

**SOUTH TANGIPAHOA PARISH PORT COMMISSION
THURSDAY, MAY 20, 2021 – 12:00 NOON
AT
PONCHATOULA CITY HALL ANNEX BUILDING
110 WEST HICKORY ST
PONCHATOULA, LA 70454**

MINUTES REGULAR MEETING

President Daryl Ferrara called the rescheduled meeting to order at noon, on Thursday, May 20, 2021.

Helen Muller, Administrative Secretary, gave the invocation and Commissioner Ryan Williams followed with the Pledge of Allegiance.

Commissioners Present: Daryl Ferrara, James Nelson, Tina L. Roper, Jimmy Schliegmeyer, Jr., and Ryan Williams

Commissioners Absent. James Wes Daniels II and Wm. Joubert

Others Present: Patrick Dufresne, Director; Helen Muller, Administrative Assistant; Kim Coates, Brigette Hyde, and David Vial

President Ferrara welcomed everyone and thanked them for attending.

APPROVAL OF AGENDA/MINUTES

It was moved by Commissioner Roper and seconded by Commissioner Schliegmeyer, Jr., that the South Tangipahoa Parish Port Commission approve the May 20, 2021 Agenda, as presented. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

It was moved by Commissioner Roper and seconded by Commissioner Nelson that the South Tangipahoa Parish Port Commission adopt the minutes of its Regular meeting held on Tuesday, April 13, 2021, as presented. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

TREASURER'S REPORT:

Commissioner/Treasurer Nelson presented the financials for the period ending April, 30 2021. After reviewing the amount of cash on hand, he recommended that the Commission should consider reviewing its current status relative to past and future revenue investments with its bank financial advisor to seek best return on its money. He gave a brief explanation

relative to the April increase in revenues, which was a received payment, of \$179,747.15, from DOTD's 90% match funding as an invoice payment relative to the Port Priority Project H.011927. The Balance Sheet showed *Total Assets* were \$8,873,115.36 and *Total Liabilities & Capital* as \$8,873.115.36.

It was moved by Commissioner Schliegmeyer, Jr., and seconded by Williams that the South Tangipahoa Parish Port Commission approve the financial reports for the period ending April 30, 2021, as presented by Commissioner/Treasurer Nelson. Motion passed.

Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

OLD BUSINESS:

1. DOTD- Port Priority State Project: SPN-578-53-0012/H.003600 (323) Bulkhead, Yard Hard Surfacing and Rail improvements, Phase III Update

Patrick Dufresne, Port Director, was happy to reported that the clear lien certificate from the contractor was received allowing DOTD to forward the final retainage payment of \$39,478.59 to close out the project.

Commissioner Williams introduced the following resolution pertaining to the retainage fee on state project, as follows:

That the Commission proceed and move forward in furnishing the required documentation to resolve the pending claim, pertaining to the SPN 578-53-0012/H.003600, Port Manchac Bulkhead, Yard Hard Surfacing, Rail Improvements, Phase III, Project No. 578-53-0012/ H.003600 (323) with the LA Department of Transportation and Development (LA DOTD). The STPPC hereby accepts the above mentioned project as satisfactory according to the as build plans and to include the Operating Maintenance Manual from the contractor. The STPPC approve applying for a clear lien certificate as discussed and request that payment be made payable to the South Tangipahoa Parish Port Commission for the withholding Retainage fees in the amount of \$ 39,478.59

It was moved by Commissioner Roper seconded by Commissioner Nelson that the Commission approve/adapt the resolution, as presented, by Commissioner Williams for retainage fee in the amount of \$39,478.59. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

2. LA DOTD Port Priority State H. 011927- Transload Improvements Update

The port director reported that the next step in moving forward with the port site improvements project would be the authorization to proceed with the advertisement process. for State Project H.011927 (322) pertaining to the Floodwall (Phase II, Truck-Scale Foundation Installation, Asphalt Paving and Site Grading port improvements projects under the Port Construction and Development Priority Program for a period of 45 days.

Commissioner Williams introduced the Requesting Authority to Advertise with Contingency Port responsible for engineering on SPN No. H.011927 (322).

Resolution

WHEREAS, The South Tangipahoa Parish Port Commission has submitted an application for funding of the Port Manchac Transload Improvements –FLOODWALL (Phase II), Truck-Scale Foundation Installation, Asphalt Paving and Site Grading port improvement projects under the Port Construction and Development Priority Program; and

WHEREAS, the State’s share of the project funds have been made available and the South Tangipahoa Parish Port Commission has available its local matching share of the project funds in an amount of not less than ten (10%) percent; and

WHEREAS, at the request of the South Tangipahoa Parish Port Commission, AECOM,

1555 Poydras Street, Suite1200, New Orleans, LA 70112 has prepared plans and specifications for said project, which plans and specifications are designated by State Project No. H.011927 (322)

WHEREAS, the South Tangipahoa Parish Port Commission has reviewed the plans, specifications and cost estimate and has submitted them to the Department of Transportation and Development. The South Tangipahoa Parish Port Commission will accept the final plans and specifications **contingent** on the Department of Transportation and Development’s final approval inasmuch as they comply with the requirements of the Port Construction and Development Priority Program; and

WHEREAS, all necessary servitudes, rights-of-way, spoil disposal areas, rights of ingress and egress and the means thereof have been acquired by the South Tangipahoa Parish Port Commission and the titles thereto are valid and indefeasible; and

WHEREAS, the South Tangipahoa Parish Port Commission has obtained all necessary permits required for the construction of this project; and

WHEREAS, the South Tangipahoa Parish Port Commission has agreed to accomplish all necessary utilities, fence and other facilities relocations and alterations made necessary by this project; and

WHEREAS, the Official Journal for the South Tangipahoa Parish Port Commission is The Ponchatoula Times, L.L.C. whose mailing address is P.O. Box 743, Ponchatoula, LA 70454 and whose telephone number is 985 386-2877 and

WHEREAS, the South Tangipahoa Parish Port Commission desires to advertise for competitive bids, in accordance with LRS 38:2212, et seq., for the award of a contract in the

name of the South Tangipahoa Parish Port Commission, and furnish engineering services during the progress of the work.

NOW, THEREFORE, BE IT RESOLVED by the South Tangipahoa Parish Port Commission in Regular session assembled on this 20th day of May, 2021, that the Department of Transportation and Development be and hereby is requested to authorize the South Tangipahoa Parish Port Commission to advertise for competitive bids in accordance with LRS 38:2212, et seq., for the award of a contract in the name of the South Tangipahoa Parish Port Commission covering the aforesaid improvements.

BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that all necessary servitudes, rights-of-way, rights of ingress and egress and the means thereof have been obtained by the South Tangipahoa Parish Port Commission, and the titles thereto are valid and indefeasible and the South Tangipahoa Parish Port Commission expressly agrees to defend any action for the failure of any servitude, right-of-way, right of ingress or egress, and the South Tangipahoa Parish Port Commission does hereby assume complete responsibility for providing engineering services during construction and the maintenance and upkeep of the project after construction.

BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that all required permits have been obtained by the South Tangipahoa Parish Port Commission.

BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that the South Tangipahoa Parish Port Commission has available its local matching funds in an amount not less than ten (10%) percent of the total project cost to insure construction of this project.

BE IT RESOLVED that the South Tangipahoa Parish Port Commission will and hereby does assume complete responsibility for all utilities, fence, and other facilities relocations and alterations made necessary by this project.

BE IT RESOLVED THAT the South Tangipahoa Parish Port Commission does hereby save and hold harmless the Department of Transportation and Development against any loss or damage of any kind incident to or occasioned by Activities undertaken in pursuance of this agreement and expressly agrees to defend any suit brought against the Department of Transportation & Development, and pay any judgment which may result from said suit as it relates to this project.

It was moved by Commissioner Roper and seconded by Commission Nelson that the Commission adopt the resolution presented/introduced by Commission Williams relative to the DOTD application for funding of the Port Manchac Transload Improvements to advertise. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

3. Prospective Tenant (s) Update- There was no report at this time.

4. Invoice Payment Approval

Commissioner Nelson presented the April invoices for payment approval. He reported that the invoice relative to AECOM and Circle LLC, for state projects, had been previously approved by a required resolutions.

1. *AECOM - Site Improvements-Phase IV Project. 60638292) Inv. # 2000490532 Amt. \$ 12,210.00 Service Rendered (Mar. 13, 2021 –Apr. 23, 2021)*
2. *Circle LLC – Project 578-53-0012/H.003600 (323) Final Retainage Invoice Amt. \$39,478.50*

It was moved by Commissioner Roper seconded by Commissioner Schliegmeyer, Jr., that the Commission approve the May, 2021 invoices, as presented. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

5. Insurance RFP 2021-2024 Update a) Resolution

The port director gave a brief summary relative to the Request for Proposals for FY 2021-2024 Insurance coverage as advertised in the Ports Official Journal of Record, the Ponchatoula Times. It was also advertised in the Hammond Daily Star and the Baton Rouge Advocate. He reported that several companies had shown an interest in submitting their proposal and had inquired by e-mail for additional information in regards to the ports current coverage. However, the port office only received only one (1) complete bid package, as of the May 3, 2021, 5:00 pm deadline. Based on the reviewed complete proposal submitted for insurance coverage, as advertised in the port's Official Journal of records, for FY 2021-2024, the Commission discussed Options 1 & 2, as alternates, in the proposal relative to Public Officials Liability coverage. The port director, as required, asked that the Commission to accept the proposal with Option 1 as submitted by Jackson-Vaughan, Inc., Agency for the port's insurance coverage for FY June 2021-2022 and adopt a resolution on its approval.

Commissioner Williams introduced the resolution for approval.

It was moved by Commissioner Roper, seconded by Commissioner Schliegmeyer, Jr., that the Commission authorize its director, Patrick Dufresne, to award Jackson Vaughan Insurance, Agency, only qualified proposal submitted, for the port's insurance coverage for FY-June 2021-2022 for amount of \$59,657.83 including Option 1. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

6. Port Manchac Priority Discussion Update/National Estuarine Research Reserve (NERR)

The port director reported since the last meeting he hosted a group from the of SLU T.V. Channel for a port site visit relative to the NERR Application program, that was as

previously discussed. President Ferrara informed the Commission that Rep. Bill Wheat is ready to move forward with the NERR application and feels confident that the Lake Pontchartrain Basin has a as good a shot as any other site and offered his assistance in answering any questions or his input on information that may be needed relative to the on-going port projects. Gov. Edwards signed an agreement with Lake Pontchartrain Basin to proceed for the site pre-designation process of establishing a NERR location site. Commissioner Roper comments were that letters from NERR to proceed would be requested once the Lake Pontchartrain Basin becomes an approved site selection. Commission Roper suggested the replacement of a faded sign at the entrance gate of the port.

New Business:

1. Hammond Northshore Regional Airport-Cooperative Endeavor Agreement

The port director reported attending a meeting at the Hammond Northshore Regional Airport and also toured the Airport facility. The purposes of the meeting was to discuss the concept of having a Cooperative Endeavor Marketing Agreement with the City of Hammond. Those attending the meeting with Ginger Cangelosi of TEDF, Commissioner Roper, Hammond Mayor Pete Panepinto and Airport Director David Lobue. Discussion included the following matters: Marketing synergies for a potential cooperative endeavor agreement between the STPPC and City of Hammond Northshore Regional Airport, cargo clients, potential-seaplane landing site, state/federal grant incentives, airplane hangars, fuel storage, marketing potential for port and air cargo prospects, container storage, warehouse distribution, economic concepts, property mitigation, U.S. Dept. of Transportation grant funding, Air Shows, website marketing tools, continuing negotiations with Octavia Group for land usage, and other marketing endeavors for both the Port and Airport.

Remarks:

Patrick Dufresne, port director thanked everyone for coming out in the rain to attend the meeting.

David Vail comments to the Commission were that they keep doing what they're doing.

President Ferrara announced that notification would be sent out relative to the next Commission Regular meeting date and thanked everyone for attending.

Having no further business, a motion for adjournment was made by Commissioner Schliegmeyer, Jr., seconded by Commissioner Roper to adjourn. Motion passed. Yeas: 5 Ferrara, Nelson, Roper, Schliegmeyer, Jr. and Williams Nays: 0 Absent: 2 Daniels II and Wm. Joubert

The meeting was adjourned at 1:10 p.m.