

West Calcasieu Port Board Meeting Minutes

February 5, 2019

I. Call to order

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on February 5, 2019, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

II. Invocation

President Dick Kennison led the invocation.

III. Pledge of Allegiance

Pledge led by Tim Dougherty and recited by all board members and guests.

IV. Roll call

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

- ✓ Dick Kennison
 - ✓ Tim Dougherty
 - ✓ Wilmer Dugas
 - ✓ Scott Foreman
- (Dave Aguillard was absent.)

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Darla Perry, Police Juror Francis Andrepont and Sheila Burton.)

V. Approval of minutes of the January 8, 2019 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the January 8, 2019 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the January 8, 2019 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

VI. Amendments, additions and deletions to the proposed agenda

There were no amendments, additions or deletions to the proposed agenda.

VII. Discussion and take action: Ratification of Changer Order No. 1 – reconciliation for the West Calcasieu Port Ramp Approach Improvements (credit of \$14,938.56)

Chuck explained that Port Director Lynn Hohensee has already signed this, but it needed to come before the Board for ratification since it is a change order. President Dick Kennison entertained a motion to accept the Ratification of Changer Order No. 1 – reconciliation for the West Calcasieu Port Ramp Approach Improvements (credit of \$14,938.56). Wilmer Dugas made a motion to accept the Ratification of Changer Order No. 1 – reconciliation for the West Calcasieu Port Ramp Approach Improvements (credit of \$14,938.56), 2nd by Tim Dougherty. No opposition. Motion carried.

VIII. Committee Reports

There were no Committee Reports given at this time.

IX. Port Director Report

{Port Director Lynn Hohensee reported that he has not heard any more from Orion on potential leasing of the Old Ferry Road property or the S.T.A.R. building, but he did hear from Bill Boyer who is under contract with Orion to handle their real estate activities. Mr. Boyer told Lynn there is a meeting tomorrow with Orion's CFO to discuss some of the properties and activities in the area. There was a brief discussion regarding Orion's lease at the port and possibly renewing for another 5 years. Lynn also explained that Orion is trying to move their engineering team to the port and out of Lake Charles.

Lynn briefly explained to the Board that David Devall has 2 cousins that run a company called Calco, and they are interested in bringing Cameron LNG workers over by a ferry from Lake Charles to West Cal Port and take them by bus to the work site. They would not need to lease any land, but they would want to use the barge loading ramp. There was a brief discussion regarding Calco and potential leasing options. Lynn said he will continue communications with Calco.

Lynn told the Board that Tubal-Cain has received bids to replace the roll-up doors on the back side of the old Devall office building. Lynn said they are asking if the Board would be willing to work with them to pick up half of the cost to replace the roll-up doors. Lynn said his recollection of the lease was that Tubal-Cain would be responsible for the costs of refurbishing the building because they have total use of the building. President Kennison stated that if that is the way the lease reads, then the Port will uphold their end of it; and Tubal-Cain will be expected to uphold their end of it. There was a brief discussion about Tubal-Cain's lease. Darla Perry recommended reviewing the lease and going from there. Lynn asked Glen James to look at the lease and let him know how to respond.

Lynn announced that the last week to week and a half he, Chuck and Darla have been meeting with IMCAL regarding the grant application. Lynn said there is more information needed regarding potential vendors and the letters of support. There was a brief discussion regarding the EDA grant and the information they are requesting. Darla

- c. Boys Village board meeting
- d. Propeller Club meeting

News Media & Community Relations–

- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities

Wilmer Dugas made a motion to accept the Director's Report as presented, 2nd by Tim Dougherty. No opposition. Motion carried.

X. Announcements/Reports (Legal, Financial, Engineer)

LEGAL: There was no legal report given at this time.

FINANCIAL: Darla Perry reported the cash flow for December 2018 is \$80,816.32. Darla told the Board that BO-MAC has been negligent in paying their lease. Darla said she called them yesterday and told them they needed to have a check today or they would be turned over to the attorney, and they sent a copy of a check and said they would put it in the mail. There was a brief discussion regarding BO-MAC not paying their lease. Darla briefly reviewed the expenditures with the Board. Darla said she's received a few invoices for certifying the site, but she does not know how the Port will be reimbursed. Director Lynn Hohensee explained that LED has picked up 75% of the cost of the certification and 25% goes to the public entity. There was a brief discussion on what the Port needs to do to move forward on the site certification.

Darla reported barge days for December 2018 totaled \$5,114. There was no ramp usage for December 2018. Darla told the Board she is getting quotes on insurance that will be coming up for renewal soon. Water meters were inspected on the 11 water meters at the Port, and 2 failed: one by the ramp that had a crack in it and one that Tubal-Cain is using. Darla said she hopes by the next meeting the Budget Committee will have the presentation for the coming fiscal year. Tim Dougherty asked about the damage to the building. Darla said she hasn't filed a claim yet. Darla said they carry insurance on the building, but they have a high wind deductible of \$5,000/15%. There was a brief discussion regarding the damage to the building.

ENGINEER:

Chuck Stutes stated they have reviewed their activities on the road, and they hope to have it ready by March to submit to DOTD. Chuck said if the EDA grant is successful, they will need to do an RFQ document because if the EDA pays for engineering, they require you go through a formal procurement process. Chuck further explained the EDA's procurement process. Lynn asked when the Port will be in a position to go out for bids regarding the new road. Chuck answered they will probably start advertising in April or May. There was a brief discussion regarding the drainage and ability to mow at the Port. Lynn stated he has been speaking with a young man that has given the Port a bid on mowing. There was a brief discussion on the areas that need mowing and need to be maintained.

Wilmer Dugas made a motion to accept the Financial Report and the Engineer's Report as presented, 2nd by Tim Dougherty. No opposition. Motion carried.

XI. Public Comments

Police Juror Francis Andrepont gave a quick report on the consolidation of the drainage millages, and the Board briefly discussed the issue with Mr. Andrepont.

XII. Adjournment

President Kennison adjourned the meeting at approximately 3:50 p.m.



President



Secretary