**Terrebonne Port Commission**

**Minutes**

**December 10, 2024**

**1116 Bayou Lacarpe, Houma, LA 70363**

**Bill Purvis, President Presiding**

Present: Steve Crispino, Jacob Brown, John DeBlieux, Greg Landry and Joe Caldwell

Absent: Bill Purvis and Dan Davis

Staff: David Rabalais – Executive Director, Sonja Labat – Finance Manager,

Wayne Lirette - Maintenance

Legal: Danna Schwab

Consultants: Bill Blanchard and Dwayne Veillon – GIS, Stevie Smith – All South

Media: None

Guests: Doug Cheramie

1. Welcome and Invocation
2. Steve Crispino called the meeting to order and Greg Landry led with the invocation and Pledge of Allegiance. Sonja Labat called roll. A quorum was present.
3. Public Wishing to address the Commission – None
4. Approval of Minutes and Absences
5. A motion by Greg Landry and seconded by Jacob Brown approving the minutes of the November 12, 2024 regular meeting. No opposition. Motion passed.
6. A motion by Jacob Brown and seconded by John DeBlieux approving the absences of Bill Purvis and Dan Davis from the November 12, 2024 regular meeting. No opposition. Motion passed.
7. Financial Report
8. Reconciliation of finances were reviewed and approved for the month of November 2024 on a motion by John DeBlieux and seconded by Greg Landry. No opposition. Motion passed.
9. A motion by Jacob Brown and seconded by Joe Caldwell to approve the 2024 budget amendments and adopt the 2025 budget. No opposition. Motion passed.
10. Executive Director’s Report
11. Government Multi-Use Complex
12. David advised that he and Danna are still reviewing the GSA lease for the ICE expansion.
13. David advised that Facility Planning took the money that was allocated for the bulkhead project. He and Norby Chabert are meeting with the Division of Administration on Thursday regarding.
14. Other Port Projects
15. HNC Deepening - Bill Blanchard was present to give a project update. GIS continues to work on the Northern Reach surveys and should wrap them up in the next few weeks. There are 19 pipelines in the Northern Reach and 14 pipelines in the Southern Reach. He advised that the request from the Corp has been received and they are reading through those documents. He also discussed the letter received from the Corp to be sent to the pipeline companies. Danna Schwab is looking into the meaning of “compensable interest”. David advised that he contacted the State and is obtaining a copy of a letter regarding the Mississippi River to utilize as an example. The depth cover requirements will be followed up on. A motion by Greg Landry and seconded by Joe Caldwell to approve the GIS invoice in the amount of $50,152.50. No opposition. Motion passed.
16. HNC Maintenance Dredging Update (Corp) – David advised that the dredge contract was awarded to Weeks Marine on November 6th and the project start date is December 19th.
17. Bollinger Project Update – David advised that he and Danna are working on the lease.
18. LED Site Certification – David advised that the site is certified. The link will be placed on the new website.
19. Port Security – David advised that cameras will be placed on the bridges and they are working to obtain a permit to do so.
20. EDA Sewer Project – David advised that the application has been submitted but he has not heard anything regarding.
21. Claitor & Chabert Agreement – David advised that Norby could not make the meeting. Amotion by Greg Landry and seconded by Jacob Brown to approve the 2025 Claitor & Chabert consulting agreement. No opposition. Motion passed.
22. 2025 Engineering Agreements – David advised that we currently have five engineering agreements (GIS, All South, Waitz Eng, Delta Coast and T. Baker Smith) at $25,000 each which aids in moving small tasks along. A motion by John DeBlieux and seconded by Joe Caldwell to approve the 2025 engineering agreements. No opposition. Motion passed.
23. Election of Officers – Greg Landry motioned and nominated Jacob Brown as President, Steve Crispino as Vice President and Bill Purvis as Secretary/Treasurer. The motion was seconded by Joe Caldwell. No opposition. Motion passed.
24. EDC Bylaws Amendment – David discussed the need to amend the EDC bylaws to say “meet as needed”. A motion by Greg Landry and seconded by Jacob Brown to amend the EDC bylaws. No opposition. Motion passed.
25. Updates/Reports
26. Finance/Audit Report – Steve Crispino advised that they will meet in January to discuss possibly moving some cash to pay off some debt.
27. Marketing Report – John DeBlieux advised that the new website is almost complete and GIS is working on maps that will be placed on the website.
28. Commissioner’s Comments - Steve Crispino presented Greg Landry with an award for his service on the board as he is retiring with twelve years of service. Greg Landry advised that coming from the retail business this experience has given him knowledge of the industry. It was a great pleasure working with the commission and the engineers and an overall great experience.
29. Staff Report – Nothing to report.
30. Adjourn – Steve Crispino thanked GIS for providing lunch. There being no further business to come before the commission, a motion was made for adjournment by John DeBlieux and seconded by Greg Landry. The meeting was adjourned at 12:40 PM. No opposition. Motion passed.