AGENDA
NOVEMBER 14, 2001

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Consider October 10, 2001 Regular Meeting Minutes for approval
Consider October 24, 2001 Special Meeting Minutes for approval

V. Executive Director's Report
- A. Northern Expansion Update
  - a. Construction status: John Plaisance
    Larry Picciola
  - b. Permit
- B. Highway Improvements
  - a. Draft EIS
  - b. Meetings
- C. Millennium Port Update (LEERC)
  - a. COE Cooperative Agreement
  - b. Meetings
- D. Airport Update
  - a. Status
  - b. Meetings

VI. Committee Reports
- A. Executive Committee
  - a. On-Call pay policy
  - b. Resolution for Safety Deposit Box at State Bank
  - c. Authorize Executive Director to execute the Cooperative Endeavor Agreement with the Lafourche Parish Council
- B. Permits & Waterways Committee
  - a. Letters of No Objection
    - i. Kajun Sportsman
  - b. NOAA Survey – Tim Osborn
- C. Construction and Development Committee
  - a. Martin Holdings' request to renew its Master Lease at 2% annual escalations
  - b. Request from MB Energy to sublease to Trinity Storage Services, LP
  - c. Consider approving low quote for East Jetty Repairs project
  - d. Consider approving Change Order No. 2 for Northern Expansion Project
  - e. Consider adopting a Resolution requesting authority to advertise for Phase III of State Project Number 578-29-0014
  - f. Authorize Executive Director to proceed with design and development of the former Jet Cinema into the Port Administration Building
- D. Finance Committee
  - a. Consider payment of invoices and recognize Expenditures over $10,000
  - b. Consider October 2001 Financial Statement for approval

VII. Public Comment

VIII. Any other business

IX. Adjournment

OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION
November 14, 2001

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, November 14, 2001 at 10:30 AM.

President Melancon called the meeting to order, and Secretary Collins called the roll.

PRESENT: Johnny Melancon, Donald Vizier, Wilbert Collins, Larry Griffin, Ervin Bruce, Harry Cheramie, Chuckie Cheramie, Beau Martin, and Jimmy Lafont

ABSENT: None

President Melancon veered from the agenda to welcome back Commissioner Beau Martin, who has been on active duty with the U.S. Coast Guard since September 11th.

Upon motion by Ervin Bruce and second by Chuckie Cheramie, the minutes of the October 10, 2001, regular meeting were unanimously approved.

Upon motion by Donald Vizier and second by Wilbert Collins, the minutes of the October 24, 2001, special meeting were unanimously approved.

Executive Director's Report

Northern Expansion – Project Engineer John Plaisance reported that the contractor is still ahead of schedule and is expected to finish driving steel sheets by mid-December on the West Bulkhead job. The plans and specs for the East Bulkhead construction should be submitted to DOTD for final review this week. The plans for the West Dredging project should be submitted next week. President Melancon questioned whether Engineer Plaisance had further considered trucking the fill into the leased area around the first slip. Engineer Plaisance reported that the additional cost associated with trucking the material and the additional time required did not justify the change in dredging plans. Project Engineer Larry Picciola reported on another phase of the Northern Expansion—dredging of Slip B to create a work area around the proposed slip. He anticipates bidding the project by December and beginning construction in January. Director Falgout reported that we have submitted an application to the Port Priority Program for funding to construct the bulkhead along the West side of Slip B. Director Falgout also reported that all concerns by agencies have been worked out, and the Corps is now writing the permit to widen the slip to 700'.

Highway Improvements – Director Falgout reported that the draft EIS is out for comment, and it is a comprehensive document that shows preliminary alignments and design for the highway. Public comments will be accepted on this project on December 18, 2001, at the Larose Civic Center. Once a Record of Decision is obtained from DOTD and the Federal Highway Commission, the project can move forward with preliminary engineering and design. The new estimate of the cost of the highway is $500 million. Director Falgout reported that Senator Landrieu is giving a presentation on the Senate floor on her Energy Security Bill, and she is using pictures of Port Fourchon to stress its critical role as a source of this nation's energy supply. Representative Pitre reported that at a meeting held on November 7, 2001, the Secretary of DOTD, Dr. Kam Movassaghi expressed a keen interest in pursuing the proposed elevated highway project. The Secretary is putting together the Louisiana Investment and Infrastructure for Economic Prosperity Proposal, which is designed to take the historical highway priority focus away from volume of traffic and focus it on economically significant projects.

Director Falgout reported that he has met with some major oil and gas companies and their federal lobbyists to impress upon them the great need for these highway improvements and perhaps get a coalition of the oil and gas companies' Washington interests to collectively seek remediation of this deteriorated highway.

Director Falgout reported that last Saturday evening, he had the opportunity to present to Senator Landrieu and Senator Murray, who heads the subcommittee on transportation appropriation, information on LA 1 and its improvement needs. He said the presentation was very well received and that Senator Murray has asked for additional information.

Millennium Port – Director Falgout reported that the Agreement for the Corps of Engineers' study of the feasibility of a 50-foot channel at Port Fourchon has been signed. This study should take about four months to complete and will hopefully produce results by the middle of next year. Commissioner Martin questioned whether LOOP ever was consulted in this matter, if the Commission plans to tie into their fairway. Director Falgout mentioned that as of yet no such discussion has been had since the determination of the feasibility of this fairway's construction has not yet been made.

Airport – Attorney Pitre reported that the Agreement transferring Sponsorship from the District to the Commission has been signed. He also reported that the agreement with FAA is in hand and ready to be executed. The Purchase and Sale agreements for the Airport site and the entire tract should be prepared and ready for execution on Tuesday. The Act of Sale on the Airport should also be ready at the same time. The Act of Sale on the entire tract will be completed after the successful completion of the title search.

Attorney Pitre requested that the Board deviate from the Agenda so that a motion could be discussed that would allow both the President and the Executive Director to sign any and all documents necessary for the completion of the purchase and sale of the Airport site and of the entire tract. Upon motion by Larry Griffin and second by Chuckie Cheramie, the board unanimously agreed to deviate from the agenda. Upon motion by Larry Griffin and second by Donald Vizier, the board unanimously authorized both the Director and the President to execute any and all documents necessary to complete the purchase agreement for the Airport site, the purchase agreement for the entire tract, the act of sale on the Airport site, and act of sale on the entire tract.

Director Falgout reported that Mr. Tom Atkinson, formerly with DOTD's Aviation Division, had visited the Port last week to meet with the Port's Administration to offer guidance with the development of the airport. Mr. Atkinson is now Secretary of the Department for Intermodal Transportation, and he has become extremely interested in the endeavors of this seaport as well as the airport.

<u>COMMITTEE REPORTS</u>

Executive – Chairman John Melancon reported that the committee met on October 24, 2001, at the Operations Center in Port Fourchon. Present at this meeting were John Melancon, Sr., Larry Griffin, Donald Vizier, and Wilbert Collins, Sr, and none were absent. The committee also met on November 13, 2001. Present at this meeting were John Melancon, Sr., Donald Vizier, Larry Griffin, and Wilbert Collins, Sr., and none were absent. The Commission then discussed items that were discussed at the Committee meetings.

President Melancon presented for the board's consideration an On-Call Pay Policy. Director Falgout reported that the Commission has been considering the institution of on-call pay for several months. It is a mechanism by which the Port's employees can be properly paid for the times they are on-call. Upon motion by President Melancon and second by Jimmy Lafont, the board unanimously approved the on-call pay policy as submitted.

President Melancon presented for the board's consideration a resolution for the Safety Deposit Box at State Bank. President Melancon reported that this box was opened under the Rappelet Administration, and all of the signatories on the box are deceased; thus, it is necessary that the Commission authorize the President and Secretary to sign to access the box and its contents. Upon motion by Larry Griffin and second by Ervin Bruce, the board unanimously authorized President Melancon and Secretary Collins to access the safety deposit box.

President Melancon presented for the board's consideration a Cooperative Endeavor Agreement with the Lafourche Parish Council. Director Falgout reported that this agreement would allow this Commission to make needed improvements to the Clovelly Boat Launch and Access Road. He also reported that the Commission has worked with NOAA and submitted an application for funding of these much-needed improvements. Upon motion by Chuckie Cheramie and second by Harry Cheramie, the Commission approved the agreement and authorized Director Falgout to execute it, with one nay vote.

Permits & Waterways – Chairman Jimmy Lafont reported that the committee met on October 24, 2001, at the Operations Center in Fourchon. Present at this meeting were Jimmy Lafont and Wilbert Collins, Sr., and Beau Martin was absent. The committee also met on November 13, 2001 at the Administration Building in Galliano. Present at this meeting was Jimmy Lafont and Wilbert Collins, Sr., and Beau Martin was absent. The Commission then discussed items that were discussed at the Committee meeting.

Chairman Lafont presented for the board's consideration a request for a letter of no objection from Kajun Sportsman. Upon motion by Jimmy Lafont and second by Larry Griffin, the board unanimously approved issuing a letter of no objection to Kajun Sportsman.

Chairman Lafont introduced Mr. Tim Osborne with NOAA to address the Commission on the bottom surveys of the channels in Port. Mr. Osborne reported that keeping up with the changing channel information has been a challenge since the Port has grown so quickly recently. In an effort to provide up-to-date information to those interested, there is now a print-on-demand program which allows one to download channel data as it is needed and print it out.

Construction & Development - Chairman Ervin Bruce reported that the committee met on October 24, 2001, at the Operations Center in Port Fourchon. Present at this meeting were Ervin Bruce, Donald Vizier, and Chuckie Cheramie, and no members were absent. The Committee also met on November 13, 2001, at the Administration Building in Galliano. Present at this meeting were Ervin Bruce, Donald Vizier, and Chuckie Cheramie, and no members were absent. The Commission then discussed items that were discussed at the Committee meetings.

Chairman Bruce presented for the board's consideration a request from Martin Holdings to renew its Master Lease at 2% annual escalations. Director Falgout reported that the Commission reviewed this request at its last two committee meetings and heard testimony from employees of Martin Holdings, which they considered when making their decision. Upon motion by Ervin Bruce and second by Wilbert Collins, the board denied the request of Martin Holdings to renew its Master Lease at 2% and further resolved that the escalation rate should be 5% annually. Board member Chuckie Cheramie abstained from voting upon this issue.

Chairman Bruce presented for the board's consideration a request from MB Energy to sublease its facility to Trinity Storage Services, LP. Director Falgout reported that historically, this commission has not allowed subleases for 100% of the leased premises, nor for a site upon which the Lessee will not maintain a presence. This proposed sublease would violate both of these requirements. Upon motion by Donald Vizier and second by Beau Martin, the board unanimously agreed to deny MB's request for a total sublease of property upon which MB will not maintain a presence.

Chairman Bruce presented for the board's consideration the quotes submitted for the construction of the East Jetty project. This involves placement along the East Jetty System of 55 Ajax blocks obtained from the settlement with Armortec. The low quote was LeBro Construction at $14,336.00. Upon motion by Ervin Bruce and second by Larry Griffin, the board unanimously approved awarding the contract to LeBro Construction.

Chairman Bruce presented for the board's approval Change Order No. 2 for the Northern Expansion project. Director Falgout reported that the total is $84,403.00 and is comprised of extending the concrete revetment, adding filter cloth to the roadway, and extending the access road. When Continental Construction bid on the project, the plans reflected a slip width of 500 feet. Now that the slip will be 700 feet wide, there is a need to compensate for the additional 200 feet. Upon motion by Ervin Bruce and second by Jimmy Lafont, the Commission unanimously approved Change Order No. 2 for State Project Number 578-29-0014(321).

Chairman Bruce presented for the board's consideration a resolution requesting authority to advertise for SPN 578-29-0014(323). Director Falgout reported that this is a standard resolution required by DOTD to proceed with bidding of Port Priority projects. Upon motion by Larry Griffin and second by Chuckie Cheramie, the board unanimously approved the resolution.

Chairman Bruce presented for the board's consideration the need to authorize the Director to proceed with the design and development of the former Jet Cinema into the new Administration office. Such a move would allow the Director to proceed with contracting an Architect to put together a design for the new building. Director Falgout reported that the Commission had asked that we solicit proposals from all architects in the area indicating their qualifications for and interest in designing and constructing this project. He reported that it is his responsibility to hire for professional services, and his recommendation would be Cheramie & Whitney Architects. Mr. Ervin Bruce moved and Mr. Jimmy Lafont seconded the motion that Director Falgout be authorized to proceed with contracting for the design and development of the former Jet Cinema into the new Administration office. Mr. Donald Vizier moved that the motion be amended so as to direct Director Falgout to contact all firms submitting qualifications and request a drawing be submitted to the Board so that they can decide which firm they would like to contract. Mr. Chuckie Cheramie seconded Mr. Vizier's motion, and a roll call vote was taken. The Amendment passed with a 5-4 vote.

Finance –Chairman Larry Griffin reported that the committee met on October 24, 2001, at the Operations Center in Port Fourchon. Present at this meeting were Larry Griffin, Harry Cheramie, and Donald Vizier, and no members were absent. The committee also met on November 13, 2001, at the Administration Building in Galliano. Present at this meeting were Larry Griffin, Harry Cheramie and Donald Vizier, and no members were absent. The Commission then discussed items that were discussed at the Committee meetings.

Chairman Griffin presented for the board's approval the invoices for the month and recognized the expenditures in excess of $10,000. Upon motion by Chairman Griffin and second by Harry Cheramie, the board unanimously approved the invoices for the month.

Chairman Griffin presented for the board's approval the Financial Statement for October 2001. Upon motion by Chairman Griffin and second by Donald Vizier, the board unanimously approved the October 2001 financial statement.

President Melancon then called for Public Comment and recognized Mr. Rusty Guilbeau with ASCO who thanked the Commission for all of the hard work on the Northern Expansion and expressed that ASCO is anxious to occupy that property as soon as it can dry.

President Melancon recognized Mr. P.E. Gilligan of P.E. Gilligan Marine Surveyors, who addressed the board and offered his firm's services in the field of Marine Surveying.

President Melancon recognized Mr. Larry Weidel with the Lafourche Parish Sheriff's Office. He reported that the Sheriff has assigned employees to attend all public meetings, and he is very glad to be the one attending the Port Commission meetings. He also offered that if the Sheriff's office can be of any service to the Commission, he would be more than happy to work with them.

President Melancon recognized Mr. Stevens with Bollinger Fourchon who expressed his appreciation for the recently completed dredging project in Bayou Lafourche.

Director Falgout recognized President Melancon for being acknowledged as Community Hero by the Chamber of Lafourche and the Bayou Region. President Melancon will receive his award at the Annual Banquet held on Thursday, November 15, 2001.

Commissioner Martin questioned whether a point of contact had been established with the fishing vessels that are tied up but left unmanned in the Nerby Collins Fisherman's Marina. Director Falgout reported that he and Chief Terrebonne have discussed this issue already but have not yet established a recommendation for the board. Commissioner Martin requested that a recommendation be made by the next meeting.

Commissioner Martin expressed his concern with the dispatcher arrangement at the Operations Center in Port Fourchon. He said that when the storm hit the Port last month, he felt like the dispatchers were inadequately trained to handle the situations that arose. Director Falgout reported that if the Commission decides in this next budget cycle to employ dispatchers instead of contract them, they will be properly trained as employees of the Commission.

Commissioner Martin questioned whether the Galliano phone number is transferred to Fourchon when the Administrative office closes after hours. Director Falgout reported that currently it is not, but arrangements can be made to do so.

Commissioner Martin also expressed an interest in acquiring more training for the police officers since the storm situation that occurred last month in Port. He did commend the officers for the actions taken during the storm, but he feels like further training is necessary to ensure better reaction to all situations that may arise. Accountant Administrator Susan Martin reported that Chief Terrebonne has requested a significant amount of training for his officers in this next budget cycle.

Commissioner Martin recommended that the Personnel Committee be reinstated since these new security and personnel issues are arising and since there are plans to increase the number of Commission employees within the next year. President Melancon commented that he will give this recommendation serious consideration.

Upon motion by Larry Griffin and second by Ervin Bruce, the board unanimously agreed to adjourn.

ATTEST:

Wilbert Collins, Secretary

John Melancon, President