TERREBONNE PORT COMMISSION

**MINUTES**

 **January 9, 2024**

**1116 Bayou Lacarpe Rd.**

Houma, Louisiana 70363

# **Bill Purvis, President Presiding**

Present: Bill Purvis, Steve Crispino, Jacob Brown, Dan Davis, John DeBlieux, Joe Caldwell and Greg Landry

**Absent: None**

Staff: David Rabalais – Executive Director, Sonja Labat – Finance Manager and Wayne Lirette - Maintenance

**Legal: Danna Schwab – Schwab Law Firm**

**Consultants Bill Blanchard – GIS, Jack Plaisance – T. Baker Smith, Craig Hebert**

###### Media: None

###### Guests: Norby Chabert and Dan Claitor with Claitor and Chabert

1. **WELCOME AND INVOCATION**
	1. **Bill Purvis called the meeting to order and led with the invocation by Greg Landry and the Pledge of Allegiance. Sonja Labat called roll. A quorum was present.**
2. **PUBLIC WISHING TO ADDRESS THE COMMISSION – Norby Chabert and Dan Claitor with Claitor and Chabert were present to give the board an update. Norby advised that it is transition time. He discussed the inauguration of Governor Landry and how beautiful it was to see the capital lit up and the firework show. He also discussed the legislative turnover and term limits.**
3. **APPROVAL OF MINUTES AND ABSENCES**
	1. **A motion by Steve Crispino and seconded by Greg Landry approving the minutes of the December 12, 2023 regular meeting. No opposition. Motion passed.**
	2. **A motion by Dan Davis and seconded by John DeBlieux approving the absence of Joe Caldwell from the December 12th regular meeting. No opposition. Motion passed.**
	3. **David advised that the officers traditionally serve a two-year term. A motion by John DeBlieux and seconded by Joe Caldwell to keep the officers in the same position as the year 2023. No opposition. Motion passed.**
	4. **The February meeting will be rescheduled to February 6th due to Mardi Gras.**
4. **FINANCIAL REPORT**
	1. **Reconciliation of finances were reviewed and approved for the month of December 2023 on a motion by Steve Crispino and seconded by Dan Davis. No opposition. Motion passed.**
5. **EXECUTIVE DIRECTOR’S REPORT**
	1. **Government Multi-Use Complex**
		1. **CBP (OFO) Expansion – Craig Hebert discussed the current issues with the Fire Marshall. The building received multiple renovations throughout the years. Paperwork for Fire Marshall approval after the completion of those renovations cannot be located. The previous designers may need to re-submit the project for approval. Craig continues to work with the Fire Marshall and has a meeting scheduled this evening. The new facility is up to code and everything done previously was up to code at that time.**
		2. **David discussed the ICE lease renewal as it was submitted this week. We are awaiting response from GSA.**
	2. **Other Port Projects**
		1. **HNC Deepening Study – Bill Blanchard with GIS was present to give a project update. December was a slow month due to the holidays. He met with Hilcorp last Friday as the proposal came in less than expected. He is working with Kinder Morgan regarding cost estimates. The pipeline surveys on the Northern side will begin soon. It is believed that there are ten to twelve active lines. They are still working on the pipeline right of ways on the Northern Reach. He met with Chevron and they don’t believe the five smaller lines are theirs. They also plan to set up a meeting with David and Chris Collins with DOTD regarding funding. A motion by Steve Crispino, seconded by Jacob Brown to approve the GIS invoices in the amount of $72,622.50. No opposition. Motion passed.**
		2. **HNC Maintenance Dredging (Corp) – David discussed his report. The dredge of the Bay Reach was moved to another project due to weather conditions. They will come back after the current project is complete. They will dredge until the funding depletes.**
		3. **HNC Rock Jetty – David advised that both Capital Outlay and a BRIC grant will be applied for. An RFQ for an engineer for the project design will be needed.**
		4. **Bollinger Project – David advised that we are awaiting a CEA from the State.**
		5. **LED Site Certification – Amber Plessala with Delta Coast was not present with an update.**
		6. **EDA Sewer Grant – Melanie Caillouet with All South was not present to give an update, but David advised that All South is still working with South Central Planning for the submittal of the application.**
		7. **David advised that per the executive committee, there are two firms interested in providing insurance costs. The current firm will submit from their first-choice carrier and the other firm will submit from their first-choice carrier, etc and those prices will be obtained. A motion by John DeBlieux and seconded by Dan Davis to allow the executive board and the attorney to make a recommendation to the board. No opposition. Motion passed.**
		8. **David advised that he met with Robert Perez. David suggested entering into an agreement with no commitment to the Port. After the grant funds are spent, the project can be re-visited.**

1. **COMMITTEE REPORTS – The finance/executive committee will meet in two weeks to review the cash budget. The marketing committee has more questions for Brew. John plans to have a telephone conversation with Brew and then plans to meet with the marketing committee to discuss further.**

**VII.COMMISSIONER’S COMMENTS – Dan Davis discussed a project that the Levee board is doing and would like the vendor to attend the February Port meeting to give a presentation. Bill advised that Thomasea was awarded the USS Kidd. He also thanked T. Baker Smith for providing lunch.**

**VIII.STAFF REPORT – David briefly updated the board on the mat demonstration project.**

**IV.ADJOURNMENT – There being no further business to come before the commission, a motion made for adjournment by Steve Crispino and seconded by Dan Davis. The meeting was adjourned at 1:21 pm. No opposition. Motion passed.**