The Madison Parish Port Commission met in a regular session on Tuesday, December 17, 2019 at the Madison Parish Port Commission Office. The meeting was called to order by Vice-Chairman Vining and a roll call was taken as follows:

Commissioners present: Charles Vining, Robert Charles Brown, Isaiah Ross and Harold Allen

Commissioners absent: Donald Frazier, Jim Tucker and Latasha Griffin

Other members present: Patrick Terry Murphy, Executive Director & Kimmeka Epps, Secretary/Treasurer

Visitors: None

The meeting was open with a discussion of the 2020 fiscal year budgets. Secretary Epps explained the budget expenditures and expected revenue. No further discussions held.

On motion given by Commissioner Allen and seconded by Commissioner Ross, Motion carried unanimously.

Meeting adjourned by Charles Vining.

In regular session.

On motion given by Commissioner Allen and seconded by Commissioner Ross, on approving the previous meeting minutes on Tuesday, November 19, 2019. The minutes were approved with no necessary corrections. Motion carried unanimously.

Secretary Epps explain the year-end closing on the budgets. Epps informed the board on restitution and profit shares.

On motion given by Commissioner Brown and seconded by Commissioner Ross, the financial reports were approved with no necessary changes. Motion carried unanimously.

On motion given by Commissioner Allen and seconded by Commissioner Brown, to adopt and approve the 2020 fiscal year budgets. Motion carried unanimously.

Roll call

Yea: 4

Nays: 0

Abstain: 0

Absent: 3

Secretary Epps inform the board on the issues with the insurance coverage of the Port properties. The Port no longer has vacant properties to insure. Modifications were made to the previous policy to show the changes. Reimbursements on the policy is expected soon.

Murphy discussed brush cutting and railroad tie removal. The ties will be removed from the gravel road and placed at the end of the wye. Brush cutting will also be done. Discussions of track inspections were held. Commissioner Ross questioned the time frame of the project. The job is expected to be done in one day.

Murphy discussed the progression of the USDA grant. With paperwork and weather issues the project is now moving along.

**Public comments: None**

On motion given by Commissioner Allen and seconded by Commissioner Ross to enter into executive session. Motion carried unanimously.

On motion given by Commissioner Allen and seconded by Commissioners Ross, to enter back into regular session. Motion carried unanimously.

The board agreed to increase the employee increments to 10% for a two- year period. The employees have the ability to bring the item back to the board contingent on the jobs presented.

On motion given by Commissioner Allen and seconded by Commissioner Ross to approve the increments for the employees for a two-year period. Motion carried unanimously.

Roll call

Yea: 4

Nays: 0

Abstain: 0

Absent: 3

Commissioner Allen questioned the progress on land acquisitions. Murphy replied that he is still working on the land acquisitions. Rail Vehicle Services is expected to be here in January. RVS has requested a lease modifications to sub-lease one of the buildings on the property of Northrup Grumman. Commissioner Vining questioned the completion of work done to the building. Murphy added that they are still working on it.

There being no further business brought before the board, Vice-Chairman Vining declared the meeting adjourned.

Kimmeka Epps Charles Vining

Secretary/Treasurer Vice-Chairman