TERREBONNE PORT COMMISSION

**MINUTES**

**May 14, 2024**

**1116 Bayou Lacarpe Rd.**

Houma, Louisiana 70363

# **Bill Purvis, President Presiding**

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

**Absent: Steve Crispino**

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

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

**Consultants Bill Blanchard – GIS, Stevie Smith – AllSouth, Craig Hebert, David Waitz**

###### Media: None

###### Guests: Doug Cheramie, April Danos and Robert Perez

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. He acknowledged the attendance of Doug Cheramie.**
2. **PUBLIC WISHING TO ADDRESS THE COMMISSION – David Rabalais introduced April Danos as she is very experienced in federal grants and can assist the Port with grant preparation and compliance. April Danos advised that she is retired from Port Fourchon and now has OD Grant Solutions. She has a team of four who work on federal grants and specializes in maritime projects. She presented a quote in the amount of $7,500 to develop a policy and procedure manual and prepare the Port for pre award requirements. She also presented a quote in the amount of $2,500 to do the administrative assistance for the Port Security grant. A motion by Dan Davis and seconded by John DeBlieux to accept both proposals from April Danos. Motion passed.**
3. **APPROVAL OF MINUTES AND ABSENCES**
   1. **A motion by Jacob Brown and seconded by Joe Caldwell approving the minutes of the April 9, 2024 regular meeting. No opposition. Motion passed.**
4. **FINANCIAL REPORT**
   1. **Reconciliation of finances were reviewed and approved for the month of April 2024 on a motion by Dan Davis and seconded by Greg Landry. No opposition. Motion passed.**
5. **EXECUTIVE DIRECTOR’S REPORT** 
   1. **Government Multi-Use Complex**
      1. **CBP (OFO) Expansion – Craig Hebert was present to give a project update. The project was finally approved and the leases are now moving. The communication system is being tested and David Landry is working with them to get it online. They should be occupying the space soon.**
   2. **Other Port Projects**
      1. **HNC Deepening Study – Bill Blanchard with GIS was present to give a project update. They are concentrating on pipeline surveys of the Northern Reach. Ten pipelines have been confirmed and further investigation will be needed for six lines. This should take three to four more weeks. He had a meeting with the Corp on April 15th and it is believed that the removal is the responsibility of the pipeline companies. A motion by Greg Landry, seconded by Dan Davis to approve the GIS invoice in the amount of $28,780.00. No opposition. Motion passed.**
      2. **HNC Maintenance Dredging (Corp) – David advised that $6M is allocated for the dredge. The Corp plans to survey in about three weeks.**
      3. **HNC Rock Jetty – David briefly discussed the PIDP and BRIC grants.**
      4. **Bollinger Project – David advised that Craig Roussel is working with the Division of Administration. $4M is allocated to design and an act of donation will need to be done.**
      5. **LED Site Certification – David gave an update, as Amber Plessala with Delta Coast could not attend.**
      6. **Parish Wide Security – David advised that the Port was awarded $845,000 from DOTD. He would like David Landry to assist with the bid process as his fees would come out of the grant. A motion by John DeBlieux and seconded by Jacob Brown to hire David Landry with Technology Professionals at a cost of $7,200 to assist with the bid packet process for the Parish Wide Security project. Motion passed.**
      7. **EDA Sewer Project – David advised that the grant funding ran out and we plan to re-submit. South Central Planning reached out to David with $1M in funding but the district would need to come up with $500,000. A motion by Greg Landry and seconded by Joe Caldwell to apply for the $1M. Motion passed. David discussed applying for EDA funding for $500,000.**
      8. **Side by Side Purchase – David discussed the need for a side by side for the maintenance employee. He briefly discussed the quote that Wayne received from John Deere for a Gator. A motion by Joe Caldwell and seconded by Jacob Brown to purchase a side by side. Motion passed.**
6. **COMMITTEE REPORTS – The status of the branding was briefly discussed.**

**VII.COMMISSIONER’S COMMENTS – Joe Caldwell advised that Crosby will not be utilizing the Port property. Dan Davis thanked Thomasea for the USS Kidd arrival. The Chairman thanked GIS for providing lunch.**

**VIII.STAFF REPORT – David thanked Bill Purvis for his attendance on the HTV show. He also advised that flowers were sent to the family of Charles Giglio and the thank you note was included in the packet.**

**IV.ADJOURNMENT – There being no further business to come before the commission, a motion made for adjournment by Dan Davis and seconded by John DeBlieux. The meeting was adjourned at 1:04 pm. No opposition. Motion passed.**