

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

SEPTEMBER 6, 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
Murphy Pontiff
Joseph Tabb
Wilson Terry

Absent:

Willie Peters

Also present at the meeting were Ms. Marguerite Robinson and Mr. Rodger Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Mark Gowan of South Louisiana Community College(SLCC), Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director, Ms. Rebecca Pellerin, Office Manager 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 August 2, 2022 meeting and to accept them as presented. The motion was seconded by Mr. Terry and carried unanimously.

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

Mr. Allain reported that the Demolition of the old warehouses at the Baldwin Campus was moving along well.

A motion was made by Mr. Pontiff authorizing Mr. Allain, Executive Director, to execute and sign a Cooperative Endeavor Agreement between the State of Louisiana involving Warehouse Facilities and Related Infrastructure Improvements (Baldwin Campus) Planning and Construction (St. Mary), FP & C Project No. 36-P34-22-01 and The Port of West St. Mary. Mr. Allain stated that the Port of West St. Mary has applied for Capital Outlay in order to proceed. The motion was seconded by Ms. Lanceslin. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain reported that he and Mr. Duplantis, Port Attorney, have met and discussed the Cooperative Endeavor Agreement between South Louisiana Community College regarding the Training Site on the Baldwin Campus of the Port and the Port of West St. Mary and everything is in order to proceed. Mr. Jones made a motion authorizing Mr. Allain to execute and sign the Cooperative Endeavor Agreement.

Mr. Terry seconded the motion. Mr. Mark Gowan (SLCC) reported that they are wanting to add six more welding bays in the back of the Training Facility and are in the process of getting the price for those. He also stated that by next week cameras, smart boards and internet are going to be installed. He added that he was looking forward to opening the Facility and start training students. SLCC has already reached out to businesses to see what their needs were for training welders and CDL Licensing. Mr. Allain stated that Mr. Jones was instrumental in getting the Facility started. He reported that the Facility is slated for opening around three or four months. He reported that the welding machines were backordered, so it would be around three weeks before delivery to the Facility. The booths will be delivered around six to eight weeks. Mr. Paul asked if there was any more discussion or opposition – there was none. The motion carried unanimously.

Mr. Jones made a motion authorizing Mr. Allain to execute and sign a Waterline Servitude Right-of-Way Grant between Cleco Power, LLC and Diversified Lands, LLC, and the Port of West St. Mary. Mr. Phillips seconded the motion. Mr. Allain reported there was a 10 inch waterline tied into District # 4 and Cleco in Baldwin that ran across their property and into the Industrial Park. There was a Right-of-Way in place at that time. Around a year ago they built a transmission station and it interrupted the line. He reported that this Right-of-Way is to get water back into the Industrial Park. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Jones asked Mr. Gowan of SLCC how many boat captains they were training. Mr. Gowan stated that the uptake was there and they were training and retraining 100 ton boat captains because of the decline in the economy. He stated that a lot of boats are slowly returning back to work, so they should see more in the future.

Regarding Project No. H.014893(321) the demolition of existing structure located at the Baldwin Campus, a motion was made by Mr. Tabb to approve and pay Miller's Engineers – Pay Request for Preconstruction Meeting & Inspections \$1,360.00. The motion was seconded by Mr. Phillips. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Also Regarding Project No. H014893(321), a motion was made by Mr. Terry to approve and pay Southern Constructors, LLC – Pay Request #1 -\$44,460.00. Mr. Jones seconded the motion. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

A motion was made by Ms. Lanceslin to issue a Letter of No Objection requested by Miller Engineers on behalf of St. Mary Parish Government for Navigation Signage on Quintana Canal. Mr. Pontiff seconded the motion. 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 training.

Regarding the Training Facility, Mr. Miller explained that the contractor is still working on punch list items but he did furnish his No Liens Certificate so there will be a retainage payment due as soon as punch list items are completed.

Regarding the Sugar Warehouses, Mr. Miller explained that they did put together a schedule and finalized the preliminary design to make sure it matched the earlier schematic design. He reported that there will be a meeting next week with the Sugar Growers and designers to make sure all criteria are met. The plans will have to be at least 75% complete to present to the Fire Marshall. The design development is scheduled to be in the second week of October. Once past that milestone, then they will be moving into final design which should be second or third week of January 2023. The warehouse should be ready to go to bid around the second week of February 2023. After bids are reviewed, it will be awarded around the end of March 2023.

Mr. Jones asked Mr. Allain if he received any communication from the Coast Guard regarding the barges in the Charenton Navigational Canal. Mr. Allain responded that he did not but would follow up on it. Mr. Jones also asked if he heard anything on the Diversified Environmental Property. Mr. Allain answered that he was awaiting the results of an appraisal.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Ms. Lanceslin. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:28 p.m.

Signed


Murphy Pontiff, Secretary