TERREBONNE PORT COMMISSION

**MINUTES**

**October 12, 2021**

**1116 Bayou Lacarpe Rd.**

Houma, Louisiana 70363

# **Steve Crispino, President Presiding**

Present: Steve Crispino, John DeBlieux, Dan Davis, Bill Purvis, Greg Landry, Andrew Blanchard and Chris Erny arriving at 12:15

**Absent: None**

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

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

**Consultants O’Neal Malbrough, Chris Jeanice and Joe Chauvin – GIS, Amber Plessala – T. Baker Smith, Craig Hebert and Jacob Waitz**

###### Media: None

###### Guests: Doug Cheramie

1. **WELCOME AND INVOCATION**
	1. **Steve Crispino, President, called the meeting to order and Greg Landry led with the invocation and the Pledge of Allegiance. Sonja Labat called roll. A quorum was present.**
2. **PUBLIC WISHING TO ADDRESS THE COMMISSION –None**
3. **APPROVAL OF MINUTES AND ABSENCES**
	1. **A motion by Dan Davis and seconded by Andrew Blanchard approving the minutes of the August 10, 2021 regular meeting. No opposition. Motion passed.**
	2. **A motion by Andrew Blanchard and seconded by John DeBlieux to approve the absences of Bill Purvis, Chris Erny and Greg Landry from the August 10, 2021 regular meeting. No opposition. Motion passed.**
4. **FINANCIAL REPORT**
	1. **Reconciliation of finances were reviewed and approved for the month of September 2021 on a motion by Andrew Blanchard and seconded by Greg Landry. No opposition. Motion passed.**
	2. **A motion by John DeBlieux and seconded by Andrew Blanchard to approve an amendment to the BS Unlimited contract to include Hurricane Ida cleanup. No opposition. Motion passed.**
5. **EXECUTIVE DIRECTOR’S REPORT**
	1. **Government Multi-Use Complex**
		1. **CBP (OFO) Expansion – Craig Hebert was present to discuss the project status. Craig advised the Board that the contractors are back on site since Hurricane Ida. The demo is complete, and the repair work is being done. GSA receives monthly project updates. BET Construction is still trying to meet the deadline. David presented a request from Craig for a contract increase. A motion by Bill Purvis and seconded by Andrew Blanchard to increase Craig’s contract from $20,000 to $38,179.30. No opposition. Motion passed. The original contract was based on project estimates and now based on construction costs of $381,793.00.**
	2. **Other Port Projects**
		1. **HNC Deepening Study – O’Neal Malbrough discussed the feasibility study. He discussed the timeline and the next steps of the project.**
		2. **HNC Maintenance Dredging (Corp) – David discussed his report. After Hurricane Ida, NOAA surveyed the channel, removed debris, and opened the channel. The HNC is under normal conditions other than those reported. He also discussed the status of the dredge. Bridge status was also briefly discussed.**
		3. **HNC Rock Jetty – No change.**
		4. **Port Pump – Jacob Waitz was present to give a project update. The generator is on back order.**
		5. **East Side of Slip Improvements – Jacob Waitz was present to give a project update as this project is now complete. A motion by Chris Erny and seconded by Dan Davis to approve change order #2 and the certificate of substantial completion. No opposition. Motion passed. Change order #2 was a deduction of $117,023 due to it being too wet to continue with that phase of the project.**
		6. **Boat Launch Slip Maintenance Dredging – Joe Chauvin with GIS was present to discuss the project. He discussed the permit status, the cross sections prior to the storm and the cross sections after Hurricane Ida. The plan and estimated costs will be provided at the November meeting.**
		7. **There is a vacancy on the Economic Development Corporation Board. This will be tabled to the November meeting.**
		8. **David discussed DOTD funding for the Terrebonne Port Industrial Blvd. Project. A letter will be sent to DOTD closing out the project.**
		9. **David discussed amendment #3 to the GIS general engineering contract. A motion by Greg Landry and seconded by Chris Erny to approve amendment #3 for the GIS general engineering contract in the amount of $30,000. No opposition. Motion passed. All engineering agreements will begin on January 1st and end December 31st. The upset limit for the general engineering contracts will be discussed at the December meeting.**
		10. **A motion by Chris Erny and seconded by Andrew Blanchard to authorize the Executive Director to hire a firm to handle the Port’s FEMA claim. No opposition. Motion passed. The RFP’s are due tomorrow.**
		11. **A motion by Chris Erny and seconded by Andrew Blanchard to approve a resolution authorizing the Executive Director to sign the CEA with Facility Planning and Control. No opposition. Motion passed.**
		12. **Mike Henry submitted a proposal in the amount of $20,000 per month in August. He has accepted an offer of $12,500 per month. A motion by Bill Purvis and seconded by Dan Davis to hire Mike Henry’s firm to represent the Port in the amount of $12,500 per month for twelve months. No opposition. Motion passed.**
		13. **David discussed a new tenant, Garbologist. The company follows hurricanes and furnishes dumpsters. The Port property will be used to store the dumpsters at a rate of $2,000 per month for 2 acres. A motion by Bill Purvis and seconded by Andrew Blanchard to authorize the Chairman to execute the lease with Garbologist. No opposition. Motion passed. David also briefly discussed that Shell is looking for a place to store old power poles for resale. They will need 5 acres.**
6. **COMMITTEE REPORTS – The Chairman discussed placing Executive Session on the agenda for the December meeting to discuss budgetary items.**
7. **COMMISSIONER’S COMMENTS – The Chairman thanked T. Baker Smith for providing lunch.**
8. **STAFF REPORT – None**
9. **ADJOURNMENT – There being no further business to come before the commission, a motion made for adjournment by Andrew Blanchard and seconded by Chris Erny. The meeting was adjourned at 1:19 pm. No opposition. Motion passed.**