

West Calcasieu Port Board Meeting Minutes

January 3, 2017

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 January 3, 2017, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

II. Invocation

Glen James led the invocation.

III. Pledge of Allegiance

Pledge led by Scott Foreman and recited by all board members and guests.

IV. Roll call

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

- ✓ Dick Kennison
- ✓ Dave Aguillard
- ✓ Wilmer Dugas
- ✓ Scott Foreman
- ✓ Tim Dougherty

(Others also present at the meeting were: Lynn Hohensee, Darla Perry, Glen James and Sheila Burton. Sheila Burton arrived after the meeting had commenced.)

V. Approval of minutes of the December 6, 2016 regular monthly

President Dick Kennison entertained a motion to approve the minutes of the December 6, 2016 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the December 6, 2016 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

VI. Amendments, additions and deletions to the proposed agenda

Dave Aguillard asked President Kennison if they needed to give a formal “no” to the request made at last month’s meeting by Bret Lovett to lease a space for approximately 6 months to moor the Crown riverboat owned by Dr. Glen Rhodes. President Kennison said the Board took it under advisement; and if Mr. Lovett or Dr. Rhodes asks for a reply in the future, the Board will address it at such time.

VII. Discuss and take action on giving Lynn Hohensee approval to complete authorization of substantial completion on bulkhead project FP&C #36-P05-13-01

Port Director Lynn Hohensee directed the Board to the last page of the packet showing notes made by Chuck Stutes. Lynn explained they did a walk-through last week on the bulkhead project, and it is essentially completed. The only thing left to do is to place grating panels along the top of the fender system for added safety while people are getting on/off barges and push boats. There was a brief discussion about the bulkhead project. Dave Aguillard made a motion to give Lynn Hohensee approval to complete authorization of substantial completion on bulkhead project FP&C #36-P05-13-01, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Committee Reports

There were no Committee Reports at this time.

IX. 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 he needed to add a couple items to his report. Lynn reported that Star Concrete Pumping is adding 10 new employees. Lynn said he is working with Nash Fencing and Star to get 10 new gate card keys for the new Star employees. Lynn told the Board he was at Tubal-Cain earlier today, and they have 5 barges that they are servicing. So business is looking up around the port.

President Kennison asked Lynn if he has heard from Cemex. Lynn answered no. Darla Perry told the Board that Cemex would have had to notify the Port in writing by December 1, 2016, if they did not want to renew; and they did not do that. Therefore, they automatically renewed for the new year with their CPI index. There was a brief discussion regarding Cemex. Darla said they have not paid December rent. Lynn said from the communications he has received, there have been some issues with their accounting department.

Lynn told the Board he received a call today from Judd Bares. Mr. Bares gave Lynn the license plate number of a double cab green Chevy Silverado that was seen by residents near the port going in and out over the weekend, and they heard gun shots coming from the western part of the port property. Lynn said he spoke with Harry at Devall’s tower, and Harry said he didn’t hear anything from the tower. Lynn said he also asked Tubal-

Cain if they had seen or heard anything over the weekend, and they reported that they did not see anything or hear any shots. Lynn said he would speak with George Landry at Devall to have him ask his employees that were out during the holiday weekend if they heard anything. Darla asked for the license plate number, and said she will have it run. Lynn said he thanked Mr. Bares and asked him to thank the residents that got in touch with him for looking out for the port. Lynn assured Mr. Bares that they would look into the issue. Lynn said that this is the first incident of this kind that he's heard of in 10 years, so he's not overly worried about it at this time. Lynn said it may have been someone duck hunting near the port but not actually on port property.

Darla Perry asked why there is a tarp on the ramp. Lynn said he hadn't noticed it, but he thinks that's where Tubal-Cain had a service truck and they put the tarp there so nothing would spill onto the barge.

Dave Aguillard told Lynn that he needs to tell Judd Bares that if anyone hears any more shooting or sees that truck again, they need to contact Wildlife & Fisheries because they are the ones that would handle that type of situation.}

Marketing/Business Development/Retention –

- The port director continues to coordinate with Devall Towing and the Port of Vinton re: ongoing 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 received from River Barge Works indicates that the tenant remains very interested in relocating to port waterfront property east of Orion Marine Group.
- Efforts continue to encourage the US Coast Guard to consider the West Calcasieu Port as a location for a new USCG facility in Southwest Louisiana.
- Continue to remain in contact with Tubal-Cain officials re: the company's efforts to secure regulatory permits for expansion of the 10-acre property west of the port's barge basin which continues at a slow pace. USA Army Corps of Engineers issued a "joint public notice" re: T-C permitting process for the infrastructure improvements.
- Attended the International Workboat Tradeshow in New Orleans.
- Delivered holiday trays to port tenants.

Port Operations –

- WCP engineer continues with pre-construction engineering and permitting steps for the maintenance dredging of the west barge basin and the installation of the port's new entrance road. The grant covers 90 percent of the construction costs associated with the work.
- Bulkhead replacement work nears completion. All that remains is the installation of fiberglass or steel grating by Orion Marine Group, the main contractor for the project which was funded in large part by Capital Outlay grant monies.
- Port Director continues to work with consultants who are developing an effort to capture Homeland Security grant funding for several south Louisiana ports, including the West Calcasieu Port
- 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 making site improvements west of the west barge basin, including laying a water line and installation of rock for site driveway.

Professional Organizations & Networking –

- In December, the WCP director (and/or board members) represented the port at:
 - a. PAL monthly board meeting
 - b. Attended International Workboat Tradeshow

- c. Christus-St. Patrick's Foundation holiday reception
- d. Port of Lake Charles headquarters building ribbon-cutting/dedication ceremony

News Media & Community Relations–

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

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

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

ENGINEER: Port Director Lynn Hohensee gave the Engineer Report in Chuck Stutes' absence. Lynn explained plans on dredging of the West Barge Basin and the port staff's meeting with Randall Withers at DOTD. Lynn said he asked Mr. Withers if they could reduce the depth of dredging to (-)10 instead of (-)11, which would still meet the requirements for those using the barge basin; and Mr. Withers said that would be fine. Lynn stated that he also asked Mr. Withers if they could move some of the money from the road project over to the dredging project since the funding from DOTD covers both projects; and Mr. Withers said he had no problem with that.

Lynn said that he, along with Chuck and Darla, recommend that any money that will be short for the road project should be picked up by the Port with a request to the Parish for a matching fund of 50%. Lynn said he doesn't think it would be a problem since the Port plans on putting in its share of 50%. Darla explained to the Board the difference in cost would be \$380,000 if they dredged at (-)10 feet and \$745,000 if they dredged at (-)11 feet. Lynn asked Darla if they borrow money from the road to do the dredging, how much money would the road project be short. Darla answered around \$300,000. Lynn then explained that would put the Port's share at around \$150,000 if they could get the Parish to fund the other \$150,000. Darla said they may have to call a special meeting to vote on that sometime in January. There was a brief discussion about Tubal-Cain's upcoming dredging project and how the dredging process takes place.

FINANCIAL: Darla Perry presented the Financial Report. Darla reported that \$90,014 was expended towards the bulkheading in November. Darla said repairs were kind of high at \$4,087. That included two months of payments for Mark on lawn maintenance and Nash coming out for the gate issues. Darla reported that barge days are down 2,580 days from last year. Darla said she thinks December will be behind last year, too, from what she sees on the daily reports. Ramp fees for November were \$900. Darla said she feels the ramp fees will be picking up.

President Kennison brought up the fact that the total of the two numbers on 573 (Repairs & Maintenance) came out to be 3,987. Darla explained they pay \$100 per month for someone to clean the building where the board meetings are held each month, and that makes the total \$4,087. There was a brief discussion regarding the monthly cleaning. Wilmer Dugas made a motion to accept the financial report as presented, 2nd by Scott Foreman. No opposition. Motion carried.

XI. Executive Session


There was no Executive Session at this time.

XII. Public Comments

There were no public comments at this time.

XIII. Adjournment

President Dick Kennison adjourned the meeting at approximately 3:28 p.m.

✓ 

President

✓ 

Secretary