

**SOUTH TANGIPAHOA PARISH PORT COMMISSION
REGULAR MEETING**

**WEDNESDAY, JUNE 14, 2023 9:00AM
CITY HALL ANNEX BUILDING - 110 W. HICKORY ST., PONCHATOULA, LA**

President Daryl Ferrara called the Regular Meeting to order Wednesday, June 14, 2023 at 9:10AM. 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 Rhonda Sheridan led the group with the Pledge of Allegiance.

Commissioners Present: Daryl Ferrara, Tina Roper, Jimmy Schliegmeyer, Jr., Timothy DePaula, Rhonda Sheridan

Commissioners Absent: William "Bill" Joubert, William Sims

President Ferrara announced "Happy Flag Day" to the attendees in the room and welcomed everyone to the meeting. He also acknowledged Councilwoman Kim Coates and thanked her for attending today's meeting.

Others Present: Patrick Dufresne, Executive Director; Robyn Pusey, Administrative Assistant; Lee Barends, ITL Accounting; Dwight Williams, Ponchartrain Conservancy; Ginger Cangelosi, Tangipahoa Economic Development Foundation; Paula Sziber, Jackson Vaughn Insurance Agency; Sparky Welles, Jackson Vaughn Insurance Agency

APPROVAL OF AGENDA/MINUTES

It was moved by Commissioner Schliegmeyer, Jr. and seconded by Commissioner Sheridan that the South Tangipahoa Parish Port Commission approve the Meeting Agenda for June 14, 2023, as presented. Motion passed. Yeas: 5 Ferrara, Roper, Schliegmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

President Ferrara announced that the minutes of the regular meeting on May 10, 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 Sheridan and seconded by Commissioner DePaula to adopt/approve the minutes from the regular meeting on May 10, 2023. Motion passed. Yeas: 5 Ferrara, Roper, Schliegmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

TREASURER'S REPORT

Prior to the meeting today the financial reports for the period ending May 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. told the Commissioners that the interest income for May 2023 was \$460.16, the rental income was \$16,654.04 and the rail car storage/activity was \$200.00. He said the LA-DOTD State Project H.011927 was a reimbursement of \$62,917.74. He said that the total revenues for the month of May were \$180,231.94. He said the expenses included the LA-DOTD state project H011927 for \$117,274.32 and \$17,727.43, and that the total expenses for the month were \$539,468.35. Commissioner/Treasurer Schliegmeyer, Jr. gave a brief explanation about

the LA-DOTD project expenses, and reminded the Commissioners that the out-of-pocket expense for STPPC will always be 10%. Reading from the balance sheet, he said the total assets were \$10,003,234.91. The general ledger was reviewed by the Commissioners. There were no questions.

It was moved by Commissioner Roper and seconded by Commissioner DePaula that the Commission accept/approve the financials for the month ending April 30, 2023. Motion passed. Yeas: 5 Ferrara, Roper, Schliegelmeier, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

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**

Executive Director Patrick Dufresne told the Commissioners that he met last week with the project engineer of record, AECOM and the contractor (LA Contracting, Inc.) to discuss the plans for the platform that will house the container unit. AECOM had provided the plans to the contractor and they are reviewing his instructions. The next step is for the LA-DOTD to formally approve the change order for the project. Mr. Dufresne said he should receive verification this week that they approved the documentation and change order, then AECOM can go ahead and order the unit. He said that during this time the contractor will come to the port and reinforce the pad with galvanized steel. He expects a quick turnaround time, maybe less than three weeks, once the unit is ordered. He said the container would be delivered and the contractor will come back and weld it onto the reinforced platform. Once that is done the electrician will come in and connect everything, then the air conditioning window unit would be installed, and said there is also a heater and timer in the window unit. Mr. Dufresne said that the last phase of the project would be for the scale company, Michelli, to install their electronic equipment. There were no questions from the Commissioners.

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

Patrick Dufresne, Executive Director reminded the Commissioners that last month there were a couple of places on the roof where the insulation had detached from the eastern wall. Centurion (A-Lert Roof System) has re-attached the insulation, and now the port is waiting to receive the next invoice. Mr. Dufresne was asked if he had received a completion certificate. He replied that this is “the warranty part” that will be done after we receive the next invoice for the final payment. He wasn’t sure why the invoice hadn’t yet been received and that he would send an email request to Centurion.

3. **Warehouse Building #2 – update**

Patrick Dufresne, Executive Director told the Commissioners that the roof on Warehouse Building #2 which started from the North End of the roof is “moving right along” and is 80% complete. He said next week they plan to start the structural repair work at the southern end and that the material had been delivered. He also noted that the weather had been very cooperative which allowed them to stay “pretty much” on schedule.

4. **Barge Dock Repair – update**

Mr. Dufresne provided the Commissioners with an update regarding the barge dock repair received from the project engineer of record, Jim Ragland. A copy of the report had been sent by email to the Commissioners prior to the meeting, and a copy of the report was placed in their meeting folders. Mr. Dufresne said they found moisture and termite damage in some of the wooden support beams in the center of the dock. He pulled one of the drawings from Mr. Ragland's report and pointed out the highlighted area on the document. He said that "this is what Mr. Ragland is recommending be changed." He said Mr. Ragland will be at the next meeting on July 12th and he will give a PowerPoint presentation that will provide the most efficient and cost-effective way to do the work. Mr. Dufresne reminded the Commissioners that the dock was closed, that signs and caution tape had been placed on the structure. There were some concerns as to how long it will take to repair the dock, and concerns that the tenants may need to use it. Mr. Dufresne said that the side of the dock is being used temporarily and it has worked out well, so time "is not an issue." Mr. Dufresne was asked if there was a new product out that could be used for the barge dock repair besides steel. He said he imagined that steel might be the best option at this point, and that it would be a matter of what is the most efficient and cost-effective option.

5. Seismic Testing permit agreement – update

Patrick Dufresne, Executive Director told the Commissioners that since the last meeting he had received a request from Exoduas, Inc. to update the original agreement for another 10 weeks, to expire on September 1, 2023. He said this request was made because Exoduas, Inc. wants to do 3-D imaging of the area and will pay \$795.20 for the permit. Commissioner DePaula noticed that the agreement for the seismic testing doesn't have an end date, and that it was "very broad". Mr. Dufresne said that he will have the port's attorney Andre Coudrain review the agreement and comments, and once approved by the Commission will instruct Mr. Coudrain to update the agreement.

A motion was made by Commissioner Roper and seconded by Commissioner DePaula to extend the original agreement from Exoduas, Inc, to September 1, 2023, and add 3-D imaging per legal counsel. Motion passed. Yeas: 5 Ferrara, Roper, Schliegmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

6. Prospective Tenant(s) – update

Mr. Dufresne told the Commissioners that he had received an inquiry from a company that would like to transload a wood product from rail to truck within the next couple of months. He said he would keep the Commissioners posted if the project comes to fruition.

7. 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 March 18, 2023 – April 30, 2023
Inv# 2000749625 Amt. \$3,714.44
2. Cashe Coudrain & Bass
Services rendered through April 30, 2023
Inv# 125084 Matter # 4623-1 Amt. \$560.00
Inv# 125085 Matter # 4623-10 Amt. \$100.00
3. LA Contracting Enterprise, LLC
Project # H011927 (322)
Pay App 1 Amt. \$195,001.75

4. L King Company, LLC
Project # STPPC 2023-01-B / LKC 23-007
Pay App 1 Amt. \$313,055.40

5. FBAC LLC Fontenot Benefits & Actuarial Consulting, LLC
For professional services (2023) in connection with actuarial valuation of post-employment benefits to comply with GASB75
Inv# 4452 Amt. \$1,750.00

6. All Tech Specialty Services
Services rendered May 23, 2023 and May 12, 2023
Inv# 8809 Amt. \$2,355.00

Commissioner DePaula was asked if he received a response regarding the explanation of charges on the AECOM invoice and he said that he did and gave a brief explanation to the Commissioners. He said that there are no billing guidelines, and "I guess they document whatever they think is appropriate." Commissioner DePaula said the commission could "push back" on this if they wanted, but he reviewed the current invoice and found the dates lined up with the billing notes. Commissioner DePaula asked Executive Director Patrick Dufresne if the ports engineer, Jim Ragland had reviewed the invoices from L King Company, LLC. Mr. Dufresne replied that Mr. Ragland had reviewed both invoices and will also review the 3rd invoice as well. Commissioner Roper asked about the invoice from FBAC, LLC, wanting to know what was done for the cost. Mr. Dufresne said that the report is necessary as a part of the 2022 annual audit requirement.

A motion was made by Commissioner Roper and seconded by Commissioner DePaula that the Commission approve for payment the invoices presented by Commissioner/Treasurer Schliegelmeyer, Jr. for AECOM, Cashe Coudrain & Bass, LA Contracting Enterprise, LLC, L King Company, LLC, FBAC LLC, All Tech Specialty Services. Motion passed. Yeas: 5 Ferrara, Roper, Schliegelmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

NEW BUSINESS

1. Insurance Coverage/Package FY 2023-2024

Executive Director Patrick Dufresne introduced Paula Sziber from Jackson Vaughn Insurance Agency to discuss the ports insurance coverage for FY 2023-2024. Ms. Sziber had given a copy of the proposals to each Commissioner and Mr. Dufresne. She started by saying that the insurance market is in great turmoil, with property coverage being the most problematic and they are seeing big increases. As of today, she said she had not received information for the fire quote. The proposal presented today included the property, Inland Marine policies for the Warehouse buildings, Director and Officers liability, workers compensation, crime, and non-owned and hired auto liability, and did not include wind or hail coverage. There was a policy from LA Citizens that automatically renewed and covered wind only for the Rail Loading racks, contents of the newer warehouse building (#3) and port office contents. Ms. Sziber reminded the Commissioners that last year she had difficulties finding wind and hail coverage and expects the same difficulty this year. She reviewed a new product that is on the market this year called Parametric Wind (Named Storm only) from Lloyds of London. Ms. Sziber told the Commissioners that it is a very data-driven policy and she provided examples from previous hurricanes. She stated there must be a financial loss of some kind and said there must be a period of sustained winds verified by the National Weather Service. She said the policy does not include damage from hail or tornadoes, however it is available, but is expensive. She said the benefit of the program is there is no deductible. A long

discussion was held by the Commissioners and Ms. Sziber about the available options. Ms. Sziber said that she is in negotiations right now with a company that is looking at the fire portion of the proposal and is waiting to receive some firm numbers from them. Commissioner Roper said she thought the insurance would be going down and not up because of the repairs that had been done. She expressed concerns that the policy is \$50,000.00 more than last year without knowing what the fire is, and possibly could be almost \$70,000.00 more. Ms. Sziber said she has been trying to get the information, but she “can’t get anyone to move on it” and that “it is just the state of the market right now.” Discussion continued about the premiums, valuation of the buildings, tenants’ insurance, general liability, flood insurance and the Parametric Wind policy. Sparky Welles of Jackson Vaughn Insurance Agency told the Commissioners that it is incredibly difficult to find wind policies, that insurance companies don’t want to write wind policies in Louisiana because they can’t find a price to make money, so they won’t offer any options. He also said that policies are revenue driven, and “the bigger you are, the higher the premium.” There was a discussion of possibly approving parts of the policy, and Port accountant Lee Barends commented that this could be done. Ms. Sziber said she hoped to have additional information for the Commissioners by the policy expiration date of June 20, 2023. It was agreed to have a special meeting on June 20th to discuss any additional information Ms. Sziber may receive.

A motion was made by Commissioner Roper and seconded by Commissioner DePaula to approve the insurance premiums for FY 2023-2024 excluding Property, Inland Marine and the Parametric wind option. Motion passed. Yeas: 5 Ferrara, Roper, Schliegmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

A motion was made by Commissioner DePaula and seconded by Commissioner Roper to approve a special meeting on June 20, 2023 to continue discussion and review pending information for the Insurance proposal FY 2023 – 2024, 9:00AM at the City Hall Annex Building. Motion passed. Yeas: 5 Ferrara, Roper, Schliegmeyer, Jr., DePaula, Sheridan. Nays: 0 Absent: 2 Joubert, Sims

Remarks:

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

The meeting adjourned at 10:02 a.m.

Tina Roper, Secretary STPPC

Daryl Ferrara, President STPPC