

# West Calcasieu Port Board Meeting Minutes

200 Old Ferry Road, Sulphur, Louisiana 70665  
September 13, 2022

**1. Call to order**

President Pro Tempore Wilmer Dugas called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on September 13, 2022.

**2. Invocation**

Buddy Reams led the invocation.

**3. Pledge of allegiance**

Tim Dougherty led the pledge of allegiance.

**4. Roll call**

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

Dick Kennison, via Video Conference Call  
Wilmer Dugas, President Pro Tempore  
Tim Dougherty  
Buddy Reams

Also present were Port Director Lynn Hohensee, Jennifer Mabou, Darla Perry, Oliver Schrupf, Chuck Stutes, and Joanne Coleman.

**5. Approval of minutes of the August 2, 2022 regular monthly**

A motion was made by Tim Dougherty to approve the minutes of the August 2, 2022 regular monthly meeting, 2nd by Buddy Reams. No opposition. Motion carried.

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

No amendments, additions, or deletions at this time.

**7. Discuss and approve authority to proceed with STAR building bid advertising based upon approved scope of work after submitted by engineer**

Chuck stated that they have worked through the scope of work. They may have approval from CSRS before the next meeting, so to avoid delay, he is asking for authority to proceed with the bid advertising upon approval.

After a brief discussion, a motion was made by Tim Dougherty to approve authority to proceed with STAR building bid advertising based upon approved scope of work after submitted by engineer, 2nd by Buddy Reams. No opposition. Motion carried.

**8. Discuss and approve authority to proceed with engineering contract amendment to include inspection fees.**

Darla stated that when they did the damage description for the Star and VLS buildings and the dredging, they had a lump sum bid with an inspection fee added to the standard engineering fee. It wasn't a line item on the original bid so the contract has to be amended to add the line item to qualify for reimbursement.

After a brief discussion, a motion was made by Buddy Reams to approve authority to proceed with engineering contract amendment to include inspection fees, 2nd by Tim Dougherty. No opposition. Motion carried.

**9. Committee Reports**

There are no Committee Reports at this time.

**10. Port Director Report; Announcements/Reports (Legal, Financial, Engineer)**

- a. **Port Director:** Port Director Lynn Hohensee reported that the police jury has elected to wait until October to vote to add Jennifer Mabou to the board.

He also stated that they have the final right of way agreement for the dredge spoils above-ground pipeline. He has reached out to Great Lakes Dredging to discuss placement of their barge and to see if they will need any shore-based operations, but has not heard back from them.

Mr. Hohensee also stated that the barge days numbers and business activity with VLS are extremely strong. This is all reflective of the increase in the growth of shallow water barge activity in our area.

- b. **Legal:** Jackson Schrupf reported that they notarized the amendment to the lease for Stream Services.
- c. **Financial:** Darla Perry reported that the Port took in \$78,322K for the month of July and expended \$23,535, leaving a net cash flow of \$54,786. She stated that the port started the fiscal year with 3,575 barge days, 75 less than the prior year.

Additionally, Darla reported that they are continuing to work on getting reimbursements for open projects and they are finally seeing some movement. They are still waiting on FEMA to declare the VLS building was more than 50% damaged.

- d. **Engineer:** Chuck Stutes reported that they will be sending the plans for the STAR building to CSRS next week.

The structural engineer is still addressing some comments from the DOTD on the EDA and DOTD bulkhead and crane pad project. Mr. Stutes anticipates submitting them to both the EDA and the DOTD next week.

Final plans and specs should be sent to DOTD at the end of this month for dredging the west barge basin.

Mr. Stutes also reported that he is putting together all the paperwork for VLS to send to FEMA. Hopefully it will be approved, but he is concerned about the Calcasieu parish variance regarding elevation.

After a brief discussion, a motion was made by Dick Kennison to accept the Port Director, Legal, Financial, and Engineer reports presented above, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

**11. Public Comments**

Jennifer Mabou thanked Dick Kennison for reaching out to her to join the board.

**12. Adjournment**

President Pro Tempore, Wilmer Dugas, adjourned the meeting at approximately 3:40 p.m.



President



Secretary