

**SOUTH TANGIPAHOA PARISH PORT COMMISSION
REGULAR MEETING**

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

President Daryl Ferrara called the Regular Meeting to order Wednesday, August 9, 2023 at 9:07AM. 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 William Sims led the group with the Pledge of Allegiance.

Commissioners Present: Daryl Ferrara, William "Bill" Joubert, Tina Roper, Jimmy Schliegmeyer, Jr., Timothy DePaula, William Sims

Commissioners Absent: Rhonda Sheridan

President Ferrara welcomed everyone to the meeting. Others Present: Patrick Dufresne, Executive Director; Robyn Pusey, Administrative Assistant; Lee Barends, ITL Accounting; Andre Coudrain, Cashe Coudrain & Bass; Richard Meek, Hammond Daily Star

APPROVAL OF AGENDA/MINUTES

It was moved by Commissioner Schliegmeyer, Jr., and seconded by Commissioner DePaula that the South Tangipahoa Parish Port Commission approve the Meeting Agenda for August 9, 2023, as presented. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

President Ferrara announced that the minutes of the regular meeting on July 12, 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 their meeting folders.

A motion was made by Commissioner Roper and seconded by Commissioner Schliegmeyer, Jr. to adopt/approve the minutes from the regular meeting on July 12, 2023. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

TREASURER'S REPORT

Prior to the meeting today the financial reports for the period ending July 31, 2023, had been emailed to the Commissioners by Ms. Lee Barends with ITL Accounting for their review and a copy was placed in their meeting folders. Commissioner/Treasurer Schliegmeyer, Jr. reviewed the reports with the Commissioners, saying the total revenues for the month of July were \$113,360.12, and the expenses were \$243,880.74, which included a large insurance payment and Hurricane Ida expenses, leaving a negative net income of -\$130,520.62. Commissioner Roper asked to address the group, stating there is some misinformation out in public that appears as if the port is operating in the negative. She said there have been some negative comments made on social media, and she found this out because she was addressed in one of the comments. She said the public needs to understand that we are not operating in the negative, that we are operating in the black. Commissioner Roper said, "Funds for expenditures that we are paying out for the DOTD projects and funds we were paying out for the Hurricane Ida repairs

- we have the revenue, it's sitting in another "pot", so it's not a negative balance that the port is operating by." She wanted to make sure that this was understood. Port accountant Lee Barends agreed, saying the money for the repairs was received last year and was recorded and reported as such. She encouraged the commission to release the actual year-to-date report that is running in the positive.

President Ferrara asked about the rail cars at the port. Patrick Dufresne, Executive Director said that the port had received an additional shipment from Darling Ingredients this week.

The general ledger and balance sheet documents were reviewed by the Commissioners. Port accountant, Lee Barends said that on the balance sheet under "Other Assets" the last two items listed were Edward Jones CD's - one in the amount of \$250,000.00 and one in the amount of \$500,000.00, and that there is still over \$1,030,000.00 in the Hancock Whitney general account. It was brought to Ms. Barends attention that the money moved to Edward Jones was put into the money market cash account and not put into CD's, to make it more "liquid" and to take advantage of the current high interest rates. She said she may have misread the Edward Jones report and asked administrative assistant Robyn Pusey to make a note in the minutes that she can make the correction on the balance sheet.

It was moved by Commissioner Roper and seconded by Commissioner DePaula that the Commission accept/approve the financials for the month ending July 31, 2023. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

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.

Executive Director Patrick Dufresne told the Commissioners that since the last meeting Air Products has offered the services of one of its contractors to perform the truck scale platform strengthening work. He said that Air Products has a welding fabricator contractor on site and as a result, we will be able to take the platform strengthening work out of the previous quote from LA Contracting Enterprise, which was very expensive. He said by doing so, this will put us more in line with the project budget. The responsible portion for STPPC will still be only 10% of the application budget. He said that Air Products wanted the scale completed as quickly as possible, so they are motivated to help get this done. Mr. Dufresne said the container option that had been reviewed previously is still in the plans, and that the contractor will be responsible for the purchase of the container and supervision of the electrician and truck scale company during the installation of the electricals and scale equipment. Commissioner Roper asked if there was an official document for the welding fabricator and said it should be in writing that Air Products will subsidize the work. Port attorney Andre Coudrain suggested a vote be made to authorize the executive director to enter into an agreement with the Air Products contractor for the welding fabricator services at no cost to STPPC.

A motion was made by Commissioner Roper and seconded by Commissioner DePaula to authorize Patrick Dufresne, Executive Director to enter into an agreement with Air Products for the services of their welding fabricator contractor to provide structural support to the truck scale platform at no cost to the South Tangipahoa Parish Port Commission. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

2. Warehouse Building #3 roof repair – update

Patrick Dufresne, Executive Director reminded the Commissioners that the roof repair/roof replacement work on Warehouse Building #3 was completed. Port attorney Andre Coudrain said the acceptance of the work triggers the 45-day lean period, and once that period expires, we will release the retainage funds and the contractor will deliver the warranty.

3. Warehouse Building #2 – update

a) Resolution

b) Resolution

Patrick Dufresne, Executive Director told the Commissioners we received another change order, that the contractor discovered four (4) additional rafter beams on the rail dock roof of Warehouse Building #2 that also needed repair. He said our engineer went out and verified the damage, and repair of the rafter beams was recommended. Mr. Dufresne said it would be approximately \$14,000.00 for the fabrication of the rafter beams. Commissioner Schliegmeyer, Jr. said if the engineer is making the recommendation and the contractor is visibly seeing damage as they're doing the repairs, then additional repairs are needed. Mr. Dufresne also said that the contractor, L King Company, LLC had asked for an additional five (5) days to complete the work. Resolution (a) was read by Commissioner DePaula:

At a Regular meeting of the South Tangipahoa Parish Port Commission held on Wednesday, August 9, 2023, the following resolution was introduced and unanimously adopted; to wit:

Moved by Commissioner Roper, seconded by Commissioner Schliegmeyer, Jr., that the Commission authorize Patrick J. Dufresne, Executive Director to execute change order #3, not to exceed \$14,300.00, 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 removal and replacement of 4 rafter beams, as part of the roof installation and structural repair work. L King Company has requested an extension of time in the amount of 5 days to complete the work. The new project completion date is September 29, 2023. The total amount for the project including the change order item will not exceed \$624,387.00. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

Mr. Dufresne continued, telling the Commissioners that more money was needed for additional engineering services related to the Warehouse Building #2 and Warehouse Building #3 roof replacement and repair projects, and asked to increase the engineering services from \$5,000.00 to \$10,000.00. Resolution (b) was read by Commissioner DePaula:

At a regular meeting of the South Tangipahoa Parish Port Commission held on August 9, 2023 the following resolution was introduced and adopted; to wit:

Moved by Commissioner DePaula, seconded by Commissioner Sims that the Commission authorize Patrick J. Dufresne, Executive Director, to enter into an agreement with Ragland, Aderman and Associates to provide professional engineering services for construction monitoring of the Warehouse Building #2 repair project and Warehouse Building #3 roof replacement project, not to exceed \$10,000.00. The additional amount will account for invoice/change order professional engineering services review related to the Building #2 repair project.

Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

Commissioner Roper asked Mr. Dufresne if he knew how much has been spent to date on engineering costs and asked him to provide the Commission with a list of expenditures to date for Ragland, Aderman and Associates by the next STPPC meeting. Port accountant Lee Barends said this information would also be helpful with the upcoming budget meeting.

4. Barge Dock Repair – update

Mr. Dufresne told the Commissioners that information regarding the barge dock scope of work was emailed to them prior to the meeting, and a copy was placed in the meeting folders. Mr. Dufresne said this information had been forwarded to FEMA in an attempt to get additional funding for the barge dock repair project and as a result, FEMA would like the port's project engineer to breakdown the cost estimate in terms of material labor and mobilization cost. He said the mobilization cost helps to provide a guideline for when it goes to bid, and it is the last step prior to a site visit. Mr. Dufresne said that mitigation aspects would also be added for consideration. Commissioner Roper told Mr. Dufresne that she had experience with mitigation and offered to help if needed.

5. Prospective Tenant(s) – update

Mr. Dufresne told the Commissioners there was no prospective tenant update today.

6. Insurance Package for FY 2023-2024 – update

Patrick Dufresne, Executive Director told the Commissioners there was nothing new from Jackson Vaughn since the previous STPPC meeting. Commissioner DePaula said that he and the executive director went to lunch with one of the insurance brokers that he had contacted and said the information they're getting back is very high, noting that one premium was almost \$200,000.00. He said the brokers will keep trying to find insurance for the port, and that they are actively working on it. President Ferrara stated that if we get through this hurricane season, he thought pricing should be lower.

7. Investment Plan – update

President Ferrara said that at the last STPPC meeting the Commission decided to transfer some of the excess cash in the Hancock Whitney operating account to the Edward Jones money market/cash account to take advantage of the current high interest rates. He said he spoke with the administrative assistant and received information from the port accountant, who said that she was comfortable with STPPC moving \$750,000.00 from the Hancock Whitney operating account into the Edward Jones money market account, and that even after transferring this money we still have over a million dollars in the operating account. He said, "We are trying to be good stewards, and make money while we can." He also said the money is "totally liquid" so if we need it today, we can get the money transferred on the same day. Commissioner DePaula asked Ms. Barends what her reservations were in transferring more money into the Edward Jones cash account. Ms. Barends said that she had left the last meeting before this conversation was held but felt that there was room for more money to be added to the Edward Jones account. The Commissioners and Ms. Barends discussed the minimum amount of money to keep in the operating account, and if there were fees associated with any transfers to the Edward Jones account. Ms. Barends suggested keeping \$500,000.00 as a minimum in the operating account. During the discussion Ms. Barends said she did not have access to view online activity with either account. Commissioner Roper suggested that we get online access for viewing purposes with Hancock Whitney and Edward Jones, that Ms. Barends can help STPPC determine how to maximize the amount of money to be transferred.

8. Invoice Payment Approval

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

1. AECOM -Port Manchac Site Improvements – Phase IV
For professional services June 17, 2023 - July 21, 2023

Inv# 2000783191 Amt. \$2,009.32

2. All Tech Specialty Services

Adding secondary entry system above existing system - materials and labor

Inv# 8992 Amt. \$2,810.00

3. Cashe Coudrain & Bass

Services rendered through July 31, 2023

Inv# 125777 Matter # 4623-1 Amt. \$440.60

Inv# 125778 Matter # 4623-9 Amt. \$230.50

Inv# 125779 Matter # 4623-11 Amt. \$240.00

Total amount - \$911.10

4. LA Contracting Enterprise, LLC

Project #: H.011927 (322) Port of Manchac Transload Improvement

Pay App 3 Amt. \$275,443.95

5. L King Company, LLC

Project # STPPC 2023-01B / LKC 23-007

Pay App 4 Amt. \$28,056.43

Patrick Dufresne, Executive Director told the Commissioners that the invoice from All Tech Specialty Services was for a new gate entrance system that is wireless and allows Air Products to have authorized remote access through their cell phones and will also allow their workers to have access after-hours. The invoice will be submitted to Air Products for reimbursement.

A motion was made by Commissioner DePaula and seconded by Commissioner Roper that the Commission approve for payment the invoices presented today by Commissioner/Treasurer Schliegelmeier, Jr. for AECOM, All Tech Specialty Services, Cashe Coudrain & Bass, LA Contracting Enterprise, LLC, and L King Company, LLC. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegelmeier, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

NEW BUSINESS

Executive Director, Patrick Dufresne told the Commissioners there was no new business today.

Remarks:

Commissioner/Vice President William "Bill" Joubert told the Commission he had recently spoken to Dr. Loren Scott, a Louisiana economist who provides economic consulting and public speaking services, regarding the possibility of hosting an event that would focus on the parish of Tangipahoa. The fee for Dr. Scott's appearance would be \$3,500.00, and he would create a report to be reviewed at the event and made available for distribution. Commissioner/Vice President Joubert felt strongly that this should be a port event, with the possibility of splitting the fee with another group. He said that he has someone who can manage the planning and help organize the event as a port project and said this would be positive press for the port and helpful to the community. He also said It could be held at Southeastern, or somewhere in Ponchatoula. President Ferrara asked Commissioner Sims about the possibility of the Tangi Chamber helping with the event. Port attorney Andre Coudrain advised the Commissioners that if they were going to take a vote today, the agenda should be amended to add discussion regarding the engagement of Dr. Scott.

A motion was made by Commissioner Roper and seconded by Commissioner DePaula to amend the agenda, to add discussion regarding the engagement of Economic Developer, Dr. Loren Scott. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

An additional motion was made by Commissioner Roper and seconded by Commissioner DePaula to authorize Patrick Dufresne, Executive Director to engage with Dr. Loren Scott, Economic Developer, and collaborate with other local government agencies, to provide an event in the parish of Tangipahoa, not to exceed \$3,500.00. Dr. Scott will provide a report of his findings that will be available for distribution. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

Executive Director Patrick Dufresne thanked everyone for attending today. Having no further business, a motion for adjournment was made by Commissioner Roper and seconded by Commissioner Sims. Motion passed. Yeas: 6 Ferrara, Joubert, Roper, Schliegmeyer, Jr., DePaula, Sims. Nays: 0 Absent: 1 Sheridan

The meeting adjourned at 9:58 AM.

Tina Roper, Secretary STPPC

Daryl Ferrara, President STPPC