

OFFICIAL PROCEEDINGS
ST. BERNARD PORT, HARBOR AND TERMINAL DISTRICT
REGULAR MONTHLY MEETING – NOVEMBER 8, 2016

The Board of Commissioners of the St. Bernard Port, Harbor and Terminal District met in regular session on November 8, 2016, at 12:00 noon in the boardroom of its office located at 100 Port Boulevard, Chalmette, Louisiana.

After the Pledge of Allegiance, roll was called.

Members present were: Ms. Cheri C. Quigley, President; Rev. Henry Ballard, Jr., Vice President and Mr. Elton J. LeBlanc, Secretary. Absent was Mr. Harold J. Anderson, Treasurer. Also present were Dr. Robert Scafidel, Executive Director; Ms. Denise Kraesig, Executive Assistant; Mr. Drew Heaphy, Director of Administration; Mr. Jerry Graves, Director of Operations; Mr. Ted Roche, Project Engineer; Mr. Sal Cusimano, Agreement Analyst; Mr. Ricky Melerine, Public Relations; Mr. Marty Nunez, Security Officer; Mr.'s David Fennelly, Gary Poirrier and Todd Fuller, Associated Terminals; Mr. Bill Stamm, Duplantier, Hrapmann, Hogan & Maher, LLP and Ms. Deborah Keller, D.D.Keller & Partners.

President Quigley asked if there were any public comment in accordance with R.S. 42:14 (D). Not hearing from anyone, he continued with the meeting.

On motion of Mr. LeBlanc, seconded by Rev. Ballard, and after asking for any public comment, the Board unanimously approved the minutes of the regular meeting held on October 5, 2016.

President Quigley recognized Mr. Bill Stamm from Duplantier, Hrapmann, Hogan & Maher, LLP who presented the Fiscal year 2015-2016 Audit to the Board. Mr. Stamm stated that the Port received a Clean Opinion regarding the audit.

On motion of Mr. LeBlanc, seconded by Rev. Ballard, and after asking for any public comment, the Board unanimously approved to accept the Fiscal Year 2015-2016 Audit. Mr. Heaphy thanked the Port's staff for all their assistance during the Audit.

On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved of a new lease with Don Caudill for 4,800 sq. ft. of storage space located at 410 Bonita Drive, North Half of Bldg. 176, Chalmette Terminal.

On motion of Mr. LeBlanc, seconded by Rev. Ballard, and after asking for any public comment, the Board unanimously approved a new lease with Moran Plumbing for 3,660 sq. ft. of manufacturing space located at 411 Bonita Drive, Building 61-F, Chalmette Terminal.

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President Quigley informed the Board that Request for Proposals were received in the Port office on Friday, October 28, 2016, at 2:00 p.m. for the Violet Breasting Dolphin Removal project. The RFP's were as follows:

<u>Contractors</u>	<u>RFP's</u>
Durward Dunn, Inc.	\$ 76,800.00
McKinney Salvage and Heavy Lift	\$112,000.00

Boh Bros.	\$152,500.00
Couvillion Group	\$300,800.00

On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved to award the Request for Proposal to Durward Dunn, Inc. in the amount of \$76,800.00.

President Quigley recognized Mr. Heaphy who gave the Finance Report. Mr. Heaphy reported on the operating and capital budgets, Professional Services and Lessees Arrears. The Board discussed the Finance Report. President Quigley thanked Mr. Heaphy for his report.

President Quigley recognized Dr. Scafidel who gave the Executive Director's Report. Dr. Scafidel recognized Mr. Roche who gave an update on ongoing construction projects. Dr. Scafidel then updated the Board on the American Association of Port Authorities' convention held in New Orleans, the Port receiving the 2016 Friend of Tourism Award from the St. Bernard Tourist Commission, the Port's Open House and the renewal for the Insurance Package being out for quotes. The Board discussed the Executive Director's Report. President Quigley thanked Dr. Scafidel for his report.

On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved Employee Policy Manual change: Section II, Page EA-5.

On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved Employee Policy Manual change: Section II, Page EA-8.

On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved Employee Policy Manual change: Section II, Page EA-17.

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On motion of Rev. Ballard, seconded by Mr. LeBlanc, and after asking for any public comment, the Board unanimously approved Employee Policy Manual change: Section II, Page EA-19.

President Quigley asked if there were any Old Business. Dr. Scafidel recognized David Fennelly who gave an update on Associated Terminals.

President Quigley asked if there were any New Business. Mr. LeBlanc motioned to add to the agenda that all employees may leave after the board meeting in order to go vote. The motion was seconded by Rev. Ballard.

On motion of Mr. LeBlanc, seconded by Rev. Ballard, and after asking for any public comment, the Board unanimously approved that all employees may leave after the board meeting in order to go vote.

On motion of Rev. Ballard, seconded by Mr. LeBlanc, the meeting was adjourned.

/s/ Elton J. LeBlanc, Secretary