

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

MARCH 3, 2015

6:00 P.M.

The meeting was called to order by Mr. Ralph Longman, President of the Port Commission. Mr. Will Terry led in the Pledge of Allegiance. A roll call resulted in the following:

Present:

Ralph Longman
Willie Peters
Tad Blevins
Joseph Tabb
Will Terry
Phil Bell

Absent:

Wayne Stevens
Calvin Deshotel
Greg Paul

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Roger Stouff of the Franklin Banner, Mayor Donna Lancelin, Mayor of Baldwin, Mr. David Allain, Executive Director, and Ms. Donna Louviere, Secretary Receptionist of the Port Commission.

A motion was made by Mr. Peters to dispense with the reading of the February 3, 2015 meeting minutes and to accept the same. The motion was seconded by Mr. Joseph Tabb and carried unanimously.

Public Comment, Mayor Lancelin introduced herself as the newly elected Mayor of Baldwin and stated that Mr. David Allain was keeping her abreast of what has been going on and she thanked him for inviting her to the Board Meeting. Mr. Allain also thanked Mayor Lancelin for attending the meeting.

Mr. Allain reported that a Louisiana Compliance Questionnaire is a required part of the Port's Annual Financial Audit and that the staff has completed the compliance questionnaire. A motion was made by Mr. Blevins to accept the Compliance Questionnaire as presented. The motion was seconded by Mr. Peters and carried unanimously.

Mr. Allain reported that the maintenance dredging at the port site is really looking good. The containment area is completed. The Contractors did a fine job and are scheduled to begin dredging between the 22nd and 27th of this month. Mr. Allain stated that he has conveyed this to the tenants and everyone seems to be okay with that date.

Mr. Allain reported that the Industrial Park water main is close to being complete. Mr. Reid Miller reported that due to inclement weather the sub-contractor had to delay work to bore under highway 90 to install the water line. Once he is able to get in he will make the drill and the tie-in by the railroad and flush the line. Mr. Miller stated by the next meeting he should have a report on that project and

close out. Mr. Allain commented that it looks really good and we are close to getting water on that site. Discussion followed.

With reference to the Industrial Park project, Mr. Allain reported that the staff has submitted a Request for Reimbursement from the Delta Regional Authority . The Port was awarded a grant from the DRA in the amount of \$150,00.00 for developments at the Industrial Park. The Port's share will be approximately 8% - 10% of the cost of the Water Main at the Industrial Park.

Mr. Allain reported that LAD Services work load was slow due to problems related to labor. Mr. Allain was contacted by Mr. Dragna of LAD Services about one of the six cranes in the building being non-operable. Mr. Allain reported that although the Lease is a triple net Lease and LAD Services is responsible for all maintenance, it has been determined that one of the six cranes attached to the building was non-operable at the time the Lease was signed. Mr. Allain reported that LAD Services has repaired the crane at a cost of \$11,250.00. As a result of the Executive Committee meeting it was suggested the Port share the cost with LAD Services in the amount of \$8,000.00. Mr. Duplantis explained that LAD Services was responsible for the cranes, based on an assumption that these cranes were operable. He further explained that in the Law it is call a mistake of fact. Both sides were under the impression that all six cranes were operable. Discussion followed. Mr. Duplantis reported that in Contract Law it is possible to re-visit the contract to make a fair offer. A motion was made by Mr. Blevins to pay a portion of the repair of the crane in the amount of \$8,000.00 to LAD Services. The motion was seconded by Mr. Terry and Mr. Terry's second to the motion included "with approval of the Ports Attorney". The motion carried unanimously.

Mr. Peters asked Mr. Allain if the issue with the Cleco line in conjunction with the Maintenance Dredging had been resolved. Mr. Miller responded that the requirements for the disposal area were adequate with the current lay-out excluding the Cleco line. Discussion followed.

A motion was made by Mr. Terry with a second from Mr. Bell to pay the following requests for payment:

Maintenance Dredging/ Port Site-Project #13605
Miller Engineers in the amount of \$6101.51.

Bertucci Contracting Company, LLC -Estimate #1 in the amount of \$175,607.28

Industrial Park Water Main-Project #13639

Miller Engineers - Partial request # 4 in the amount of \$1800.80.

Southern Constructors -Request #1 in the amount of \$60,026.80.

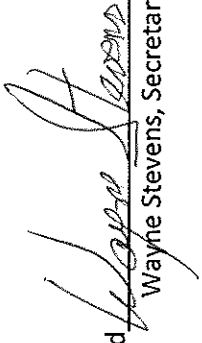
The motion carried unanimously.

A motion was made by Mr. Willie Peters to send letters of no objection regarding Waterline Improvement along Hwy. 182 by St. Mary Parish Waterworks District No. 5 Project # 13715 as requested. The motion was seconded by Mr. Joseph Tabb and carried unanimously.

Mr. Allain stated that he and Ms. Louviere are working on an email list. He also mentioned that meeting notices will be sent by email in the future which will save on postage and other office expenses. It was explained that if you do not have an email address we will continue to mail your meeting notice.

There being no further business to be discussed, a motion was made by Mr. Will Terry to adjourn the meeting. The motion was seconded by Mr. Willie Peters and carried unanimously. The meeting adjourned at 6:18 p.m.

Signed

A handwritten signature in cursive script, appearing to read "Wayne Stevens", written over a horizontal line.

Wayne Stevens, Secretary