

West Calcasieu Port Board Meeting Minutes

February 7, 2012

I. Call to order

President Matt Vincent called to order the regular meeting of the West Calcasieu Port at approximately 3:14 p.m. on February 7, 2012, at the offices of West Calcasieu Port, 311 Gross Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Dick Kennison and recited by all board members and guests.

IV. Roll call

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

- ✓ Tim Dougherty
- ✓ Matt Vincent
- ✓ Wilmer Dugas
- ✓ Dick Kennison

(Board Member Dave Aguillard was not present.)

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Adam Leger, Francis Andrepont and Sheila Burton)

V. Approval of minutes of the January 3, 2011 regular monthly meeting

President Matt Vincent entertains a motion to approve the minutes as printed and presented to the Board. Dick Kennison makes a motion to approve the January 3, 2011 regular monthly meeting minutes, 2nd by Wilmer Dugas. No opposition. Motion carries.

President Matt Vincent welcomes Francis Andrepont to the meeting. Mr. Andrepont reminded the Board that if ever they need funds for any projects, the Police Jury has money set aside in the Economic Development fund to help the Port out.

VI. Amendments, additions and deletions to the proposed agenda

Dick Kennison makes a motion to add to the agenda making a resolution in supporting Cameron Parish on the Coastal Restoration issue, 2nd by Wilmer Dugas. No opposition. Motion carries. The item was added as Item VI(a).

VI(a). Resolution in Supporting Cameron Parish on the Coastal Restoration Bill

Dick Kennison makes a motion to pass a resolution in support of Cameron Parish on the Coastal Resolution Bill and asks that it be by unanimous consent, 2nd by Wilmer Dugas. All board members were in favor, with no opposition. Motion carries. Lynn Hohensee asked all board members to sign the paper for the Coastal Restoration Bill and passed it around the table at that time.

VII. Committee Reports

There were no Committee Reports at this time.

VIII. Port Director Report

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

[NOTE: Lynn announced there will be a pre-construction meeting at Chuck Stutes' office tomorrow with Apollo Environmental Strategies to discuss the West Barge Basin project. Lynn said invitations have been extended to Devall Towing and River Barge Works to attend the meeting.

Lynn stated he also had an interview this morning with SITE SELECTION magazine. The magazine is doing an article on Southwest Louisiana's economic development. Lynn said he will send out a copy to everyone when it becomes available.]

Marketing/Business Development –

- Windstar Energy continues to report progress on constructing a petroleum manufacturing facility near the port.
- Information from the US Coast Guard indicates that the West Calcasieu Port is not on the “short list” at this time for an new USCG facility.

Port Operations –

- River Barge Works is starting operations in the port's west barge basin in February. They have hired a superintendent and several employees for the location.
- The port director and port engineer met in January with F. Miller Construction Houston-based Vice President Rob Lewis re: waterfront upgrades along the Gulf Intracoastal Waterway where the company has a lease agreement. Engineering and design work is underway for the project which is expected to be completed by mid-late summer.

[NOTE: Lynn stated that in the meeting with Rob Lewis at F. Miller Construction, Mr. Lewis asked if the Port be would interested in a cash settlement to alleviate them

from moving forward with the waterfront improvements. Lynn said he told Mr. Lewis he would discuss it with the Board but that he was confident that the Board would prefer having the improvements made to the Port as outlined in the 2009 lease agreement. Mr. Lewis said he was willing to move forward.

Lynn asked the Board members to fill out the form provided if they were interested in attending the Ports Association of Louisiana's Annual Conference in Lake Charles. Lynn stated the Port will cover the entry fee for the board members wanting to attend. Dick Kennison stated he felt sending 2 board members to the conference would be prudent and cost-effective. Tim Dougherty announced he would like to attend the conference.]

- An annual report was prepared and submitted to Homeland Security (via Louis Hebert, Calcasieu Parish Sheriff's Office) on the installation of the port security surveillance system.
- The port entrance gate project will not receive financial assistance from F. Miller Construction. Funds are available (via the Homeland Security grant) to cover a portion of the gate construction/installation and remote/electronic entry system.
- The port engineer has been in communication with the Carlyss Water District re: final dirt work along the newly installed water line extension. Water district officials will instruct the contractor to make the necessary improvements.
- The port director and port attorney meet with two members of the Southwest Louisiana delegation to discuss the potential for legislation that would eliminate the requirement for public announcement and bid solicitation before port property can be leased to a proposed or existing tenant.

Professional Organizations & Networking –

6. The WCP director represented the port at:
 - a. Chamber/SWLA annual banquet (w/4 members of the port board/staff)
 - b. Ports Assn. of Louisiana board meetings (January, February)
 - c. PAL annual conference planning committee meeting
 - d. SWLA Economic Development Alliance meeting w/Sen. Mary Landrieu
 - e. Reception for Sen. Mary Landrieu
 - f. Chamber/SWLA economic development committee meeting
 - g. Coastal Planning meeting
 - h. West Calcasieu Assn. of Commerce monthly meeting
 - i. WCAC board retreat meeting
 - j. Propeller Club meeting
 - k. IEDC meeting
 - l. Workforce Investment Board executive board meeting
 - m. WIB quarterly meeting

News Media & Community Relations–

- Information was provided to the American Press re: a federal government news release on the progress of the RAMP Act in Congress. The resulting article reflected positively on the port, and the port received an e-mail of appreciation from Congressman Boustany's office in support of the RAMP Act.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities

[NOTE: Dick Kennison makes a motion asking Lynn to notify Orion Marine/F. Miller that the Board expects them to honor all terms of the contract and agreement that was made with the Port. The board further discussed the issue. President Matt Vincent acknowledges the motion on the floor. The motion is 2nd by Wilmer Dugas. No opposition. Motion carries.]

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

LEGAL: There was no legal report.

FINANCIAL: Adam reported December was a great month. Adam stated they received an unexpected check for \$5553.78 from the insurance company on Hurricane Rita damages to the back building that was demolished several years ago. The advertising amount of \$1800 was for the annual website fee. Adam stated the audit fee was a lot cheaper this year for the compilation. Total barge days for December were 3312. Adam reported the ramp usage for December was 3150.

ENGINEER: Chuck Stutes reiterated the pre-construction meeting with Apollo Environmental Strategies will be held at his office tomorrow to discuss the West Barge Basin project. Chuck estimates the project should begin in the next couple of weeks at the Port. Chuck invited all board members to attend the meeting at 9:00 am, although attendance is not mandatory.

Chuck further discussed the meeting he and Lynn had with Rob Lewis of F. Miller Construction. Chuck stated the estimate for the work of total construction plus labor would cost \$3 million. President Matt Vincent asked Chuck's opinion on what it would cost F. Miller. Chuck stated he felt it should not exceed 50% of that value, taking into account that would be the cost if you had to pay someone else for the labor. The Board further discussed the issue. Chuck reported that in the meeting he asked F. Miller to send him a bill of materials of all the materials they had that they want to utilize on the project. Chuck stated he received the list last week. The design process is getting kicked off, and Chuck said they should have a design ready for them in a few months for the project to begin. Lynn asked how long the project should take. Chuck said it should be 90 days at the longest.

X. Public Comments

Dick Kennison commented on the issue of the Catholic Charities and the Obama Healthcare Plan and discussed it briefly with the Board.

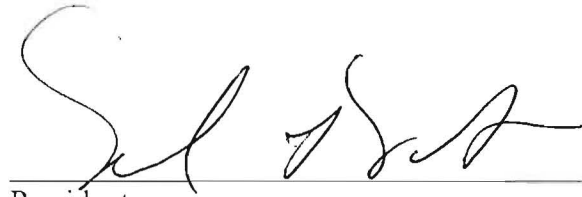
Matt Vincent asked for a volunteer to take his place at the Airport Meeting for the next few months due to a family matter that will make him unavailable to attend.

XI. Executive Session

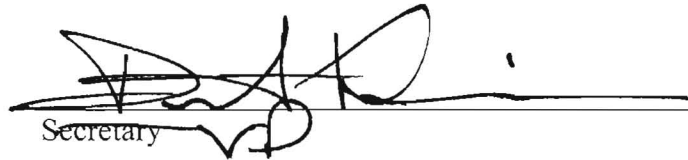
There was no Executive Session held at this time.

XII. Adjournment

President Matt Vincent entertains a motion to adjourn. Wilmer Dugas made a motion to adjourn, 2nd by Dick Kennison. Meeting was adjourned at approximately 3:54 p.m.

A handwritten signature in cursive script, appearing to read 'Matt Vincent', written above a horizontal line.

President

A handwritten signature in cursive script, appearing to read 'Dick Kennison', written above a horizontal line.

Secretary