WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

DECEMBER 3, 2013

6:00 P.M.

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

Present: Absent:

Phil Bell Greg Paul

Tad Blevins Joseph Tabb

Calvin Deshotel

Willie Peters

Ralph Longman

Wayne Stevens

Wilson Terry

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Roger Stouff of the Franklin Banner, Mr. Frank Fink of the St. Mary Parish Office of Economic Development, Mr. Paul Naquin, St. Mary Council President, Mr. Eric Duplantis, Port Attorney, 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 November 5, 2013 meeting minutes and to accept the same. The motion was seconded by Mr. Longman and carried unanimously.

Mr. Paul Naquin wished everyone a Merry Christmas and said that everything is going well within St. Mary Parish. Mr. Frank Fink wished everyone a Merry Christmas, also.

A motion was made by Mr. Blevins to adopt a Resolution to authorize the Executive Director to sign and execute the Act of Cash Sale with Superior Fabricators, Inc. The motion was seconded by Mr. Peters and carried unanimously. Mr. Allain reported that the signing of the documents has been postponed until possibly next week. Mr. Duplantis reported that everything is ready with the exception of a certified plat of the property.

A motion was made by Mr. Blevins to adopt a Resolution authorizing the President to enter into a lease agreement with LAD Services, LLC. The motion was seconded by Mr. Bell and carried unanimously.

A motion was made by Mr. Peters to sign a Letter of Engagement with Kolder, Champagne, Slaven and Company, LLC for the performance of the annual audit of the Port Commission. The motion was seconded by Mr. Bell and carried unanimously. Mr. Allain explained that the contract would be for a three year period – for years 2013, 2014 and 2015.

A motion was made by Mr. Longman to authorize the Executive Director to complete and sign the Louisiana Compliance Questionnaire. This questionnaire is a required part of a financial audit of Louisiana State and local government and will be given to the auditor at the beginning of the audit. The motion was seconded by Mr. Bell and carried unanimously.

Mr. Allain reported that he is working with a potential tenant for the Industrial Park. The company asked to remain anonymous at this time. He said he is hoping for some type of action during the first quarter of next year. He said there are some questions to be answered, mainly about the pipelines, but he thinks that most of those questions have been addressed.

A motion was made by Mr. Terry to adopt the Budget for 2014 as presented. The motion was seconded by Mr. Stevens and carried unanimously. Mr. Peters asked if Mr. Allain’s increase in salary was included in the proposed budget that they received in the mail. Mr. Allain responded yes and that there was an increase to allow for payment of flood insurance for the water plant. Mr. Allain reported that a meeting was held with a contractor for the State who explained the insurance requirements of the Port with reference to past claims submitted for FEMA funds. The Port did not carry flood insurance on any of its properties.

A motion was made by Mr. Terry to open the floor for the Election of Officers of the Board of Commissioners. The motion was seconded by Mr. Blevins and carried unanimously. Mr. Terry nominated Mr. Longman for President of the Port Commission. The motion was seconded by Mr. Blevins and carried unanimously. Mr. Stevens nominated Mr. Peters for the office of Vice President. The motion was seconded by Mr. Terry and carried unanimously. Mr. Terry nominated Mr. Stevens for the office of Secretary/Treasurer. The motion was seconded by Mr. Peters and carried unanimously. Mr. Terry moved that the nominations be closed.

Mr. Duplantis complimented Mr. Allain for all of his hard work and dedication in putting together the purchase of the Superior facility and negotiating with LAD Services for the lease of the facility. He commended Mr. Allain and Mr. Deshotel for all of their work on these projects. Mr. Deshotel commended Mr. Duplantis for his hard work on the projects.

Mr. Deshotel acknowledged Ms. Lanie Borel of Cleco. Mr. Allain thanked Mr. Wayne Stevens, Mr. Mike Picard and Mr. Cheyenne Burns for the preparation of the meal after the meeting.

Mr. Deshotel thanked everyone for working while his served as Port Commission President and said he hopes that the Commission helps Mr. Longman as they helped him.

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. Longman and carried unanimously. The meeting adjourned at 6:20 p.m.

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

Willie Peters, Secretary