WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

JULY 2, 2013

6:00 P.M.

The meeting was called to order by Mr. Calvin Deshotel, President of the Port Commission. Mr. Peters led in the Pledge of Allegiance. A roll call resulted in the following:

Present: Absent:

Tad Blevins Phil Bell

Calvin Deshotel Ralph Longman

Greg Paul Joseph Tabb

Willie Peters

Wayne Stevens

Will Terry

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Reid Miller of Miller Engineers, Mr. Roger Stouff of the Franklin Banner, Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Terry to dispense with the reading of the June 4, 2013 meeting minutes and to accept the same. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Deshotel asked if there were any public comment – there was none.

Mr. Allain introduced Mr. Alan Taylor of Kolder, Champagne, Slaven and Company, LLC. Mr. Taylor reported that his company recently completed the audit of the Port Commission and he reported that the Port received an Un-Modified Opinion. He also reported that there were no findings to report. He commended the staff of the Port of West St. Mary for doing an excellent job monitoring and running and controlling the operations of the District. Mr. Taylor presented his Audit Report for review and invited the Commissioners to contact him with any comments or questions. He noted that the audit showed a positive trend in direction for the District and commended the Commission on doing an excellent job of stewardship of public funds. He stated that the audit was a good audit and that Port is in a positive position. The Commission agreed to allow all of the Commissioners time to review the report and to place it on the agenda for next month’s meeting and to vote on it at that time.

Mr. Allain reported that the Port Administrative Office Building is in need of repair. There are some rotten soffits, some of the edges on both sides of the building are rotten along with some of the joists, there are damaged cement blocks at the front of the building, and the building is in need of washing and painting. He received a quote in the amount of $15,800 from D & R Construction for the aforementioned repairs and washing and painting of the building. Discussion followed. Mr. Terry requested that Mr. Allain determine if there are any other rotted areas under the roof and to report back at next month’s meeting.

Mr. Allain reported that he is in receipt of correspondence regarding Act 363 of the 2013 Regular Legislative Session with the following changes to the statute effective June 17, 2013:

* the open meetings statutes have been amended by requiring “any nonelected board or commission that has the authority to levy a tax “to “video or audio record film or broadcast live all proceedings in a public meeting.” Therefore, if you do not now record your meetings in some form, you must now begin to do so.
* also, the changes require that all audio or video of public meetings be kept for a period of at least 2 years.

Mr. Allain stated that the Port has always recorded its meeting and is need of updated audio equipment to continue to do so. A motion was made by Mr. Stevens to purchase new audio equipment for the purpose of recording and maintaining records on all Port Commission meetings. The motion was seconded by Mr. Peters and carried unanimously.

Mr. Allain asked Mr. Reid Miller to bring the Commissioners up to date on the Coastal Use Permit Application for the Industrial Park. Mr. Miller spoke with the Corps of Engineers and Coastal Zone Management. Coastal Zone had their biological review and the results were a quarter acre of bottomland hardwood and a quarter acre of fresh marsh that would be impacted. The Corp of Engineers agreed with the Port’s consultants’ delineations and the Port should receive the Corps permit at any time and the port will have to wait on the Coastal Zone permit. He stated that Coastal Zone gives approximately 4 or 5 different options on how to handle mitigations for the impacts. Mr. Miller recommended that the Port go to Department of Natural Resources to request our mitigation needs and report back at the next commission meeting.

Mr. Allain reported that the bush hog on the Port’s tractor is no longer in operation. The bush hog was purchased in 2005 and the deck is basically rotted out around the gear box. Mr. Allain recommended updating the Port’s maintenance equipment. Discussion followed. Mr. Allain reported that he has gotten price quotes from three different sources for a larger tractor and bush hog. The tractors were comparable but are not exactly the same – they are as close as he could get them. All tractors are equipped with a front end loader and a grass cutter, 4 wheel drive, approximately 90 H.P. The Commissioners asked Mr. Allain if the tractors he priced had air conditioners and he said no, they did not. The price from John Deere was $35,128.00, the Case International was $36,664.99 and the Kubota was $41,020.00. Mr. Terry asked if the port had to accept the lowest price and Mr. Allain’s answer was no. Mr. Terry said that the three tractors do not have the same specifications. Mr. Terry recommended that Mr. Allain look at air conditioned cabs for the tractor. Discussion followed. A motion was made by Mr. Paul to purchase a new tractor with a bush hog, front loader and an air conditioned cab. The motion was seconded by Mr. Terry and the motion carried unanimously.

Mr. Allain reported that he has been in contact with Ms. Jamie Mabile, whose company was recently retained by the Port to research possible funding for the installation of the natural gas pipeline at the Port site. Ms. Mabile is gathering the information and will report to the Commission with her findings.

Mr. Peters stated that he had attended a St. Mary Parish Council meeting and learned that a Wind Mill Company will be locating near the Port site. Mr. Allain reported that the company was in negotiations with Orion Carbon Black for the purchase of property so that they can transfer electricity to Cleco’s substation. The company has to go before the Public Service Commission.

Mr. Deshotel commended Mr. Allain and his staff for a job well done and for receiving a positive Audit Report. Mr. Allain stated that Donna and Becky work very hard to keep everything straight and running smoothly.

There being no further business to be reported, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Paul and carried unanimously. The meeting adjourned at 6:38 p.m.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Willie Peters, Secretary