**GREATER KROTZ SPRINGS PORT COMMISSION**

 **REGULAR MONTHLY MEETING**

 **SEPTEMBER 14, 2020**

The Regular Monthly Meeting of the Greater Krotz Springs Port Commission was held on Monday, September 14, 2020, at 5:00 p.m. at the office of the Greater Krotz Springs Port Commission in Krotz Springs, Louisiana. The following Commissioners were present, which constituted a quorum:

 **COMMISSIONERS PRESENT:** Batiste, Carter, Cornelius, DiCapo, Haynes, Leger, Reed, Soileau, Thibodeaux, Thompson, and Vidrine.

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** E. Lynn Lejeune, Cindy Stelly, Jacque Pucheu, Jr. and Delek Plant Manager John Thompson.

Commissioner Senic Batiste called the meeting to order. Commissioner Monita Reed led the Prayer and the Pledge of Allegiance was recited by everyone.

**APPROVE MINUTES OF AUGUST 03, 2020:**

**MOTION:** REED **SECOND:** CARTER

A motion was made by Monita Reed and seconded by Cheryl Carter to approve and accept the AUGUST 03, 2020 Regular Meeting Minutes as written. All Commissioners present agreed unanimously.

**INDUSTRIAL INDUCEMENT COMMITTEE REPORT:**

 **MOTION:** REED **SECOND:** VIDRINE

A motion was made by Monita Reed and seconded by Ken Vidrine to approve and accept the AUGUST 10, 2020 Industrial Inducement Committee Meeting minutes as written. All Commissioners present agreed unanimously.

**EXECUTIVE COMMITTEE REPORT:**

 **MOTION:** CARTER **SECOND:** VIDRINE

A motion was made by Cheryl Carter and seconded by Ken Vidrine to approve and

accept the AUGUST 17, 2020 Executive Committee Meeting minutes as written. All

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Commissioners present agreed unanimously.

**ELECTION OF OFFICERS:**

 **MOTION:** DICAPO **SECOND:** VIDRINE

 A motion was made by Paul DiCapo and seconded by Ken Vidrine nominating Senic Batiste for President. With no further nominations, all Commissioners agreed unanimously.

 **MOTION:** DICAPO **SECOND:** VIDRINE

 A motion was made by Paul DiCapo and seconded by Ken Vidrine nominating Monita Reed for Vice President. With no further nominations, all Commissioners agreed unanimously.

 **MOTION:** DICAPO **SECOND:** THIBODEAUX

 A motion was made by Paul DiCapo and seconded by Mike Thibodeaux nominating Chery Carter for Secretary. With no further nominations, all Commissioners agreed unanimously.

 **MOTION:** VIDRINE **SECOND:** THOMPSON

 A motion was made by Ken Vidrine and seconded by Bill Thompson nominating James Soileau as Treasurer. With no further nominations, all Commissioners agreed unanimously.

Port of Krotz Springs Officers 2020-2021:

Senic Batiste – President

Monita Reed – Vice President

Cheryl Carter – Secretary

James Soileau – Treasurer

**EXECUTIVE OFFICERS MEETING REPORT:**

 **MOTION:** REED **SECOND:** DICAPO

 A motion was made by Monita Reed and seconded by Paul DiCapo to approve and accept the SEPTEMBER 09, 2020 Executive Officers Meeting minutes as written. All Commissioners agreed unanimously.

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**EXECUTIVE SESSION:**

 **MOTION:** REED **SECOND:** CARTER

 A motion was made by Monita Reed and seconded by Cheryl Carter that the meeting enter into Executive Session for discussion on a personnel matter. All Commissioners agreed unanimously.

 **MOTION:** REED **SECOND:** DICAPO

 A motion was made by Monita Reed and seconded by Paul DiCapo that the meeting come out of Executive Session and resume normal meeting procedures. All Commissioners agreed unanimously.

**EXECUTIVE DIRECTOR’S RETURN TO WORK:**

 **MOTION:** DICAPO **SECOND:** CORNELIUS

 A motion was made by Paul DiCapo and seconded by Clovis Cornelius to accept the Return To Work submitted by the physician for Lynn Lejeune to resume her duties as Executive Director returning to work on September 16, 2020 . All Commissioners agreed unanimously.

**EXECUTIVE DIRECTOR’S CONTRACT:**

 **MOTION:** VIDRINE **SECOND:** THOMPSON

 A motion was made by Ken Vidrine and seconded by Bill Thompson to renew the contract of Executive Director Lynn Lejeune for one year, inclusive of the three month extension, set to expire on June 30, 2021 and the salary remain the same as the previous contract. All Commissioners agreed unanimously.

**EXECUTIVE SECRETARY:**

 **MOTION:** DICAPO **SECOND:** THIBODEAUX

 A motion was made by Paul DiCapo and seconded by Mike Thibodeaux to reinstate Cindy Stelly to her full time duties, effective September 16, 2020, as Executive Secretary and at her previous rate of pay for said duties. All Commissioners agreed unanimously.

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**OTHER BUSINESS:**

**PORT CD’S:**

The three CD’s the Board approved to invest with St. Landry Homestead at $500,000.00 each have been done. Each Board member was given a current pledge sheet to verify that funds are secured.

**PAL MEETING:**

Cindy attended the virtual PAL Meeting on Thursday, September 3rd. The Lake Charles Director reported that, from Hurricane Laura, they had damage to every building the Port owns. There was a recorded wind gust of 157 mph at their dock.

**BOARD MEMBER INFORMATION SHEET:**

All Board members were given a Board Member Information Sheet that the auditors require be filled out and submitted to them.

**PORT RECEPTION:**

 **MOTION:** REED **SECOND:** THIBODEAUX

 A motion was made by Monita Reed and seconded by Mike Thibodeaux that the Port’s Annual December Reception, set for Tuesday, December 1st, be cancelled. All Commissioners agreed unanimously.

**WAREHOUSE PROPERTY:**

Cindy contacted Kevin Roy at Delek about the tall grass at the Warehouse Property. He said the new contact at Delek for that issue is Chad Hollier. Mr. Hollier was made aware of the tall grass and it was taken care of.

 Mr. Roy did tell Cindy that the new updated certificate of insurance for properties leased to Delek was on its way to the Port. The Port did receive that new certificate.

**DOCK #1:**

Port Attorney Jacque Pucheu reported that he submitted a letter dated August 5th to Mr. Michael Lewis and Mr. Michael Ralsky explaining the Port’s concerns such that the Port **SEPTEMBER 14, 2020 – MINUTES**

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**DOCK #1:**

does not wish to swap the PPP grant funds from Dock #3 to Dock #1. All Commissioners were given a copy of this letter. Mr. Pucheu had a conference call on September 2nd with Mr. Lewis and Ms. Maidie Bryan who is the Assistant General Counsel. The conversation centered around that Delek was willing to do whatever it takes to get the Port in a position where it would feel comfortable in swapping the PPP monies from Dock #3 to Dock #1. Krotz Springs Plant manager John Thompson, attend the Regular Monthly Meeting, and said that Delek would like to take advantage of the grant. The last thing Delek wants to do is place the Port in a fiscal or financial liability which would be counterproductive to their goal.

 After the discussion, President Batiste said, if the Board so chooses, he would like to appoint a committee to work with Mr. Pucheu and all Delek representatives involved.

 **MOTION:** REED **SECOND:** THOMPSON

 A motion was made by Monita Reed and seconded by Bill Thompson that a three person committee be appointed to work with Port Attorney Jacque Pucheu and all Delek representatives involved to try to resolve the issue with possibly swapping the PPP grant monies from Dock #3 to Dock #1. All Commissioners agreed unanimously.

President Batiste appointed the following committee members:

 Monita Reed, Chairman

 Ken Vidrine

 Paul Dicapo

The next meeting date was scheduled for October 05, 2020. There being no

further business, Commissioner Cheryl Carter motioned for the meeting to adjourn, seconded by Commissioner Monita Reed.

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 **CINDY STELLY, SECRETARY**