The Madison Parish Port Commission met in a regular session on Tuesday, December 19, 2023 at the Madison Parish Port Commission Office. The meeting was called to order by Chairman Donald Frazier and a roll call was taken as follows:

Commissioners present: Donald Frazier, Charles Vining, Latasha Griffin, Isaiah Ross, and David Williams

Commissioners absent: Jim Tucker & Robert Charles Brown

Other members present: Terry Murphy, Executive Director & Kimmeka Epps, Secretary/Treasurer

Visitors: None

On motion given by Vice-Chairman Vining and Commissioners Griffin & Ross on approving the previous meeting minutes on Tuesday, November 28, 2023. The minutes were approved with no necessary corrections. Motion carried unanimously.

Epps informed the board that the over payment on the road project was received. Vice-Chairman Vining questioned the status of the CD rates, Secretary Epps stated that she did check and the rate is lower than what we are receiving.

On motion given by Vice-Chairman Vining and seconded by Commissioner Griffin, the financial reports were approved with no necessary corrections. Motion carried unanimously.

Roll Call

Yea: 5

Nay: 0

Absent: 2

Abstain: 0

Epps explained the rates of the CD has of today. She explained that she has spoken with the banking personnel to inform her of any rate changes during the maturity dates.

On motion given by Vice-Chairman Vining and seconded by Commissioner Ross, to authorize the Secretary/Treasurer to contact Guaranty Bank for using the bump on maturity CD rates. Motion carried unanimously!

Roll Call

Yea: 5

Nay: 0

Absent: 2

Abstain: 0

Secretary Epps explained the quotes received from the roofing companies. Epps stated that the Commission should think about discussing the roof work with the engineering firm for the necessary work. Vice-Chairman Vining stated that the roof will cost and the necessary work needs to be done. Murphy stated that he is working on another grant to assist with some of the work. President Frazier stated that the grant for the electrical work needs to start. Vice-Chairman Vining stated that the roof work needs to be done before the electrical is done. The Commission agrees that the roof is priority one. Epps stated that she would speak with the engineer regarding the removal of exhaust fan and placing the fans in another part of the building. President Frazier stated that we have several constituents to contact regarding some assistance with the roof. Commissioner Ross stated that getting the roof fixed it will help the businesses at the Port. Vice-Chairman Vining stated that a letter should be written to inform the constituents about assistant with the roof. Commissioner Williams stated that you can’t put productivity before safety. Safety has to be the priority. Commissioner Ross stated that a plain of action is needed from the tenant. Murphy stated that he had a plumber to view the area in which the tenant complained about. The plumber stated that the leak was an issue in the restroom but no leaks inside of the building.

Secretary Epps explained the task of the attorneys that the Port requires. She stated that the use of the attorney that the Commission is using from Baton Rouge is working. Murphy is seeking an attorney that deals with railroads.

Secretary Epps informed the board of the cost to upgrade her computer, etc. She added that you purchased a laptop to upgrade the previous one. The Commission approved the purchase of the new computers,etc.

**Public comments:**

On motion given by Vice-Chairman Vining and seconded by Commissioners Ross & Williams, to move into executive session. Motion carried unanimously.

On motion given by Vice-Chairman Vining and seconded by Commissioner Ross, to end the executive session and return to regular session. Motion carried unanimously.

On motion given by Commissioner Ross and seconded by Commissioner Williams to approve the salaried negotiated by the Board & Executive Secretary/Treasurer. Motion carried unanimously.

Roll Call

Yea: 5

Nay: 0

Absent: 2

Abstain: 0

Vice-Chairman Vining informed the board that as of tonight he is resigning from the Board of the Madison Parish Port. He asked that the board vet the next candidate for the vacant seat.

There being no further business brought before the board, Chairman Frazier declared the meeting adjourned.

Kimmeka Epps Donald Frazier

Secretary/Treasurer President