

West Calcasieu Port
Board Meeting Minutes
200 Old Ferry Road, Sulphur, LA 70665
July 6, 2021

1. Call to order

In accordance with JBE 2020-30, the West Calcasieu Port's meeting was held via video/telephone conference for anyone not able to attend in person and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on June 1, 2020. All other Open Meetings Law requirements have been met.

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on July 6, 2021.

2. Invocation

Invocation was led by Tim Dougherty.

3. Pledge of Allegiance

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

4. Roll call

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

Dick Kennison
Wilmer Dugas
Tim Dougherty
Scott Foreman
Buddy Reams

Also present in person at 200 Old Ferry Road, were Port Director Lynn Hohensee, Darla Perry, Chuck Stutes, Jackson Schruppf, William Fincher, and Joanne Coleman.

5. Approval of minutes of the June 1, 2021 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the June 1, 2021 regular monthly meeting. A motion was made by Tim Dougherty to approve the minutes of the June 1, 2021 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

6. Amendments, additions, and deletions to the proposed agenda

The following items were added to the agenda:

1. Discuss and take action on issuing an RFQ for engineering contract on STAR building.

A motion was made by Tim Dougherty to add Item 7a. Discuss and take action on issuing an RFQ for engineering contract on STAR building, 2nd by Wilmer Dugas. No opposition. Motion carried.

7a. Discuss and take action on issuing an RFQ for engineering contract on STAR building

Darla Perry reported that 3 quotes were received on the STAR building: Angelico, VLS, and Gunter Construction. They were all over the state limit for sealed bids. Since FEMA will be funding part of the project, an RFQ for an engineer must be issued.

After a brief discussion, Tim Dougherty made a motion for a resolution for an RFQ for engineering contract on STAR building, 2nd by Scott Foreman. No opposition. Motion carried.

7b. Discuss and take action on proposals for Orion building

Darla Perry reported that two proposals were received: Angelico and Gunter Construction. The Tenant Committee reviewed the proposals and recommends the lowest proposal of \$133,157 from Angelico.

Darla also reported that she was not certain if FEMA will cover the expense of the project without three proposals and has not been able to get a definitive answer from FEMA.

After discussion by the board, a motion was made by Buddy Reams to accept Angelico's proposal for the Orion building with the condition that FEMA will cover the project expense with two bids, otherwise the Orion building will be torn down. The motion was 2nd by Wilmer Dugas. No opposition. Motion carried.

8. Discuss and take action on proposals for STAR building

President Dick Kennison entertained a motion to table Item 8 Discuss and take action on proposals for STAR building. A motion was made by Wilmer Dugas to table Item 8 Discuss and take action on proposals for STAR building, 2nd by Tim Dougherty. No opposition. Motion carried.

9. Committee Reports

There were no committee reports given at this time.

10. Port Director Report

Port Director Lynn Hohensee introduced William Fincher who discussed maintenance of the property.

He then reported that the Genesis contractor will be repairing the barge loading ramp. The work is anticipated for the last half of July.

He also stated that the CGBM warehouse door is not repairable, it must be replaced.

He continued, reporting that David Devall met with Entergy representatives on how to set up an electronic power station to support maritime vessels. He does not believe the Port is a candidate for it.

He also reported that the STAR building still holds a Rourke Petroleum Products that needs to be removed. He has contacted them to remove.

Lynn stated that he will be meeting with the DOTD commissioner this week, and the new Coast Guard Marine Safety Unit Lake Charles Commander Rodriguez will be conducting a tour of the Port in late August.

He finished his report stating that the General Equipment lease needs to be expanded.

The floor was opened to questions regarding the Port Director Lynn Hohensee's Report.

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

- a. **Legal:** No legal report was given at this time.
- b. **Financial:** Darla Perry reported that barge days were down 4,364 as compared to last year at this time, but they are picking up.

Looking at the Cash Flow, the Port took in \$77,570 and expended \$31,796.

Darla reported that the Port has a new FEMA project for the ice storm and expects the expenditures to be reimbursed.

- c. **Engineer:** Chuck Stutes reported that the bulkhead and crane project would be submitted to the EDA soon. All permitting is not yet complete. The coastal use permit was issued, but it did not allow for enough time so it has to be reissued. He expects all permits to be received in July; August at the latest. The permit documents will then be submitted to the EDA.

He then reported that they will do a Phase I limited site assessment on the property Orion vacated to get a clean bill of health for the next tenant.

President Dick Kennison entertained a motion to accept the Port Director's report, as well as the Legal, Financial, and Engineer reports presented above. A motion was made by Wilmer Dugas to accept the Port Director's report, as well as the Legal, Financial, and Engineer reports presented above, 2nd by Tim Dougherty. No opposition. Motion carried.

12. Public Comments

There were no public comments given at this time.

13. Executive Session to discuss potential litigation on tenant lease

President Dick Kennison entertained a motion to move into Executive Session to discuss potential litigation on tenant lease. A motion was made by Wilmer Dugas, 2nd by Tim Dougherty. No opposition. Motion carried.

[Meeting Closed for Executive Session]

Wilmer Dugas made a motion to for the Board to come out of Executive Session, 2nd by Tim Dougherty. No opposition. Motion carried.

14. Adjournment

President Dick Kennison adjourned the meeting at approximately 4:05 p.m.

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President

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Secretary