

WEST ST. MARY PARISH PORT, HARBOR & TERMINAL DISTRICT

MEETING MINUTES

January 4, 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. Donna Lanceslin gave the Invocation. A roll call resulted in the following:

Present:

Murphy Pontiff  
Greg Paul  
Joseph Tabb  
Willie Peters  
Donna Lanceslin  
Joseph Phillips

Absent:

Sam Jones  
Will Terry

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

A motion was made by Mr. Tabb to dispense with the reading of the minutes of December 7, 2021 and to accept them as presented. The motion was seconded by Ms. Lanceslin. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

There was no public comment.

Due to the absence of Mr. Will Terry, the Presentation of the Plaque was postponed until the February 1, 2022 meeting.

Executive Director's Report – Mr. Allain reported on the proposed lease with Sugar Growers and Refiners, Inc. for warehouse facilities at the Port's Baldwin campus. He reported that negotiations continue and they have agreed to abide by the Public Bid Law. Mr. Allain also reported that Phase II Environmental Assessment of the proposed site is going well and will keep everyone updated on the progress.

Mr. Allain stated that Marine Turbine Technologies (MTT), a Port tenant, has contacted him and no longer needs the dock lease. He recommends that the Port terminates the lease to release MTT of this obligation. A motion was made by Mr. Peters to terminate the lease with MTT and was seconded by Mr. Pontiff. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain reported on the Louisiana Department of Health (LDH) – Notification of Violation – The Sanitation Survey on the Port's water Plant was positive, but the LDH stated that the Port will have to install a secondary water well. Mr. Allain stated that the Port has applied to the American Rescue Act for Water Sector Programs and was notified today that it is going through the process and hopefully will be able to receive funds to drill a second well with these funds. He explained that there were many applicants and he understands that it will take time to go through them and prioritize them, but hopes to hear something soon. LDH is working with the Port and giving them extensions to see if the Port is going to be awarded a grant to install the well. Mr. Peters asked the cost of installing a new well and Mr. Allain explained that it would be around \$400,000.00, but the contractors are having a hard time finding supplies and it would postpone the installation. The grant the Port asked for is over that amount, but the Port would like to also change the water meters and lines and other updates that need to be done. Mr. Peters asked if the Port was going to install electronic water meters and Mr. Allain stated that the Port was looking at proximity water meters that are up to date with no moving parts. He also stated that the meters the Port has now are the original meters that could be faulty because they were installed in 2004. Whether the Port gets the grant or not, some meters will be changed because he thinks some of the meters are giving false readings. When the Port switches the meters, it will be a non-mechanical meter which should last a long time.

LA COVID Port Relief Program – Mr. Allain reported that the Port relieved MTT and DLS, Port tenants, of three month's rent in 2020. The Port applied to the Port Relief Program and received a check for the three month's rent that was furloughed. Before applying to the relief program, the rent for MTT and DLS that was relieved was going to be added on to the term of the lease agreements. Since receiving the check for \$173,766.04, the leases will not have to be amended and will remain the same.

Mr. Tabb made a motion to approve a Bank Resolution Authorizing Mr. Pontiff, Ms. Lanceslin, Mr. Paul, Mr. Terry and Mr. Allain to sign all documents pertaining to the Port of West St. Mary's Hancock Whitney Bank Accounts and to remove Mr. Peters, Mr. Longman and Mr. Tabb as authorized signers. Mr. Peters seconded the motion. Mr. Paul asked if there was any discussion or opposition – there were none. The motion carried unanimously.

EDA/Facility Planning (Training Facility) - A motion was made by Mr. Tabb to approve Payment #10 to ARL Construction, Inc. in the amount of \$47,557.95. The motion was seconded by Ms. Lanceslin. Mr. Paul asked if there was any discussion or opposition – there were none. The motion carried unanimously.

Continuing with the Training Facility, a motion was made by Mr. Peters to approve Miller's Engineers Request for Payment # 12 in the amount of \$1,848.99. The motion was seconded by Mr. Phillips. Mr. Paul asked if there was any discussion or opposition – there were none. The motion carried unanimously.

Mr. Duplantis stated that he had nothing to report.

Mr. Miller reported on the progress of the Training Facility. He stated that the bricks are completed on the exterior of the building, the parking concrete is completed, the drywall has been installed on the interior, and the electrical is around 90% completed. HVAC and ductwork is in place. The tiles in the bathrooms are being installed now. He stated that everything is on schedule and should be completed by the end of the month. The welding booths should be in by February, but may be delayed. Mr. Allain stated that EDA has reimbursed some funds and all is working out well.

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

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