

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

NOVEMBER 2, 2021

6:00 P.M.

The meeting was called to order by Mr. Wilson Terry, President of the Port Commission. Mr. Terry led in the Pledge of Allegiance. Mr. Peters gave the Invocation. A roll call resulted in the following:

Present:

Sam Jones  
Donna Lanceslin  
Greg Paul  
Willie Peters  
Joseph Phillips  
Murphy Pontiff  
Joseph Tabb  
Wilson Terry

Absent:

Ralph Longman

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Eric Duplantis, Port Attorney, Mr. Reid Miller of Miller Engineers, Ms. Brandy Pennison, Administrative Assistant, Ms. Rebecca Pellerin, Office Manager and Mr. David Allain, Executive Director.

A motion was made by Ms. Lanceslin to dispense with the reading of the minutes of the October 5, 2021 meeting and to accept them as presented. The motion was seconded by Mr. Tabb. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Terry asked if there was any public comment – there was none.

Mr. Allain gave the following report:

With reference to the Sugar Warehouse/Louisiana Department of Transportation and Development funded project # H.014893 (321) – (Phase I), Mr. Allain explained they are working on an updated lease agreement and will have it soon. Mr. Allain requested that the Commission consider and take action on a Resolution Certifying Compliance with the Public Bid Laws. A motion was made by Mr. Tabb to adopt the Resolution and was seconded by Mr. Peters. Mr. Terry asked if there was any more discussion or opposition – there was none. The motion carried unanimously.

Continuing with the Sugar Warehouse/LA DOTD project, Mr. Allain requested approval of a Resolution to Award the project for Site Demolition of the Existing Buildings at the Baldwin Campus. Mr. Miller reported that there were three quotes that were submitted: ARL Construction - \$248,000.00, Southern Constructors, LLC - \$370,000.00 and Frisco Industrial Contractors - \$418,425.00. He recommended proceeding with ARL Construction for \$248,000.00. Mr. Jones asked what this was for. Mr. Allain explained that this was to take the existing building down and that this wasn't a pre-engineered building and the concrete under the building was not adequate to hold the amount of sugar that would be stored

there. Mr. Tabb asked whether they would have the signed lease before the demolition. It was recommended by Mr. Allain that the demolition be done subject to the signing of the lease agreement. Mr. Tabb made the motion subject to the signing of the lease and it was seconded by Mr. Jones. Mr. Peters asked when the warehouses need to be built and Mr. Allain replied that they need to be built as soon as possible because of the efficiency it would be for the barges. He noted it would possibly take a couple of years. Mr. Phillips asked if the cranes in the existing building would be taken out and possibly resold. Mr. Allain explained that he had multiple people to come look at the cranes and was told that they are obsolete and not worth salvaging for safety reasons. Mr. Allain said that the lights and jibs in the existing building that can be reused were going to be salvaged and reused in the Louisa Campus. He explained that the old office building may be able to be resold and will be moved prior to demolition. Mr. Miller explained that they were going to braid and drain all required fields and it would all be under the same contract. Mr. Terry asked if there was any more discussion or opposition – there was none. The motion carried unanimously.

With reference to the Sugar Warehouse/Steel Sheet Pile Bulkhead project, Mr. Allain requested a Resolution Requesting Funding from the State of Louisiana, Under the Provisions of the 2022-2023 Capital Outlay Act for an area to park the barges for loading and unloading. Mr. Jones asked what the cost would be. Mr. Allain explained that it was going to be in the \$3,000,000 - \$3,100,000.00 range. He explained that the Port has only about 150 feet of bulkhead and it needs a lot of work all the way to the property line due to the heavy volume of traffic. A motion was made by Mr. Jones to approve the Resolution Requesting Funding and was seconded by Mr. Pontiff. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Regarding EDA/Facility Planning Project No. 08-01-05240 (Training Facility), Mr. Allain explained that the Port has everything but the welding booths needed. He stated that there is a need to purchase six welding booths. The price of these booths will be around \$15,000.00 - \$16,000.00. Mr. Miller explained that everything in the plans have to be fixed on the facility. Anything that is moveable regarding machines and booths has to be purchased separately. The contractor is responsible for all the piping and ventilation. The booths are not covered under this contract and have to be purchased separately. Mr. Allain is requesting \$19,000.00 or less to cover this cost. He clarified that all the Port will be purchasing will be these booths and that they are three sides and a curtain and ARL Constructors are supplying the rest. A motion was made by Ms. Lanceslin to authorize the Executive Director to purchase the booths, not to exceed \$19,000.00. The motion was seconded by Mr. Peters. Mr. Terry asked if there was any discussion or opposition. Mr. Phillips asked if the Port was going to supply coupons for the welders and Mr. Allain explained that he was working on getting the welding machines gifted and it all looked like it was going to work out and the coupons will be supplied by the school. There being no further discussion or opposition the motion carried unanimously.

Mr. Jones reported that Daniel Edgar is interested in a warehouse for his existing business. Mr. Allain stated that he was not aware of Mr. Edgar's interest but that he will be in touch with Mr. Edgar as soon as possible.

Mr. Allain gave an updated report on ANR Pipeline; they have begun making repairs to the pipeline are using Industrial Park Road and things are going well.

Mr. Allain presented the 2022 proposed budget to the Commission; he reviewed the actual figures of the 2021 budget as of October 28. He stated that he was recommending increases to a few line items on the expense portion of the budget. He reported that the revenue side of the budget should not have

any significant changes. With reference to the Port's water system, Mr. Allain suggested that the Port could have a rate study done to determine if the existing water rates were sufficient. He requested that the Commissioner's review the Proposed Budget and asked that they contact him with any questions or comments. He further reported that the 2022 budget will be voted on at the December meeting.

Regarding the Louisiana Department of Health Administrative Order No. C-16-101-052-ETT, Mr. Allain reported that the order was lifted and is back to normal.

Regarding EDA/Facility Planning Project No. 08-01-05240 (Training Facility), Mr. Miller reported that the concrete will be poured on the site and he has reviewed and recommends payment of Contractor's Application for Payment #8. A motion was made by Ms. Lanceslin to approve Contractor's Application for Payment #8 from ARL Construction, Inc. in the amount of \$64,007.05. The motion was seconded by Mr. Tabb. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

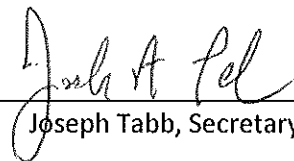
Also with reference to the EDA/Facility Planning Project for the Training Facility, a motion was made by Mr. Phillips to approve Request for Payment #10 from Miller Engineers in the amount of \$2,773.48. The motion was seconded by Mr. Pontiff. Mr. Terry asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Duplantis reminded the Commissioners to complete the required Ethics and Preventing Sexual Harassment Training before the end of the year and to please submit a certificate of completion to the Port Office.

Mr. Miller stated there was nothing else to report.

There being no further business to be discussed, a motion was made by Mr. Jones to adjourn the meeting. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there any discussion or opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:31 p.m.

Signed \_\_\_\_\_

  
Joseph Tabb, Secretary