

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

February 7, 2023

6:00 P.M.

The meeting was called to order by Mr. Greg Paul, President of the Port Commission. Mr. Paul led in the Pledge of Allegiance. Ms. Lanceslin gave the Invocation. A roll call resulted in the following:

Present:

Absent:

Joel Authement  
Sam Jones  
Willie Peters  
Greg Paul  
Joseph Phillips  
Murphy Pontiff  
Donna Lanceslin  
Wilson Terry

Joseph Tabb

Also present at the meeting were Mr. Jude Hebert of CLECO, Mr. Reid Miller of Miller Engineers, Mr. Eric Duplantis, Port Attorney, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Peters to dispense with the reading of the January 3, 2023 meeting minutes and to accept them as presented. The motion was seconded by Ms. Lanceslin. Mr. Paul asked if there was any opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Jones to approve and to authorize the Executive Director to approve an Engagement Letter and complete the Louisiana Compliance Questionnaire with Kolder, Slaven and Company for the audit for the year 2022. The motion was seconded by Mr. Terry. Mr. Paul asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Allain reported that the white warehouse at the Baldwin facility that was leased for storage of raw sugar to Sugar Growers and Refiners, Inc. is about one fourth full.

Mr. Allain recommended that Mr. Jeremy Bourque be hired as the replacement for Ms. Shyra Simoneaux as the maintenance operator for the Port. The commission approved Mr. Allain's recommendation to hire Mr. Bourque.

Mr. Allain reported that the Annual Conference of the Ports Association of Louisiana will be held in Houma, Louisiana on March 28 – March 30, 2023 and asked the Commissioners to contact the Port staff to let them know if they were interested in attending.

Mr. Allain reported that a Ribbon Cutting Ceremony for the Training Facility has been scheduled for March 15<sup>th</sup> at 1:30 p.m. and that invitations would be sent to the Commission with further information.

Mr. Jones asked Mr. Allain if he had spoken with the individuals from Belgium recently and Mr. Allain responded that they took samples of the material they were interested in and that he has not heard anything else from them. Discussion followed.

A motion was made by Mr. Phillips to approve and pay Payment Request #5 to Miller Engineers and Associates for Sugar Warehouse Phase II Project No. H.014893 (322) for plans, specifications and inspection for final design services in the amount of \$206,590.37. The motion was seconded by Mr. Terry. Mr. Paul asked if there were any discussion or opposition – Mr. Jones asked when the project would be completed. Mr. Miller responded that he estimated approximately 12 – 15 months. The motion carried unanimously.

Mr. Reid Miller gave a presentation on the Sugar Warehouses and gave a quick run through of the project scope as a whole. Discussion followed.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Jones. Mr. Paul asked if there was any opposition – there was none. The motion carried unanimously and the meeting adjourned at 6:37 p.m.

Signed   
Murphy Pontiff, Secretary