

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

FEBRUARY 7, 2017

OFFICIAL MINUTES

6:00 P.M.

The meeting was called to order by Mr. Willie Peters, President of the Port Commission. Mr. Peters gave an Invocation. Mr. Tad Blevins led in the Pledge of Allegiance. A roll call resulted in the following:

Present:

Phil Bell  
Tad Blevins  
Calvin Deshotel  
Ralph Longman  
Willie Peters  
Wayne Stevens  
Will Terry

Absent:

Greg Paul  
Joseph Tabb

Also present at the meeting were: Ms. Marguerite Robinson of Teche Talk, Mr. Jude Hebert of Cleco, 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. Terry to dispense with the reading of the minutes of the January 3, 2017 meeting and to accept the same. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Peters asked for Public Comments. Mr. Jude Hebert reported that Cleco is still working on obtaining the Right of Way for the Drainage Pump at the Industrial Park and that he will keep in touch with Mr. Allain and keep him posted.

A motion was made by Mr. Deshotel to authorize Mr. Allain to sign a Letter of Engagement with Kolder, Champagne, Slaven and Company to perform the annual audit of the Port's financial statements. Mr. Allain reported that the cost of the audit is basically the same. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Allain reported that Mr. Peters received, on behalf of the Port Commission, a note from the Lippmann family expressing their appreciation for the Resolution of Respect sent to them following the recent death of Mr. Alfred Lippmann. Mr. Allain said that Mr. Lippmann was a pillar of the community.

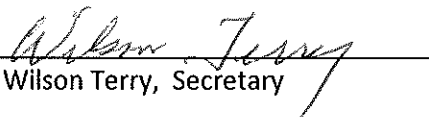
Mr. Allain reported that he continues to work on the sign for the Industrial Park. The cost of the graphics for the sign is approximately \$5800.00. With regard to the steel structure of the sign, he has been contacted by three companies interested in submitting quotes for the construction of the sign. He reported that he has only received one quote and would like to give the other companies a little more time to submit their quotes. Mr. Allain has been in touch with the pipeline companies that have underground pipelines through the Industrial Park property regarding certain restrictions with the installation of the sign.

Mr. Allain reported on the maintenance of the Industrial Park. He has been communicating with the St. Mary Parish government regarding cutting the grass at the Industrial Park. He said that the Parish is obligated to maintain numerous areas in St. Mary Parish - the Levee District, the Right of Ways on Highway 90, and many of the ditches and banks. With this in mind, Mr. Allain recommended that the Port Commission consider hiring a contractor to perform grass cutting services at the Industrial Park. Mr. Allain presented a proposal from a local contractor to cut 56 acres of property at the Industrial Park for the cost of \$1300 per cut. It was previously suggested by one of the Port Commissioners that the Port consider purchasing a piece of equipment and use existing personnel to cut the grass. Mr. Allain reminded the Commission that the Contractors carry their own insurance and are bonded. He estimated that maintaining the grass at the Industrial Park would require 5 to 6 cuts per year - probably during the span of months March through October. Discussion followed. Mr. Allain told the Commission that the contractor is local, Mr. Robby Buteaux of Robby's Lawn Service of Acadiana and owns several pieces of equipment needed to maintain the site. Mr. Deshotel asked Mr. Allain if he had looked into the cost of purchasing equipment needed to cut the grass. He said he did and found that it would cost about \$15,000 for a decent piece of equipment. After additional discussion, a motion was made by Mr. Stevens to enter into an agreement with Robby's Lawn Service of Acadiana for grass cutting and maintenance services of the property at the Industrial Park at the cost of \$1300 per cut. The motion was seconded by Mr. Longman and carried unanimously.

Mr. Deshotel asked about the latest on the grass cutting at the LAD facility in Baldwin. Mr. Allain reported that the grass has not been cut lately and that he has made several requests that the grass be cut. He said that he had also gotten a price from Robby's Lawn Service to cut the grass at the LAD facility at a cost of \$280 per cut. It was then suggested that the Commission hire Robby's Lawn Service of Acadiana to cut the grass at the LAD facility. A motion was made by Mr. Deshotel to enter into an agreement with Robby's Lawn Service of Acadiana to perform grass cutting services at the LAD facility for the amount of \$280 per cut as needed. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Allain reported on the Port Site spoil area. The St. Mary Parish Drainage District has agreed to knock the spoil down, get the property to drain and determine what needs to be done to drain the rest of the property. The Drainage District has also agreed to do some work to assist drainage at the Industrial Park by installing a drainage pipe and a culvert. The work should begin within a few days.

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. Longman and carried unanimously. The meeting adjourned at 6:18 p.m.

Signed   
Wilson Terry, Secretary