

West Calcasieu Port Board Meeting Minutes

May 3, 2016

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 May 3, 2016, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

II. Invocation

Lynn Hohensee 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
- ✓ Wilmer Dugas
- ✓ Dave Aguillard
- ✓ Tim Dougherty
- ✓ Scott Foreman

(Others also present at the meeting were: Lynn Hohensee, Darla Perry, Glen James, Chuck Stutes, Francis Andrepont, Jeannie Weise and Sheila Burton.)

I. Approval of minutes of the April 5, 2016 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the April 5, 2016 regular monthly meeting. A motion was made by Dave Aguillard to approve the minutes of the April 5, 2016 regular monthly meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

II. Amendments, additions and deletions to the proposed agenda

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

III. Discuss and take action on request to reappoint Dana Keel to serve another term as representative for West Calcasieu Airport Managing Board

Wilmer Dugas made a motion to reappoint Dana Keel to serve another term as representative for West Calcasieu Airport Managing Board, 2nd by Scott Foreman. No opposition. Motion carried.

VIII. Discuss and take action on mowing proposals

Darla Perry reported to the Board that Mr. Dronette has cut one time before the time the Port engaged him, but he doesn't carry the full insurances. Darla said she didn't do an RFP, but she called 2 companies to get comparative quotes. The Summit Group gave a quote of 28.2 acres of ground maintenance with bush hog or lawn mower and herbicide application into the ditches for \$1200 (\$1,000 for mowing and \$200 for herbicide treatment). Darla said they had paid Mr. Dronette \$960 for 11 acres. Darla stated she would like Chuck Stutes to give her a Google map or satellite mapping so they can delineate what needs to be cut and herbicided and what trees need to be trimmed. There was a brief discussion regarding the ditches, mowing and the insurance. Darla stated she had another quote from Tender Care (Percy LeBlanc), who is also certified and insured. Darla said she tried to meet with Percy a couple times, but the weather was too bad both times. Darla told the Board she would continue to pursue this and will email them further details. President Dick Kennison suggested getting The Summit Group to do one real good cutting and then give Darla time to reassess the information she gathers.

Port Director Lynn Hohensee said he had been in contact with Tubal Cain. Lynn stated that he and Chuck talked about the need inside the spoils disposal area to do some vegetation trimming so that it doesn't get reclassified as wetlands. Tim Dougherty said he spoke with Dwayne O'Brien about spraying the area with herbicide. There was further discussion regarding spraying the spoils disposal area. Dave Aguillard told the Board he knows Percy LeBlanc and Tender Lawn Care, and he feels they do a good job and are dependable. Dave said he will call Mr. LeBlanc to get him to meet with someone at the Port. President Kennison suggested getting The Summit Group to come out to do a one-time cut of the 28.2 acres along with doing the herbicide treatment in the amount of \$1200. Wilmer Dugas made a motion to have The Summit Group come out to do a one-time cut of the 28.2 acres along with doing the herbicide treatment in the amount of \$1200, 2nd by Dave Aguillard. No opposition. Motion carried.

{Francis Andrepont left the meeting at this time.}

Port Director Lynn Hohensee told the Board that Tubal Cain said they have the equipment and would be willing to take care of the vegetation inside the spoils disposal area. Lynn said he can revisit the issue with their yard manager. Chuck Stutes stated there has been some new developments by the Corps on disposal areas – permitting, classification and maintenance of disposal areas. Chuck told Lynn he may want to speak with Channing Hayden because there may be some changes with the Corps in regards to the Port and the spoils area. Lynn told Chuck that Regan Brown is taking Channing's place while he is on medical leave, so Chuck said he should speak with Mr. Brown to get the details. Lynn said he would follow up on it.

IX. Committee Reports

There were no Committee Reports at this time.

X. Port Director Report

{NOTE: The following report is a copy of the original sent out by Lynn Hohensee.}

{Port Director Lynn Hohensee told the Board that on May 24th he will be making a presentation to the Lake Charles Rotary Club on both West Cal Port and Port of Vinton. Lynn also announced that May 11th is Ports Day at the Legislature being coordinated by the Ports Association of Louisiana.

Lynn reported to the Board that he tried to contact Bart Riley at S.T.A.R. after last month's meeting to try to move forward on the lease agreement for the 2 acres and has had no response. Lynn said he met with Will and Stewart Guinn regarding the muddy road conditions on the entrance road coming from Cemex's facility, and they assured him that they would start making efforts to clean it up.

Lynn further announced that Gary LaGrange, the Port Director at the Port of New Orleans, is retiring; and the lady that is the Director of Operations will be his replacement.

Wilmer Dugas asked if S.T.A.R. was paying for the 2 acres in question. Lynn answered they are paying for the 2 acres, but there just isn't a lease agreement in place. Darla reported S.T.A.R. has 2 rent payments and 2 water payments. Lynn said he feels Ken Melton is overwhelmed with all of his business activities that he hasn't taken time to take care of the lease agreement. Lynn said he will continue to follow up on it. President Dick Kennison recommended having counsel write a letter to S.T.A.R. telling them that before they put any real property on the Port's property, they will have to sign the lease. Glen James suggested also putting in the letter that before they make any use out of the Port's property, they will have to sign the lease. Mr. Kennison agreed.

Dave Aguillard made a motion to have Glen James send a letter to Ken Melton at S.T.A.R. Concrete Pumping telling them that before they make any use out of the Port's property, they will have to sign the lease, 2nd by Scott Foreman. No opposition. Motion carried.}

Marketing/Business Development/Retention –

- The port director continues to meet with Devall Towing and the Port of Vinton re: early discussions for possible movement of construction soil by barge from western Calcasieu and Cameron Parishes to industrial sites planned or under construction on the Calcasieu River Waterway. The WCP would play an instrumental role in the movement of dirt by barge.
- Communications continue with Peetey Wade, GHD Consultants re: progress of funding efforts for the port to receive federal Homeland Security grant, indicates that letters are being prepared to Louisiana federal delegation an initial step in securing the federal grant dollars.

Port Operations –

- Port director provided testimony at Louisiana House Ways & Means Committee hearing on HB2 and Capital Outlay funding.
- Port bond attorney continues to move forward with effort to obtain additional bonding dollars for the port.
- Tubal-Cain efforts to move forward with wetland delineation documentation with the USA Corps of Engineers.
- S.T.A.R. Concrete Pumping Company continues to work on plans for improving exterior driveways.
- Port engineer continues to work with barge loading ramp manufacturer, Orion Marine Group (ramp installer) and Devall Towing to initiate upgrades to the equipment.
- Tubal-Cain continues to make improvements on the old Devall Diesel Building and is moving forward with site improvements west of the west barge basin.

Professional Organizations & Networking –

- In April, the WCP director (and/or board members) represented the port at:
 - a. PAL monthly board meeting
 - b. Propeller Club
 - c. West Cal Chamber/Commerce lunch meet
 - d. WCCC economic development committee meeting
 - e. Petrochem meeting
 - f. BV board meeting
 - g. Rotary dinner

News Media & Community Relations–

- Strong positive local and trade media coverage was received based on West Cal Port news release (bulkhead project) to include, American Press, SW Daily News, Waterways Journal, Chamber/SWLA e-newsletter, and the PAL newsletter.
- The West Cal Port is partnering with the Port of Vinton to serve as sponsor for one of 10 local high school spring graduates who have applied for a college scholarship coordinated by the Propeller Club of SWLA.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

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

LEGAL: Glen James reported he has a signed lease and an amendment to the lease for Tubal Cain signed by Eddie Van Huis; however, they did not send the memorandum on the lease, which needs to be recorded with the court. Glen said he will contact them to try to get the memorandum sent back.

FINANCIAL: Darla Perry reported that the cash flow for March looks bad, but it's because they paid the first payment on the bulkheading. Darla explained this was spending the revenue bond money that was received in 2013. Professional fees were to Jack Bass for the appraisal of the lot on the corner. Darla said the owner of the lot has contacted her again, so she will get with Glen to draw up a proposal. There was a brief discussion regarding the rezoning and the lot. Darla reported barge days for March appear to be up, higher than last year. Barge days for March were 3,624. Darla told the Board the fleet across from the Port is picking up more business. President Kennison asked if they are more competitive. Darla said one major customer of the Devalls' moved across. There was a brief discussion regarding the barge activity between the Port and the fleet across from the Port. Darla reported that there was no ramp lease in March, but there will be some in April. Darla reminded the Board to turn their Ethics Reports in.

Tim Dougherty made a motion to accept the financial report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

ENGINEER: Chuck Stutes reported on the Orion project. He said it has officially been awarded and recorded at the Clerk's Office. So the Port has an official construction contract; and they have submitted their first payment for materials, which has been paid. Chuck stated it will probably be 2-3 months before you actually see any activity because the materials have a long-term delivery of about 3 months.

Chuck said as far as he knows the Port still has one new project and one old project in the Capital Outlay; however, the bill has not passed yet. Chuck said there were committee meetings last week. Chuck explained there is \$200,000 in Priority 1; and there is no trail. Chuck said it will be another 3 weeks or so before the bill gets passed. Chuck said if they get the \$200,000, they will need to find out what they will let the Port do and what they will pay for and the Port's match with that money. There was a brief discussion regarding the Capital Outlay funding.

Chuck stated that Lynn advised him that they did accept the Port Priority supplemental application that was submitted; and now there are 2 parts to the project, which will be an entrance roadway and maintenance dredging. Chuck said it should be approximately \$2 million of State funding. Chuck explained how the Port Priority funding works.

XII. Executive Session

There was no executive session at this time.

XIII. Public Comments

President Dick Kennison personally thanked Jeannie Weise for the aid that she, along with Senator Vitter, provided in making an application to the Veterans Administration. President Kennison said he received a very nice letter from Senator Vitter and appreciated his help.

XIV. Adjournment

President Dick Kennison adjourned the meeting at approximately 3:36 p.m.



President



Secretary