

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, November 26, 2012, 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:

- Harry C. Hank, President
- John L. LeBlanc, Vice President
- Elcie J. Guillory, Secretary/Treasurer
- Barbara M. McManus, Assistant Secretary/Treasurer
- Daryl V. Burckel, Commissioner
- Dudley R. Dixon, Commissioner
- Walter M. Sanchez, Commissioner

Absent:

None

Also Present:

- Bill Rase, Executive Director
- Mike Dees, General Counsel
- Richert Self, Director of Administration and Finance
- Channing Hayden, Director of Security/Navigation
- Donald Brinkman, Director of Engineering, Maintenance and Development
- Todd Henderson, Director of Operations
- Dan Loughney, Director of Marketing and Trade Development
- Michelle Bolen, Executive Administrative Assistant

Mr. Hank called the meeting to order at 4:59 P.M. and asked Mr. LeBlanc to give the invocation. Ms. McManus led the Board and audience in the Pledge of Allegiance.

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

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1. Approval of the October 29, 2012 Regular Meeting Minutes.
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Mr. Sanchez offered a motion to approve the October 29, 2012 Regular Meeting Minutes. Mr. LeBlanc seconded the motion and it carried unanimously.

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2. Submission 2012 – 066 accepting the lowest responsive bid of JB James Construction, LLC. in the amount of \$523,165.90 for the Port Cleat Road Extension.
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Dr. Burckel offered a motion to adopt Resolution 2012 – 066 to accept the lowest responsive bid lowest responsive bid of JB James Construction, LLC in the amount of \$523,165.90 for the Port Cleat Road Extension. Ms. McManus seconded the motion and it carried unanimously.

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3. Submission 2012 – 067 authorizing and ratifying an Agreement to Purchase or Sell property owned by Raymond James Kaough, Jr.
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Ms. McManus offered a motion to adopt Resolution 2012 – 067 to authorize and ratify an Agreement to Purchase of Sell property owned by Raymond James Kaough, Jr. Dr. Burckel seconded the motion and it carried unanimously.

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4. Committee Report.
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The Business, Environmental and Intergovernmental Committee met November 19, 2012 to discuss the reports from Cornerstone Government Affairs.

Mr. Hank introduced Mr. Eric Tober of Cornerstone Affairs. Mr. Tober introduced the rest of the members as:

Camp Kaufman
Matt Thomas
Hunt Shipman.

The group showed a PowerPoint presentation and issued a handout regarding an analysis of the 2012 Elections.

No action was taken by the Committee.

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5. Employee Village Briefing Note.
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The Briefing Note concerning the Employee Village was deleted from the agenda.

6. Tariff No. 013 Briefing Note.

The Briefing Note concerning the District's Tariff No. 013 was rendered to the Board and is on file in the Executive Offices.

7. October 2012 Financials Briefing Note.

The Briefing Note concerning the October 2012 District Financials was rendered to the Board and is on file in the Executive Offices.

8. 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.

9. 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.

Mr. Rase stated he wanted to commend the Harbor Police officers for their professionalism in handling an incident at City Docks.

10. 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.

11. 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.

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

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

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

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15. Executive Session.
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- a. Threatened litigation in writing by the *M/V Advantage* relating to possible damages at Berth 6.
- b. Threatened litigation related to the Bag House Lease termination.

Mr. Hank stated the Board would not enter into Executive Session.

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

There being no further business to come before the Board, Mr. Hank asked for a motion to adjourn. Mr. Dixon offered a motion to adjourn. Mr. Guillory seconded the motion and it carried unanimously. The meeting adjourned at 5:12 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.

H.C. HANK, President

ATTEST:

ELCIE J. GUILLORY, Secretary/ Treasurer