

North Webster Parish Industrial District (NWPID)
Board of Directors (BOD)
MINUTES – Regular Meeting
Monday, March 19, 2018 – 5:30 PM
117 Loading Dock Drive, Cullen, LA 71021

Present: Craig Tripp, David Smith, Denny McMullan, Jeff Harper, Terry Revelle; John Slattery, NWPID Attorney; Cindy Scheer (staff).

A quorum was present.

Absent: Lamar Smith & Randy Sexton

Guests: Jody Jenkins & Brad Siepman, CSP

Mr. Denny McMullan, Chairman called the meeting to order; Jeff Harper led in the Pledge of Allegiance and David Smith offered the invocation.

Public Comment: None

CSP Facility Repair Request – Jody Jenkins gave a presentation to the NWPID Board – reviewing concerns within the plant (Building) and exterior concerns also. Mr. Craig Tripp motioned that we contact Curtis Sewell to provide the engineering for the requested repairs to be reviewed for bids; Mr. Jeff Harper seconded. Motion passed unanimously by show of hands.

Mr. Terry Revelle made a motion to approve the February BOD minutes; second by Mr. Jeff Harper. Motion passed unanimously by show of hands.

Mr. David Smith made a motion to approve the March claim docket totaling \$10450.07 as presented; Mr. Terry Revelle seconded. Motion passed unanimously by show of hands.

Administrative assistant, Ms. Cindy Scheer reviewed the March financial reports which consisted of the Balance Sheet, Profit & Loss current & year to date plus review of the budget for the same periods. Mr. David Smith motioned to accept the financials as presented; Terry Revelle seconded. Motion passed unanimously by show of hands.

Administrative Assistant Report:

- Insurance on Building – Ms. Scheer stated that she had contacted our insurance carrier regarding increasing the deductible from 2500.00 to 25,000.00 which is the highest deductible anyone would quote. The change in the deductible to 25,000.00 would represent a savings of 3,367.00. Mr. Jeff Harper made a motion that we continue with the lower deductible; Mr. David Smith seconded. Motion passed unanimously by show of hands.
- Website Report – Ms. Scheer reported that she had been in contact with Mr. Bradford by phone and email concerning the updates to the website. Mr. Bradford also sent a list of options that could be added to the website if needed or wanted. Mr. Jeff Harper made the motion to allow Ms. Scheer to proceed with the website at her discretion; Mr. Terry Revelle seconded. Motion passed unanimously by show of hands.

- Building Roof Repairs – CSP/Integrigo – Vic Cox with LA Roof Coatings had provided a bid for both; also providing pictures of what he states in his bid needed to happen first to alleviate the roof leaks with Integrigo. CSP repairs would entail cleaning and the coating of the high & low roof areas. Mr. Craig Tripp made the motion to obtain additional bids outlining the same specs provided by Mr. Vic Cox concerning the CSP roof repairs; Mr. David Smith seconded. Motion passed unanimously by show of hands. Mr. Craig Tripp also made a motion to draft a letter to Integrigo addressing the maintenance issues including the responsibility of such repairs to Integrigo; second by Mr. Terry Revelle. Motion passed unanimously by show of hands.
- Performance Lease Status – Ms. Scheer reported that she had requested the information needed to verify that CSP and Integrigo are fulfilling the obligations listed within the leases for the last two quarters of 2017 and the first quarter of 2018. Currently no information has been submitted by either tenant. Mr. David Smith made the motion to send a letter requesting the information listed within the lease agreements; second by Mr. Terry Revelle. Motion passed unanimously by show of hands.

RFI/RFP's Status Report:

Mr. David Smith gave a status report to the BOD on the various RFI/RFP since the last board meeting, which consisted of Project Sunrise and Project Happy. The projects referenced would represent any ware from 100 to 230 jobs to this area. Mr. Smith also reviewed the status of Project Clover which was a previous RFP which had been requested by a site selector.

Old Business:

Mr. Denny McMullan reported to the BOD the various avenues taken in an effort to have the GP Deed Restriction removed. Ms. Scheer reviewed the various emails sent to Mr. Gatti assistants and individuals with LED. Ms. Scheer reported she had not received any comments or correspondence from anyone at this time.

Mr. McMullen reviewed with the board the press releases that were posted in the Minden Press Herald, Sarepta Star and the Springhill Times. Ms. Scheer stated that she was still working on the Shreveport Times to post the same release. Mr. McMullen stated that the timing was right to get the exposure needed prior to the upcoming millage renewal election.

New Business:

Ms. Scheer reviewed the concerns regarding the pine sapling growing up within the current rail spur within the park and the possible need to have these removed prior to the additional growth of the saplings. Mr. McMullen voiced that we possible could get and estimate to remove the saplings and possible the trees that currently boarder the tracks.

Mr. David Smith moved; seconded by Mr. Jeff Harper to adjourn meeting. Motion carried unanimously by show of hands.

Respectfully Submitted by
Cindy Scheer, Executive Assistant

Approved by
Jeff Harper, Vice President