

West Calcasieu Port Board Meeting Minutes

7959 Alfred Devall Parkway, Sulphur, Louisiana 70665
December 5, 2023

1. Call to order

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on December 5, 2023.

2. Invocation

Trey Case led the invocation.

3. Pledge of allegiance

Lynn Hohensee led the pledge of allegiance.

4. Roll Call

Tim Dougherty conducted a roll call. The following persons were present:

Dick Kennison
Tim Dougherty
Trey Case

Also present were Oliver Schrupf, Joanne Coleman, Darla Perry and Port Director Lynn Hohensee.

5. Approval of minutes of the November 14, 2023 regular monthly

A motion was made by Trey Case to approve the minutes of the November 14, 2023 regular monthly meeting, 2nd by Tim Dougherty. No opposition. Motion carried.

6. Amendments, additions, and deletions to the proposed agenda

There were no amendments, additions, or deletions at this time.

7. Approve closeout settlement of Hurricane Rita (9/23/2005)

Darla Perry reported that they received the Hurricane settlement from GOHSEP for \$83,995.

After a brief discussion, a motion was made by Tim Dougherty to approve the closeout settlement of Hurricane Rita for \$83,995, 2nd by Trey Case. No opposition. Motion carried.

8. Discuss/Approve Resolution on LED grant for Bulkhead laydown addition

Darla Perry stated Port Director Lynn Hohensee worked with the Seed Center and Southwest alliance to secure the LACRED grant for 90% of additional work around the bulkhead and crane pad totaling \$164,056.50

After a brief discussion, Trey Case made a motion to approve the resolution accepting the cooperative endeavor agreement for the LACRED Bulkhead and Crane Pad Project added Hard Surfacing, 2nd by Tim Dougherty. No opposition. Motion carried.

9. Review recommendations on contract rates effective 1/1/2024; Port Director, Recording Secretary, Accounting, Legal

Darla Perry presented the board with the current contract rates effective, the cost-of-living increased rates, and the proposed contract rates effective 1/1/2024.

A motion was made by Trey Case to approve a 4% increase for the Port Director, Recording Secretary, Accounting, and Legal contracts, 2nd by Tim Dougherty. No opposition. Motion carried.

10. Discuss/Take Action on Substantial Completion Recommendation on Star Building

Darla Perry reported that Chuck Stutes did a substantial completion walkthrough on the Star Building DATE. There were 11 items on the punch list to be completed this week. Once the punch list is complete, Chuck Stutes will perform another inspection.

After a brief discussion, a motion was made by Trey Case to accept the Substantial Completion Report, pending completion of the punch list and final inspection by Chuck Stutes, 2nd by Tim Dougherty. No opposition. Motion carried.

11. Review any recommended actions to proceed with Capital Improvements including any change orders or pay applications needed. Discuss and take action on Change Order/Pay Application authorization/execution by Board President or Port Director

No action was needed at this time.

12. Committee Reports

There were no committee reports at this time.

13. Port Director Report: Announcements/Reports (Legal, Financial, Engineer)

- a. Port Director:** Port Director Lynn Hohensee reported that he was working with the port engineer regarding Entergy's lighting proposal for Alfred Devall Parkway.

He also reported that he made some good contacts at a trade show in New Orleans last week.

Additionally, he thanked Meyer and Associates for the food at the Boys Village annual Thanksgiving Banquet.

- b. Legal:** Oliver Schrupf had nothing to report at this time.

- c. Engineer:** There was no engineer report at this time.

- d. Financial:** Darla Perry reported that the port is running ahead on barge count with 16,082 days year to date. Ramp revenue in October was \$400. In October, the port received the final payment from General Equipment. The port took in \$141,088 and expended \$286,468 for the month, leaving a negative cash flow of \$145,380.

After a brief discussion, a motion was made by Trey Case to accept the Port Director, Legal, Engineer, and Financial reports as presented, 2nd by Tim Dougherty. No opposition. Motion carried.

14. Public Comments

There were no public comments at this time.

15. Adjournment

President Dick Kennison adjourned the meeting at approximately 3:30 p.m.

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President

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Secretary