

West Calcasieu Port Board Meeting Minutes

August 2, 2016

I. Call to order

Vice President Wilmer Dugas called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on August 2, 2016, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

II. Invocation

Darla Perry led the invocation.

III. Pledge of Allegiance

Pledge led by Scott Foreman and recited by all board members and guests.

IV. Roll call

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

- ✓ Wilmer Dugas
- ✓ Dave Aguiard
- ✓ Tim Dougherty
- ✓ Scott Foreman

Dick Kennison was absent.

(Others also present at the meeting were: Lynn Hohensee, Darla Perry, Chuck Stutes, George Landry, Mark Kibodeaux and Sheila Burton.)

V. Approval of minutes of the July 5, 2016 regular monthly meeting

Vice President Wilmer Dugas entertained a motion to approve the minutes of the July 5, 2016 regular monthly meeting. A motion was made by Dave Aguiard to approve the minutes of the July 5, 2016 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

VI. Amendments, additions and deletions to the proposed agenda

Chuck Stutes said he needed to make a request that the Port provide some expenditures in the design of the ramp. For this reason, Chuck asked for an item to be added to the agenda to discuss and take appropriate action on the barge ramp. Tim Dougherty made a motion to add as X(a) to the agenda to discuss and take appropriate action on the barge ramp, 2nd by Scott Foreman. No opposition. Motion carried.

VII. Approve the audit engagement for 6/30/16

Darla Perry told the Board she has the proposal from McMullen & Mancuso. She said they will need approval for them to commence the engagement. Darla said they now have to disclose a lot more as far as pensions and social security, even if you don't have a pension plan. Darla reported the fee will be \$8500, going up \$500 from last year. Darla stated she would like to get a resolution to approve McMullen & Mancuso to begin the audit for 6/30/16. Tim Dougherty made a motion for the resolution to approve McMullen & Mancuso to begin the audit for 6/30/16, 2nd by Dave Aguillard. No opposition. Motion carried.

VIII. Committee Reports

There were no Committee Reports at this time.

IX. Port Director Report

{NOTE: The following report is a copy of the original sent out by Lynn Hohensee.}

{NOTE: Port Director Lynn Hohensee told the Board Tubal-Cain is in the process of laying their water line from the black top area westward to their site. Lynn said Tubal-Cain has also met with Judd Bares and are asking the Port for permission to hold a catered reception at the house located at 200 Old Ferry Road for neighbors and board members. Dave Aguillard said he didn't see a problem with it, and Vice President Wilmer Dugas agreed. Lynn said he would let Tubal-Cain know it was ok to host the reception.

Lynn said he asked Mark Kibodeaux to mow the grass and give an estimate of maintaining the 40-acre spoils area. Lynn asked Mark Kibodeaux at the meeting his opinion on the best way to take care of the spoils area. Mr. Kibodeaux said it would probably be best to get an airplane to spray over. Darla said she has someone she can recommend. Lynn asked Mr. Kibodeaux to touch base with Mr. Dronnette to see when he can cut and bail the hay out at the port. Mr. Kibodeaux said he spoke with Mr. Dronnette about 2 weeks ago. There was further discussion regarding cutting and bailing the hay at the port. Tim Dougherty said he would check with Mr. Dronnette to see when it could be done. Chuck Stutes asked Mr. Kibodeaux how often per year he thought it needed to be sprayed inside the disposal area. Mr. Kibodeaux answered it could probably be sprayed twice a year. There was further discussion regarding the

disposal area. Darla Perry asked Mr. Kibodeaux if he sprayed the area between Orion and Cemex. Mr. Kibodeaux answered yes.

[Mr. Kibodeaux left the meeting at this time.]

Lynn told the Board that with Judd Bares' help, the Port received some assistance from the Parish to get some speed signs on the entry road to try to get the traffic coming into and out of the port to adhere to the 25 mph speed limit through the community area. Tim Dougherty asked about the Homeland Security grants, and Lynn said he has a meeting with them tomorrow in Baton Rouge. Lynn said he approached the Coast Guard about any expansions in the area, and the new Coast Guard Commander indicated they wanted to find a new area and are interested in talking with Lynn about the Port. There was further discussion regarding the Coast Guard potentially having a presence at the Port.}

Marketing/Business Development/Retention –

- The port director continues to meet with Devall Towing and the Port of Vinton re: early discussions for possible movement of construction soil by barge from western Calcasieu and Cameron Parishes to industrial sites planned or under construction on the Calcasieu River Waterway. The WCP would play an instrumental role in the movement of dirt by barge.
- Efforts are underway to encourage the US Coast Guard to consider the West Calcasieu Port as a location for a new USCG facility in Southwest Louisiana.
- During a Driftwood LNG presentation @ SEED Center, communications was shared about the potential assistance the West Cal Port could provide to the project development.
- Met with representative of Environmental Resource Solutions.

Port Operations –

- Port Director continues to work with consultants who are developing an effort to capture Homeland Security grant funding for several south Louisiana ports, including the West Cal Port.
- The US Army Corps of Engineers has provided a wetland determination on land under lease to Tubal-Cain Marine Services. This important step now opens the door for further steps for T-C to address mitigation for the wetland acres and to begin working with Entergy to bring 3 Phase electrical energy to the site. A meeting was held with Entergy.
- S.T.A.R. Concrete Pumping Company continues to work on plans for improving exterior driveways.
- Port engineer continues to work with barge loading ramp manufacturer, Orion Marine Group (ramp installer) and Devall Towing to initiate upgrades to the equipment.
- Tubal-Cain continues to make improvements on the old Devall Diesel Building and is moving forward with site improvements west of the west barge basin.
- In response to water damaged at WCP board building, a local vendor replaced carpet.

Professional Organizations & Networking –

- In July, the WCP director (and/or board members) represented the port at:
 - a. Conducted a tour of the port for C. Dalgleish, regional representative for Congressman Boustany
 - b. PAL monthly board meeting
 - c. USCG Change of Command ceremony
 - d. Retirement ceremony for Krotz Springs port director
 - e. Christus-St. Pat's community advisory council

News Media & Community Relations–

- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

X. Announcements/Reports (Legal, Financial, Engineer)

LEGAL: There was no legal report given at this time.

FINANCIAL: Darla referred the Board to the June 2016 Cash Flow and said everything looked pretty standard. Darla reported on the full 12 months of barge days. Darla said the Port ended the year with 35,824 billed barge days, which is 20% less than last year. Darla stated that barge days year ending June 2015 was 43,754. The ramp usage total was \$9,400 compared to \$37,300 the year before, which makes it a 75% decrease for fiscal year 2016. Darla explained a lot of it was due to the oil and gas industry and no trucking fees like there were the year before.

Darla said she, Lynn Hohensee and Chuck Stutes met with the FEMA representative to help them with their FEMA application, and they are still working on it. Lynn said they have had to work through 5 project managers with FEMA. Tim Dougherty made a motion to accept the financial report as presented, 2nd by Dave Aguillard. No opposition. Motion carried.

ENGINEER: Chuck Stutes reported on the project of the rehabilitation of the bulkhead around the old Devall building. Chuck said they issued a notice to proceed March 30th, and they had a pre-construction meeting this morning. Chuck stated they have been acquiring their materials since March, and they anticipate starting work next week. Chuck said the meeting this morning also involved getting with Tubal-Cain and Devall, the two main tenants that use the area, to discuss coordination; and it was all worked out. Chuck said they should be working on the project for the next 3 months. Darla told the Board the materials for the project have been paid already out of the bond money.

Chuck explained the Capital Outlay bill was signed by the Governor in July. Since that time, Chuck said that Darla has received a notification from Facility Planning & Control stating the Port now has 2 active Capital Outlay projects: one is rehabilitation of the bulkhead, and the other is a new bulkhead that is in Priority 1 for \$200,000. Chuck told the Board that at the Bond Commission meeting in July, they approved the Port's money on the rehabilitation of the bulkhead, which is the project under construction; but the other project was not on the Bond Commission agenda. Chuck suggested to Lynn Hohensee having another meeting with the project manager at Facility Planning & Control to see exactly where they stand with the State since the Port hasn't been given the status of the 2nd project. There was further discussion regarding meeting with Facility Planning & Control and the 2nd project.

X(a). Discuss and take appropriate action on the barge ramp

Chuck reminded the Board that at the last meeting he told them that they had forwarded all of the barge ramp information to the ramp manufacturer. Chuck said they have looked at it; and based on their preliminary calculations, they are estimating that a 10-foot extension could be added onto the ramp. Chuck said they really need to do some actual calculations, engineering, and come up with an exact length and whatever modifications are necessary to the ramp and possibly the existing ramp structure. Chuck said they are going to take a look at it and then send a letter stating what they can do and how much it will cost for the

modifications. Chuck said before they begin, they want authorization to proceed with some preliminary engineering at a maximum cost of \$6,000; and then after that, they will give the Port what their recommended solution is and a price for it. Vice President Wilmer Dugas said he would like Mike Devall to hear what the Board has to say about the barge issue. Chuck said that isn't a problem. The Board discussed the issues they have had with the old barge ramp versus the new barge ramp. George Landry explained the vehicles with the most problem on the ramp are the water line trucks because the fuel tanks are low and hitting the ramp. Mr. Landry further explained some of the issues with the current ramp. Port Director Lynn Hohensee explained that what Chuck is asking for is a motion for approval for a maximum of \$6,000 to get the engineering work to correct the problem of trucks not being able to clear the ramp. Chuck further explained that the money will be going to King Fabricating and not to Meyer & Associates. Chuck said having the Devalls involved will be great. Darla Perry asked Mr. Landry if he could be in the loop since he has the most on-hand experience with the ramp. Mr. Landry said yes. Mr. Landry that he thinks for every foot you add to the ramp you are changing the angle, so he's not sure how much adding 10 feet to the ramp will change the angle of it. There was further discussion regarding changes to the ramp. Mr. Landry asked Chuck if he would let him know when King Fabricating will be coming out to the port, and he will call Gulfport to see if they have a water line truck available for viewing. There was continued discussion regarding the ramp issue. Dave Aguillard made a motion to give King Fabricating approval to do necessary preliminary calculations and engineering at a maximum cost of \$6,000 to give the Port a proposal for fixing the ramp, 2nd by Scott Foreman. No opposition. Motion carried.

XI. Executive Session

There was no executive session at this time.

XII. Public Comments

George Landry told the Board they are having trouble with loads getting to the fleet. Mr. Landry said they have gone from 150-foot line to 180-foot line due to the spoil area that has built up on the bank. Lynn said they have gotten approval for more dredging, but the Port has to wait for the money to come through DOTD, unless they use bond money. Mr. Landry said he and Mike Devall talked about it, and what's going to happen once winter hits is loads are going to start disappearing and going to the other bank. Mr. Landry said he doesn't want that to happen because of the exposure with the loads. There was further discussion about the problem of the spoil area and Devall not being able to access the bank. Mr. Landry said the dredges have humps in them. Lynn said they will need to look at if and how much the Port can go for bonding to expedite the dredging project without putting them in a financial bind. Chuck asked if DOTD can give an estimate of when the Port will be up on the queue. Lynn said he will ask

tomorrow when he meets with them at the PAL meeting. There was further discussion about getting the dredging done quicker.

XIII. Adjournment

Vice President Wilmer Dugas adjourned the meeting at approximately 3:48 p.m.


Vice President


Acting Secretary