Port of Columbia

September 2015 minutes

Attendees: Darron Mcguffee, Charlie Mac Rowland, Marshall Davis and Greg Richardson

Meeting was Called to order, there were no minutes or financial statement presented to the board for the August Meeting.

Business conducted

 Motion was made by Mr. Rowland and seconded by Marshall Davis to make Darron Mcguffee president and Robert Frazier secretary. Motion passed, voting commissions requested that the absent commissioner be polled. This was done the next week and the motion passed unaniomously.

 Greg Richardson gave updates on status of ongoing projects

 Railroad status

 Grain Elevator

 Certification

Mtg was adjournd Marshall davis made motion seconded by Charlie mac Rowland

Port of Columbia

October 2015 minutes

Attendees: Darron Mcguffee, John Cooksey, Bruce Frazier, Marshall Davis and Greg Richardson

Meeting was Called to order, there were no minutes or financial statement presented to the board for the September Meeting.

Business conducted

 Greg Richardson gave updates on status of ongoing projects

 Railroad status

 Capital Outlay Resubmittal

 No Response from UP

 Grain Elevator

 Using Don Billimeier help with elevator

 Upcoming meeting with Dryfess

 Certification

 Payment of invoices

 Evaluate installation and purchase of new sign

 Scrap yard

Old tenant slowing working on cleanup needs to go faster the commission desires the old site to be more presentable to tenant prospects.

 Easement

Access road and Entergy right away for proposed east side water plant location at north east corner of port site.

Mtg was adjournd Marshall davis made motion seconded by Charlie mac Rowland

Meeting notes Thursday, nov 19, 2015

Columbia port Commission

Mtg was called to order by Darron McGuffee. The following where present: Darron Mcguffee, Marshall Davis, John Cooksey, Ryan Chappell, Carmen Ryland, Terral Riverservices, and Greg Richardson

Minutes and financial statement for September and October were presented and discussed. Marshall ask question regarding the payment to PDA for office rent ($400), was reminded this was a reoccurring cost for providing office space to house records and provide work space for the Port Commission. The Rent of $400 includes two offices and utilities at the Columbia Business Center**. Marshall Davis made motion to accept minutes and financial statements, seconded by John Cooksey the motion passed.**

The Port of Columbia has a note balance at Caldwell Bank for $153,612.17 which is outstanding on a property purchased previously. The commission was presented with three options for paying the note:

1. The commission has been paying annual payments on the note with an interest rate of 7% we could continue with this method
2. 5yr note with 5% interest
3. 10yr note with 5.5% interest

Greg Richardson, Port Director pointed out the pros and cons of each option and option 3 was selected. **Motion was made by Marshall Davis and seconded by John Cooksey to place our note at Caldwell bank on a 10 year payout at 5.5% interest, motion passed unanimously (Bruce Frazier was polled after the mtg.)**

The following Old business was discussed:

GRAIN ELEVATOR -- Dryfes made a site visit and reviewed the grain elevator facility at the port. Dryfess asked for addition information pertaining to the workings of the elevator. Greg Richardson at the direction of the board hired Don Billmeier to perform inspection services. Don Billmeier bill was $1200. Greg also hired an electrician Charles Smith to help with this effort his bill was $90. The information gathered by don was presented to Dryfes. Dryfes thanked us for completing the tasks to help them with their decision but at this time they are not interested in the facility. Greg Richardson then contacted Big River Grain, they came over and looked at the facility as stated they also were not interested in the facility. Mr. Don Billmeier inspection identified the following:

 Receiving Pit drag conveyor is in working condition.

 Elevator leg is in working conditions

 Floor auger is working but needs a cover

 Air system is working but 3 of the fans need covers over belts and the pipes for distributing air throughout the building has been removed.

 Electrical Room is working but needs to be cleaned

 Warehouse drag conveyor is not working. The return rail has been broken and the baffles the move the grain have been bent (due to operating the conveyor while the rail was broken).

 Warehouse structure two major failures were identified both approximately 20ft by 14ft along with 3 locations where the bottom plates and side walls have been pushed out with a frontend loader. One of the Rollup doors is also destroyed by a frontend loader.

A rough estimate provided by Don Billmeier to repair the drag conveyor and warehouse structure excluding the rollup door is $20,000. Greg Richardson commented that prior to bring in the next potential tenant (Franklin Famers Alliance) the port commission should perform the needed repairs.

**Motion by Marshall Davis and Seconded by John Cooksey to pay our bills associated with the grain elevator and to get bids for the repair. Motion passed.**

SCRAP YARD -- The commission would like to see a greater effort by previous tenant (Columbia Salvage) to remove remaining debris leftover from their operation. This cleanup effort has taken over 12 months and still not complete. Greg Richardson stated he would once again remind Matthew Stroud of this responsibilities and the effort the commissioner are making to work with him.

ROCK YARD/Terral proposal to construct dock at rock yard – Terral riverservices was present at meeting and discussed issues with the Columbia locks and dam. Hopeful the locks will be operation soon. Greg Richardson stated he would continue to monitor situation. Greg Richardson also mentioned meeting with Neil Martin about terral building a dock at the facility and the need to find our Corp of Engineers Map of the harbor.

Cottonseed Warehouse -- Meet with Neil Martin about renew of Lease. Terral riverservices has stated that they have almost completed their agreement of paying $32000 per year for 10 years, and would like to renew their lease at a reduced amount since they have not utilizied the building for the last two years while waiting on the rail spur. Greg is to begin meetings with Neil to determine a suitable lease for both parties.

RAILROAD PROJECT - The port commission has resubmitted our capital outlay request, the payment of the engineers has been submitted for the last time and has been approved but not yet paid, the report from our engineering firm is that we are still waiting on Union Pacific to respond to our latest 10% submittal. Greg Richardson stated it is important that we push Union Pacific on an answer we need an answer prior to Capital outlay meeting in April 2016.

STATE CERTIFICATION OF PORT SITE – On November 17, 2015 we received stating that “the port of Columbia site, as specifically identified in the LED certified sites application, has satisfied all requirements of the Louisiana Economic Development Certified Sites Program, and as such has been designated an LED Certified Site. Greg Richardson and the Port Commission expressed their appreciation of all the hard work Ryan Chappell did to see this project to completion. The port still needs to install a new sign at the facility we have received estimates in the range of $5000 for a sign. Greg and Ryan will continue to work on this project. Greg is to contact Peanut Carr about use of his property for the sign.

No Reports or comments from Commissioners

Announcements – Bruce Frazier was still in recover from surgery and doing better. The December meeting will be held at the Columbian at 6 PM for our annual steak supper.

**Motion to adjourn was made by Marshall Davis and Seconded by John Cooksey, motion passed and meeting was adjourned.**

**December 2015 Minutes**

**T**he December meeting was held on December 16 @ the Columbian café. The meeting was held in conjunction with our annual Christmas party. Mtg was called to order by Darron McGuffee. The following where present: Darron Mcguffee, Marshall Davis, John Cooksey, Ryan Chappell, Carmen Ryland, Terral Riverservices, Keith C. and Greg Richardson

Minutes and financial statement for November were presented and discussed**. Marshall Davis made motion to accept minutes and financial statements, seconded by Bruce Frazier the motion passed.**

Various ongoing projects were discussed but no action was taken.

2016 budget was presented to commissioners for action at the January 2016 meeting.

**Motion to adjourn was made by Bruce Frazier and seconded by Marshall Davis, motion passed and meeting was adjourned.**

**JANUARY 2016 Minutes**

**T**he January meeting was held on January 21 @ the farm bureau office. The meeting was called to order by Darron McGuffee. The following where present: Darron Mcguffee, Marshall Davis, Charlie Mac Rowland, Terral Riverservices, and Greg Richardson

Minutes and financial statement for December were presented and discussed**. Marshall Davis made motion to accept minutes and financial statements, seconded by Charlie Mac Rowland the motion passed.**

Various ongoing projects were discussed the following action was taken:

Motion was made to pay Don Billamire for work done on drag conveyor invoice was for $3000, Greg Richardson approved invoice **Charlie Mac Rowland made motion seconded by Marshall Davis the motion Passed.**

**Motion was Marshall Davis and seconded by Charlie Mac Rowland to pay our PAL Membership dues $1000.**

2016 budget was presented to commissioners for action at the January 2016 meeting. Mr. Richardson addressed the board and discussed concerns pertaining to operating with a negative budget. The 10% over is consistent with other port budgets within the state when dealing with repairs and unleased property. Mr Richadson stated the best place to cut cost would be his salary should the budget deficit not be corrected before years end. **Motion was made by Marshall Davis, seconded by Charlie Mac Rowland and the 2016 budget passed.**

Terral Rockyard representative pointed out a drainage issue at the port which was discussed and commissioner directed Greg Richardson to work with Terral and the Police Jury to see what we could do to address the issue.

Charlie Mac Rowland informed the board of the calloways desire to meet to discuss upcoming crop year. Greg Richardson stated that he would meet with the calloways prior to the next board meeting.

**Motion to adjourn was made by Marshall Davis and seconded by Charlie Mac Rowland, motion passed and meeting was adjourned.**

**November 2016 Minutes**

**T**he meeting was held on november 17 @ the Columbia business center. The meeting was called to order by Darron McGuffee. The following where present: Darron Mcguffee, Bruce Frazier, John Cooksey , and Greg Richardson

Minutes and financial statement for October were presented and discussed**. Bruce Frazier made motion to accept financial statements, seconded by John Cooksey the motion passed. There were no minutes for the October meeting because we did not have a quorum.**

Various ongoing projects were discussed the following action was taken:

Motion was made to pay Bruce Frazier to pay Bryant Hammett & Associates for work done on redesign of the railroad spur as part of our capital outlay project $5866.50, Greg Richardson approved invoice and was directed to determine if we were going to get reimbursed by capital outlay  **seconded by John Cooksey the motion Passed.**

**We discussed :**

1776 entergy has is past due on rent

 Need to start early discussing land lease to farmers

 Need to identify potential lessors for our buildings

 Need to identify potential commissioners to fill vacancies

 The passing of Marshal Davis Jr. a good man, friend and commissioner will be missed by his family, friends and community in which he serve whole heartedly.

**Motion to adjourn was made by Bruce Frazier and seconded by John Cooksey, motion passed and meeting was adjourned.**

**December 2016 Minutes**

**T**he meeting was held on December 15 @ the Columbia business center. The meeting was called to order by Darron McGuffee. The following where present: Darron Mcguffee, Bruce Frazier, John Cooksey , and Greg Richardson

Minutes and financial statement for November were presented and discussed**. Bruce Frazier made motion to accept financial statements and the November minutes, seconded by John Cooksey the motion passed.**

Various ongoing projects were discussed the items that action was taken on pertainted mostly with filling the vacacanies of the Port Commission.

Motion was made by Bruce Frazier to appoint Charles Hearns as commissioner at large to take the place of Mr. Marshall Davis Jr., second by John Cooksey motion passed. Mr Charles Hearns will serve a five year term from January 2017 thru December 31, 2021.

Motion was made by Bruce Frazier to submit the name of Mr. Monty Adams, Jr to the Caldwell Parish Police Jury to replace the outgoing commissioner Charlie Mac Rowland as well as to confirm the placement of Dr. John Cooksey on the Port Commission, second by John Cooksey motion passed.

 **We discussed :**

1776 entergy has is past due on rent

 Need to start early discussing land lease to farmers

 Need to identify potential lessors for our buildings

**Motion to adjourn was made by Bruce Frazier and seconded by John Cooksey, motion passed and meeting was adjourned.**