

AGENDA
NOVEMBER 13, 2002

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider October 9, 2002 Regular Meeting Minutes for approval
Consider October 23, 2002 Special Meeting Minutes for approval
- V. Executive Director's Report
 - A. **Northern Expansion Update**
 - a. Construction status:
 - i. East Bulkhead – John Plaisance
 - ii. Hydraulic Dredging – John Plaisance
 - iii. Bucket Dredging and Soil Borings – Larry Picciola
 - B. **Airport Update**
 - a. Project status:
 - i. Master Plan
 - C. **Port Administration Office**
 - D. **FEMA-Tropical Storm Isidore and Hurricane Lili**
 - E. **Highway Improvements**
- VI. Committee Reports
 - A. **Executive Committee**
 - a. Consider approving Use of Port Vehicles policy
 - b. Consider approving Policy on Official Closures-special time, leave, pay provisions
 - c. Consider approving policy on Hours of Work, Annual, Sick and other forms of leave for Unclassified Personnel
 - d. Consider requesting a change in legislation to tie the Commissioners' per diem rate to that of federal employees
 - B. **Permits & Waterways Committee**
 - a. Corps' dredging of Belle Pass
 - b. Letters of No Objection
 - i. Apache Corporation
 - C. **Construction and Development Committee**
 - a. Request from Mike Hooks
 - b. Change Order No. 1 for Hydraulic Dredging project
 - c. Change Order No. 2 and Final for Bucket Dredging Project
 - d. Request from Offshore Support Services to assign its Tract I lease to Galliano Marine Services
 - e. Estoppel Certificate for Tract I
 - f. Request to assign Era's 1988 lease to Rowan
 - g. Severance Agreement for Latelco's lease
 - h. Request from Town of Golden Meadow
 - D. **Finance Committee**
 - a. Consider payment of invoices and recognize Expenditures over \$10,000
 - b. Consider approving October 2002 Financial Statement
- VII. Public Comment
- VIII. Any other business
- IX. Adjournment

OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION

November 13, 2002

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, November 13, 2002 at 10:30 AM.

President Melancon called the meeting to order and requested that Secretary Collins call the roll.

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

ABSENT: None

Upon motion by Wilbert Collins and second by Chuckie Cheramie, the minutes of the October 9, 2002, regular meeting were unanimously approved.

Upon motion by Donald Vizier and second by Ervin Bruce, the minutes of the October 23, 2002 special meeting were unanimously approved.

Executive Director's Report

Northern Expansion – Project Engineer John Plaisance reported that the Contractor has driven the sheet piles along the Flotation Canal and is proceeding down the slip; the Hydraulic Dredge should be complete on Monday. Project Engineer Larry Picciola reported that the Bucket Dredge project is complete and that the results of the soil borings will be forthcoming.

Airport – Director Falgout reported that we will have a draft Master Plan by mid-December and will proceed to conduct an Environmental Assessment and Cost-Benefit Analysis to extend the runway to 6,500' and construct parallel taxiways.

Port Administrative Office – Director Falgout reported that plans should be out for bid on December 4th and bids should be received on January 16th.

FEMA – Director Falgout reported that total damages from both Isidore and Lili was \$1,800,000.

Highway Improvements – Director Falgout reported that progress continues to be made both on the efforts to improve LA 1 and on coastal restoration. He then introduced Mr. Alex Plaisance who addressed the board as a member of the Millennium Port Authority and Retreat or Retreat.

Committee Reports

Executive – Chairman John Melancon reported that the committee met on October 23, 2002, at the Operations Center in Fourchon. Present at this meeting was John Melancon, Larry Griffin, and Wilbert Collins, and Donald Vizier was absent. The committee also met on November 11, 2002 at the Administration Building in Galliano. Present at this meeting was John Melancon, Donald Vizier, Wilbert Collins, and Larry Griffin, and no member was absent. The Commission then discussed items that were discussed at the Committee meetings.

President Melancon announced that the November Fourchon Committee meeting has been rescheduled for Monday, November 25, 2002 at 1:30PM at the Operations Center.

President Melancon presented for the board's approval the Port Vehicle Policy. Commissioner Griffin moved to approve the policy as submitted, and Commissioner Martin

seconded that motion. Commissioner Martin then moved to amend the policy so that an employee may request permission from the Executive Director to use Port Vehicles for Community Service within the lawful business of the Commission. This motion was seconded by Chuckie Cheramie and unanimously approved. Commissioner Martin then proceeded to recognize all Port employees for their community service and specifically acknowledged Wilson "Pic" Picou for his efforts.

President Melancon presented for the board's approval a policy on official closures-special time, leave, and pay provisions that spells out official closures in the events of storms or other emergencies. Upon motion by Beau Martin and second by Wilbert Collins, this policy was unanimously approved.

President Melancon presented for the board's approval a policy on hours of work and leave for unclassified personnel. Upon motion by Jimmy Lafont and second by Harry Cheramie, this policy was unanimously approved.

President Melancon presented for discussion the board members' rate of per diems. Upon motion by Larry Griffin and second by Chuckie Cheramie, the board unanimously agreed to request that a member of the legislative delegation introduce legislation in the next ordinary session of the Louisiana legislature to tie the Commissioners' per diem rate to that of federal employees and to entitle the Commissioners to no more than six per diems per month.

Permits & Waterways – Chairman Jimmy Lafont reported that the committee met on October 23, 2002, at the Operations Center in Fourchon. Present at this meeting was Jimmy Lafont, Wilbert Collins, and Beau Martin, and no member was absent. The committee also met on November 11, 2002 at the Administration Building in Galliano. Present at this meeting was Jimmy Lafont, Wilbert Collins, and Beau Martin, and no member was absent. The Commission then discussed items that were discussed at the committee meetings.

Upon motion by Chairman Lafont and second by Larry Griffin, the Commission unanimously agreed to issue a letter of no objection to Apache Corporation.

Chairman Lafont then asked Director Falgout to update the Commission on the Corps' emergency dredging of Belle Pass. Director Falgout reported that bids will be received on Thursday, November 14th and if they are within 125% of the Corps' estimate, then a contractor will have ten days in which to mobilize and begin work.

Construction & Development - Chairman Ervin Bruce reported that the committee met on October 23, 2002, at the Operations Center in Fourchon. Present at this meeting was Ervin Bruce and Chuckie Cheramie, and Donald Vizier was absent. The committee also met on November 11, 2002 at the Administration Building in Galliano. Present at this meeting was Ervin Bruce, Donald Vizier, and Chuckie Cheramie, and no member was absent. The Commission then discussed items that were discussed at the committee meetings.

Chairman Bruce presented a request from Mike Hooks to be awarded 13 contract days for delays due to Isidore and Lili. Director Falgout informed the Commission that he would award 6 days because that's how long the Port was closed for both storms combined.

Chairman Bruce presented Change Order No. 1 for the Hydraulic Dredging Project, which increases the contract cost for additional material needed in the Maritime Forest Ridge. Upon motion by Ervin Bruce and second by Chuckie Cheramie, the board unanimously approved Change Order No. 1.

Chairman Bruce presented Change Order No. 2 and final for the Bucket Dredging Project, which decreases the contract cost by \$38,403.28. Upon motion by Ervin Bruce and second by Donald Vizier, the Change Order was unanimously approved. Upon motion by Beau

Martin and second by Wilbert Collins, the Certificate of Substantial Completion was unanimously approved.

Chairman Bruce presented a request from Offshore Support Services to assign its Tract I lease to Galliano Marine Services. Upon motion by Ervin Bruce and second by Wilbert Collins, the board unanimously approved the assignment and authorized President Melancon to execute the assignment agreement.

Chairman Bruce presented an Estoppel Certificate for Tract I. Upon motion by Ervin Bruce and second by Jimmy Lafont, the board unanimously approved the certificate and authorized Director Falgout to execute it pending review of the specific mortgage documents and changing some language in Paragraph 9.

Chairman Bruce presented a request from Era to assign its 1988 lease to Rowan, its parent company. Upon motion by Chuckie Cheramie and second by Harry Cheramie, the board unanimously approved the assignment.

Chairman Bruce presented a Severance Agreement with Farm Credit Leasing for equipment located on Latelco's lease. Upon motion by Jimmy Lafont and second by Harry Cheramie, the board unanimously approved the agreement and authorized President Melancon to execute it.

Chairman Bruce presented a request from the Mayor of the Town of Golden Meadow to have the Port Commission deepen the area in the bayou along the Town's emergency wharf. Upon motion by Ervin Bruce and second by Larry Griffin, the board unanimously agreed to dredge in the area with the dragline currently under contract for highway embankment work.

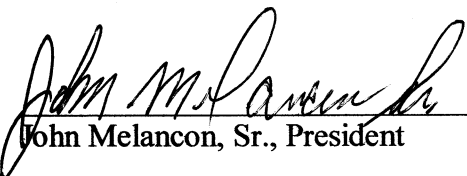
Finance – Chairman Larry Griffin reported that the committee met on October 23, 2002 at the Administration Building in Galliano. Present at this meeting was Larry Griffin and Harry Cheramie, and Donald Vizier was absent. The committee also met on November 11, 2002 at the Administration Building in Galliano. Present at this meeting was Larry Griffin, Donald Vizier, and Harry Cheramie, and no member was absent. The Commission then discussed items that were discussed at the committee meetings.

Upon motion by Chairman Griffin and second by President Melancon, the invoices for the month were unanimously approved for payment.

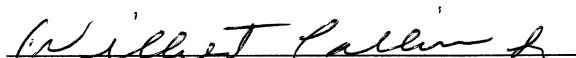
Upon motion by Chairman Griffin and second by Wilbert Collins, the October 2002 Financial Statement was unanimously approved.

Upon motion by Larry Griffin and second by Ervin Bruce, the board unanimously adjourned the meeting.

ATTEST:



John Melancon, Sr., President



Wilbert Collins, Sr., Secretary