

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

JUNE 4, 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. Willie Peters gave the Invocation. A roll call resulted in the following:

Present:

Calvin Deshotel  
Donna Lanceslin  
Ralph Longman  
Greg Paul  
Willie Peters  
Joseph Phillips  
Murphy Pontiff  
Wilson Terry

Absent:

Joseph Tabb

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Ms. Benita Prevost, Temporary Secretary, Mr. David Allain, Executive Director and Mrs. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Deshotel to dispense with the reading of the May 7, 2019 meeting minutes and to accept them as presented. The motion was seconded by Mr. Paul. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

There were no public comments.

Mr. Allain gave a report on the Baldwin Campus - Security Update. Mr. Allain explained that plans are moving along with securing the facility and it was determined that additional infrastructure needs were required at a cost of an additional \$8,800. A motion was made by Mr. Pontiff to authorize an additional \$8,800 to secure the facility. The motion was seconded by Mr. Phillips. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Mr. Miller reported on the Louisiana Department of Transportation and Development Port Priority State Project H.013325 (Phase IV) - bulkhead and site work. A contract is in place with FRP Construction - bid amount of \$269,000. Before this contract, LA DOTD monies remaining for the project was approximately \$540,000 - leaving approximately \$270,000 in the budget that may be applied toward the contract. Mr. Miller has contacted LA DOTD regarding a scope change and they have agreed to consider alternatives including the repairing of additional bulkhead at the site as well as additional timber piles in front of the bulkhead for protection. Another option would be to add limestone back into the project. Limestone was included in the original scope but was removed prior to bidding the project because it was thought that the project might be over budget. A motion was made by Mr. Longman to authorize a Change Order for the project not to exceed the original Louisiana Department of Transportation and

Development funds awarded for the project. The motion was seconded by Mrs. Lanceslin. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Mr. Allain reported that the Industrial Park is inundated with water. The high tides are causing the problems. Grass cutting has been very difficult and not possible near the pond. He stated that efforts are being made to block off a few ditches to attempt to pump some of the water out. He continues to research the problem and will report back to the Commission. Mr. Miller reported that comments have been received from Louisiana Office of Facility Planning on Phase I of the Training Facility at the Industrial Park.

Mr. Allain reported on a Right of Way Agreement with St. Mary Water and Sewer Commission #4 - they are interested in taking over the water line that was run through the CLECO property to the Industrial Park. Water District #4 would like to take over all operations of the water line including any repair work. A motion was made by Mr. Longman to authorize Mr. Allain along with Mr. Duplantis to negotiate a Right of Way Agreement and donations to St. Mary Water and Sewer Commission #4. The motion was seconded by Mr. Peters. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

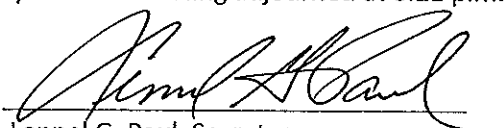
Mr. Allain reported that the St. Mary Parish Government has been awarded \$500,000 from the Office of Facility Planning and Control for Capital Outlay funding to be utilized for the construction of the Training Facility at the Industrial Park. The Port will submit invoices for the project to the St. Mary Parish Government who will in turn submit the invoices for payment on the Port's behalf to Facility Planning and Control and when payment is received, the St. Mary Parish Government will reimburse the Port. A motion was made by Mr. Peters to authorize the Executive Director and the Port Attorney to prepare a Cooperative Endeavor Agreement between the Port and the St. Mary Parish Government regarding the construction of the Training Facility at the Industrial Park. 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 reported on the Louisiana Department of Health and Hospitals' Sanitary Survey performed recently at the Port's water plant. He reported that minor infractions were found such as proper labeling of water distribution lines in the water plant - this infraction has been corrected. Another issue was that the Totalizer was not functioning and was in need of replacement at a cost of \$2,645.00. A motion was made by Mr. Peters to authorize the Executive Director to procure and install a Totalizer at the Port's water plant. The motion was seconded by Mr. Phillips. Mr. Terry asked if there was any discussion or opposition. Discussion followed. The motion carried unanimously.

Mr. Duplantis reminded the Commissioners that the required online Ethics Training is to be completed by December 31st.

There being no further business to be discussed, a motion was made by Mr. Peters to adjourn the meeting. The motion was seconded by Ms. Lanceslin. Mr. Terry 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

  
Lennel G. Paul, Secretary