

# West Calcasieu Port Board Meeting Minutes

200 Old Ferry Road, Sulphur, Louisiana 70665

June 7, 2022

**1. Call to order**

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on June 7, 2022.

**2. Invocation**

Darla Perry led the invocation.

**3. Pledge of allegiance**

Lynn Hohensee led the pledge of allegiance.

**4. Roll call**

Tim Dougherty conducted a roll call. The following persons were present:

Dick Kennison  
Wilmer Dugas  
Tim Dougherty  
Scott Foreman

Also present were Port Director Lynn Hohensee, Darla Perry, Oliver Schrupf, Chuck Stutes, and Joanne Coleman.

**5. Approval of minutes of the May 3, 2022 regular monthly**

President Dick Kennison entertained a motion to approve the minutes of the May 3, 2022 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the May 3, 2022 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

**6. Amendments, additions, and deletions to the proposed agenda**

There were no amendments, additions or deletions to the proposed agenda.

**7. Review and approve Port updated policies**

Darla Perry stated that there were three changes to the policies: addition of sexual harassment reporting clause, data recovery anti-viral policy, and the consent signature for ethics that the board will all complete the one hour Louisiana Ethics.

President Dick Kennison entertained a motion to adopt the Port updated policies. A motion was made by Wilmer Dugas to approve the Port's updated policies, 2nd by Scott Foreman. No opposition. Motion carried

**8. Review and approve budget for fiscal year end 6/30/2023**

Dara Perry distributed and reviewed the projected budget for fiscal year end 6/30/2023. Total projected budgeted income is \$787,750, projected total expense is \$400,331. After other income and expenses, the projected net income is \$35,419.

President Dick Kennison entertained a motion to approve the budget for fiscal year end 6/30/2023. A motion was made by Tim Dougherty to approve the budget for fiscal year end 6/30/2023, 2nd by Scott Foreman. No opposition. Motion carried.

**9. Committee Reports**

There were no committee reports given at this time.

**10. Port Director Report; Announcements/Reports (Legal, Financial, Engineer)**

- a. **Port Director:** Port Director Lynn Hohensee reported that last month there was a water line leak at VLS that was repaired. Fincher Lawn Services reported there may be a fuel adjustment to their service fees.

Mark Bourgeois with LeBeouf Barge Services contacted Mr. Hohensee and would like to be considered for putting in a fueling service at the Port. He is partnering with O'Rourke Fueling Services.

Stream Wetlands Services addendum to the Right of Way Agreement should be ready before July 4.

Chuck and Lynn met with David Devall with Devall Southern and are waiting on regulatory permits to move forward with the dolphin pylons.

Mr. Hohensee also reported that he has been in contact with the Postmaster and local carrier. They assigned 9700-9799 Alfred Devall Pkwy to support the tenants for postal services and to provide a physical address for insurance purposes.

- b. **Engineer:** Chuck Stutes reported that he spoke with the architect for the STAR building improvements and he will have a document sent out this week to CSRS to get things moving with FEMA. The plans and specs for advertisement should be ready by the end of the month.

He also reported that they received EDA approval for the new crane pad and bulkhead. They now have to complete the package to submit to the DOTD for approval for the project to be bid.

Mr. Stutes also reported that they are putting together an RFP for the gate project.

There was a discussion regarding the status of FEMA designating that the VLS building was more than 50% damaged. It was determined that it may be time to enlist congressional assistance.

- c. **Financial:** Darla Perry reported that the Port took in \$76,385 and had \$32,216 in expenditures. There were no big, unusual expenditures.
- d. **Legal:** There was no legal report at this time.

After a brief discussion, President Dick Kennison entertained a motion to accept the Port Director, Legal, Engineer, and Financial reports presented above. A motion was made by Tim Dougherty, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**11. Public Comments**

There were no public comments at this time.

**12. Adjournment**

President Dick Kennison adjourned the meeting at approximately 3:36 p.m.

  
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President

  
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Secretary