

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

November 7, 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:

Greg Paul
Joseph Phillips
Wilson Terry
Joel Authement
Murphy Pontiff
Joseph Tabb
Donna Lanceslin

Absent:

Joe Foulcard, Jr.
Sam Jones

Also present at the meeting were Mr. Eric Duplantis, Port Attorney, Ms. Marguerite Robinson of Teche Talk, Mr. Nicholas Molaison of Miller Engineers, Mr. David Naquin, 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 October 3, 2023 meeting minutes and to accept them as presented. The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

There was no public comment.

Mr. Naquin reported that a Rate Study was performed for the Port's water system by Louisiana Rural Water Association and that it was determined that the current rates are behind by a significant amount. Mr. Naquin suggested that the Port discuss increasing water rates after the first of next year.

Mr. Naquin presented budget information to the Commission. He explained that one sheet contains information for the present year and shows actuals as of October and that the only item over budget was insurance. He also presented a first line proposed budget for review noting that most budget items remain the same as last year with some items being a little less and others a little more. He asked that the Commission review the proposed budget and to contact him with any questions or comments. The proposed budget will be on the December agenda.

Mr. Naquin gave an update on the Northwest Boulevard building. He reported that the building is in very good shape. Roof maintenance on the building is needed and he has contacted two roofing companies for quotes. He also reported that he has requested quotes from several contractors for renovations to the reception area and the breakroom. Mr. Naquin added that there has been some

interest in the Port's current administrative office building and with Commission approval, an appraisal will be performed and sealed bids requested with a minimum bid amount set.

A motion was made by Mr. Tabb to authorize Miller Engineers to begin the permitting process to dredge the slip at the Port's Louisa location. The motion was seconded by Mr. Terry. Mr. Paul asked if there were any questions or comments – there were none. The motion carried unanimously.

A motion was made by Mr. Terry to authorize Miller Engineers to begin the bidding process for repairs to the Marine Turbine Technologies roof at the Port's Louisa location. The motion was seconded by Mr. Tabb. Mr. Paul asked if there were any questions or comments – there were none. The motion carried unanimously.

With reference to the Sugar Warehouse/LA DOTD – Project H.014893 (322) – A motion was made by Mr. Terry to pay the Contractor's Application for Partial Payment #4 to ARL Construction, Inc. for \$1,377,382.01 Ms. Lanceslin seconded the motion. Mr. Paul asked if there was discussion or opposition – there was none. The motion carried unanimously.

Mr. Phillips made a motion to pay Miller's Engineers Request for Payment #11 for Professional Services in the amount of \$50,308.39 Mr. Tabb seconded the motion. Mr. Paul asked if there was discussion or opposition – there was none. The motion carried unanimously.

Mr. Tabb asked if signage was built into the project for the sugar warehouses. Mr. Molaison stated that signage was not included in the project. Mr. Paul requested that the sign that was on the previous warehouse be preserved to be placed on the new warehouse if it is in good condition. Discussion followed.

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

Mr. Nicholas Molaison reported on the Sugar Warehouse project that everything is on schedule and that on Building 3, all of the framework is up and panels are being installed. Concrete is being poured for Building 2 and that for the next few months work will continue on all of the buildings.

There being no further business to be discussed, a motion was made by Mr. Tabb to adjourn the meeting. The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:19 p.m.

Signed _____
Murphy Pontiff, Secretary