

West Calcasieu Port Board Meeting Minutes

September 6, 2016

I. Call to order

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on September 6, 2016, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

II. Invocation

Dick Kennison led the invocation.

III. Pledge of Allegiance

Pledge led by Wilmer Dugas and recited by all board members and guests.

IV. Roll call

Darla Perry conducted a roll call. The following persons were present:

- ✓ Dick Kennison
- ✓ Dave Aguillard
- ✓ Wilmer Dugas
- ✓ Scott Foreman

Tim Dougherty was absent.

(Others also present at the meeting were: Lynn Hohensee, Darla Perry and Sheila Burton.)

V. Approval of minutes of the August 2, 2016 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the August 2, 2016 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the August 2, 2016 regular monthly meeting, 2nd by Dave Aguillard. No opposition. Motion carried.

VI. Amendments, additions and deletions to the proposed agenda

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

VII. Discuss and take action to request the Mayor of Sulphur and the City Council of Sulphur to reappoint Dick Kennison to the West Calcasieu Port Board of Commissioners for another 5 years

Dave Aguillard made a motion to request the Mayor of Sulphur and the City Council of Sulphur to reappoint Dick Kennison to the West Calcasieu Port Board of Commissioners for another 5 years, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Discuss and take action on giving Lynn Hohensee approval to sign Port Priority construction project H.012471 agreement

Darla Perry told the Board she has the resolution to give Lynn the authority to sign the Cooperative Endeavor Agreement with Louisiana Dept. of Transportation & Development so that they will fund the port. Darla told the Board that it is a resolution between the State of Louisiana, DOTD and West Calcasieu Port for the West Barge Basin Improvements Project with an estimated cost for construction of \$2,310,000. Darla said the State's funding will be \$2,079,000.

Darla said there needs to be a resolution to approve the agreement with Louisiana Dept. of Transportation & Development for Project H.012471 for the West Barge Basin improvements and then also give Port Director Lynn Hohensee authority to sign on the Port's behalf. President Dick Kennison told the Board they need to vote on 2 resolutions. Wilmer Dugas made a motion to accept the agreement with Louisiana Dept. of Transportation & Development for Project H.012471 for the West Barge Basin improvements, 2nd by Scott Foreman. No opposition. Motion carried.

President Dick Kennison entertained a motion to accept a resolution to name Port Director Lynn Hohensee as the authorized agent to sign the agreement with Louisiana Dept. of Transportation & Development for Project H.012471 for the West Barge Basin improvements. Wilmer Dugas made a motion to accept a resolution to name Port Director Lynn Hohensee as the authorized agent to sign the agreement with Louisiana Dept. of Transportation & Development for Project H.012471 for the West Barge Basin improvements, 2nd by Scott Foreman. No opposition. Motion carried.

IX. Election of Officers for October 2016 through September 2017

Dave Aguillard made a motion to reappoint the 3 sitting officers by acclamation for October 2016 through September 2017, 2nd by Scott Foreman. No opposition. Motion carried.

X. Committee Reports

There were no Committee Reports at this time.

XI. Port Director Report

{NOTE: The following report is a copy of the original sent out by Lynn Hohensee.}

{NOTE: Port Director Lynn Hohensee reminded the Board about the process the Port has gone through for DOTD funding for the entrance roadway and maintenance dredging on the barge basin. Lynn announced that the Port has received Port Priority funding with the State paying \$2,079,000. Lynn explained the money will cover 90% of the construction minus the amount of money for permits, engineering and 10% of construction. Darla said the Port will be able to handle the costs that they will be expected to pay.}

Lynn told the Board he did a tour today with 2 men from the U.S. Coast Guard, and they are very interested in the 200 Old Ferry Road property for the new location of the Coast Guard's Fast Response Unit. Lynn said they were very impressed with the property; and they would be a great tenant to have at the Port, plus a great asset to the neighbors. Darla said the Board needs to be thinking about what the lease would entail. There was further discussion regarding having the Coast Guard as a tenant.

Lynn gave an update on construction of the bulkhead replacement. Lynn said it is going very well.

Lynn told the Board that O'Brien Ariel Spraying Service out of Iowa will be coming in tomorrow to spray the vegetation in the spoils area. Lynn said it should take around 20 minutes, and the cost is \$1137. Lynn said all of the tenants have been notified.

Lynn said he will keep the Board updated regarding the Devall Steak Dinner for next month. He is waiting to hear from Jamie, and he will keep the Board posted on details. Lynn reported that Chuck is working with King Fabricators out of Houston on the barge ramp upgrade. Lynn said that he and Chuck plan on meeting with Mike and Joe Devall and George Landry in the next week or so to lay out all of the propositions. Lynn said the cost for the upgrades will be approximately \$115,000. Lynn said he, along with Chuck and Darla, discussed the issue; and they feel the Board needs to approve the expenditure for the Port to pick up the cost since Devall has paid for all of the upfront costs. President Kennison said he spoke with Francis Andrepont last week, and Mr. Andrepont said he could get the Port some help to cover some of the expenses. There was further discussion regarding the upgrade and the issues with the ramp.

Lynn went over some issues with maintenance of the grass and said a gentleman, Bradley Ellender, is interested in leasing the small acreage between the wooded area and the fence line, north of the entrance gate on the west end, for grazing. Lynn said he asked Glen James for legal advice, and Glen said they need to review a grazing lease. Lynn said there are some issues that still need to be addressed, and he will continue to work on it.}

{At this time Sheila Burton joins the meeting in progress.}

Marketing/Business Development/Retention –

- The port director continues to coordinate with Devall Towing and the Port of Vinton re: early discussions for possible movement of construction soil by barge from western Calcasieu and Cameron Parishes to industrial sites planned or under construction on the Calcasieu River Waterway. The WCP would play an instrumental role in the movement of dirt by barge
- Efforts continue to encourage the US Coast Guard to consider the West Calcasieu Port as a location for a new USCG facility in Southwest Louisiana. The new commander of MSU-Lake Charles was provided a tour of the port.
- Communications continue with Driftwood LNG about the potential assistance the West Cal Port could provide to the project development.
- Met with several potential port tenants (including Martin Marine Services, Callen Marine) at the 111th GICA Conference in New Orleans.
- Attended meeting at SEED Center with Sec. Don Pierson, La. Dept. of Economic Development, re: state's tax abatement/exemption policy changes
- Meet with GHD and representatives of other ports in Calcasieu and Cameron Parishes re: port security funding opportunities and the path forward.

Port Operations –

- The port has received information from the DOTD that the Port Priority Fund grant monies are now available for the maintenance dredging of the west barge basin and the installation of the port's new entrance road. The grant will cover 90 percent of the construction costs associated with the work.
- Bulkhead replacement work has begun along the Tubal-Cain Building. Orion Marine Group is conducting the installation of the new bulkhead and pilings.
- Port Director continues to work with consultants who are developing an effort to capture Homeland Security grant funding for several south Louisiana ports, including the West Calcasieu Port
- Met with Col. Clancy, new commander of the New Orleans District of the US Army Corps of Engineers at the 111th GICA Conference in New Orleans. He expressed sincere interest in traveling soon to Southwest Louisiana for tours of the ports and waterways.
- S.T.A.R. Concrete Pumping Company continues to work on plans for improving exterior driveways.
- Port engineer continues to work with barge loading ramp manufacturer, Orion Marine Group (ramp installer) and Devall Towing to initiate upgrades to the equipment.
- Tubal-Cain continues making site improvements west of the west barge basin, including laying a water line and installation of rock for site driveway.

Professional Organizations & Networking –

- In August, the WCP director (and/or board members) represented the port at:
 - a. PAL monthly board meeting
 - b. 12th Annual LegisGator luncheon hosted by Chamber/SWLA
 - c. 111th Gulf Intracoastal Canal Assn. conference
 - d. Meet/social with Louisiana port directors, Patterson, La.
 - e. PetroChem meeting
 - f. BV board meeting

News Media & Community Relations–

- Met with Frank McCormack, Waterways Journal, at GICA conference
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

XII. Announcements/Reports (Legal, Financial, Engineer)

LEGAL: There was no legal report given at this time.

FINANCIAL: Darla told the Board that she doesn't think that Star has a signed lease yet, but they are paying their rent. There was further discussion about Star not signing the lease. Darla explained to the Board that July is the first month of the new fiscal year. Darla reported there were 2,989 barge days; whereas, the year before there were 3,264 barge days. Darla said she and Lynn are noting an increase, and there were over 100 for this week. Darla reported the ramp lease was \$900. Cash flow was \$73,551. Darla told the Board to notice that she received 2 payments for Cemex in August. There were some engineering fees on the bulkheading paid out. There was a brief discussion regarding the financial report and the utilities. Wilmer Dugas made a motion to accept the financial report as presented, 2nd by Dave Aguillard. No opposition. Motion carried.

ENGINEER: There was no engineer report given at this time.

XIII. Executive Session

President Dick Kennison entertained a motion to go into Executive Session. Wilmer Dugas made a motion to go into Executive Session, 2nd by Scott Foreman. No opposition. Motion carried. At this time the Board went into Executive Session at 3:35 p.m.

Wilmer Dugas made a motion to go back into Regular Session, 2nd by Scott Foreman. No opposition. Motion carried. President Dick Kennison reported that while the Board was in Executive Session, the Board voted to allocate raises to Port Director Lynn Hohensee; Darla Perry, on behalf of Perry & Associates; and Sheila Burton. President Kennison asked Lynn to accept a 3% raise, Darla to accept \$100 extra per month, and Sheila to accept \$50 extra per month. Lynn, Darla and Sheila expressed their gratitude for the raises.

XIV. Public Comments

Wilmer Dugas and the rest of the Board expressed their appreciation to Lynn, Darla and Sheila for their hard work for the Port.

XV. Adjournment

President Dick Kennison adjourned the meeting at approximately 3:45 p.m.



President



Secretary