

Minutes of a special meeting of the Plaquemines Parish Council, as the sole governing authority of the Plaquemines Port, Harbor & Terminal District regarding the 2018 Proposed Port Budget held in the Belle Chasse Council Building, Council Chambers, 333 F. Edward Hebert Blvd., Bldg. 203, Belle Chasse, Louisiana, on Tuesday, November 28, 2016, at 9:17 a.m. pursuant to notice to all members with a quorum present as follows:

PRESENT: Council Member W. Beau Black, Chairman
Council Member John Barthelemy
Council Member Kirk M. Lepine
Council Member Irvin Juneau
Council Member Benedict Rousselle
Council Member Charlie Burt
Council Member Trufant-Salvant
Council Member Jeff Edgecombe
Council Member Nicole Williams

Kim M. Toups, Secretary

Sandy Sanders, along with all members of the Port Administration were present.

The Chairman announced that the following meeting was called pursuant to the following "Public Notice":

Belle Chasse, Louisiana
November 22, 2017

"PUBLIC NOTICE"

NOTICE IS HEREBY GIVEN that the Plaquemines Parish Council as the sole governing authority of the Plaquemines Port, Harbor & Terminal District will conduct Budget Hearings on the Plaquemines Port, Harbor & Terminal District's "Proposed" 2018 Operational Budget and on the Plaquemines Port, Harbor & Terminal District's "Proposed" Capital Improvement Budget covering a period of at least five years on Tuesday, November 28, 2017, at 9:00 a.m. in the Belle Chasse Council Building, Council Chambers, 333 F. Edward Hebert Blvd., Bldg. 203, Belle Chasse, Louisiana.

Plaquemines Parish Council as the Sole
Governing Authority of the Plaquemines
Port, Harbor and Terminal District.

s/Kim M. Toups
Council Secretary

General Sanders made opening statements regarding the Proposed 2018 Plaquemines Port, Harbor & Terminal District's budget. The floor was then opened to Chambrel Riley, the Port's CFO to highlight line items which had 10% or more variance from the 2017 Port Budget.

A discussion held on the amounts in the budget for Legal Services.

A recess was taken at 9:58 a.m., the meeting resumed at 10:00 a.m. and the discussion regarding Legal Services continued.

Discussions were then held regarding Professional Services, Consultants and Travel Expenses.

The Amendment package was distributed and reviewed.

Council Member Trufant-Salvant left the meeting due to a family emergency at 11:04 a.m.

Discussions regarding the inter-service fees were held and a handout regarding the Vessel usage fee schedule was distributed to the Council.

A call for an amendment to the 2018 Port proposed in revenues, line item Reimbursement-PPG Interagency Fees in the amount of \$195,000 to be offered was made three times to no avail; therefore, the item was not offered for consideration.

The following Amendments to the 2018 Proposed Port Budget were offered:

PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT
AMENDMENT NO. 1
2018 ORIGINAL PROPOSED OPERATING BUDGET

On motion of Council Member Black, seconded by Council Member Edgecombe, and on roll call all members present voting “YES”, except Council Member Trufant-Salvant who was “ABSENT”, the following Amendment was adopted:

WHEREAS, upon review of the 2018 Original Proposed Operating Budget, amendments are necessary;

NOW, THEREFORE:

BE IT RESOLVED that the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District that it hereby amends the 2018 Original Proposed Operating Budget as follows:

	<u>NUMBER</u>	<u>NAME</u>
FUND:	445	Plaquemines Port, Harbor & Terminal District
DEPARTMENT:	490	Plaquemines Port, Harbor & Terminal District
DIVISION:	2460	General

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMENDMENT</u>	<u>NEW TOTAL</u>
517.205	Grp Ins-Retiree/Sur Spouse	(8,729)	-0-
536.105	Ins-Fire/Wind/Collis/Liab	(1,500)	1,500
521.405	Op Svcs-Membership Dues	(10,000)	35,000
525.105	Comm-Telephone/Internet	(2,000)	8,000
525.132	Comm-Telephone-Mobile Phone allowance	(900)	0
525.305	Comm-Data Wireless Internet	(1,000)	2,000
525.310	Comm-Exchange Email Acct	500	6,500
527.450	Rentals/Leases-Vehicles Heavy	(200)	-0-
527.640	Rentals/Leases Uniforms	(200)	-0-
527.715	Rentals/Leases-Postage Machines	(100)	2,400
528.310	Maint-Office Equipment	(1,000)	1,000
528.340	Maint-Copier Machines (Overage)	(500)	1,000
528.610	Maint-Bldgs & Grounds	(5,000)	10,000
528.620	Maint-MSRC Dock	(5,000)	-0-
531.001	Legal Support-General	(75,000)	100,000
532.001	Prof. Svcs-General	(35,000)	65,000
532.140	Prof. Svcs-Land Appraisals	(500)	-0-
532.190	Prof Svcs-Extermination	(1,000)	-0-
532.390	Prof Svcs-Employee Phys.	(500)	500
532.420	Prof Svcs-Janitorial	300	7,800
532.430	Prof Svcs-Payroll	(1,000)	6,500
532.601	Prof Svcs-Planning & Engineering Svc	(75,000)	-0-
534.310	Consultants-Engineering	(25,000)	75,000
535.405	Tech Svcs-Website Design & Maintenance	(3,000)	2,000
541.020	Supplies-Postage	(4,000)	5,000
541.050	Supplies-Books/Manuals/ Instruction Guides	(1,500)	1,000
563.010	Office Furniture	(5,000)	-0-

543.110	Parts & Supplies-Vehicles Light	(1,000)	-0-
543.510	Parts & Supplies-Tires	(3,000)	-0-
548.210	Fuel-Diesel Off Road	(3,500)	-0-
551.205	Employee Exp-Mileage	(50)	200
563.015	Office-Furniture	(5,000)	-0-
563.110	Office-Computer Hardware	(3,000)	-0-
541.030	Supplies-Computer	1,000	3,000
541.010	Supplies-Office	(5,000)	25,000

PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT
AMENDMENT NO. 2
2018 ORIGINAL PROPOSED OPERATING BUDGET

On motion of Council Member Black, seconded by Council Member Edgecombe, and on roll call all members present voting “YES”, except Council Member Trufant-Salvant who was “ABSENT”, the following Amendment was adopted:

WHEREAS, upon review of the 2018 Original Proposed Operating Budget, amendments are necessary;

NOW, THEREFORE:

BE IT RESOLVED that the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District that it hereby amends the 2018 Original Proposed Operating Budget as follows:

	<u>NUMBER</u>	<u>NAME</u>	
FUND:	445	Plaquemines Port, Harbor & Terminal District	
DEPARTMENT:	490	Plaquemines Port, Harbor & Terminal District	
DIVISION:	2462	General	

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMENDMENT</u>	<u>NEW TOTAL</u>
536.105	Ins-Fire/Wind/Coll/Liab	(30,000)	320,000
517.205	Grp Ins-Health		
	Retiree/ Sur Spouse	8,729	50,685
523.305	Utilities-Water/Sewer	(6,000)	2,000
532.390	Prof Svcs-Employee		
	Physicals	(2,000)	3,000
541.050	Supplies-Books/Manuals/		
	Instruction Guides	(1,000)	500
541.160	Supplies-Medical	(1,500)	1,500
541.220	Supplies-Safety		
	Equip/Clothing	(2,000)	2,000
543.110	Parts & Supplies-		
	Light Vehicle	(2,000)	3,000
544.001	Small Tools & Equipment		
	General	(3,500)	1,500
568.505	Property-Major Repairs	(5,000)	120,000
517.005	Grp Ins-Health	30,804.42	502,281.04

PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT
AMENDMENT NO. 3
2018 ORIGINAL PROPOSED OPERATING BUDGET

On motion of Council Member Black, seconded by Council Member Edgecombe, and on roll call all members present voting “YES”, except Council Member Trufant-Salvant who was “ABSENT”, the following Amendment was adopted:

WHEREAS, upon review of the 2018 Original Proposed Operating Budget, amendments are necessary;

NOW, THEREFORE:

BE IT RESOLVED that the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District that it hereby amends the 2018 Original Proposed Operating Budget as follows:

	<u>NUMBER</u>	<u>NAME</u>
FUND:	445	Plaquemines Port, Harbor & Terminal District
DEPARTMENT:	515	Financial Administration
DIVISION:	2500	General Finance

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMENDMENT</u>	<u>NEW TOTAL</u>
569.001	Asset Reclassification-General	(5,000)	215,000

5 minutes was given to each, the Port Administration and the Parish Administration to discuss the proposed expenses by PPG versus the proposed expenses by the Port.

The following Amendments to the 2018 proposed Port budget were offered:

PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT
AMENDMENT NO. 4
2018 ORIGINAL PROPOSED OPERATING BUDGET

On motion of Council Member Williams, seconded by Council Member Edgecombe, and on roll call all members present voting “YES”, except Council Member Trufant-Salvant who was “ABSENT”, the following Amendment was adopted:

WHEREAS, upon review of the 2018 Original Proposed Operating Budget, amendments are necessary;

NOW, THEREFORE:

BE IT RESOLVED that the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District that it hereby amends the 2018 Original Proposed Operating Budget as follows:

	<u>NUMBER</u>	<u>NAME</u>
FUND:	445	Plaquemines Port, Harbor & Terminal District
DEPARTMENT:	490	Plaquemines Port, Harbor & Terminal District
DIVISION:	2460	General

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMENDMENT</u>	<u>NEW TOTAL</u>
576.005	Interagency Svc Charges	308,841.90	308,841.90

PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT
AMENDMENT NO. 5
2018 ORIGINAL PROPOSED OPERATING BUDGET

On motion of Council Member Williams, seconded by Council Member Edgecombe, and on roll call all members present voting “YES”, except Council Member Trufant-Salvant who was “ABSENT”, the following Amendment was adopted:

WHEREAS, upon review of the 2018 Original Proposed Operating Budget, amendments are necessary;

NOW, THEREFORE:

BE IT RESOLVED that the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District that it hereby amends the 2018 Original Proposed Operating Budget as follows:

	<u>NUMBER</u>	<u>NAME</u>
FUND:	445	Plaquemines Port, Harbor & Terminal District
DEPARTMENT:	490	Plaquemines Port, Harbor & Terminal District
DIVISION:	2460	General

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMENDMENT</u>	<u>NEW TOTAL</u>
576.006	Interagency-Fire & Ambulance	539,883.84	539,883.84

After the adoption of the amendments, Council Member Black made closing comments regarding the budget.

There being no further business to come before the Council, Council Member Burt offered a motion to adjourn, it was seconded by Council Member Edgecombe, and on roll call and all members present and voting "YES", except Council Member Trufant-Salvant, who was "ABSENT", the meeting was adjourned at 12:36 p.m.

Chairman

Secretary