

West Calcasieu Port Board Meeting Minutes

200 Old Ferry Road, Sulphur, Louisiana 70665
July 11, 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 July 11, 2023.

2. Invocation

Jennifer Mabou led the invocation.

3. Pledge of allegiance

Trey Case 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
Jennifer Mabou

Also present were Oliver Schruppf, Darla Perry, Joanne Coleman, Chuck Stutes, and Port Director Lynn Hohensee.

5. Approval of minutes of the June 6, 2023 regular monthly

A motion was made by Tim Dougherty to approve the minutes of the June 6, 2023 regular monthly meeting, 2nd by Jennifer Mabou. No opposition. Motion carried.

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

Item 8 was removed from the agenda.

7. Consideration and Approval of Change Orders #4 and #5 for Star Building

Chuck Stutes stated that the change orders have been reviewed by CSRS. Change Order #4 is for three items. The first is that the window units on the original plans will not work, so they are going with split units for \$7,413. The second item is a concrete curb needed on the northwest corner to create a sheeting ledge for new wall panels for \$1,719.84. The third item is to install LVT flooring and rubber base in office 3 and 4 for \$5,250.11. The total for these three changes is \$14,382.95.

A motion was by Tim Dougherty to approve change order #4 for the Star Building for \$14,382.95, 2nd by Jennifer. No opposition. Motion carried.

Chuck Stutes stated that this change order #5 is to remove room 102 (-\$18,784.50) and to furnish and install a new window in room 103 (\$2,508.62) for a decrease of -\$16,275.88.

A motion was by Tim Dougherty to approve change order #5 for the Star Building for -\$16,275.88, 2nd by Jennifer. No opposition. Motion carried.

8. Discuss/Take Action on GE lease

This item was removed from the agenda. No action needed.

9. Discuss and take action on Capital Budget

Darla Perry stated that they had EDA funding for the crane pad and bulkhead project, and they wanted to see a written Capital Improvements budget.

Darla reviewed the Capital Improvements Budget with the project listings for the STAR Building, VLS Building, Bulkhead and Crane Pad Phase I, and Dredging. The estimated project costs totaled \$12,022,470 with \$10,582,000 being funded others, and \$1,440,470 being funded by the West Calcasieu Port.

A motion to approve the Capital Budget was made by Jennifer Mabou, 2nd by Tim Dougherty. No opposition. Motion carried.

10. Review any recommended actions to proceed with Capital Improvements

No action was needed at this time.

11. Committee Reports

There were no committee reports at this time.

12. Port Director Report; Announcements/Reports (Legal, Financial, Engineer)

- a. **Port Director:** Port Director Lynn Hohensee reported that the legislative auditors toured the port last week.

He also reported that they received an estimate of approximately \$3,500 from Diamond D Compressor Services on repairing the barge loading ramp. The work is expected to be done in the next week.

Mr. Hohensee also reported that the plumbing for the yellow house and dispatch building being leased by Devall was repaired by Angie Sewer Service. They replaced the wastewater pump for the dispatch building.

Keiland Construction will start driving pilings the last part of this month for the bulkhead and crane pad project. They will be using the crushed concrete from GES to make the road. Keiland will also handle the road repairs from damage by GES. Mr. Hohensee let Keiland know that they could use the Orion building to store items for safekeeping while it is not being leased.

He also stated that they would be meeting with a representative from a pipeline company that may be using the port property in 2024 for movement of some pipe for a pipeline project.

- b. **Legal:** Oliver Schrupf stated that he was pleased with the way the board handled the GES Lease without litigation. He also suggested the port enter into a first right of refusal agreement on any property they may want to purchase in the future.

- c. **Engineer:** Chuck Stutes reported that Keiland will start working on grating, drainage, and building their roadway to the job site for the bulkhead and crane pad project.

They are well into construction on the Star building and the project is supposed to be complete in November.

Mr. Stutes also reported they had some issues with permitting from Coastal Management on the dredging project. They applied for a permit extension and recently received the extension on their original permit.

- d. **Financial:** Darla Perry reported that the net cash flow was \$51,119.46. In May, the port took in \$124,740.14. Expenditures totaled \$73,620.68, which is higher than normal due to construction the VLS and Star buildings. The barge days year-to-date are 42,589, compared to prior YTD days of 35,133, showing an increase of 7,456 days. She is still working almost daily on the approximately \$5 million obligated from FEMA, but it's a slow process. The audit will begin in July.

She also stated that the Port Priority Program has requested reports by July 26. She concluded her report by stating that she was reaching out to Murphy Appraisal Services for lease appraisal for the port property.


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

13. Public Comments

Mr. Kennison asked the newest board member, Trey Case, to introduce himself. He is from Sulphur and a real estate agent with Coldwell Banker. He is married with two daughters. There was a brief discussion regarding the role and business of the West Calcasieu Port.

14. Adjournment

President Dick Kennison adjourned the meeting at approximately 4:06 p.m.



President



Secretary