

**SOUTH TANGIPAHOA PARISH PORT COMMISSION  
REGULAR MEETING**

**WEDNESDAY, APRIL 12, 2023 9:00AM  
CITY HALL ANNEX BUILDING - 110 W. HICKORY ST., PONCHATOULA, LA**

President Daryl Ferrara called the Regular Meeting to order Wednesday, April 12, 2023 at 9:00AM. The meeting was held at the City Hall Annex Building, located at 110 W. Hickory Street, Ponchatoula, LA.

Administrative Assistant Robyn Pusey gave the invocation. Commissioner DePaula led the group with the Pledge of Allegiance.

Commissioners Present: Daryl Ferrara, Jimmy Schliegelmeyer, Jr., Timothy DePaula, William Sims

Commissioners Absent: William "Bill" Joubert, Tina Roper

President Ferrara welcomed and thanked the attendees, and specifically recognized David Vial, Tangipahoa Parish Councilman for District #8, thanking him for his attendance at the meeting today.

Others Present: Patrick Dufresne, Executive Director; Robyn Pusey, Administrative Assistant, Rhonda Sheridan, City of Ponchatoula; James "Wes" Daniels II, former STPPC Commissioner; Andre Coudrain, Cashe Coudrain & Bass; Dwight Williams, Ponchartrain Conservancy; Richard Meek, Staff Writer Hammond Daily Star

Rhonda S. Sheridan was sworn in as the newest Commissioner of the South Tangipahoa Parish Port Commission by port attorney, Andre Coudrain.

President Daryl Ferrara presented former Commissioner James "Wes" Daniels, II with a plaque recognizing his dedication and years of service to the South Tangipahoa Parish Port Commission.

**APPROVAL OF AGENDA/MINUTES**

It was moved by Commissioner DePaula and seconded by Commissioner Schliegelmeyer, Jr. that the South Tangipahoa Parish Port Commission approve the Meeting Agenda for April 12, 2023 as presented. Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

President Ferrara announced that the minutes of the regular meeting on March 8, 2023, had been sent to the Commissioners by email prior to the meeting for review, and a copy of the minutes had been placed in the meeting folders. A motion was made by Commissioner Schliegelmeyer, Jr and seconded by Commissioner Sims to adopt/approve the minutes from the regular meeting on March 8, 2023. Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

**TREASURER'S REPORT**

Prior to the meeting today the financial reports for the period ending March 31, 2023, were emailed to the Commissioners by Ms. Lee Barends with ITL Accounting for their review and a copy was placed in the Commissioners meeting folders. Commissioner/Treasurer Schliegelmeyer, Jr. told the Commissioners that the interest income for March 2023 was \$460.72, the rental income was \$127,058.08 and the rail car storage/activity was \$9,500.00. He said that the total revenues for the month of March was \$137,018.90 and said that the total expenses for the month were \$161,883.69. Reading from the balance sheet, he said the total assets were \$10,097,491.15.

President Ferrara said he was glad to see that “the strategic move made with some of the funds appears to be paying off for us.” President Ferrara also asked about the rail car volume. Port Director Patrick Dufresne said there was a slight deficit in the rail car volume because “we can’t accept any more cars from CN pending completion of additional rock being dug out under track 69-70” and he said he would discuss further as part of the transloading improvements update.

It was moved by Commissioner DePaula and seconded by Commissioner Sims that the Commission accept/approve the financials for the month ending March 31, 2023. Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

## **OLD BUSINESS**

1. **LA-DOTD Port Priority State H. 011927 – Transload Improvements – update**  
**Truck scale repair update, percentage of work completed, estimated time of completion**
  - a) **Resolution**

The port’s Executive Director, Patrick Dufresne stated that the truck scale repair project continues, that installation of the approach ramps were 50% completed, and re-installation of the scale itself was to follow, along with installation of the weighing equipment. He said estimated time of completion should be 3 - 4 weeks, depending on the weather. All site grading work was done, piles had been driven, concrete needed to cure and be tested, but for the most part all was on schedule. Also, additional rock material on track 69-70 needed to be dug out for safety reasons per CN’s request, and complete rewiring of the truck scale needed to be done because of damage received from Hurricane Ida. Mr. Dufresne said LA-DOTD would allow this to be included in the project. A change order of \$50,000.00 would come from the remaining funds in the current application program. Mr. Dufresne said it is “just a continuation of work that’s already approved, and the LA-DOTD will fund 90%.” He said he was hopeful by the next meeting the truck scale repair would be finished, certified by the LA-DOTD and back in service.

Mr. Dufresne informed the Commissioners that the truck scale house damaged by Hurricane Ida would need to be replaced and stated that he received a price for housing from someone locally who could construct an 8’x10’ tuff-shed type building priced somewhere around \$5,000.00. He also said that a “sea can” could be an option however it may be more expensive to modify and install. The last option would be to put the electronics in a small plastic or metal box that the scale company could provide, however he said he wasn’t sure this would be “the best way to go.” He said the 8’x10’ structure is where all the computers and electronics would be stored, the DOTD license certificate would be placed in the window and occasionally may be used as a small office. The house would be placed adjacent to the truck scale. Mr. Dufresne said there were not enough building specifications for the engineer to approve this in the project and would have to be achieved outside of the original project. Commissioner Schliegelmeyer, Jr. asked if the 8’x10’ building was wood constructed, and Mr. Dufresne replied, “Yes. It was the least expensive option.” Commissioner Schliegelmeyer, Jr. thought that a metal building would be a better option, as it would last longer than a wood building that would require maintenance and would need

replacement in 5 years. Mr. Dufresne agreed and said he would get pricing on a metal structure. Commissioner Sims asked if the building would be covered by insurance, and Mr. Dufresne replied, "Once we get it built it will be covered under the insurance."

A resolution was introduced by Commissioner DePaula for a change order with LA Contracting Enterprise, LLC not to exceed \$50,000.00 to pay for removal of additional rock in front of Warehouse Building 2, and electrical rewiring of the truck scale.

Moved by Commissioner Schliegelmeyer, Jr., seconded by Commissioner Sims that the Commission authorize Patrick J. Dufresne, Executive Director to execute a change order, not to exceed \$50,000.00, to the contract agreement with LA Contracting Enterprise, LLC for additional rock removal and electrical installation services related to the Port Manchac Site Improvement Project, SPN H.011927 (322 - Floodwall-Phase II, Truck Scale Foundation Repairs, Asphalt Paving and Site Grading).

The total cost of the project will not exceed \$599,988.00 and 90% of the additional change order amount will also be funded by the remaining capital in the current LA-DOTD Port Priority Program Grant.

Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

## **2. Warehouse Building #3 roof repair – update**

Patrick Dufresne, Executive Director informed the Commission that the work on Warehouse Building #3 was completed. Prior to the meeting today a copy of the construction monitoring report from the ports engineer, Jim Ragland had been emailed to the Commissioners, and a copy was placed in their folders for review. Mr. Dufresne said at the time the roof had been checked it was 95% complete, and since then everything was checked again and there were no leaks. The report from Mr. Ragland confirmed that the work was done correctly, and payment which had been approved at the previous STPPC meeting was released to A-Lert Roof for services. Mr. Dufresne said that 2 additional invoices would follow – one for construction and one for retainage. Commissioner Sims asked if Mr. Dufresne knew what the final payments would be. Mr. Dufresne responded with approximately \$93,000.00 for construction, and a 5% retainage fee. President Ferrara asked port attorney Andre Coudrain about the warranties for the roof. Mr. Coudrain said the contractor provides a 2-year warranty and manufacturing a 20-year warranty and would be in final contract.

## **3. Warehouse Building #2 – Bid update**

### **a) Resolution**

Patrick Dufresne, Executive Director told the Commissioners that L King Company had a construction meeting with the ports project engineer and determined that since the entire roof is being replaced there may be a need to add or change some of the purlins and estimated approximately 12 – 15 would need replacement. Mr. Dufresne said as a result, a change order is needed for \$5,000.00, with plans to start April 17, 2023.

Commissioner Schliegelmeyer, Jr. asked if replacing the purlins would be for the entire length of the building. Mr. Dufresne replied, "It would only be as needed for what was being repaired." He also said the purlins could be around \$200.00 each.

In addition, Mr. Dufresne said the ports maintenance electrician would replace and re-attach lights that had fallen off the building and re-attach wiring to a motorized door. He said some of the conduits may need to be replaced, and other small wiring may be needed to ensure the building is safe. He said the electrician was currently working on other projects at the port. Mr. Dufresne said he was given a quote by the electrician not to exceed \$10,000.00 but could be \$13,000.00.

It was discussed by the Commissioners and agreed that the resolution listed on the agenda today was only for the purlins, and that approval of the electricals would be in a separate resolution. Port attorney, Andre Coudrain asked the Commissioners to give Patrick Dufresne authority to enter into an agreement with the port's maintenance electrician (M&R Electrical Services) for this project, not to exceed \$13,000. Mr. Coudrain also recommended that the agenda be amended to document this new resolution.

President Ferrara recommended moving approval of the change order resolution with L King Company, LLC, not to exceed \$5,000.00.

Moved by Commissioner DePaula seconded by Commissioner Schliegelmeyer, Jr. that the Commission authorize Patrick J. Dufresne, Executive Director to execute a change order, not to exceed \$5,000.00, to the contract agreement with L King company LLC for STPPC Project NR: 2023-01-B2 Structural Repair of Warehouse Building #2. The change order amount will be utilized to fund additional purlins that may require replacement, as part of the roof installation process. The total amount for the project including the change order item will not exceed \$555,900.00.

Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

President/Commissioner Ferrara requested an amendment to the meeting agenda as recommended by port attorney Andre Coudrain, to include the addition of proceeding with M&R Electrical Services for needed electrical repairs.

A roll call vote was taken. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper. Motion passed.

A verbal resolution was introduced by Commissioner DePaula and seconded by Commissioner Sims to authorize Patrick J. Dufresne, Executive Director to proceed with negotiations for electrical services by M&R Electrical Services as needed for electrical repairs not to exceed \$13,000.00.

Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

#### **4. Barge Dock Repair – update**

Executive Director, Patrick Dufresne told the Commissioners that the port's engineer, Jim Ragland, went to the port to view the barge dock, however the tide was high and Mr. Ragland could not walk underneath the dock for safety reasons. Mr. Dufresne said that scaffolding would be required and installed for easier and safer inspection by Mr. Ragland and his staff, and hopefully a report will be provided at the next meeting.

#### **5. Prospective Tenant(s) – update** **a) Resolution**

Patrick Dufresne, Executive Director said that Fauchaux Services, Inc. had requested to use the dock at the port for transloading and docking vessel events. He said they perform a lot of maintenance work for the Lake Ponchartrain Causeway. Mr. Dufresne said that the agreement would be the same as the agreement drafted for Bip and Sons, Inc. Port attorney Andre Coudrain reminded Mr. Dufresne that the insurance would need to be checked, and to obtain a copy of their insurance certificate. The following resolution was introduced by Commissioner DePaula authorizing Executive Director Patrick Dufresne to enter into an agreement with Fauchaux Services, Inc.:

Moved by Commissioner Schliegelmeyer, Jr., seconded by Commissioner Sims that the Commission authorize Patrick J. Dufresne, Executive Director to enter into an agreement with Fauchaux Services, Inc., for deck-barge trans-loading operations on an as needed basis with a minimum of seventy-two (72) hours prior notice before any transloading operations.

The port fee for the contractor agreement shall be \$500.00 per trans-loading event and \$100 port tariff fee per each additional day Lessee is docked at the Port Manchac terminal facility. The contractor agreement will be for a term of one (1) year commencing on April 15, 2023 and ending on April 15, 2024.

Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

#### **6. Invoice Payment Approval**

Commissioner/Treasurer Schliegelmeyer, Jr. presented the current invoices for payment approval.

1. AECOM – Port Manchac Site Improvements – Phase IV  
For professional services Feb. 18, 2023 – Mar. 17, 2023  
Inv# 2000726751                      Amount: \$4,015.10
  
2. Cashe, Coudrain & Bass  
Services rendered through March 31, 2023  
Inv. #124860 Matter #4623-1      Amount: \$1,000.00  
Inv. #124861 Matter # 4623-11    Amount: \$680.00

Commissioner DePaula told Executive Director, Patrick Dufresne that in the future he would like a more detailed invoice from AECOM with explanatory details of work that is billed by the AECOM engineers. Mr. Dufresne said he would discuss the issue with AECOM.

A motion was made by Commissioner Sims and seconded by Commissioner DePaula that the Commission approve for payment the invoices presented by Commissioner/Treasurer Schliegelmeyer, Jr. for AECOM, and Cashe Coudrain & Bass.

Motion passed. Yeas: 5 Ferrara, Schliegelmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

#### **NEW BUSINESS**

Port Director Patrick Dufresne stated there was no new business.

**Remarks:**

Patrick Dufresne, Executive Director advised the Commission that House Bill #13 was introduced into the legislature by State Representative Nicholas Muscarello to formally change the name of the Hammond Chamber of Commerce to Tangipahoa Parish Chamber of Commerce. He said additional information about the bill can be found online.

Mr. Dufresne reminded the Commissioners of the May 15<sup>th</sup> deadline for the LA Board of Ethics Annual Tier 2.1 Financial Disclosure statement. Robyn Pusey, Administrative Assistant, was asked to email the Commissioners with a reminder of the due date and a link to the Financial Disclosure information. Mr. Dufresne advised the Commissioners that the administrative assistant will send reminders and track the Ethics training and Sexual Harassment training for the year and send a reminder for the Financial Disclosure statement, however they must remember to take initiative to complete the Financial Disclosure statements themselves (as they may be subject to financial penalties for non-completion).

Mr. Dufresne thanked everyone for attending today, and again congratulated Commissioner Sheridan, saying he was looking forward to working with her. Having no further business, a motion for adjournment was made by Commissioner Schliegmeyer, Jr. and seconded by Commissioner DePaula.

Motion passed. Yeas: 5 Ferrara, Schliegmeyer, Jr., DePaula, Sims, Sheridan. Nays: 0 Absent: 2 Joubert, Roper

The meeting adjourned 9:50 am.

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Tina Roper, Secretary STPPC

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Daryl Ferrara, President STPPC