# West Calcasieu Port
# Board Meeting Minutes

7959 Alfred Devall Parkway, Sulphur, Louisiana 70665
September 3, 2024

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 September 3, 2024.

2. **Invocation**

Tim Dougherty 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
Trey Case
Tim Dougherty
Jennifer Mabou
Buddy Reams

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

5. **Approval of minutes of the August 6, 2024 regular monthly meeting.**

A motion was made by Tim Dougherty to approve the minutes of the August 6, 2024 regular monthly meeting, 2nd by Trey Case. No opposition. Motion carried.

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

There were no amendments, addition, nor deletions at this time.

7. **Review and approve West Calcasieu Port policies.**

A motion was made by Buddy Reams approving the updated West Calcasieu Port Policies, 2nd by Trey Case. No opposition. Motion carried.

8. **Review and approve Grant Administrator for CPF24 grant.**

A motion was made Trey Case by approving CSRS as Grant Administrator for CPF24 grant, 2nd by Tim Dougherty. No opposition. Motion carried.

9. **Review and vote on Change Order Keiland for VLS - Approval Of Change Order on VLS Building Project to Remove Trash from Building Footprint Area.**

A motion was made by Buddy Reams to ratify Change Order No. 2 for $12,026 for additional labor and material to remove debris unearthed at the site and additional weather impact delays for the months of June and July, 2nd by Jennifer Mabou. No opposition. Motion carried.

10. **Committee Reports**

There were no committee Reports at this time.

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

a. **Port Director:** Port Director Lynn Hohensee stated that his report was sent to the board and would answer any questions, should the board have any.

b. **Legal**: Oliver Schrumpf stated he had nothing to report at this time.

c. **Financial:** Darla Perry reported that in June the port took in $297,183 and expended $256,535 leaving a net change in cash of $40,648. The port barge days are 46,194 YTD.

d. **Engineer:** Chuck Stutes reported that the dredge is on site for the dredging of the west barge basin. They should begin next week.

They are working on the air conditioning issue on the STAR building. The low proposal was from Mangrum.

They are wrapping up the plans on dredging and hope to have them to DOTD this month.

After a brief discussion, a motion was made by Trey Case to accept the Port Director, Legal, Financial, and Engineer reports as presented, 2nd by Jennifer Mabou. No opposition. Motion carried.

**12. Public Comments**

There were no public comments at this time.

**13. Adjournment**

President Dick Kennison adjourned the meeting at approximately 3:31 p.m.

President

Secretary