OFFICIAL PROCEEDINGS

ST. BERNARD PORT, HARBOR AND TERMINAL DISTRICT

REGULAR MONTHLY MEETING – JUNE 14, 2022

 The Board of Commissioners of the St. Bernard Port, Harbor and Terminal District met in regular session on Tuesday, June 14, 2022, at 12:00 p.m. in the boardroom of its office located at 100 Port Boulevard, 3rd Floor, Chalmette, Louisiana.

 After the Pledge of Allegiance, Roll was called.

Member’s present were: Ms. Rachel L. Nunez, President; Mr. Walter J. Cure IV, Secretary and Mr. Larry M. Aisola, Jr., Treasurer. Absent was: Ms. Jeanne E. Ferrer, Vice President. Also present were: Mr. Drew Heaphy, Executive Director; Ms. Denise Kraesig, Executive Assistant; Mr. Ross Gonzales, Director of Administration; Mr. Ted Roche, Director of Operations; Mr.’s Todd Fuller and Zeljko Franks, Associated Terminals; Mr. Mark Melancon, ITS; Mr. Dean Nicoladis, N-Y Associates and Ms. Diane Jackson, The Slone Group.

 President Nunez asked if there were any public comments in accordance with R.S. 42:14(D). Not hearing from anyone, she continued with the meeting.

 On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved the minutes of the regular meeting held on May 10, 2022.

 On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved a new lease with Reel Sets for 10,000 sq. ft. of laydown area and Building 91 located at 2010 River Road, Chalmette Terminal.

On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved a new lease with the St. Bernard Parish Sheriff’s Office for 2,800 sq. ft. of manufacturing space, Building 83, Chalmette Terminal and waiver of personal guarantee.

On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved new lease with Emile Pellittieri for 2,440 sq. ft. of storage space and 2,000 sq. ft. of laydown area located at 200 Tuna Drive, Building 54, Chalmette.

On motion of Mr. Cure, seconded by Mr. Aisola, the Board discussed Agenda Item No. 9: Approval of changes and additions made to the Employee Policy Manual, recommended by the Sloan Group. Ms. Jackson was recognized and participated in the discussion.

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On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved to table Agenda Item No. 9: Approval of changes and additions made to the Employee Policy Manual, recommended by the Sloan Group.

President Nunez recognized Mr. Gonzales who gave the Finance Report. Mr. Gonzales reported on the Operating and Capital Budgets, Professional Services, Balance Sheet, Proposed 2022-2023 Budget and Lessees Arrears. The Board discussed the Finance Report.

On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved the FY 2022-2023 Budget.

President Nunez then recognized Mr. Heaphy who gave the Executive Director’s Report. Mr. Heaphy discussed the 2022 Hurricane Plan and the Stalwart Productions lease that was approved at the May 2022 meeting. He then updated the Board on the following events: St. Bernard Day at the Capitol and the Port’s Maritime Month Tour of Facilities. Mr. Heaphy also asked if any Commissioners would like to attend the C. Alvin Bertel Awards ceremony to please let him know as soon as possible. Mr. Heaphy then recognized Mr. Roche who gave the construction report on all current and future projects. The Board discussed the Executive Director’s Report.

 On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved the following resolution for the System Survey and Compliance Questionnaire required by the Legislative Auditors:

RESOLUTION

 WHEREAS, it is a requirement of the Legislative Auditor of the State of Louisiana that the book of the St. Bernard Port, Harbor and Terminal District be audited annually, and

 WHEREAS, as a required part of the audit, a System Survey and Compliance Questionnaire is to be completed by the administrative staff, and

 WHEREAS, this questionnaire when completed must be adopted by the governing body of the District,

 NOW, THEREFORE BE IT RESOLVED, that the St. Bernard Port, Harbor and Terminal District move to adopt the Systems Survey and Compliance Questionnaire and present it and a copy of this resolution to our auditors.

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 The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

 Yeas: 3

 Nays: 0

 Absent: 1

 Abstaining: 0

 The resolution was declared to be adopted on this 14th day of June, 2022.

 /s/ Walter J. Cure IV, Secretary

On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved authorization for the Executive Director to enter into a Cooperative Endeavor Agreement with St. Bernard Parish Tourist Commission to promote tourism through the Port and possible sharing of the tour boat dock revenue from the New Orleans Paddlewheels lease, not to exceed $8,900.00 for Fiscal Year 2022-2023.

On motion of Mr. Cure, seconded by Mr. Aisola, and after asking for any public comment, the Board unanimously approved a Cooperative Endeavor Agreement with Crescent River Port Pilots’ Association, Inc. providing use of the St. Bernard Port Administration building during emergencies.

President Nunez asked if there were any Old Business. Not hearing from anyone, she continued with the meeting.

President Nunez asked if there were any New Business. Mr. Gonzales addressed and described the procedure for offering tenants the option to make ACH payments for their rent. He also informed the Board that a letter offering the ACH payment option will be going out next week to the tenants. The Board discussed the benefits of the ACH option for the Port and the tenants.

On motion of Mr. Cure, seconded by Mr. Aisola, the meeting was adjourned.

/s/ Walter J. Cure IV, Secretary