

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

August 6, 2024

6:00 P.M.

A motion was made by Mr. Joseph Tabb to have Mr. Wilson Terry conduct the meeting because of Ms. Donna Lanceslin's absence. Mr. Joe Duck seconded the motion. The motion carried unanimously.

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

Present:

Joseph Phillips
Joseph Tabb
David Hanagriff
Wilson Terry
Joel Authement
Joe Duck

Absent:

Donna Lanceslin
Murphy Pontiff
Greg Paul

Also present at the meeting were Mr. Eric Duplantis, Port Attorney, Ms. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Steven Link of IBV Energy Group, Mr. Don Caffery, Mr. David Naquin, 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 July 2, 2024 meeting minutes and to accept them as presented. The motion was seconded by Mr. Hanagriff. Mr. Terry asked if there were any questions or comments – there were none. The motion carried unanimously.

Ms. Kristin Holcombe of Kolder, Slaven & Company presented the overview of the 2023 Audit. She gave the board presentation summary. In their opinion for 2023, it was unmodified with no material misstatements due to fraud or error. Also in the independent auditor's report, there were two material weaknesses that were recorded, one is segregation of duties and the other is financial reporting, but are customary for the size of the organization and have been reiterated from prior years. Management did respond to the findings and found that it was not cost effective to hire additional staff. There were no other significant deficiencies reported. Ms. Holcombe reported key changes to our financial position being the \$2.5 million dollar decrease in cash for construction for sugar warehouses. This is due to timing of expenses and related reimbursements from the state. Also, a significant change is amounts due from other governments, which is also due to timing of expenses and related reimbursements. She reported changes on Capital Assets and Depreciable Assets due to the sugar warehouses being built and the training facility in Baldwin being completed. Discussion followed. She reported that the Port was in

good sound financial position with a current ratio of 4:1, which means you could turn your liabilities over 4 times with assets currently on the books. She went over graphs showing revenues and expenses compared to similar revenues, overall revenues and historical information. She stated that it was consistent with prior years. Mr. Tabb made a motion to accept the Audit as presented. Mr. Hanagriff seconded the motion. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Link of IBV gave a presentation on the proposed plans for another option for their solar panel facility. He gave an update on some follow up questions from the last meeting of the Port Commission. He stated that the big holdup was the definitive right-of-way. He stated they were working on other sites to propose for the Board's consideration. Discussion followed.

Executive Director's Report – A motion was made by Mr. Hanagriff to Consider and Take Action to increase the standard water rate at the Port by \$1.00 to be effective on the October billing cycle. The motion was seconded by Mr. Duck. Mr. Naquin explained that there has not been any increase in the water rate in quite some time. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously.

Mr. Naquin reported that the property at 15301 Highway 182 West did not receive one bid higher than the appraised value. There was discussion on getting fair market value for the property. He informed the board that the state police had a gas tank in the ground and was going to be removed the next day. There will be a company taking samples to make sure there are no residuals coming from the tank, but it was in the ground so long, they were optimistic that nothing would be found. As for the building itself, Mr. Naquin asked if the board wanted to go through the bid process again. The board decided to wait until the next meeting to decide which direction to go in.

Mr. Naquin reported that he would like to put a slab under the pumps at the Port's Industrial Park. He stated that the pump will need a cover to protect it from the elements and he will work on getting some prices and let the Board know at a later meeting.

With reference to the Sugar Warehouse/LA DOTD – Project H.014893 (322) – A motion was made by Mr. Duck to pay the Contractor's Application for Partial Payment #13 to ARL Construction, Inc. for \$133,676.53. Mr. Hanagriff seconded the motion. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously. Mr. Miller stated that this was the last partial payment without retainage and also includes payment for punch list items.

A motion was made by Mr. Tabb to pay Miller Engineers for Pay Request #19 in the amount of \$3,593.46. Mr. Phillips seconded the motion. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously.

A motion was made by Mr. Hanagriff to approve Change Order No. 2 with ARL Construction for an increase of \$81,439.94. The motion was seconded by Mr. Duck. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously.

Mr. Tabb made a motion to Consider and Take Action on a Resolution to Accept the Certificate of Substantial Completion on the Sugar Warehouses – Project H.014893 (322). Mr. Hanagriff seconded the motion. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously.

A motion was made by Mr. Tabb to Consider and Take Action on a Resolution for Project Acceptance. Mr. Duck seconded the motion. Mr. Terry asked if there were questions or comments. There were none. The motion carried unanimously.

Mr. Duplantis reminded everyone to do their online training for Ethics and Preventing Sexual Harassment before the end of the year.

Mr. Miller stated that he had nothing further to report.

There being no further business to be discussed, a motion was made by Mr. Tabb to adjourn the meeting. The motion was seconded by Mr. Hanagriff. Mr. Terry asked if there was any questions or comments. There were none. The motion carried unanimously and the meeting adjourned at 7:00 p.m.

Signed _____
Joel Authement, Secretary