

West St. Mary Parish Port, Harbor and Terminal District

Meeting Minutes

May 4, 2021

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. Lanceslin gave the Invocation. A roll call resulted in the following:

Present:

Absent:

Sam Jones
Donna Lanceslin
Ralph Longman
Greg Paul
Willie Peters
Joseph Phillips
Murphy Pontiff
Joseph Tabb
Wilson Terry

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Jude Hebert of Cleco, Mr. Larry Guilbeau, Franklin City Councilman, Mr. Eric Duplantis, Port Attorney, Mr. Reid Miller of 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. Longman to dispense with the reading of the minutes of the April 6, 2021 meeting and to accept them as presented. 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 for Public Comment – there was none.

A motion was made by Mr. Tabb to authorize the Executive Director to complete and the Board to approve a Louisiana Compliance Questionnaire for the annual audit for the year 2020 being performed by Kolder, Slaven & Company, LLC. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain gave an update on the Sugar Growers and Refinery Inc. and Port's efforts to negotiate a lease for their location at the Port's Baldwin facility. Mr. Allain reported that Miller Engineers continues to prepare cost estimates to be used to determine the lease rate for the facility. He also reported that the Port plans to submit an application to the Louisiana Department of Transportation and Development Port Priority Program to secure funding for the construction of the facility for Sugar Growers with a June 1st deadline. He further reported that he and Mr. Duplantis continue to work with the proposed tenant on the lease. A motion was made by Mr. Phillips authorizing the Executive Director, President and the Executive Committee to negotiate and execute a lease between the West St. Mary Parish Port, Harbor and Terminal District and Sugar Growers & Refinery, Inc. The motion was seconded by Mr. Pontiff. Mr.

Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain reported on the proposed demolition of existing structures at the Baldwin facility. In order to construct the building for Sugar Growers and Refinery, Inc., existing structures will have to be demolished. A motion was made by Mr. Tabb to approve a contract with Miller Engineers not to exceed \$15,000 for professional services to furnish plans, specifications and inspection for the demolition of existing structures at the Baldwin facility. Mr. Miller explained that because the demolition of the structure would be a service contract and no materials are involved, according to the Attorney General, quotes for the demolition can be requested in place of formal public bids. He also reported that plans and specifications would be available by next week. Mr. Jones asked Mr. Miller where he would solicit quotes from and he responded that he would request quotes from local contractors. Discussion followed. The motion was seconded by Mr. Pontiff. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Jones to approve requests for payment for the EDA/Facility Planning – Project No. 08-01-05240 (Training Facility) for Contractor’s Application for Payment No.3 to Acadiane’ Renovations, Ltd. in the amount of \$39,575.10 and Miller Engineers & Associates, Inc. – Request for Payment #5 for Professional Services in the amount of \$1,848.99. 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. Duplantis reminded the Commissioners that the required Financial Disclosure reports are due by May 15th.

Mr. Miller reported on the Training Facility at the Baldwin Campus. He reported that the contractor is still experiencing delays for the pre-engineered metal building and that part of the project is at a standstill. The contractors are attempting to get the time frame pushed up. Mr. Miller also reported that ¾ of the truck driving pad is complete. Discussion followed.

There being no 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 6:18 p.m.

Signed 
Joseph Tabb, Secretary