WEST ST. MARY PARISH PORT, HARBOR & TERMINAL DISTRICT

MEETING MINUTES

JUNE 10, 2014

6:00 P.M.

The meeting was called to order by Mr. Ralph Longman, President of the Port Commission. Mr. Greg Paul led in the Pledge of Allegiance. A roll call resulted in the following:

Present: Absent:

Tad Blevins Phil Bell

Greg Paul Calvin Deshotel

Willie Peters Will Terry

Wayne Stevens

Ralph Longman

Joseph Tabb

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

A motion was made by Mr. Stevens to dispense with the reading of the May 6, 2014 meeting minutes and to accept the same. The motion was seconded by Mr. Tabb and carried unanimously.

Mr. Longman asked if there were any public comments - there was none.

Mr. Longman congratulated Mr. Tad Blevins and Mr. Joseph Tabb on their reappointments to the Port Commission.

Mr. Alan Taylor gave the Annual Audit Report for the year ending 2013. Mr. Taylor reported that after performing an audit of the Port Commission's records, there were no significant findings, no issues of non-compliance and is able to give an unmodified opinion (there were no changes or areas where the financials are outside of compliance). He commended the Port Commission on a job well done. A motion was made by Mr. Blevins to accept the audit report as presented. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Allain reported that a few budget adjustments were needed to the Port Commission's budget. He suggested the following items be adjusted: Engineering - increase $37,000 (work on Industrial Park, dredging and the Jaws), Health Insurance increase $6,000, Payroll Taxes increase $100, Retirement increase $1,500 , Wages increase $9,000 (Secretary's full time employment) and increase $10,000 Port Site Maintenance (buoys for Jaws) for a total of $63,600. All expenses were approved previously by the Commission. A motion was made by Mr. Stevens to make the necessary budget adjustments as presented. The motion was seconded by Mr. Paul and carried unanimously.

Mr. Allain reported on the recent additional expenses being incurred by the water plant. In the last five months, an statewide emergency order was declared by Governor Jindal on water plants pertaining to an amoeba find in Plaquemine Parish. Water from the water plant has to be tested once a day from various points of distribution. He spoke with a representative of Rural Water Association today regarding the Emergency Order and was informed that they were not sure how long the emergency order would be in place.

Mr. Allain reported that our Capital Outlay request for funding is in a favorable position. The funds will be utilized for the development of the Industrial Park.

Mr. Allain has been in receipt of several phone calls requesting information on docking at the Port site. After speaking with Mr. Prejean, the Port's former Executive Director, he was informed that in 2001 the Port Commission unanimously voted to abandon the 1989 Tariff Schedule and the motion included the authorization for the Executive Director to negotiate and set tariff rates according to the individual request for docking. Mr. Duplantis added that he was in agreement with the concept of allowing the Executive Director to negotiate the rate on a per project basis. Mr. Peters asked what the standard practice was for a port of the size of the Port of West St. Mary. Mr. Allain stated that in speaking with the Port of Iberia and the Morgan City Port, he was informed that their dock areas are occupied by tenants and they rarely lease dock space but both have tariff schedules. Discussion followed. A motion was made by Mr. Peters to allow the Executive Director to negotiate tariff fees on a per project basis. The motion was seconded by Mr. Blevins and carried unanimously.

Mr. Allain reported that the Delta Regional Authority is offering grants once again. A motion was made by Mr. Peters to authorize Mr. Allain to apply for funding through the Delta Regional Authority for the installation of a natural gas line at the Port and also to hard surface the entrance road at the Industrial Park. The motion was seconded by Mr. Tabb and carried unanimously.

Mr. Allain reported that the Aids to Navigation have been ordered from a company in Canada and should be received in a couple of weeks. A motion was made by Mr. Blevins to ratify the payment of the invoice in the amount of $10,000 to Go Deep International. The motion was seconded by Mr. Paul and carried unanimously.

A motion was made by Mr. Peters to issue a letter of no objection on behalf of the St. Mary Parish Government for South Willow Street Drainage Improvements as requested. The motion was seconded by Mr. Tabb and carried unanimously.

Mr. Miller reported that all of the survey work has been completed for the channel dredging. He is currently working on permit drawings. The permit should be submitted within the next month or so. Mr. Allain reported that the delineation is being performed on what is called the deGravelle property, the section of property purchased by the Port adjacent to its original property on the west end of the Port. Spoil from the dredging of the channel will be placed there.

There being no further business to be discussed, a motion was made by Mr. Stevens to adjourn. The motion was seconded by Mr. Tabb and carried unanimously. The meeting adjourned at 6:30 p.m.

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

 Wayne Stevens, Secretary