WEST ST. MARY PARISH PORT, HARBOR & TERMINAL DISTRICT

MEETING MINUTES

FEBRUARY 4, 2014

6:00 P.M.

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

Present: Absent:

Phil Bell

Tad Blevins

Calvin Deshotel

Greg Paul

Willie Peters

Ralph Longman

Wayne Stevens

Joseph Tabb

Will Terry

Also present at the meeting were Mr. Paul Naquin, President of the St. Mary Parish Council, Mr. Roger Stouff of the Franklin Banner, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Ms. Donna Louviere, Secretary, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Terry to dispense with the reading of the January 7, 2014 meeting minutes and to accept the same. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Naquin reported that he was contacted by two companies on the Charenton Navigation Canal regarding navigational aids. There are approximately three markers left and one of the crew boats hit a piling. Mr. Naquin suggested requesting that Miller Engineers apply for a permit to dredge the mouth of the Jaws. He said there is a committee of local business owners who meet on a regular basis to discuss ways to improve the Charenton Navigation Canal and the surrounding area. They are looking for funding to dredge a bigger channel to about 12 foot depth. Mr. Stevens said that he and Mr. Allain were in the area Saturday to research the existing Aids to Navigation and to determine which markers are in need of repair or replacement. Discussion followed. Mr. Allain reported that he will meet with Miller Engineers to discuss the findings of his recent boat trip regarding Aids to Navigation and potential dredging needed.

A motion was made by Mr. Paul with a second from Mr. Stevens to pay an invoice from Miller Engineers in the amount of $20,373. The invoice was for a survey performed on the Superior site in Baldwin, recently purchased by the Port Commission. The motion carried unanimously.

Mr. Allain recommended that the Port hire Ms. Donna Louviere full time. She has been employed by the Port for five years as a part-time employee and recently had additional responsibilities added to her job description. Ms. Louviere is in charge of the Port’s water plant accounts and assists in the day to day operations of the water plant and the Department of Health and Hospitals is requiring additional monitoring of all water plants. A motion was made by Mr. Blevins to hire Ms. Louviere full time. The motion was seconded by Mr. Terry and carried unanimously.

Mr. Allain reported that he received the Port’s permit from the Department of Natural Resources and the Corps of Engineers for the Industrial Park and now the Port is ready to move forward. Mr. Miller reported that the plans for the detailed plans for the slip, roads and the drainage are 95% complete. He added that the Port should be ready to go to bid within a month for all practical purposes. Discussion followed. Mr. Allain reported that a Right of Way has been secured from CLECO for the waterline. A Delta Regional Authority grant has been secured for funding of the installation of the waterline.

Regarding Aids to Navigation in the Jaws waterway, Mr. Allain said he would work on a game plan to be presented at next month’s meeting.

Mr. Allain reported that he is actively working on securing the installation of a gas line to serve the Port area. He said that the gas company he has been working with was on site today and continues to gather information about the needs of Port tenants and the actual amount of gas required. This information will used to determine the size of the pipe needed for service. Mr. Allain is also requesting that 30% to 35% growth be considered when determining the needs of the Port tenants.

Mr. Allain reported that after receiving no interest within the Parish community regarding the Port’s old tractor, he recommends that the Port Commission surplus the tractor. A motion was made by Mr. Terry to surplus the tractor, to place it for sale and to properly advertise for sealed bids. It was agreed to require a minimum bid of $9,000. The motion was seconded by Mr. Tabb and carried unanimously. The motion carried unanimously.

Mr. Allain announced a change in the March meeting date as the first Tuesday of March is Mardi Gras day. The meeting date is changed to Tuesday, March 11, 2014.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Paul and carried unanimously. The meeting adjourned at 6:20 p.m.

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Wayne Stevens, Secretary