

## West Calcasieu Port Board Meeting Minutes

March 6, 2018

### **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 March 6, 2018, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

### **II. Invocation**

Dick Kennison led the invocation.

### **III. Pledge of Allegiance**

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

### **IV. Roll call**

Darla Perry conducted a roll call. The following persons were present:

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

(Board Member Tim Dougherty was absent.)

(Others also present at the meeting were: Lynn Hohensee, Darla Perry, Chuck Stutes, Glen James, Francis Andrepont and Sheila Burton.)

### **V. Approval of minutes of the February 6, 2017 regular monthly**

President Dick Kennison entertained a motion to approve the minutes of the February 6, 2018 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the February 6, 2018 regular monthly meeting, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

### **VI. Amendments, additions and deletions to the proposed agenda**

Chuck Stutes asked to add to the agenda a resolution certifying compliance with the public bid law for the West Barge Basin improvement - basin dredging project. President Dick Kennison said that will be Item VII(a). President Kennison also asked to add to the agenda discuss and take action on the purchase of 130 Gross Road, which will be Item

VII(b). President Kennison stated that VII(c) will be the original VII. Wilmer Dugas made a motion to add Items VII(a) and VII(b) to the agenda as stated, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**VII. (a) Resolution certifying compliance with the public bid law for the West Barge Basin improvement - basin dredging project**

Chuck stated that he jumped the gun at the last board meeting regarding one of the resolutions for the basin dredging project. Chuck explained when they sent the packet of information to DOTD, they requested that the Board pass the resolution again at the time the contract will be entered into and signed with the contractor. Chuck stated that this resolution was passed last month, but it needs to be passed again with today's date so that it will certify compliance with the public bid law. Chuck said he will read the resolution into the minutes, and then the Board can pass the resolution.

“Resolution Certifying Compliance With The Public Bid Laws: Whereas, the West Calcasieu Port has solicited bids for State Project No. H.012471(321) in accordance with the current bid laws of the state of Louisiana, including, but not limited to R.S. 38:2211 et. seq; and

“Whereas, the West Calcasieu Port has submitted to DOTD Certification of proof of publication, one(1) copy of the bid proposals and bid bonds as submitted by each of the three(3) lowest bidders, a legible copy of the bid tabulation of all bids received, and certified to be correct by the Engineer and an authorized official of the Sponsor, a copy of the engineer's recommendation, contract documents, Notice of Award of Contract, and a copy of the recordation data in the Clerk of Court's Office.

“NOW, THEREFORE, BE IT RESOLVED by the West Calcasieu Port, in Regular session, assembled on this 6<sup>th</sup> day of March, 2018, does hereby certify that the bidding procedures comply with Louisiana Revised Statutes 38:2211, et. seq.”

Wilmer Dugas made a motion to pass the “Resolution Certifying Compliance With The Public Bid Laws” as presented by Chuck Stutes, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**(b) Discuss and take action on the purchase of 130 Gross Road**

President Dick Kennison told the Board they need to discuss and take action on the purchase of 130 Gross Road of approximately 0.89 acres for the asking price of \$95,000 which falls in the median of the appraisal. President Kennison stated that the appraisal was made by Jack Bass, and the appraisal was between 90- and \$100,000. There was a brief discussion on where the property is located in proximity to the port. Darla Perry asked if there were any contingencies on it in regards to zoning. President Kennison answered that it would need to be contingent on the fact it needs to be zoned light or heavy industrial. Wilmer Dugas made a motion to accept the asking price of \$95,000 on the 0.89 acres at 130 Gross Road based upon the contingency, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**(c) Discuss and take action concerning Board Resolution to authorize Mr. Dick Kennison, President, to execute an Agreement between the West Calcasieu Port and Meyer & Associates, Inc. for Professional Engineering Services associated with the New Bulkhead along the Gulf Intracoastal Waterway, FP&C Project No. 36-P05-14-01, M.A. Project No. C4-17065**

Chuck Stutes explained that this is a State Capital Outlay project, and the State is providing matching funds. Chuck told the Board that this is for a new bulkhead along the Intracoastal Waterway. At the request of Facility Planning & Control, Chuck stated that they submitted a contract between Meyer & Associates and the West Calcasieu Port for their review and approval. On February 9<sup>th</sup>, Chuck said he received a letter stating that they reviewed the contract and do not have any problems with it and would like an executed copy of the contract. Chuck explained that this is the reason for this item being on the agenda, so that the Board would give President Kennison authority to execute the contract so that it may be sent to Facility Planning & Control. After such time, the Port will be officially underway to move forward on the project.

Wilmer Dugas made a motion to authorize Mr. Dick Kennison, President, to execute an Agreement between the West Calcasieu Port and Meyer & Associates, Inc. for Professional Engineering Services associated with the New Bulkhead along the Gulf Intracoastal Waterway, FP&C Project No. 36-P05-14-01, M.A. Project No. C4-17065. The motion was 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**VIII. Discuss and take action on Maintenance Contract/Procedures on Ramp maintenance**

Chuck Stutes said he doesn't know whether any action will need to be taken at this time and that this may just be a status report. Chuck reported that he met several weeks ago with the Devalls at a tenant meeting to discuss this issue; and then he, along with Port Director Lynn Hohensee, met with the Devalls out at the ramp. Based on discussions held at those meetings and on discussions held in the past with Darla Perry and Port Director Lynn Hohensee, Chuck said they all feel like it would be a good idea for the Port to enter into a maintenance contract with a reputable contractor to do maintenance on the ramp on some scheduled basis. Chuck stated he has spoken with the manufacturer, who is supposed to submit a proposal. If that is acceptable, then the Port can take action on that. Chuck said he feels like the company will come on a regular basis a few times annually to go over the ramp to make sure there are no issues. If there are issues, they will give the Port a report stating what needs to be fixed with a quote. Chuck explained the cost of their inspection would be a set amount; but if any repairs need to be made, then that amount will be determined at the time of inspection. There was a brief discussion with the Board on how the maintenance contract would work.

Darla Perry asked if any of the cables needed to be changed out immediately. Chuck answered not until they do a thorough inspection. Chuck said he knows George has some things he would like to do on the hydraulic tubing, but it isn't a big issue. President Dick Kennison asked Chuck if Board action needed to be taken on this issue now; and Chuck answered no, not until next month when they receive a quote.

## **IX. Consideration and action concerning Contractor Proposals on the Ramp Approach Improvements**

Chuck Stutes passed out written proposals to the board members. Chuck told the Board that these proposals have to do with regrading the road in front of the ramp and not the ramp itself. Chuck explained the reason for the regrading is to produce a negative slope in front of the ramp so that as the trucks enter the ramp they will be going on a downward slope. Chuck said they studied the issue and put together a set of drawings to send out requests for proposals to 3 different contractors: H. D. Truck & Tractor, R. D. Spell, and Orion Marine Group. Chuck told the Board that Orion Marine Group never responded. Chuck explained that since the project is under \$150,000 they are not required to go out for public bids; but you do have to get written proposals. Based on the prices received, Chuck recommended the Port enter into a contract with H. D. Truck & Tractor, LLC.

President Kennison asked if any reason was given why Orion Marine Group did not offer a bid. Chuck answered they never responded. Chuck reminded the Board that Orion also did not offer a bid on the dredging project. There was a brief discussion regarding Orion Marine Group. President Kennison voiced his concerns why a tenant at the Port that has the equipment to do the job would not offer a bid. Port Director Lynn Hohensee offered to visit with Jerry Jones of Orion Marine Group to find out why Orion has expressed no interest in bidding on the last 2 jobs at the Port. There was continued discussion on reasons why they feel Orion may not have bid on the projects.

Wilmer Dugas asked if the Devalls have been informed of the ideas to regrade the road. Chuck said they have shared the plans and discussed it with the Devalls both in the office and at the site, and the Devalls also have a copy of the plans. Chuck told the Board that the Devalls have said they are happy with the plans. Wilmer Dugas made a motion to accept the bid of \$99,817 given by H. D. Truck & Tractor, LLC giving them authorization to do the work regarding regrading the road in front of the ramp. The motion was 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

## **X. Discuss and take action on tenant lease amendments**

President Kennison announced that this item will be tabled for now since the Tenant Committee will be meeting with a couple of tenants tomorrow.

## **XI. Committee Reports**

President Kennison reported that the Tenant Committee will be meeting tomorrow with Tubal-Cain and the Devalls concerning some issues that need to be cleared up before a new lease is entered into between the Port and Tubal-Cain.

## **XII. Port Director Report**

{Port Director Lynn Hohensee reported that the main gate area has been repainted, and the sign has been cleaned. Lynn told the Board he is currently in the middle of a 3-day PAL conference in Lake Charles and missed only 1 meeting this afternoon to come to the board meeting. Lynn stated that he, along with President Dick Kennison and Chuck

Stutes, is working on setting up an upcoming meeting with Senator Johns and Commissioner Jay Dardenne to see if they can increase their influence to get the capital outlay bid for the 600 linear feet of bulkheading. Lynn told the Board that Judd Bares called him last week regarding Dominion Group's plans to move forward to move the excess dirt from the Cameron LNG project across Hwy. 27 and into the back of Ivan Johnson's property. Mr. Bares asked Lynn's thoughts on the issue. Lynn said he told Mr. Bares that the Port was approached last November about this and said that the Port could not handle it. Lynn said he encouraged Mr. Bares to contact Coastal Management to check on permit responsibilities and to keep Bryan Beam and Wes Crain with the Parish informed on any information he finds out regarding the issue. Darla asked if they should have both DNR and Corpse permits. Lynn answered yes. Lynn said he finds it hard to believe Dominion received permits in 2 or 3 months knowing how long the process takes for the Port to get permits. Chuck Stutes added that if they did, indeed, get permits, Lynn should have received copies of the permits. Lynn said he has not received any copies of permits. Lynn told the Board that Cameron LNG has an excess of roughly 200,000 cubic yards of dirt, which is equivalent to 8,000 semi-truck loads. There was a brief discussion about moving the dirt from Cameron LNG.

Lynn told the Board that he went to a 1-day seminar a couple weeks ago in Bay St. Louis regarding marketing along the Intracoastal. Lynn said that one of the things that came out of the seminar was the growing push of moving containerized cargo via barge. Lynn stated that Port of Lake Charles does not have the space or the ability to get into containerized cargo shipments. Lynn said he visited with David Devall on the issue, and they will continue to entertain the idea in the future. There was a brief discussion regarding containerized cargo being shipped via barges along the Intracoastal.

Lynn reported that the barge numbers this week have gone over the number of barges during Hurricane Harvey by having a couple days of 131 barges. Lynn said he feels one of the reasons the numbers are so high are due to David Devall's work and the contacts he has in the barge fleeting industry, and another reason is due to the growing demands in the maritime industry.

*{NOTE: The following report is a copy of the original sent out by Lynn Hohensee.}*

**Marketing/Business Development/Retention –**

- Communications continue with Tubal-Cain Marine Services re: a new lease agreement with focus on new port property to be improved and occupied by the company.
- The port continues to work with prospect interested in limited lease of property at the port for several years.
- 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.
- The port director provided tour of the port and regional economic development presentation to new manager of marketing and business development for S.T.A.R. Concrete Pumping. The port director also hosted her to the LCIA quarterly luncheon meeting, and arranged for meeting for her with several prospective business contacts, including CEO of Port Aggregate.
- The Port tenant committee met with David Devall, new general manager of Terminal & Fleeting Operations for Devall Enterprises.
- The port director attended a one-day workshop sponsored by the Inland Rivers, Ports & Terminals professional organization that focused on economic development along the Gulf Intracoastal Waterway.

#### **Port Operations –**

- The port engineer is working with Coastal Dredging to move forward with levee construction and west barge basin dredging.
- The port director and port engineer were in communication with the new point-of-contact at Louisiana State Office of Facility Planning and Control re: funding for engineering/design for new port bulkheading project.
- The port director and port engineer met with Devall Towing at the port to determine a path forward re: repair/maintenance of the barge loading ramp. During the meeting dredging efforts near the ramp also were discussed.
- 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

#### **Professional Organizations & Networking –**

- In January, the WCP director (and/or board members) represented the port at:
  - a. PAL monthly board meeting
  - b. West Cal Chamber lunch meeting
  - c. Propeller Club of SWLA lunch meeting
  - d. PetroChem dinner meeting
  - e. Christus St. Pat's Community Advisory Panel meeting
  - f. LCIA quarterly lunch meeting
  - g. BV board meeting

#### **News Media & Community Relations–**

- Positive local and trade media coverage resulted from a port new release announcing the selection of a dredging contractor.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

### **XIII. Announcements/Reports (Legal, Financial, Engineer)**

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

**ENGINEER:** Chuck Stutes reported that he received the signed contracts back from the contractor on the dredging project. Chuck said DOTD has to do an actual certification on them. Chuck told the Board the attorney has reviewed them, and everything appears to be correct. The next step will be to get President Dick Kennison to sign the papers and then will record them at the courthouse when there is a final contract.

**FINANCIAL:** Darla Perry presented the Financial Report. Darla reported the disbursements look large at 227,277.61 due to a payment to SAUP for the extra audit, dues and subscriptions that are renewed this time of year, 3 bills for lawn maintenance, the last payment for the bulkheading and then payments for the barge basin dredging. Darla told the Board she's been working with Waterworks District 9 regarding certification of backflow preventers. Darla said they told her originally in October that there were 3 backflow preventers that needed to be certified every year; but now they are saying they found 3 more, which makes 6 total. Darla stated that she had the Port's plumber, Jeremy Jeffrion, come out last Friday; and River Barge Works has some issues on the backflow preventer they are hooked up to. There are connections that need to be changed, and the plumber told her River Barge Works needs to be responsible for it. Darla said she will invoice River Barge Works for the repairs. President Kennison entertained a motion to accept the Financial Report as presented. Wilmer Dugas made a

motion to accept the Financial Report as presented, 2<sup>nd</sup> by Dave Aguillard. No opposition. Motion carried.

**XIV. Executive Session**

There was no Executive Session at this time.

**XV. Public Comments**

Wilmer Dugas asked about the wooden mats located at the port. Lynn explained to the Board that Entergy is putting in new high-rise power lines around the community. Orion has a contract with Entergy to bring wooden mats by barge to another location. The wooden mats are being temporarily stored at the port until they can be taken by barge to another location.

**XVI. Adjournment**

President Dick Kennison adjourned the meeting at approximately 3:39 p.m.

  
President

  
Secretary