PROCEEDINGS OF A REGULAR MEETING OF

**THE BOARD OF COMMISSIONERS OF**

**THE MORGAN CITY HARBOR AND TERMINAL DISTRICT**

**May 13, 2019**

 The Board of Commissioners (“Board”) of the Morgan City Harbor and Terminal District (“District”) met in regular session at the District’s office at 7327 Highway 182, Morgan City, Louisiana on May 13, 2019 at 5:00 p.m. Joseph Cain, President, convened the meeting with Commissioners Tim Matthews, Sr., Lee Dragna, Pete Orlando, Troy Lombardo, Steven Cornes and Adam Mayon in attendance. Deborah Garber and Ben Adams were absent. Also present at the meeting were Raymond Wade, Executive Director; Tori Henry, Office Manager; Cindy Cutrera, Manager of Economic Development; Jennifer Reasoner and Gerard Bourgeois, Board Attorneys; LCDR Elizabeth Newton, United States Coast Guard (“USCG”); Tim Connell, U. S. Army Corps of Engineers; Michael Knobloch, Knobloch Professional; Clay Breaud, GSE/Providence Engineering; Councilmen Louis Tamporello, City of Morgan City; Mark Lane, Paul’s Agency, LLC, along with members of the media and general public.

 The meeting was called to order and the presence of a quorum was noted. Raymond Wade led the invocation and the Pledge of Allegiance was recited.

 It was moved by Mr. Lombardo and seconded by Mr. Mayon that the minutes of the Regular Meeting of April 8, 2019 be approved and adopted, with said motion carrying unanimously.

It was moved by Mr. Matthews that the report of receipts and disbursements for the month of April 2019 be received and accepted and that all invoices presented to the Board for the month of April, 2019 be paid. Mr. Orlando seconded that motion, which carried unanimously. Mr. Wade reported on behalf of Mrs. Garber a net loss of $1.5 million, which is mainly due to the $1.25 million in funds transferred to the Corps to assist with dredging. He also noted that we have begun working on the budget and will be hosting budget workshops during the month of June.

 Elizabeth Newton reported that: (i) we are still under high water conditions and reminded everyone to be alert; (ii) because there is a good bit of shoaling, if you have any problems, please report it as they are keeping track of it; and (iii) Bayou Sorrel and Old River locks are now closed, which will decrease the traffic by 20%. Mr. Wade noted that the AXE/ANT units are doing a great job on keeping up with the buoy placements.

 Tim Connell reported that: (i) the dredging in Bayou Chene is on hold as we moved funds to the overrun on the current dredging of the Channel. They are hoping to delay Bayou Chene until further in the fiscal year so that they can cross funds between the two fiscal years; (ii) Brice vessel and pumps have arrived at Halimar and are still scheduled for June startup; (iii) Berwick Harbor will be a desperate situation when the water goes down, and we will need at least $6 million to dredge; and (iv) the Port Allen/Morgan City alternate route is closed due to high water.

 Mike Knobloch reported that: (i) the application for the FY19 Port Security Grant application is due late May; and (ii) Scout submitted the Facility Security Plan (FSP) to the District mid-April and in turn we will be submitting to Coast Guard for review and approval.

Clay Breaud reported that: (i) Phase I – Railroad Maintenance is complete except for removal of existing ties on site and a substantial completion inspection will be held Wednesday. He also noted that we originally were changing 500 cross ties but ended up changing 620; and because of the underrun of ballast in change order No. 1, there will be no additional increase in cost; (ii) final plans for Phase II – Aggregate loading/unloading areas was submitted to DOTD for approval and we are awaiting a permit from Corps of Engineers; and (iii) preliminary designs are 70% complete for Phase III – East Dock Expansion and we are awaiting Geotech information for the permitting process.

Cindy Cutrera reported that: (i) there will be a South-Central Coast Flood Risk Study meeting, focusing on hurricane and storm damage hosted by Corps and CPRA Wednesday at MC Auditorium; (ii) our annual Hurricane Preparedness meeting hosted by the Port, St. Mary Office of Emergency Preparedness, United States Coast Guard, St. Mary Levee District, National Weather Service and NOAA will be held May 16th; (iii) several meetings/conferences were attended this month by her, Mac and commissioners including PAL Conference, IRPT Conference, Joint Transportation Committee Reception, M/V Mississippi high water tour and public hearing. Mr. Wade testified to the Mississippi River Commission about the excess sediment we are experiencing and the need for additional funding; (iv) they have had several conference calls with Charles Brittingham about our need for additional funding, as well as the 2020 Workplan; and (v) Mr. Wade attended Coastal Day at the Capitol where Governor Edwards, Chip Kline of CPRA and Jay Clune of Nicholls signed a Memorandum of Understanding to create a new Coastal Studies Center at Nicholls, concentrating on studying the Terrebonne and Atchafalaya Basins and creating models of the Atchafalaya River.

 Gerard Bourgeois presented: (i) Paul’s Agency insurance renewal for insurance coverages for the District which has increased by $1,700 due to increased rental revenue. Mr. Orlando moved to authorize renewal with Paul’s Agency, which was seconded by Mr. Dragna and carried unanimously; (ii) Extension Letter Agreement with Cassidy & Associates, Inc. for the current amount of $10,000 per month plus expenses incurred. Mr. Dragna moved to authorize Mr. Cain to execute said agreement, which was seconded by Mr. Mayon and carried unanimously; (iii) Proposals from American Integration Contractors for TACCS license renewals and software maintenance in the amount of $27,994.92 under state contract; and a contract between the District and American Integration Contractors and for the Port of Morgan City Regional Collaboration Network (PMCRCN) annual program support, which has a limit of $25,825. Mr. Mayon moved to authorize said purchase and Mr. Wade to execute said contract, which was seconded by Mrs. Lombardo and carried unanimously.

**RESOLUTION**

WHEREAS, Knobloch Professional Services, L.L.C., the District's consultant, has recommended that the TACCS Licenses and vendor support be continued through American Integration Contractors, LLC. as further described in the proposals for “PMCRCN Annual Program Support” and “TACCS Licenses and Software Maintenance”, that the purchase will be made under an existing state contract, and as such, is bypassing the requirements of the Public Bid Law and is adopting the requirements of the Louisiana Procurement Code; and

NOW, THEREFORE, BE IT RESOLVED by the Morgan City Harbor and Terminal District at a Regular Meeting, assembled on this 13th day of May, 2019, that Joseph E. Cain, President, and Raymond M. Wade, Executive Director, individually, be and is hereby authorized and directed to do any and all acts and things on behalf and in the name of the District that either deems necessary, proper, or that may be required in regard to the work(s) and purchase(s) related to the aforesaid project.

(iv) a proposal from Encos, Inc. for Meteorological Station Maintenance and Sustainability and Monitoring for $39,978. Mr. Dragna moved to authorize Mr. Cain to execute said contract, which was seconded by Mr. Cornes and carried unanimously; and (v) Partial Payment Application No. 1 for Phase I of Railroad Track Repair and Maintenance, submitted by Trac-Work, Inc. and approved by Providence Engineering. Mr. Dragna moved to authorize said payment in the amount of $61,018.42, subject to DOTD approval, which was seconded by Mr. Orlando and carried unanimously. Mr. Wade reminded commissioners that we will be reimbursed from DOTD 90% of construction cost, but not for two years.

Mr. Bourgeois also reported that a site inspection was made by Bill Bourgeois, James Stansbury, Joel Chaky of Encos, Crosby’s attorney and its surveyor on April 30, 2019.  Encos found additional damages to the electronic components.

 Mr. Cain reminded all commissioners that their required financial disclosures are due on the 15th of this month.

 With no further business to come before the Board, the meeting was adjourned.

 Attest:

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Timothy Matthews, Sr., Secretary