TERREBONNE PORT COMMISSION

**MINUTES**

 **March 12, 2024**

**1116 Bayou Lacarpe Rd.**

Houma, Louisiana 70363

# **Bill Purvis, President Presiding**

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

**Absent: Joe Caldwell**

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

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

**Consultants Bill Blanchard – GIS, Craig Hebert, Stevie Smith – All South, Amber Plessala – Delta Coast**

###### Media: None

###### Guests: Philip “Phe” McMahon and Chris Rome with Paul’s Agency

1. **WELCOME AND INVOCATION**
	1. **Bill Purvis called the meeting to order and led with the invocation by Jacob Brown and the Pledge of Allegiance. Sonja Labat called roll. A quorum was present.**
2. **A motion by Jacob Brown and seconded by Steve Crispino to deviate from the agenda and enter executive session, item 6 on the agenda, at 12:08. No opposition. Motion passed. A motion by John DeBlieux and seconded by Greg Landry to return to the agenda at 12:17. No opposition. Motion passed.**
3. **PUBLIC WISHING TO ADDRESS THE COMMISSION – Philip “Phe” McMahon and Chris Rome with Paul’s Agency were present as they were recently awarded the TPC insurance policies. Phe introduced himself and Chris Rome to the board and provided their background. They provided coverage similar to what the Port had in the past. The cost of the fire insurance coverage was reduced by $7,000. He also advised of the few opportunities for wind and hail coverage. The TPC team was complimented on their prompt responses. The task of reviewing lease agreements going forward was discussed as they are always available to assist.**
4. **APPROVAL OF MINUTES AND ABSENCES**
	1. **A motion by Dan Davis and seconded by Jacob Brown approving the minutes of the February 6, 2024 regular meeting. No opposition. Motion passed.**
	2. **A motion by Greg Landry and seconded by John DeBlieux approving the absence of Steve Crispino from the February 6, 2024 regular meeting. No opposition. Motion passed.**
5. **FINANCIAL REPORT**
	1. **Reconciliation of finances were reviewed and approved for the month of February 2024 on a motion by John DeBlieux and seconded by Steve Crispino. No opposition. Motion passed.**
	2. **A motion by Steve Crispino and seconded by John DeBlieux to approve the 2023 Louisiana Compliance Questionnaire. No opposition. Motion passed.**
	3. **David discussed the Regions Bank loan renewal as the loan renews every five years. Steve advised that he reviewed the loan documentation and discussed the loan rate. A motion by Steve Crispino and seconded by Dan Davis to approve the Regions Bank loan renewal. No opposition. Motion passed.**
	4. **David discussed adding the Finance Manager to the checking accounts as a signer. The auditor, Pernell Pellegrin, does support this. A motion by John DeBlieux and seconded by Jacob Brown to add the Finance Manager to the Regions and B1 bank checking accounts. No opposition. Motion passed.**
6. **EXECUTIVE DIRECTOR’S REPORT**
	1. **Government Multi-Use Complex**
		1. **CBP (OFO) Expansion – Craig Hebert was present to give a project update. We are still waiting on CBP with the issues with their monitoring system. There seems to be a disconnect between the mega center and CBP. A walk through is planned for tomorrow but occupancy cannot be obtained before the system is monitoring. John DeBlieux discussed loss of rent.**
	2. **Other Port Projects**
		1. **HNC Deepening Study – Bill Blanchard with GIS was present to give a project update. They are focusing on pipeline evaluations. There are 43 crossings in the north reach and 14 crossings in the south reach. They will be performing probing in the north reach. The pipeline right of ways were briefly discussed. There has been communication with Kinder Morgan who provided a cost estimate to remove the pipelines. The cost is estimated to be $15,790,704 and they are expecting the State to pay for the work. They would like to meet regarding. David will set up a meeting next week with himself and Chris Collins with DOTD to discuss funding. Danna Schwab will respond to Kinder Morgan’s letter. A motion by Dan Davis, seconded by Greg Landry to approve the GIS invoice in the amount of $30,087.95. No opposition. Motion passed.**
		2. **HNC Maintenance Dredging (Corp) – David discussed his report. The 2023 dredging has been completed. Surveying will begin in May. David briefly discussed the budget. The federal government budgeted $500,000 for the Corp to provide dredging.**
		3. **HNC Rock Jetty – David advised that the BRIC grant was recently applied for which will fund construction if approved. He is hoping that Capital Outlay will be awarded to fund the design of the project.**
		4. **Bollinger Project – Nothing to report.**
		5. **LED Site Certification – Amber Plessala with Delta Coast was present with an update. She hopes to submit the application in the next two weeks. The timeline after submittal was discussed.**
		6. **EDA Sewer Grant – David advised that the application was submitted to EDA. There is a grant available which would pay for the local match so he does plan to apply for it.**
		7. **David discussed the Parish Wide Security Grant as we had another presentation yesterday. Greg Landry, Dan Davis, Danna Schwab, the Parish President, Noah Lirette, HPD and the school board were in attendance. David is ready to sign to get the grant approved. He would make no commitments further than the grant funding.**
		8. **David briefly discussed the BRIC grant. The board members were sent a zip file with the grant application documents that were submitted.**
		9. **David advised that his position on the LCDA board is expiring soon. A motion by Dan Davis and seconded by John DeBlieux to reappoint David to the LCDA board to represent the Terrebonne Port Commission. No opposition. Motion passed.**
		10. **David discussed his submittal of a letter of interest to PCM as they would want the Port to purchase their property and lease it back to them. A motion by John DeBlieux and seconded by Greg Landry to approve a resolution authorizing Danna Schwab to obtain an ethics opinion regarding. No opposition. Motion passed.**
		11. **David advised that he met with Norby Chabert, Craig Romero, Chett Chiasson, and Mac Wade regarding the consolidation of Ports. They reached out to the Governor regarding.**
7. **COMMITTEE REPORTS – David advised that the staff has a kickoff call scheduled for Friday with Brew.**

**VII.COMMISSIONER’S COMMENTS – None**

**VIII.STAFF REPORT – None**

**IV.ADJOURNMENT – There being no further business to come before the commission, a motion made for adjournment by John DeBlieux and seconded by Jacob Brown. The meeting was adjourned at 1:17 pm. No opposition. Motion passed.**