

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

NOVEMBER 10, 2020

6:00 P.M.

The meeting was called to order by Mr. Wilson Terry, President of the Port Commission. Mr. Terry led in the Pledge of Allegiance. Ms. Donna Lanceslin gave the Invocation. A roll call resulted in the following:

Present:

Donna Lanceslin
Ralph Longman
Greg Paul
Willie Peters
Joe Philips
Joseph Tabb
Wilson Terry

Absent:

Murphy Pontiff

Also present at the meeting were Mr. Jude Hebert with CLECO, Mr. Nicholas Molaison with Miller Engineers, Ms. Benita Prevost, Secretary, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the meeting minutes of the October 6, 2020 as presented and to accept the same. The motion was seconded by Mr. Longman. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

There was no public comment.

Mr. Allain reported on proposed budget adjustments to the 2020 budget. He reviewed the budget and recommended adjustments be made to increase the following budget items: Liability and Casualty Insurance – the rate was increased midyear, Building and Facility Maintenance- included roofs repairs to the Marine Turbine Technologies building, Water System – several repairs to the water system and Computer – to replace a computer in the office that was damaged by an electrical outage. A motion was made by Mr. Peters to authorize that necessary amendments be made to the 2020 Budget as recommended by Mr. Allain. 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 the proposed Budget for 2021 to the Commission for their review and pointed out that funds have been budgeted in the Building and Facility Maintenance section for the necessary repair to the remaining section of the roof on the Marine Turbine Technologies facility. He reported that the proposed budget will be on the December agenda for discussion and asked them to contact him with any questions or comments. Mr. Allain then noted that revenues on the 2020 Budget were down due to the agreement with the tenants at the port to abate lease payments during the pandemic. The payments will be added to the end of the tenants' leases.

Mr. Allain reported that a Bid Opening was held recently for the construction of the Training Facility at the Port's Baldwin location. Several sealed bids were received at the opening with the low bidder being Acadiane Renovations, LTD of Franklin. Mr. Allain reported that Miller Engineers recommended that the Commission accept the bid of Acadiane Renovations. Mr. Molaison of Miller Engineers reported that the Bid Award Packet was sent to the Economic Development Administration as well as Facility Planning for their review. A motion was made by Mr. Tabb to accept the low bid and award the project to Acadiane Renovations contingent upon procuring funding from EDA and Facility Planning. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

A motion was made by Mr. Paul to approve Payment Request #2 from Miller Engineers for work performed for the EDA/Training facility in the amount of \$30,365.00. The motion was seconded by Mr. Longman. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

A motion was made by Mr. Paul to approve Payment Requests #1 & #2 as requested from Frisco Industrial Contractors, LLC for roof repairs to the Marine Turbine Technologies building in the amounts of \$40,428.29 (#1) and \$44,617.21 (#2). The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there was any discussion or opposition. Mr. Paul asked if the work had been inspected and was informed by Mr. Molaison that it has been inspected. The motion carried unanimously.

Mr. Allain reported that he continues to communicate with Sugar Growers and Refinery, Inc. and that they are very interested in leasing the Baldwin Facility (the former Superior Fabricators facility). He said that he will update the commission as things progress.

A motion was made by Mr. Longman to issue a Letter of No Objection as requested by Miller Engineers on behalf of the St. Mary Parish Consolidated Drainage District No. 1 for the installation of a 4" gas line for the pump station. The motion was seconded by Mr. Paul. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

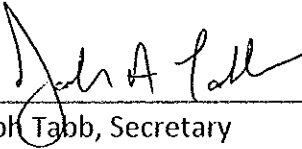
Mr. Duplantis reminded the Commission that the required online Ethics Training and Preventing Sexual Harassment Training must be completed by the end of the year and if they have not

done so, to please make sure that their Certificate of Completion is given to the staff of the Port Commission office.

Mr. Molaison reported that they are looking forward to beginning the construction of the Training Facility. Mr. Allain added that he is in the process of planning a ground breaking ceremony in December for the facility and will inform them as soon plans are made.

There being for further business to be discussed, a motion was made by Mr. Paul to adjourn the meeting. The motion was seconded by Mr. Longman. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously and the meeting adjourned at 6:14 p.m.

Signed



Joseph Tabb, Secretary