

North Webster Parish Industrial District (NWPID)
Board of Directors (BOD)
Monday, May 15, 2023 – 5:30 PM
117 Loading Dock Drive, Cullen, LA 71021

Present: Randy Sexton, Jeff Harper, Terry Lewis and Heath Harvey

Others: Lisa Duggan (Staff) and Jason Wade (Attorney)

Absent: Lamar Smith, Craig Tripp, Darryl Vercher and Mike Dunaway (Water Superintendent)

Guests: None

Randy Sexton, Chairman called the meeting to order; Jeff Harper led the Pledge of Allegiance and Terry Lewis offered the invocation.

Public Comment: None

Approval of Minutes: Heath Harvey made a motion to approve the minutes as presented for the meeting held on April 17, 2023; second made by Jeff Harper. Motion carried unanimously.

Claims Docket (Bills Payable): Terry Lewis made a motion to approve the May Claims Docket totaling \$42,286.41; second made by Jeff Harper. Motion carried unanimously.

April Financial Report: Jeff Harper made a motion to approve the April Financial statements consisting of the Balance Sheet, Profit & Loss current period and year to date; plus, review of the monthly budget for the same periods; second made by Terry Lewis. Motion carried unanimously.

Old Business:

AES Lease Proposal: Heath Harvey went over a summary of the edited AES lease with the Board. The Board discussed an all or nothing lease; that the lease optionee must be registered with the State of Louisiana to do business with a state entity (NWPID); and ask for the escrow company to be a local entity. After discussion, Heath Harvey made a motion to forward the revised lease to AES. Heath Harvey rescinded his motion and made a new motion to forward the revised lease to AES once legal has made the addition that the step up would be based on the CPI each year and the minimum would never go below the 1.75% on the annual anniversary of the lease; second was made by Terry Lewis. Motion carried unanimously.

New Business:

Lease Renewal for CB Morgan Machines: Terry Lewis made a motion to renew the lease to CB Morgan Machines for a period of one year at \$650 per month giving Randy Sexton authority to sign the lease for NWPID; second made by Jeff Harper. Motion carried unanimously.

Blue Building Incident Report: Teijin brought an incident report to NWPID on 5.5.23 that occurred on 11.22.22 at the Blue Building rented by Teijin. The report stated that a truck driver caught the yellow gate and pulled the gate out of the ground and broke off a piece of the gate. Teijin furnished NWPID with the truck driver and his employer's company information for NWPID to file an insurance claim. Lisa Duggan told the Board that Teijin would prefer to just have the gate removed. The Board wanted the gate repaired and felt that it was up to Teijin to get the gate fixed. Jeff Harper made a motion for Lisa Duggan to contact Teijin and tell them the Board wanted the gate repaired and it is their responsibility to contact the company that did the damage; second made by Terry Lewis. Motion carried unanimously.

Wastewater Update: Randy Sexton gave an update on the wastewater treatment plant. The new pumps were installed and are running. The blowers are set up to run alternately. Randy Sexton reminded the Board that we would need to look at completing the contract with Axis Construction in the next couple of months. We would also need to decide what we would like to complete on the demolition of the old sewer plant. The Board discussed hiring someone for a couple of hours a week to help do maintenance jobs around the park. The Board asked Lisa Duggan to gather a job description for a part time industrial park maintenance position. The Board discussed reaching out to PCS to see if they have any telemetry for the sewer treatment plant.

This concluded the meeting. Heath Harvey made a motion to adjourn the meeting; second was made by Terry Lewis. Motion carried unanimously.

Respectfully Submitted by: Lisa Duggan, District Manager

Approved by: Terry Lewis, Secretary