

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

JANUARY 8, 2019

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. Mr. Peters gave the invocation. A roll call resulted in the following:

Present:

Absent:

Wilson Terry  
Murphy Pontiff  
Ralph Longman  
Greg Paul  
Joseph Tabb  
Willie Peters  
Calvin Deshotel

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. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the December 4, 2018 meeting and to accept them 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. Terry asked if there was any public comment. There was none.

Mr. Allain gave the following Executive Director's Report: repairs are being made to the LAD Services building on Gordy Road in Baldwin. The West building has been closed and secured. Mr. Allain has been in contact with Mr. Dragna regarding his lease and will continue to monitor the repairs being made to the building.

Mr. Philip Bell has submitted a letter of resignation to the City of Franklin resigning from the Port of West St. Mary Board of Commissioners as the City's appointed representative. Mr. Allain recommended that the Board reach out to Mr. Bell and thank him for his years of service to the Port Commission. A motion was made by Mr. Peters to adopt a Resolution thanking Mr. Bell for his service to the Port Commission. 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's water plant lost air pressure during the Christmas holidays which resulted in a Boil Water Advisory. Necessary repairs were made and the Boil Water Advisory was lifted in a timely manner. Mr. Allain also reported that Brad Vosburgh will be the Water Plant Operator beginning January 1, 2019. Mr. Vosburgh has been evaluating the operations of the water plant is performing the required maintenance. A motion was made by Mr. Tabb to enter into a contract for

services to operate the water plant with Mr. Brad Vosburgh. 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 reported on the Industrial Park. Plans are to move forward on the design of the building for the Training Facility - he plans to present those recommendations at next month's meeting. He also reported on past attempts to negotiate with an adjacent landowner of the Industrial Park for the placement of a drainage pump to drain the property - negotiations have not been successful and as such an alternative solution to the drainage problems has been discussed. Mr. Allain said that he been talking to some drainage pump manufacturers and will gather pricing and information on various pumps. He said that it has been difficult to cut and maintain the grass on the property because of the lack of drainage. He also spoke with the St. Mary Parish Government and they have agreed to assist with the cleaning and clearing of ditches. Mr. Allain said that he would report on this matter at next month's meeting.

Mr. Allain gave the following report on the LA Department of Transportation and Development Port Priority Project. The sandblasting building has been completed. The building has been inspected by Miller Engineers and the State of Louisiana and everything has been found to be in order. A motion was made by Mr. Tabb to pass a Resolution of Project Acceptance for the Phase II (322) Building of the Port Priority Project. The motion was seconded by Mr. Paul. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Also regarding Phase II (322) Building - a motion was made by Mr. Longman to pass a Resolution for the Certificate of Substantial Completion. The motion was seconded by Mr. Peters. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

On the same project, Phase II (322) Building, Mr. Allain presented a Contractor's Request for Payment No. 3 in the amount of \$14,926.50. Mr. Miller explained that this request was the contractor's last progress payment. Following standard policy on public works contracts, a 10% retainage will be withheld, the Certificate of Substantial Completion will be recorded at the Courthouse, starting the 45 lien period. Pending clear lien after the 45 day period, the remainder of the payment will be released to the contractor. A motion was made by Mr. Paul to pay the Contractor's payment request. The motion was seconded by Mr. Deshotel. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Mr. Duplantis reminded the Commissioners to file their required Financial Disclosures and to complete their Ethics online training.

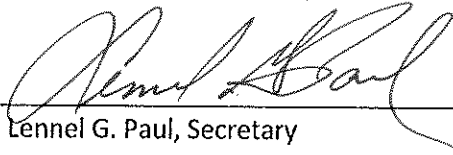
Mr. Miller reported on Phase III of the Port Priority Project, fencing and overhead cranes - the fencing contractor plans to begin soon. The project is progressing as planned.

Phase IV of the Project, Bulkhead Repairs - designs have been completed and the project is ready to go to bid. Advertising will begin next week and bids will be received in the second week of February.

Mr. Terry asked if there were any questions for the Attorney or the Engineer - there was none.

There being no further business to be discussed, a motion was made by Mr. Deshotel to adjourn the meeting. The motion was seconded by Mr. Pontiff. Mr. Terry asked if there was any discussion or opposition, there was none. The motion carried unanimously and the meeting adjourned at 6:16 p.m.

Signed



Lennel G. Paul, Secretary