

AGENDA  
DECEMBER 10, 2003

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider November 12, 2003 Regular Meeting Minutes for approval
- V. Executive Director's Report
  - A. **Northern Expansion Update**
    - a. Construction status:
      - i. Slip A East Bulkhead Repair – John Plaisance
      - ii. N. Doucet Drive Asphalt Extension – John Plaisance
      - iii. Slip B, West Bulkhead – Larry Picciola
      - iv. Slip B, Hydraulic Dredging – Larry Picciola
      - v. Slip B Delmar Site – Joe Picciola
  - B. **Airport Update**
    - a. Project status:
      - i. Hangar Construction
      - ii. Environmental Assessment
  - C. **New Port Administration Building**
  - D. **Port Security**
    - a. Harbor Patrol Vessel
    - b. Security Camera System
  - E. **Highway Improvements**
- VI. Committee Reports
  - A. **Executive Committee**
    - a. Consider amending policy on payment of per diems to coincide with legislation change
    - b. Consideration of resolutions regarding hiring of legal counsel
    - c. Access to Public Records Policy
  - B. **Permits & Waterways Committee**
    - a. Letters of No Objection:
      - i. BP Pipeline North America
      - ii. Lafourche Parish Coastal Zone Management
  - C. **Construction and Development Committee**
    - a. Consider adopting a resolution requesting permission to advertise for Slip B Dredging
    - b. Consider approving Change Order No. 1 for Airport Hangar
    - c. Consider approving Change Order No. 3 for New Administration Building
  - D. **Finance Committee**
    - a. Consider payment of invoices and recognize Expenditures over \$10,000
    - b. Consider approving November 2003 Financial Statement
    - c. Consider adopting 2004 Budget
- VII. Public Comment
- VIII. Any other business
  - Next Committee Meeting (regularly scheduled for 10:30AM on December 24<sup>th</sup> in Fourchon) will be held on Monday, December 22<sup>nd</sup> in Galliano at 6:00PM.
- IX. Adjournment

OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION

December 10, 2003

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, December 10, 2003 at 10:30 AM.

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

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

ABSENT: None

Upon motion by Donald Vizier and second by Wilbert Collins, the minutes of the November 12, 2003 regular meeting were unanimously approved.

Executive Director's Report

Northern Expansion – Director Falgout reported that the Receipt and Release has been signed by Mike Hooks, and the check for \$50,000 has been received. A diver has inspected the repair patches that Mike Hooks made, and they are satisfactory. Engineer John Plaisance reported that bids for the asphaltting of N. Doucet Drive extension will be received on December 18<sup>th</sup>; the bids will include the paving of 5<sup>th</sup> Street in the Port. Engineer Larry Picciola reported that the plans for the Dredging of Slip B are complete, and after the board adopts the required resolution for submission to DOTD, the project will be ready to be advertised. He reported that the bulkhead plans and specifications have been delivered to DOTD for review. Engineer Joe Picciola reported that Delmar Systems is in the process of negotiating a lease agreement with the Commission prior to proceeding to construction of the improvements. Delmar is targeting an October 2005 move-in date.

Airport – Director Falgout reported that GCR & Associates is proceeding with the Environmental Assessment for the runway extension. They have contracted a Biologist to conduct soil sampling and a survey of flora and fauna in the next month. He also reported that the FAA sent a letter ranking the runway extension to 5,000' one of the top priorities in the state. Asst. Director Addie Callais reported that as part of the EA, the port needs to acquire letters of support for the proposed extension to 6,500'. Users and potential users need to document their need for the improved airport and their planned use of the proposed extended runway. Asst. Director Davie Breaux reported that the steel for the Airport Hangar is going in, and the concrete will be poured this week. There is a change order for approval today to add some features required to meet Fire Codes.

FEMA Breakwaters – Engineer Joe Picciola reported that the Notice to Proceed was issued on November 25<sup>th</sup>, and a pre-construction meeting was held. The contractor is currently making the rock and shipping it down the river. They should be on-site with the barges on the 15<sup>th</sup>.

New Administration Building – Director Falgout reported that the Fire Marshal inspection is scheduled for December 19<sup>th</sup>.

Port Security – Director Falgout reported that the contract with Gravois Boats was executed, and construction will commence shortly and culminate within 180 days. Homeland Security Specialist Jon Callais reported that the RFP's for the camera system were released to the

qualified submitters. There is a pre-proposal meeting scheduled for December 29<sup>th</sup>, and proposals are due on January 9<sup>th</sup>.

**Highway Improvements** – Roy Francis, Director of the LA 1 Coalition reported that the LA 1 highway improvements project was listed in the top 10 of all highway projects in the nation by *Roads and Bridges Magazine*. He also reported that the Energy Bill passed the House but failed in the Senate by 2 votes. On January 20<sup>th</sup>, Congress will reconvene and will take up the bill again. Asst. Director Davie Breaux reported that he's working with Stan Giovanni with DOTD to place stone, acquired on the Commission's annual quote, along areas of 308 and LA 1 where the embankment has not been reinforced by the contracted dragline because power line crossings were in the way. Engineer Larry Picciola reported that the overlay of LA 1 to LA 3090 and the construction of 8' shoulders was bid today. Director Falgout also reported that a federal appropriation was received to construct 8' shoulders from where the previous project stopped, just north of Louisiana Shrimp, to Fourchon.

#### Committee Reports

**Executive** – Chairman John Melancon reported that the committee met on November 25, 2003 at the Operations Center in Fourchon. Present were John Melancon, Donald Vizier, and Larry Griffin; Wilbert Collins was absent. They also met on December 8, 2003 at the Administration Building in Galliano; all members present. The Commission then discussed items that were discussed at the Committee meeting.

Chairman Melancon presented to the board the need to amend the Policy on Payment of Perdiems to coincide with the legislation change increasing perdiems from \$50 to \$100 per occurrence. Upon motion by Ervin Bruce and second by Wilbert Collins, the board unanimously amended the policy.

Chairman Melancon presented a resolution regarding hiring full time in-house legal counsel. Upon motion by Larry Griffin and second by Donald Vizier, the Commission discussed the resolution. Commissioner Beau Martin made a motion, seconded by Harry Cheramie which was to table this resolution until the hourly cost for attorneys could be reviewed, but the motion failed for lack of a majority. After further discussion, the original motion by Commissioner Griffin was voted on and adopted by a vote of 7 yeas and 2 nays.

Chairman Melancon presented a resolution to pay the law firm of Deramee, Allemand, Pitre, and Richard, LLP compensation at an hourly rate beginning January 1, 2004. Upon motion by Beau Martin and second by Larry Griffin, the Commission adopted the resolution by a vote of 7 yeas and 2 nays.

Chairman Melancon presented the Access to Public Records Policy which is adopted in accordance with applicable laws and provides that requests for public information will be responded to timely, and the individual will be charged a reasonable fee for any copies made. The board now wishes to amend the current policy so that an individual commissioner's request for information will be subject to a vote of the board and could be granted with no fee for copies made. Upon motion by Jimmy Lafont and second by Harry Cheramie the amendment to the Access to Public Records policy was unanimously approved.

**Permits & Waterways** – Chairman Jimmy Lafont reported that the committee met on November 25, 2003 at the Operations Center in Fourchon; present were Jimmy Lafont and Beau Martin; Wilbert Collins was absent. The committee also met on December 8, 2003 at the Administration Building in Galliano; all members were present. The Commission then discussed items that were discussed at the committee meetings.

Upon motion by Chairman Lafont and second by Chuckie Cheramie, the Commission unanimously issued a letter of no objection to BP Pipeline North America and Lafourche Parish Coastal Zone Management.

Construction & Development – Chairman Ervin Bruce reported that the committee met on November 25, 2003 at the Operations Center in Fourchon and on December 8, 2003 at the Administration Building in Galliano; all members were present. The Commission then discussed items that were discussed at the committee meetings.

Chairman Bruce presented a resolution requesting permission to advertise for Slip B Dredging. Upon motion by Ervin Bruce and second by Jimmy Lafont, the resolution was unanimously approved.

Chairman Bruce presented Change Order No. 1 for the Airport Hangar, which increases the contract amount by \$5,691.53 and provides for the hangar building and foundation to be in compliance with Fire Codes. Upon motion by Larry Griffin and second by Donald Vizier, the Commission approved Change Order No. 1.

Chairman Bruce presented Change Order No. 3 for the New Administration Building, which increases the contract amount by \$5,808.52 and adds a few minor features as requested by the Fire Marshal and the owner. Upon motion by Ervin Bruce and second by Wilbert Collins, the Commission unanimously approved Change Order No. 3.

Finance – Chairman Larry Griffin reported that the committee met on November 25, 2003 at the Operations Center in Fourchon and on December 8, 2003 at the Administration Building in Galliano; all members were present. The Commission then discussed items that were discussed at the committee meetings.

Upon motion by Larry Griffin and second by Donald Vizier, the invoices for the month were unanimously approved for payment.

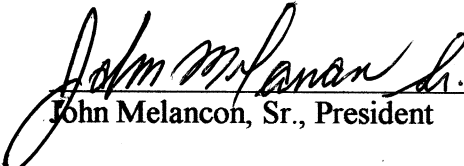
Upon motion by Larry Griffin and second by Donald Vizier, the November 2003 financial statement was unanimously approved.


Chairman Griffin presented the 2004 Budget and made a motion that it be adopted as is. His motion was seconded by Ervin Bruce, and the floor was opened for discussion. Commissioner Harry Cheramie then made a motion to amend the 2004 Budget removing administrative pay raises and excluding the full time attorney's salary. This motion was seconded by Chuckie Cheramie, but it failed for lack of a majority. Commissioner Jimmy Lafont made a motion which was seconded by Chuckie Cheramie, to amend the 2004 Budget increasing Chief Terrebonne's salary by 8%, this motion failed for lack of a majority. After further discussion, Commissioner Beau Martin made a motion to amend the 2004 Budget by reducing Asst. Director Addie Callais' pay increase to 4%, this motion failed for lack of a second. The original motion by Chairman Griffin was then voted on and passed by a vote of 5 yeas and 4 nays.

President Melancon announced that the December 24<sup>th</sup> Committee Meeting in Fourchon will be rescheduled for Monday, December 22, 2003 in Galliano at 6:00 p.m.

Upon motion by Larry Griffin, second by Ervin Bruce, and unanimous approval, the meeting was adjourned.

ATTEST:

  
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John Melancon, Sr., President

  
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Larry Griffin, Treasurer