

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

November 6, 2024

6:00 P.M.

The meeting was called to order by Ms. Donna Lanceslin, President of the Port Commission. Ms. Lanceslin led in the Pledge of Allegiance. Mr. Tabb gave the Invocation. A roll call resulted in the following:

Present:

Absent:

Greg Paul
David Hanagriff
Wilson Terry
Joel Authement
Donna Lanceslin
Murphy Pontiff
Joe Duck
Joseph Phillips
Joseph Tabb

Also present at the meeting were Mr. Eric Duplantis, Port Attorney, Mr. Reid Miller of Miller Engineers, Ms. Beverly Authement, Mr. David Naquin, Executive Director and Ms. Brandy Pennison, Administrative Assistant of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the October 8, 2024 meeting minutes and to accept them as presented. The motion was seconded by Mr. Terry. Ms. Lanceslin asked if there were any questions or comments – there were none. The motion carried unanimously.

Ms. Lanceslin asked if there was any public comment – there was none.

Executive Director's Report – A motion was made by Mr. Terry on the purchase and installation of new water meters for the water plant. Mr. Pontiff seconded the motion. Mr. Naquin reported that the new meters would cost around \$20,000.00 and the Port would need to update the meters because they are the originals when they were first installed in 2004. He also stated that they would be manually read because the Port only has 27 meters. Discussion followed. Ms. Lanceslin asked if there were any questions or comments – there were none. The motion carried unanimously. Mr. Naquin asked the Board to Consider and Take Action on the purchase and installation of a new service pump and chlorination system for the water plant. He stated that these were needed also because they were old and needed to be replaced. Mr. Hanagriff made the motion to proceed with acquiring the new pump and chlorination system. Mr. Terry seconded the motion. Discussion followed. Ms. Lanceslin asked if there were any questions or comments – there were none. The motion carried unanimously.

Mr. Naquin stated that the light fixtures at the warehouses on Louisa would need to be replaced in the future. He is waiting on quotes. Industrial Park update – Mr. Naquin reported the Corps is using the dock for dredging and cleanup of old boats, trash and debris. He reported that warehouse #1 and #3 are full of sugar and warehouse #2 is almost full. Discussion followed.

Mr. Naquin presented the Board with the 2024 Actual Budget as of October 2024 and the Proposed Budget for 2025. He stated that on the 2024 Actual, the Port was at \$900,000.00 expenditures and the 2025 Proposed will be at \$1,300,000.00. He stated that there going to be some changes because of the Sugar Warehouses being completed. One item on last year's Budget was the Dredging at the Port that hasn't been done, yet, for \$1,500,000.00. He stated that he hopes to have this done in 2025. He said the problem was where to put the spoil, but he is working on that. He stated that the Port had \$275,000.00 budgeted in improvements at Marine Turbine Technologies and the work has been completed, so that would be coming off the expenditure side. Also, on the income side, the Port will be receiving payments for leasing the sugar warehouses. He stated that we were currently doing really well with interest income in the LAMP account. Mr. Naquin then stated that he would like the Board to consider giving Ms. Pellerin and Ms. Pennison a raise. They have been instrumental in helping him transition after Mr. David Allain's passing last year, which was very difficult for everyone. He would also like them to consider hiring an assistant to help him and to train so we wouldn't have a problem in the future. Mr. Tabb asked Ms. Pennison to get the Ad Hoc Committee together to discuss the hiring of an assistant or a consultant for Mr. Naquin to help part-time. Discussion followed. Mr. Authement asked about the cost of a new well at the water plant. Mr. Miller said it would be more than the \$250,000.00 that is in the budget. He stated that it is going to be significantly higher.

Mr. Paul made a motion to pay Frisco Industrial Contractors \$11,262.50 for Roof Improvements at Marine Turbine Technologies warehouse building at Louisa Campus Phase 2. Mr. Terry seconded the motion. Ms. Lanceslin asked if there were any questions or comments – there were none. The motion carried unanimously.

Mr. Duplantis reminded everyone to do their online training for Ethics and Preventing Sexual Harassment before the end of the year.

Mr. Miller had nothing new to report.

There being no further business to be discussed, a motion was made by Mr. Hanagriff to adjourn the meeting. The motion was seconded by Mr. Paul. Ms. Lanceslin asked if there was any questions or comments. There were none. The motion carried unanimously and the meeting adjourned at 6:39 p.m.

Signed


Joel Authement, Secretary