

# West Calcasieu Port Board Meeting Minutes

7000 Southland Field, Sulphur, LA 70665

September 7, 2021

## 1. Call to order

In accordance with JBE 2020-30, the West Calcasieu Port's meeting was held via video/telephone conference for anyone not able to attend in person and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on June 1, 2020. All other Open Meetings Law requirements have been met.

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on September 7, 2021.

## 2. Roll call

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

Dick Kennison (via video conference call)

Wilmer Dugas

Tim Dougherty

Scott Foreman

Buddy Reams (via video conference call)

Also present in person at 7000 Southland Field, Southland Airport, were Port Director Lynn Hohensee, Oliver Schrupf, Darla Perry, Chuck Stutes, and Joanne Coleman.

## 3. Approval of minutes of the August 3, 2021 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the August 3, 2021 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the July 6, 2021 regular monthly meeting, 2nd by Scott Foreman. No opposition. Motion carried.

## 4. Amendments, additions, and deletions to the proposed agenda

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

## 5. Discuss and take action on proceeding on Orion building contract

Darla Perry reported that they had a meeting with CSRS and FEMA reviewing the contract with Angelico Construction for \$133K. The contract has all the clauses required by FEMA.

After a brief discussion, Wilmer Dugas made a motion for to approve the Port Director to sign the contract with Angelico Construction, 2nd by Tim Dougherty. No opposition. Motion carried.

**6. Discuss and take action on any tenant committee proposed lease actions.**

Lynn Hohensee reported that Devall Southern expressed interest in leasing the green house and front warehouse to relocate their fleet operations. The tenant committee sent a letter to David Devall, who is still reviewing the letter.

Oliver Schrupf stated that he needed to verify the entity name before proceeding.

After a brief discussion, a motion was made by Wilmer Dugas to authorize the Port Director Lynn Hohensee to negotiate the lease and Dick Kennison to sign the lease once completed with the proper entity name, 2nd by Tim Dougherty. No opposition. Motion carried.

**7. Adopt resolution authorizing Lynn Hohensee, port director, to sign any documents needed for funding for FEMA and GOHSEP in connection with Hurricane Laura PW4559 or severe ice storm PW 4590**

Darla Perry read PW 4559 and Dick Kennison read PW 4590 to the board.

A motion was made by Buddy Reams authorizing Port Director Lynn Hohensee to sign any documents needed for funding for FEMA and GOHSEP in connection with Hurricane Laura PW4559 or severe ice storm PW 4590, 2nd by Tim Dougherty. No opposition. Motion carried.

**8. Appointment of selection committee for SOQ scoring for engineer/design Hurricane Laura projects**

Darla reported that they ran the add for engineering companies for the remaining projects and have received six requests for packets. The packets are due September 14 and they need a committee to score the proposals so an engineer can be selected.

President Dick Kennison appointed Lynn Hohensee, Jackson Schrupf, Buddy Reams, and Darla Perry to the selection committee for SOQ scoring for engineer/design Hurricane Laura projects.

**9. Committee Reports**

There were no committee reports given at this time.

**10. Port Director Report**

Port Director Lynn Hohensee reported that they are still waiting on hydraulic repairs. Once the apron is complete, it will be in demand.

The floor was opened to questions regarding the Port Director Lynn Hohensee's Report.

**11. Announcements/Reports (Legal, Financial, Engineer)**

- a. **Legal:** Oliver Schrupf reported that the lease for Devall Southern was drafted using an old lease, so it should be in order once the entity name is verified.
- b. **Financial:** Darla Perry reported that the barge days for July were 4,350, down from 4,979 in July, 2020. With regard to the cash flow, additional funds were received from DOTD. They took in \$121K and expended \$108K, with a \$13K positive cash flow. The extraordinary expenditures were payments to the debris removal contractor and the grant management fee.

Darla also reported that about one-third of the port's projects have been put into GOHSEP, which puts them one step closer to reimbursement.

- c. **Engineer:** Chuck Stutes reported that the EDA crane pad and bulkhead plans and specs are complete, and now they are doing a revised construction cost estimate. He is meeting with Jackson and Darla September 9 on the project.

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

**12. Public Comments**

There were no public comments given at this time.

**13. Adjournment**

President Dick Kennison adjourned the meeting at approximately 3:35 p.m.

  
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President

  
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Secretary