

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

July 11, 2023

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. Mr. Tabb gave the Invocation. A roll call resulted in the following:

Present:

Joel Authement
Greg Paul
Joseph Phillips
Wilson Terry
Joseph Tabb
Murphy Pontiff
Sam Jones
Joe Foulcard, Jr.

Absent:

Donna Lanceslin

Also present at the meeting were Ms. Kristin Holcombe of Kolder, Slaven & Company, Mr. Eric Duplantis, Mr. Shaun Toups of Government Consultants, Inc., Mr. Jason Akers of Foley & Judell, Mr. Jude Hebert of CLECO, Mr. John Trahan, Ms. Marguerite Robinson of Teche Talk, Mr. Nicholas Molaison of Miller Engineers, Mr. David Naquin, Interim Assistant Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Jones to dispense with the reading of the June 6, 2023 and June 9, 2023(Ad hoc Committee) meeting minutes and to accept them as presented. The motion was seconded by Mr. Pontiff. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Paul introduced Mr. David Naquin as the new Interim Assistant Director of the Port Commission. Mr. Naquin explained that he has been hired as the assistant to Executive Director David Allain and thanked the Commission for the confidence placed in him. The Commission welcomed Mr. Naquin.

Ms. Kristin Holcombe presented the Annual Audit Report performed by Kolder, Slaven & Company for the year ending December 31, 2022 and also the Statewide Agreed Upon Procedures which are mandated by the Louisiana Legislative Auditor. Ms. Holcombe reported that the Port received an Unmodified Opinion, which is the best opinion that can be received. She reported that the Port's financial statements are fairly presented. There were no significant deficiencies to report and also no non-compliances to report. Discussion followed. A motion was made by Mr. Tabb to accept the reports as presented. The motion was seconded by Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Naquin reported on the Sugar Warehouse project – the Notice to Proceed has been signed and the contractor is beginning to move equipment onto the site. Mr. Molaison reported that the contractor is currently doing the layout of the project and will begin stripping the site.

Mr. Akers of Foley & Judell and Mr. Shaun Toups of Government Consultants reported that they have been looking for a lender for funds as needed for the sugar warehouse project. Mr. Toups reported that they solicited from a number of banks and Gulf Coast Bank of Abbeville, Louisiana responded that they would be more than happy to lend the Port the money for the project. The amount requested was \$6.5 million at an interest rate of 5%. The Port will be able to draw the funds as needed and pay the loan back as reimbursement funds are received and only pay interest on the funds that are drawn and outstanding. A motion was made by Mr. Jones on a Resolution providing for the Incurring Debt and Issuance of a Grant Anticipation Note, to sell bonds to Gulf Coast Bank and to authorize the Port President and Assistant Port Director to sign documents. The motion was seconded by Mr. Phillips. Mr. Paul asked if there was discussion or opposition – there was none. The motion carried unanimously.

Mr. Eric Duplantis asked the Commission to expand the agenda to discuss the SBA cell tower lease. A motion was made by Mr. Tabb to expand the agenda to authorize the President to sign the new lease with SBA. The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously. A motion was made by Mr. Tabb to approve the President and/or Assistant Director of the Port to enter into an amended and restated land lease with the tenant for the SBA Lease on the terms as recommended by the Attorney and approved by the President. The motion was seconded by Mr. Jones. Mr. Paul asked if there was discussion or opposition – there was none. The motion carried unanimously.

Mr. Naquin reported on the White Warehouse located at the Baldwin facility. The sliding doors on the front of the building are damaged and very difficult to open. He received a quote for an overhead door to replace the damaged doors in the amount of \$12,000. In addition to the replacement of the door, framework would be performed to accommodate the new door. Mr. Naquin reminded the Commission that this building has been leased in the past for the storage of raw sugar and that it would be wise to make the necessary repairs in order to once again lease the building. The Commission agreed to have the necessary repairs done to the building.

Mr. Naquin reported that a gate with a lock will be placed at the Industrial Park with No Trespassing Signs. On several occasions, individuals have been seen at the Industrial Park and are leaving trash behind as well as the theft of a battery for the drainage pump.

Mr. Naquin reported that four quotes were requested for the repair of the Port Commission office restrooms – two were received. The amount of the bids was \$32,600 and \$28,775. Mr. Naquin said that he checked into portable restroom trailers as the bathrooms will be out of order for approximately one month. The cost of restrooms would be approximately \$1500 to \$2000 per month. A motion was made by Mr. Terry to accept the low quote and to rent the restroom trailer. The motion was seconded by Mr. Phillips. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Naquin reported that one of the Air Conditioners at the Training Facility was not working and upon investigating the cause, it was determined that the Compressor was either struck by lightening or a power surge. A new compressor has been ordered and is covered under a 5-year warranty.

Mr. Naquin reported that IBV Energy, the group that is requesting a right of way at the Port's Baldwin facility is still interesting in negotiating with the Port Commission. Mr. Paul reported that the Port's engineers reviewed the existing plan and it was determined that the proposed right of way would interfere with future expansion of the Training Facility.

Mr. Naquin reported that the Port should consider updating its website in the future.

Mr. Naquin reported that a ten ton crane engine at the DLS facility is broken and will need be to repaired and that they are currently using the engine in the second crane located at the facility. Parts have been ordered to repair the crane. He also reported that a portion of the roof at the Marine Turbine facility is leaking and needs repair.

A mid-year financial report was presented to the Commission for their review.

A motion was made by Mr. Jones to dedicate the classroom at the SLCC Training Facility in Baldwin to honor David Allain for his hard work and dedication to make the school a reality. The motion received a unanimous second by the Port Commission. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Duplantis reminded the Commission to complete the required Ethics and Preventing Sexual Harassment training before the end of the year.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Jones. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:45 p.m.

Signed _____
Murphy Pontiff, Secretary