

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

NOVEMBER 1, 2022

6:00 P.M.

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

Present:

Joel Authement  
Sam Jones  
Donna Lanceslin  
Greg Paul  
Joseph Phillips  
Joseph Tabb  
Wilson Terry

Absent:

Willie Peters  
Murphy Pontiff

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director and Ms. Brandy Pennison, Administrative Assistant of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the minutes of the October 4, 2022 meeting to accept them as presented. The motion was seconded by Ms. Lanceslin and carried unanimously.

Mr. Paul asked if there was public comment – there was none.

Mr. Allain reported that work is continuing to progress on the Sugar Warehouse Demolition (Phase I). The slab has been completely removed and the concrete will be moved in the next week or two.

Mr. Allain reported that on the budget for 2022, there is only one adjustment for audit expense. The Port did not anticipate the expense for going over a certain amount of funds for additional audit expenses which was \$14,000.00 more the original budget amount. Mr. Tabb made a motion to adjust the budget. Mr. Terry seconded the motion. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain stated that the Proposed Budget for 2023 is being provided to the commissioners to look over and ask any questions. He stated that there were a few changes – the liability and casualty insurance has risen, but will not know the exact amount until March 2023. The building facility maintenance has increased also because of roof work needing to be finished. The retirement and wages are going up and Mr. Allain is proposing to give Ms. Pennison a 10% raise due to her being a valuable part of the team. Mr. Jones asked who was in the building that needs the roof work finished. Mr. Allain replied that it was Marine Turbine Technologies. He reported that they have an aquatic division and are very busy, so it would be hard to get everything moved to begin the work on the roof. On the budget for 2022 the year-

to-date expenses are \$564,000.00 for normal expenses and with the addition of other expenses as the training facility and sugar warehouse expenses bring the total to \$1,320,921.00 as of today. The new proposed budget for 2023 is \$11,933,891.00.

A motion was made by Mr. Jones to approve and pay Miller's Engineers for inspections for the Demolition at the Baldwin Campus Project No. H.014893 (Phase I) in the amount of \$522.50. Mr. Terry seconded the motion. Mr. Paul asked if there were any comments or opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Tabb to approve and pay Southern Constructor, LLC – Pay Request #3 in the amount of \$44,460.00 for Demolition at the Baldwin Campus Project No. H.014893 (Phase I). The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Jones to approve and pay the Miller's Engineers Pay Request #3 in the amount of \$37,500.00 for the design on the Sugar Warehouses (Phase II). The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously. Mr. Jones asked if the design was finished and Mr. Miller replied that they were in the design and development phase and getting information and data on subconsultants for structural, mechanical and electrical so they can refine budget numbers and also get a preliminary package ready to submit to the Fire Marshall. Mr. Jones asked for the balance once design is completed. Mr. Miller responded that the contractor is at 7 ½ Percent of construction costs, but that number will be refined a little because the original budget estimate was based off Port Priority and so with additional construction increase it will bring the percentage down, but he could not say what the total will actually be. Mr. Allain stated that the Port was working on getting the 25 percent matches paid.

A motion was made by Mr. Jones to approve and pay the Contractor's Application for payment #18 for the final payment to ARL Construction, Inc. in the amount of \$15,000.00 for the Training Facility – Project No. 08-01-05240. The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Duplantis reminded the Commissioners that the online Ethics and Preventing Sexual Harassment Training must be completed by December 31, 2022 and asked that they supply the Port staff with a copy of the certificate verifying completion of the training.

Regarding the sugar warehouses demolition (Phase I), Mr. Miller reported that the concrete has been broken up and all of the steel has been separated from the concrete. They expect to have the project finished before the next board meeting. On the sugar warehouses(Phase II) the design portion, they received the Geotech report which gives all information on the expected settlement for the buildings for the amount of sugar to be stored inside. The report has been distributed to all subconsultants so they can review and proceed. They are running schematic design and working on drainage and embankment calculations. After reviewing they will refine any adjustments to be made.

Mr. Jones asked about the appraisal of the Diversified property. Mr. Allain stated that he has not received the appraisal yet, but will try to get it before the next meeting.

Mr. Phillips asked if there was going to be a sign erected for the Training Facility. Mr. Allain stated that the sign should be put up by the next meeting. He stated that the training facility was progressing and they were moving in furniture and the IT Department was working diligently to get everything in order.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Jones. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:21 p.m.

Signed \_\_\_\_\_  
Murphy Pontiff, Secretary