**PROCEEDINGS OF A REGULAR MEETING OF**

**THE BOARD OF COMMISSIONERS OF**

**THE MORGAN CITY HARBOR AND TERMINAL DISTRICT**

**May 9, 2016**

 The Board of Commissioners (“Board”) of the Morgan City Harbor and Terminal District (“District”) met in regular session at the District’s office at 7327 Highway 182, Morgan City, Louisiana on May 9, 2016 at 5:00 p.m. Thomas Ackel, Secretary convened the meeting with Commissioners Deborah Garber, R. Scott Melancon, Gary Duhon, Tim Matthews, Sr., Ben Adams and Joseph Cain in attendance. Also present at the meeting were Raymond Wade, Executive Director; Tori Henry, Office Manager; Cindy Cutrera, Manager of Economic Development; Gerard Bourgeois, Board Attorney; Michael Knobloch, Knobloch Professional Services; Executive Officer Felton Gilmore and Chief Clayton Franklin, United States Coast Guard (“USCG”); Clay Breaud, GSE/Providence Engineering; Architect Carl Blum; Anna Washburn, Shrimp and Petroleum Queen; along with members of the media and general public.

 The meeting was called to order and the presence of a quorum was noted. Mr. Wade led the invocation and the Pledge of Allegiance was recited.

It was moved by Mr. Duhon and seconded by Mr. Melancon that the minutes of the Regular Meeting of April 11, 2016 be approved and adopted, with said motion carrying unanimously.

It was moved by Mrs. Garber that the report of receipts and disbursements for the month of April, 2016 be received and accepted and that all invoices presented to the Board for the month of April, 2016 be paid. Mr. Matthews seconded that motion, which carried unanimously.

Executive Officer Gilmore reported that: (i) Captain McClellan’s change of command will be June 3rd with Captain Blake Welborn replacing him; (ii) there were 3,583 total transits for the month of April; (iii) there were two groundings reported due to the shoaling; (iv) a few restrictions remain on the river due to high water.

Chief Franklin reported that they are continuing to monitor the shoaling and moving buoys as needed.

Raymond Wade reported on behalf of Tim Connell that dredge Leonard J arrived on location May 6th for emergency dredging to a 22’ depth and 250’ width, with additional task orders to follow at Twenty Grand Point and Berwick Harbor to follow.

 Mike Knobloch reported that the FAST LANE, TIGER and Port Security Grant applications were all due in April and submitted on time.

Carl Blum reported that: (i) the building and site work are completed pending a few minor punch list items, which we are holding back $20,000 for the parking lot is substantially complete, pending a small punch list; all millwork, interior and exterior signage is completed, except for the monument sign, which should be delivered soon; all framing is done and sheetrock is being hung in the Levee District buildout which will hopefully be substantially complete by the next board meeting; drawings should be completed by the end of the week for the laydown area and submitted to facilities and planning for their approval, hoping to bid out in late June and completed by October or November.

Cindy Cutrera reported that: (i) on April 14th a group of commissioners and stakeholders rode the M/V Mississippi for the high water tour from Old River to Baton Rouge, where a round table discussion was held. Also, on April 15th Mr. Wade, Louis Tamporella and Jim McElroy testified before the Mississippi River Commission on behalf of the Atchafalaya River; (ii) the IRPT annual conference was held May 3-5 in Natchez, where she was voted in as 1st Vice President for two years and then will move up to President and Mr. Wade was selected to serve as a Basin Representative to the Gulf Coast Waterways. Several things discussed at the conference were P-3, Port resiliency, barge and rail coordination, and most interestingly Waterborne Commerce’s desire to do watershed strategic planning by observing commodity trends; (iii) On May 12th at 10 a.m. we will be hosting the Annual Hurricane Preparedness meeting at our EOC; (iv) she met with Anthony Governale, Director of Planning and Zoning for Morgan City about their upcoming 5 year FEMA rating visit, where depending on their rating, flood premiums can be reduced. A few things the Port can provide to help with the rating is facilitating emergency services and public outreach; (v) Mac also made a presentation to Rotary Club and CPRA and met with Dr. Richardson, LSU Economist about adding his review and analysis of our oil and gas and shipyard impact study Mrs. Garber moved to authorize Dr. Richardson’s services, which was seconded by Mr. Duhon and carried unanimously.

Mr. Bourgeois presented: (i) an insurance proposal from Paul’s Agency for $82,019, which was moved for authorization by Mr. Duhon, seconded by Mr. Melancon and carried unanimously. (ii) Amendment to District Board’s By-Laws reflecting the official domicile to address to 7327 Highway 182 E, Morgan City. Mr. Melancon moved to authorize Mr. Wade to execute any documents reflecting these changes, which was seconded by Mrs. Garber and carried unanimously.

(iii) acceptance and authorization of Certificate of Substantial Completion for Phase Four Parking and Request for Authorization to proceed with Phase 7 Transit Yard. Mr. Duhon moved to accept and authorize Mr. Wade to execute said Certificate and to proceed with Phase 7, which was seconded by Mr. Cain and carried unanimously.

Mr. Bourgeois also reported that: (i) we are under time constraints with the 2014 Port Security Grant and proposed that Mr. Wade be authorized to award the tower portion of the contract, which is estimated to be less than $30,000 in order for Mr. Knobloch to comply in a timely manner. Mrs. Garber moved to authorize Mr. Wade to award said, which was seconded by Mr. Duhon and carried unanimously.

**RESOLUTION**

WHEREAS, the Morgan City Harbor and Terminal District (“District) has been authorized to expend up to $205,600.00 from the U.S. Dept. of Homeland Security Port Security Grant Program for the Procurement, Installation, Expansion and Integration of Equipment for Dockside Visual & Electronic Transmission System (DVETS), identified under Project No: EMW-2014-PU-00376-001DVETS, as further described in related procurement documents; and

NOW, THEREFORE, BE IT RESOLVED by the Morgan City Harbor and Terminal District that Duane E. Lodrigue, Vice-President, and Raymond M. Wade, Executive Director, individually, be and are hereby authorized and directed to do any and all acts and things on behalf and in the name of the District that either deems necessary, proper, or that may be required in regards to the bid, award and contracting of the work(s) and purchase(s) related to the aforesaid project.

(ii) Senator Cassidy and Congressman Boustany have put in language in the proposed WRDA bill that would allow funding to pass from the Corps to the Port for our possible dredging. Mr. Wade thanked both Senators and Congressman Boustany for all of their help with the language that could directly affect the Port. (iii) we contacted Representative Sam Jones about House Bill 162’s language that would prevent any emails between staff & commissioners, meaning every time you would need to talk, you would have to call a public meeting.

With no further business to come before the Board, the meeting was adjourned.

 Attest:

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 Thomas Ackel, Secretary