TERREBONNE PORT COMMISSION

**MINUTES**

**April 19, 2016**

**8026 Main Street, Houma, LA**

Houma, Louisiana 70363

# **Edward Rome, President Presiding**

Present: Andrew Blanchard, Steve Crispino, Dan Davis, , Charles Giglio, Edward Rome, Chris Erny, and Greg Landry

**Absent: None**

Staff: David Rabalais – Executive Director, Natalie Lapeyrouse – Finance Manager,

**Legal: Patti Reeves- Schwab Law Firm**

**Consultants: Nick Matherne – CB&I, Clark Capone – AllSouth, Kyle Domangue - DDG**

###### Media: None

###### Guests: None

1. **WELCOME AND INVOCATION** 
   1. **President Edward Rome called the meeting to order. Patti Reeves led with the invocation and David Rabalais led the Pledge of Allegiance. Natalie Lapeyrouse called role. A quorum was present.**
2. **PUBLIC WISHING TO ADDRESS THE COMMISSION**
   1. **None**
3. **APPROVAL OF MINUTES**
   1. **A motion by Chris Erny and seconded by Dan Davis approved the minutes of the March 15, 2016 regular meeting. No opposition. Motion passed.**
   2. **A motion by Andrew Blanchard and seconded by Chris Erny approved the absence of Greg Landry at the March 15, 2016 meeting. No opposition. Motion passed.**
4. **FINANCIAL REPORT**
   1. **Reconciliation of finances was reviewed and approved for the month of March 2016 on a motion by Chris Erny and seconded by Greg Landry. No opposition. Motion passed.**
5. **EXECUTIVE DIRECTOR’S REPORT** 
   1. **Government Multi-Use Complex**
      1. **Port Office Space (DDG) – Kyle Domangue gave a report on the Port build out.**
6. **A motion by Chris Erny and seconded by Andrew Blanchard authorized David Rabalais to execute the construction contract pending legal and FP&C approval certifying that the procurement was in accordance with Public Bid Law. No opposition. Motion passed.**

* + 1. **CBP Expansion (DDG) – No change since last report.**
    2. **ICE (GSE) - David Rabalais reported the Port is waiting on a change order.**
    3. **Bulkhead Extension (GIS) – The project is still in the design phase.**
  1. **Weatherford building – David Rabalais reported the Port is waiting to close.**
  2. **Other Port Projects:**
     1. **HNC Maintenance Dredging and Deepening Study**

**(1)Pilot Program –David Rabalais reported that the Port is still waiting on a permit.**

**(2)A motion by Chris Erny and seconded by Steve Crispino approved a resolution (16-008) authorizing the Executive Director and legal, upon receipt of a Scope of Services, to negotiate and execute all documentation necessary for the Terrebonne Port Commission to enter into an agreement with GIS for HNC Deepening Oversight and Reporting in the amount of $18,000 for 6 months. No opposition. Motion passed.**

* + 1. **Cargo Reporting – No change since last report.**
    2. **Short Cut Canal Dredging and Navigation Aids (All South) –**

**(1)A motion by Andrew Blanchard and seconded by Chris Erny approved a resolution (16-009) approving the Certificate of Substantial Completion for Crosby Dredging, LLC. No opposition. Motion passed.**

**(2)A motion by Greg Landry and seconded by Andrew Blanchard approved a resolution (16-010) approving the final balancing change order (No.1). No opposition. Motion passed.**

* + 1. **Logan Slip/Eastern Expansion (CB&I) – Nick Matherne with CB&I reported they are working with the Corps regarding mitigation.**
    2. **ThomaSea Dry Dock – All issues have been settled.**
    3. **Terrebonne Port Munson Slip North West Expansion - No change since last report.**
    4. **Terrebonne Port Intracoastal Earhart Drive – No change since last report.**
    5. **A motion by Steve Crispino and seconded by Chris Erny approved a resolution (16-011) authorizing the termination of leases with Knight Well Services pending legal’s approval. No opposition. Motion passed.**
    6. **A motion by Dan Davis and seconded by Steve Crispino approved a resolution (16-012) authorizing the execution of a lease with LA machinery pending legal’s approval. No opposition. Motion passed.**
    7. **Port Access Route – East Side (All South)- The survey is complete.**
    8. **A motion by Chris Erny and seconded by Andrew Blanchard approved a resolution (16-013) authorizing the Executive Director and Legal to negotiate and execute all documentation necessary for the Terrebonne Port Commission to enter into an agreement with CB&I for a General Engineering Services Agreement for $15,000 for 1 year. No opposition. Motion passed.**
    9. **A call for Executive Session relating to Character, Competence, and Qualifications of the Port Staff was tabled by Edward Rome.**

1. **COMMITTEE REPORTS – None**
2. **STAFF REPORT** 
   * 1. **Reminder: Tier 2.1 Financial Disclosures due May 15, 2016.**
     2. **David Rabalais discussed the Going Public program.**

**IX. ADJOURNMENT**

**There being no further business to come before the commission, a motion made for**

**adjournment by Steve Crispino and seconded by Chris Erny. No opposition. Motion**

**passed.**