WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

SEPTEMBER 3, 2013

MEETING MINUTES

6:00 P.M.

The meeting was called to order by Mr. Calvin Deshotel, President of the Port Commission. Mr. Ralph Longman led in the Pledge of Allegiance. A roll call resulted in the following:

Present: Absent:

Tad Blevins Greg Paul

Calvin Deshotel Phil Bell

Ralph Longman Wilson Terry

Joseph Tabb

Willie Peters

Wayne Stevens

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Don Stiel of Stiel Insurance Agency, 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. Peters to dispense with the reading of the August 6, 2013 meeting minutes and to accept the same. The motion was seconded by Mr. Tabb and carried unanimously.

Mr. Deshotel asked if there was any public comment – there was none.

Mr. Allain reported that National Oilwell Varco is out of the building. The agreement between the Port and NOV was to completely vacate the building by September 30th. An assessment of the building was performed recently and it was determined that several areas of the building are in need of repair and they have agreed to perform the needed repairs as per language in their lease. Mr. Allain will continue to monitor the progress of the repairs and report at next month’s meeting.

Mr. Allain reported that he and Mr. Duplantis will continue to work with Marine Turbine Technologies with their lease for the NOV building.

Mr. Allain reported that he and Mr. Reid Miller did some work with Atmos Gas Company recently which included an onsite visit with Port tenants for the purpose of providing natural gas to the Port site. Atmos Gas has begun engineering work and Mr. Allain said he should know something in a couple of weeks about what is entailed to bring natural gas service to the Port of West St. Mary.

Mr. Allain gave an update on the Industrial Park. He explained that the Port has a grant from Delta Regional Authority for funds to install water lines from the Town of Baldwin to the Industrial Park. Upon looking into the matter, it was determined that the tap at CLECO was a lot closer with Water District 4. Mr. Allain contacted CLECO in an attempt to obtain Rights-of-Way through the four-lane highway to the Industrial Park. He will continue to work on this project and reported that Capital Outlay has not reached the Parish yet, but it should be soon. Mr. Peters asked if the Industrial Park would provide sewerage also. Mr. Allain said at the present time, as at the Port site, individual sewer systems would be utilized depending on the size of the workforce. If there would be a need for a larger sewer system, he would contact the Parish to assist the Port.

Mr. Allain reported that he and Mr. Don Stiel have been working together to provide the Federal Emergency Management Agency and the Governor’s Office of Homeland Security and Emergency Preparedness with pertinent information regarding insurance proceeds related to Hurricane Rita. The information has been submitted for their review. Mr. Allain has been notified that FEMA informed him that if the required insurance is not obtained for Port properties, the Port will risk future Federal funding in cases of emergencies. He said his main concern would be the Water Plant. Mr. Stiel explained that basically FEMA and GOHSEP is asking the Port to go through due diligence. In May, Mr. Allain and Ms. Pellerin completed an Insurance Commissioner’s Certification application to be in compliance with GOHSEP. The application is then sent to the Office of the Insurance Commissioner, where it is reviewed and then sent to FEMA. He said that the Port is in compliance with wind storm coverage. The Port does not carry flood insurance and therefore is not in compliance. Mr. Stiel explained as an example, that if the Port owns a building valued at $1 million and it is damaged by storm surge and does not carry flood insurance, FEMA could refuse to pay the first $500,000 and possibly pay in excess of the $500,000. Mr. Stiel explained that if any anything is in an “A” or “B” flood zone, and flood insurance is available, they are requiring you to have it. Mr. Stiel presented the Commissioners with quotes for flood insurance. Discussion followed. Mr. Stiel will contact Norma with GOHSEP and inform her that the Port would like to proceed with its application, even though it is not in compliance with flood insurance. A motion was made by Mr. Longman to table the Insurance Review matter until next month’s meeting. The motion was seconded by Mr. Stevens and carried unanimously.

Mr. Allain reported that repairs to the Port Commission office are going well.

Mr. Allain reported that he and Mr. Duplantis continue to work on the purchase of the Superior Fabricators facility and have a few issues to be resolved. A motion was made by Mr. Longman, seconded by Mr. Stevens granting permission to Mr. Allain to continue to negotiate with Superior Fabricators and to require that Superior Fabricators provide the Port with Clear Title and to obtain Title Insurance. The resolution would also give Mr. Allain authority to enter into that particular purchase agreement with Superior Fabricators and to negotiate a deposit of $15,000. The motion also gives him the authority to sign any documents necessary. The resolution also allows Mr. Allain to hire outside counsel to do title work and get title insurance. Discussion followed. The motion carried unanimously.

Mr. Allain reported that he continues to negotiate with a potential tenant for the Superior Fabricators facility and is working on a Memorandum of Understanding. The potential tenant was unable to attend the Port Commission meeting due to health issues.

Mr. Miller reported that with reference to the permit for the Industrial Park, the Mitigation contract has been signed. He has been communicating with the permit analyst at the Coastal Zone office and the permit should be issued at any time.

There being no further business to be discussed, a motion was made by Mr. Stevens to adjourn. The motion was seconded by Mr. Longman and carried unanimously. The meeting adjourned at 6:40 p.m.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Willie Peters, Secretary