

Minutes of the Regular Meeting of the Board of Commissioners of the Lake Charles Harbor and Terminal District held at 5:00 P.M., Monday, August 28, 2013 in the Board Room of the Port of Lake Charles located at 751 Bayou Pines, Suite A, Lake Charles, Louisiana.

In attendance and constituting a quorum, were:

John L. LeBlanc, President
Elcie J. Guillory, Vice President
Barbara M. McManus, Secretary/Treasurer
Daryl V. Burckel, Assistant Secretary/Treasurer
Dudley R. Dixon, Commissioner
Michael G. Eason, Commissioner
Walter M. Sanchez, Commissioner

Absent:

None

Also Present:

Bill Rase, Executive Director
Mike Dees, General Counsel
Louis Colletta, Assistant General Counsel
Richert Self, Director of Administration and Finance
Todd Henderson, Director of Operations
Michelle Bolen, Executive Administrative Assistant

Mr. LeBlanc called the meeting to order at 5:00 P.M. and asked Dr. Burckel to give the invocation. Mr. Eason led the Board and audience in the Pledge of Allegiance.

Mr. LeBlanc made a statement reminding the Public of the Port's procedure for the Public to address an agenda item to the Board.

- 1. Approval of the July 22, 2013 Regular Meeting Minutes.

Mr. Sanchez offered a motion to approve the July 22, 2013 Regular Meeting Minutes. Ms. McManus seconded the motion and it carried unanimously.

-
2. Submission 2013 – 045 authorizing the advertisement and receipt of bids for the Port Improvements, New Transit Shed at Ship Berth No. 1; SPNH.010196.
-

Ms. McManus offered a motion to adopt Resolution 2013 – 045 to authorize the advertisement and receipt of bids for the Port Improvements, New Transit Shed at Ship Berth No. 1; SPNH.010196 . Dr. Burckel seconded the motion and it carried unanimously.

-
3. Submission 2013 – 046 authorizing the sale of copper wire pulled from the Motor Control Center at Bulk Terminal No. 1.
-

Mr. Sanchez asked if staff would look at the Executive Director’s Delegation of Authority to modify the Executive Director’s authority. The Board is having to approve individual transactions because the Executive Director is getting too much money for surplus goods. He can understand that before the Board was reconstituted why that was done, but if he has that kind of contractual authority already, maybe they can look at the policy and restructure the limit to authorize the Executive Director to obtain what he can get for surplus supplies without having to present each transaction to the Board. Staff agreed to review the Delegation and present it at the next Board meeting. Dr. Burckel offered a motion to adopt Resolution 2013 – 046 to authorize the sale of copper wire pulled from the Motor Control Center at Bulk Terminal No. 1. Mr. Eason seconded the motion and it carried unanimously.

-
4. Submission 2013 – 047 authorizing an operating agreement with Lake Charles Clean Energy, LLC for the handling and storage of methanol to be produced by the proposed plant facility to be constructed, maintained and operated by Lake Charles Clean Energy, LLC.
-

Mr. Dixon offered a motion to adopt Resolution 2013 – 047 to authorize an operating agreement with Lake Charles Clean Energy, LLC for the handling and storage of methanol to be produced by the proposed plant facility to be constructed, maintained and operated by Lake Charles Clean Energy, LLC. Ms. McManus seconded the motion and it carried unanimously.

-
5. Submission 2013 – 048 employing an Underwriter in connection with the issuance of not to exceed \$100,000 Lake Charles Harbor and Terminal District Revenue Bonds, in one or more series; authorizing the Officers and Commissioners of the District to do all things necessary to effectuate this Resolution and providing for other matters related thereto.
-

Mr. Dixon offered a motion to adopt Resolution 2013 – 048 to employ an Underwriter in connection with the issuance of not to exceed \$100,000 Lake Charles Harbor and Terminal District Revenue Bonds, in one or more series; authorize the Officers and Commissioners of the District to do all things necessary to effectuate this Resolution and provide for other matters related thereto. Ms. McManus seconded the motion and it carried unanimously.

-
6. July 2013 Financials Briefing Note
-

The Briefing Note concerning the July 2013 Financials was rendered to the Board and is on file in the Executive Offices.

-
7. Monthly Staff report from Director of Administration and Finance.
-

The Director of Administration and Finance’s Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

-
8. Monthly Staff report from Director of Navigation and Security.
-

The Director of Navigation and Security’s Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

-
9. Monthly Staff report from Director of Operations.
-

The Director of Operations’ Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 10. Monthly Staff report from Director of Marketing and Trade Development.

The Director of Marketing and Trade Development's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 11. Monthly Staff report from Director of Engineering, Maintenance, and Development.

The Director of Engineering, Maintenance, and Development's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 12. Monthly Staff report from the State Port Lobbyist.

The State Port Lobbyist's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 13. Monthly Staff report from the National Port Lobbyist.

The National Port Lobbyist's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 14. Executive Session.

- a. Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14th) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
- b. Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.

Mr. LeBlanc asked for a motion to enter into Executive Session. Dr. Burckel offered a motion to enter into Executive Session. Mr. Eason seconded the motion and it carried unanimously. The Board entered into Executive Session at 5:20 p.m. The Board returned from Executive Session at 5:57 p.m. No action was taken in Executive Session.

15. Other Matters which may properly come before the Board.

There being no further business to come before the Board, Mr. LeBlanc asked for a motion to adjourn. Mr. Sanchez offered a motion to adjourn. Ms. McManus seconded the motion and it carried unanimously. The meeting adjourned at 5:57 p.m.

All discussions held on the above items were recorded on Compact Disc Number 1, and filed in the Executive Offices of the District.

Please note that when the votes are shown as unanimous, it is the policy of the Board that the President does not vote except in the event of a tie vote by the rest of the Board and/or unless otherwise indicated.

JOHN L. LEBLANC, President

ATTEST:

BARBARA M. MCMANUS, Secretary/ Treasurer