, 2018 for Bulkhead Rehabilitation and Site Improvements - Overhead Crane and Fencing M.E. &A Project No. 14097. The bid was opened by Mr. Miller of Miller Engineers, checked and found to be in order. Mr. Allain recommended that the Commission accept the Bid from Louisiana Crane & Electrical Services, Inc. in the amount of

\$345,288.00 which came in under the engineer's estimated amount of \$375,000.00. A motion was made by Mr. Tabb to accept the bid coming in below the estimated amount. The motion was seconded by Mr. Paul. Mr. Terry asked if there was any discussion or opposition - there was none. The motion carried unanimously.

Mr. Allain presented a Resolution to Award Louisiana Crane & Electrical Services, Inc. the contract for Rehabilitation & Site improvements - Overhead Crane & Fencing (Phase III of SPN H.013325) in the amount of \$345,288.00.

A motion was made by Mr. Tabb to Award Louisiana Crane & Electrical Services, Inc. The motion was seconded by Mr. Paul. Mr. Terry asked if there was any discussion or opposition - There was none. The motion carried unanimously.

Mr. Allain then asked for a Resolution to sign the Notice of Award. A motion was made by Mr. Prejean to sign the Notice of Award. The motion was seconded by Mr. Tabb. Mr. Terry asked if there was any discussion or opposition - There was none. The motion carried unanimously.

Mr. Allain reported on the Economic Development Administration Project. Mr. Allain stated that a Notice of Investment Award was received last week and did come by mail Friday. At this time the Port is awaiting the signature of the School Chancellor on the Notice of Investment Award. Mr. Allain mentioned that a News Release was sent out by the U.S. Secretary of Commerce Wilbur Ross announcing that the Department's Economic Development Administration (EDA) was awarding a \$1.3 million grant to West St. Mary Parish Port of Franklin, Louisiana. This announcement did appear in the Franklin Banner. Mr. Allain stated that The Kick Off Meeting will be held July 12, 2018 by Webinar along with a group from Austin, Texas possibly Washington and Miller Engineers. The Commission was invited to attend for the Kick Off Meeting in order to better understand the process of Economic Administration funding.

Mr. Allain asked that a Committee be formed for the Webinar Meetings that will be taking place at the Port Office. Mr. Terry asked if Mr. Allain had anyone he would like to serve on the Committee. Mr. Allain asked that Mr. Willie Peters, and Mr. Phil Prejean serve on this Committee. Mr. Terry asked if anyone else would be interested in serving on the Committee with no response to the question Mr. Terry volunteered to be on the Committee as well. Mr. Terry also asked that if for some reason they are not available to make the Webinar Meetings to please call and let the Port Office know.

Mr. Allain informed the Commission that the proposed Port of West St. Mary's Employee and Operations Policy Manual has been completed and that a copy has been included in their packets. He asked that they review the manual and contact the Port office with any recommendations. Mr. Tabb asked if it had been reviewed by an Attorney. Mr. Duplantis stated he has reviewed some parts of it. Mr. Tabb asked that a copy also be sent to the Accounting Firm for review for which Mr. Allain agreed to do.

Attorney's Report - None

Engineer's Report - Mr. Miller stated that Phases I, II, and III of the LA DOTD project have been covered and that Phase IV will begin soon. Mr. Miller spoke about the existing sheet pile which was put into place about the early 70's and is no longer manufactured. Mr. Miller explained that it is a unique situation and that different options for repair are being explored - Discussion followed.

There being no further business to be discussed, Mr. Prejean made a motion to adjourn the meeting. The motion was seconded by Mr. Peters. Mr. Terry asked if there was any discussion or opposition, there was none. The motion carried unanimously and the meeting adjourned at 6:18 p.m.

Signed \_\_\_\_\_  
Lennel G. Paul, Secretary