

**SOUTH TANGIPAHOA PARISH PORT COMMISSION
REGULAR MEETING**

**WEDNESDAY, NOVEMBER 12, 2025 9:00AM
CITY HALL ANNEX BUILDING - 110 W. HICKORY ST., PONCHATOULA, LA**

The regular meeting was held on Wednesday, November 12, 2025 at the City Hall Annex Building, located at 110 W. Hickory Street, Ponchatoula, LA. President Daryl Ferrara called the regular meeting to order at 9:07 A.M.

The invocation was given by Administrative Assistant Robyn Pusey, followed by the Pledge of Allegiance led by Commissioner William Sims.

Commissioners Present: Daryl Ferrara, Tina Roper, William Sims, Rhonda Sheridan, Brandon Schanzbach, Logan Davis

Commissioners Absent: Tim DePaula

President Ferrara welcomed the attendees to the meeting. Others in attendance included Patrick Dufresne, Executive Director, Robyn Pusey, Administrative Assistant, Andre Coudrain, Cashe Coudrain and Bass, Lee Barends, ITL Accounting, Richard Meek, Action 17 News, Sean McArthur of Edward Jones, Dr. James Richardson, Dr. Stephen Barnes, Dr. Anna Osland.

APPROVAL OF AGENDA/MINUTES

It was moved by Vice President Roper and seconded by Commissioner Sims that the South Tangipahoa Parish Port Commission approve the regular meeting agenda for November 12, 2025, as presented. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

President Ferrara told the commissioners that the minutes from the October 15, 2025 meeting had been sent to them electronically by the administrative assistant. She said there were no changes to the minutes. After a brief review, a motion was made by Vice President Roper and seconded by Secretary Sheridan to adopt/approve the minutes from the regular meeting on October 15, 2025. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

TREASURER'S REPORT

President Ferrara asked port accountant Lee Barends to review the financial reports with the commissioners. Before starting her review she asked if anyone had any questions, and there were none. She began with an overview of the balance report which showed \$357,228.87 in the general operating account, and \$137,184.64 in the Edward Jones account. She said the excess cash that had been approved the previous month had been moved over and added to the investment accounts. She said the total for the investment accounts was right around \$5,000,000.00 and Sean McArthur of Edward Jones advised it was \$5,500,000.00. Ms. Barends said the accounts include CD's and that there are some CD accounts that have not matured yet. There were no questions on the balance sheet. Moving to the income statement, she said the total revenues were \$146,714.81 and the expenses were \$27,302.96 with a net profit of \$119,411.85. The total year to date net profit was \$890,423.20. She said the 2025 Budget column showed the amended budget numbers that had been approved the previous

month. She said the expenses were low, that the insurance had been paid in full for the year. There were no additional questions.

A motion was made by Secretary Sheridan and seconded by Vice President Roper to approve the financial reports for October 2025. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

EDWARD JONES REPORT

Shaun McArthur of Edward Jones was introduced by President Ferrara. Mr. McArthur provided a copy of the STPPC portfolio analysis and discussed the handling of the CD's following the investment rules that were established by the commission last year. He said the investment portfolio was doing very well. He said the CD's will be "running off" over the next 8 months, and based on the investment policy established last year, cash on hand was being maintained in a combination of money markets and insured bank deposits. Mr. McArthur said that the money market over the last 2 years had returned over \$245,000.00 or 4.75% on average. He said the portfolio is generating approximately \$173,000.00 per year. He was able to lock in rates a year and a half ago and compared that income statement to the current income statement. He said all liquid assets have stayed consistent, and as of this morning it was still paying 4.25%. President Ferrara reminded the commissioners that \$250,000.00 is kept in the operating account and that anything over that amount is transferred to Edward Jones. Ms. Barends said there was approximately \$107,228.00 in excess in the operating account now and asked for approval to have Mr. McArthur move this to the Edward Jones account. President Ferrara asked Mr. McArthur to repeat the STPPC investment strategy one more time and asked about the rolling CD's. Mr. McArthur said anything that is backed by the State of Louisiana or the federal government had been paying more, the STPPC portfolio was saturated in staggered maturities and t-bills and agency backed securities. Those are long-term maturities that pay a little more, and the t-bills are a mirror image of a CD but is backed by the federal government. He said the last CD will roll off by July of next year. President Ferrara asked Mr. McArthur to come in occasionally to give a report and he said he would provide an analysis report at least twice per year.

OLD BUSINESS

1. Warehouse Buildings #2 & #3 – lease agreement and inspection update

Mr. Dufresne received the inspection report and forwarded it to Port attorney Andre Coudrain for discussion with the tenant. Mr. Coudrain said there are two leased buildings that they are trying to blend into one lease for both buildings, and said "we are stuck on the rent terms" and the length of the lease. He said there is no new development with the tenant. He said the inspection would be discussed with the tenant and see what their intentions are and go from there. The inspection reports were discussed among the commissioners. Vice President Roper said there were a lot of things that were very concerning. She said the drainage issue into the sewerage system was concerning, as well as the foundation issue. Mr. Dufresne said he had discussed with President Ferrara the possibility of adding these repairs to one of the improvement projects and have a professionally engineered baseline moving forward. Vice President Roper had concerns about the roof in warehouse building # 3 and thought it may be under warranty. Mr. Dufresne said it was the rail dock roof that had not been repaired in the roofing project, only the roof proper. Vice President Roper said the warranty for the roof should be reviewed; however, the main concern should be the drainage into the sewerage and chemicals running underneath the slab. Mr. Dufresne said there was a restroom added to an office building a few years ago and there was some additional piping that he thinks was noted in

the report and said anything behind the building would be addressed in the improvement project. Mr. Coudrain said this would be discussed with the tenant. Commissioner Sims said he would like the inspector to come discuss his report and would like to see a prioritized list of repairs and time frame to complete repairs. President Ferrara had concerns about the column that appeared to be bent, possibly by a forklift backing into it. He said the tenant should treat the building as if it was theirs. Commissioner Sims said the report gives us a starting point to improve the maintenance in the buildings.

2. LA-DOTD Port Priority Program Application – update

Mr. Dufresne provided a list of the port priority projects that would be funded by the port priority program in 2026 and said they were all safety themed to improve safety at the port. He said the project for repairs could be added to this list and would be 90% funded. Vice President Roper discussed the need for sprinkler systems in both warehouse buildings, and that we need to be cognizant of what is being stored in the building. Mr. Dufresne said a sprinkler system for warehouse building # 2 could be added to the list. President Ferrara said at the last STPPC meeting Fire Chief Joiner spoke about the runoff (of chemicals) from the building and he asked for a copy of the material safety data sheets (MSDS). Mr. Dufresne said Chief Joiner was only available for a short time today and asked if he could come in now to speak to the commission.

A motion was made by Vice President Roper and seconded by Commissioner Sims to amend the agenda and move Old Business agenda item #6 “Preventative Measures at Port Manchac – discussion” up to agenda item # 3. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

3. Preventative measures at Port Manchac – discussion

Ponchatoula Fire Chief Stormy Joiner was brought into the meeting. He confirmed that he received the MSDS reports and was “sorting through them.” Vice President Roper asked Chief Joiner if he would provide an opinion for the most concerning chemicals from the MSDS list. President Ferrara said he was excited about cost savings of the dry hydrant system. Chief Joiner said he could come out and make some recommendations for placement.

4. Drainage Project - update

Mr. Dufresne said the basins had been installed by the contractor and looked nice. He said that the contractor plans to come back to the port to repave the asphalt, possibly next week, and that the site grading looked good.

5. Barge dock repair project – update

a) Resolution

Mr. Dufresne said that last year the port filed an application for capital outlay funding, and with the help of Senator Bill Wheat the port was approved for category 5, which is the initial funding phase. He said Senator Wheat was going to support the port again and possibly move the request up to category 2 of the funding phase. As a result, Facility and Planning Control sent a Cooperative Endeavor Agreement (CEA) which Mr. Coudrain had reviewed, and there are components in the agreement that require a 25% match of \$1,300,000.00. Mr. Dufresne said he sent a request to waive the 25% match because this is an economic development project and he discussed with Mr. Coudrain the possibility of trying to also request a waiver of the insurance. Mr. Coudrain said the CEA requires the port to insure the dock after project completion. He said there is a 2-point strategy – #1 is to see if the state will waive the insurance requirement, and #2 would be pricing out the cost of that insurance. He said if the state won’t waive the insurance

requirement, the port may need to adjust rates to the people who use the dock to compensate for the increased insurance costs. Air products leases both docks. Mr. Dufresne said the port's insurance carrier is currently researching the cost. Mr. Dufresne said, according to Mr. Coudrain's review, the agreement doesn't stipulate a time frame, and the dock doesn't need to be insured during the course of the agreement term. He said the dock had been insured once before, but it was minimal compared to what it might cost today. A discussion continued among the commissioners regarding the funding. Secretary Sheridan pointed to the CEA agreement under "Required Match and Escrow Account" and asked if an Escrow account had been set up. She said this will prove (to Facility and Planning Control) that the port can meet the match requirements, and even with the request to waive the match, this should be done.

Ms. Barends suggested to be proactive, moving the overage from the operating account this month into an escrow account to get started. Secretary Sheridan agreed and said this will show the port will have the ability to meet the match. Discussion was had whether to open an account at Hancock Whitney or Edward Jones. Mr. McArthur said they could open a separate account for this purpose. Vice President Roper made a motion seconded by Commissioner Sims that all parties involved in the financial planning make the Escrow Account to show in good faith the port's ability to meet the match. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

Commissioner Schanzbach said that if the port needs to insure the dock for flood and wind, in perpetuity it may not be worth going after the extra funds. He said to insure the dock for flood and wind is not going to be cheap. Discussion among the commissioners continued. Secretary Sheridan explained more about the need for an Escrow account. Mr. McArthur asked, with the money that will be moved today or tomorrow, if we should fund the account in its entirety from the excess cash we have, and the commissioners said yes.

Commissioner Sims introduced the following resolution:

At a regular meeting of the South Tangipahoa Parish Port Commission held on Wednesday, November 12, 2025, the following resolution was introduced and unanimously adopted; to wit:

Moved by Commissioner Roper, seconded by Commissioner Sheridan that the Commission authorize Patrick J. Dufresne, Executive Director, to act on behalf of the South Tangipahoa Parish Port Commission in all matters pertaining to Facility Planning and Control Project No. 36-P33-25-01, including certifying requests for State disbursements.

Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

6. 5-Year Master Plan – update, Dr. James Richardson, Dr. Stephen Barnes & Dr. Anna Osland

Dr. James Richardson was first to present his proposal, followed by Dr. Stephen Barnes and Dr. Anna Osland. Each presented a proposal for the port Master Plan that included a brief work history and what they could do to provide recommendations for economic development for the port and port district. Vice President Roper thanked the presenters and felt they understood the vision of the STPPC. President Ferrara wanted to make sure that the STPPC gives back to Wards 6, 7 and 8 (that pay taxes), to give them back a return on their investment to the port. He thanked the presenters for coming today. Vice President Roper asked Mr. Coudrain if the commission could discuss the proposals in an open meeting or in executive session. Mr. Coudrain said there are opportunities for discussion of economic matters that must be properly

noticed to go into Executive Session. He will let the commissioners know what the process will be moving forward. The presenters left the meeting upon completion of their presentations.

7. Invoice Payment Approval

The following invoices for payment were presented today for approval by Vice President Roper:

1. Cashe Coudrain & Bass
Services rendered through October 31, 2025

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|-------------|------------------|--------------|----------|
| Inv# 132170 | Matter # 4623-1 | Amt.\$ | 480.00 |
| Inv# 132171 | Matter # 4623-13 | Amt.\$ | 592.00 |
| | | Total Amt.\$ | 1,072.00 |
2. Arcane Inspection Services
Commercial Inspection of Warehouse Bldgs 2& 3 Amt.\$ 3,600.00

After briefly discussing the invoices, a motion was made by Vice President Roper and seconded by Commissioner Sims to approve the invoices presented today for Cashe Coudrain & Bass, and Arcane Inspection Services. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

NEW BUSINESS

1. Environmental Services MSA

Mr. Dufresne said there had been a request to obtain the services of an environmental services company, and as a result an MSA (Master Services Agreement) had been acquired. After review by the ports attorney there was an issue in the contract requiring a mutual waiver of consequential damages, which will limit the ability to recover any losses incurred. Mr. Coudrain said, "environmental mess-ups are a pretty big thing" and potentially there could be significant damage. He said if this company limits its ability to recover damages for their mistakes, the port may need to move on to another company. He will discuss this with Commissioner DePaula to get his insights. He said If this company does not agree to change this in the contract, he may recommend not signing and look for another company to provide these services.

2. Proposed Budget FY 2026

Lee Barends reviewed the proposed budget for 2026 with the Commissioners. She said this information did not include the port priority project, that when we know that we are getting the money and what the stipulations are, the budget can then be amended. She reviewed the revenues first, and then the expenses. She reviewed each line item and the budget recommendations for each. President Ferrara asked about the rail car activity, and Mr. Dufresne said the cars are being used, and not being parked at the port. Ms. Barends continued reviewing the expenses with the commissioners. Vice President Roper asked what is considered as marketing, and Ms. Barends said whatever is going on the credit card monthly and is reviewed by the auditors, such as advertising in the Tangi Times and Outlook Design for the website. Vice President Roper said we don't really market the port and thinks some of these things may be operations and not marketing. Ms. Barends said she can have the

administrative assistant pull the monthly Capital One credit card statements for her review and will pull out anything that isn't directly related to marketing.

Ms. Barends continued reviewing the expenses. She said the commission was responsible for the 10% match from the FEMA project attached to the \$808,144.00 income.

She asked if there are any questions or concerns about the proposed budget or if anything needs to be modified, to let her know before it is presented to adopt during the public hearing next month.

3. Public Hearing for Proposed Budget FY 2026

a) Resolution

Commissioner Sims introduced the following resolution:

At a regular meeting of the South Tangipahoa Parish Port Commission held on Tuesday, November 12, 2025 the following resolution was introduced and adopted; to wit:

Moved by Commissioner Roper, seconded by Commissioner Sheridan, that the Commission adopt the following resolution with regards to the Public Hearing for the proposed Budget for calendar year 2026, a copy being attached. The Public Hearing for the proposed 2026 Budget will take place Tuesday, December 10, 2025 at 9:00AM at the Ponchatoula City Hall Annex, 110 W. Hickory St., Ponchatoula, LA. A Public Hearing Notice will be published for the 2026 Proposed Budget, as required by Louisiana Law, in The Tangi Times, Official Journal of Record, on the following dates: November 19, November 26, December 3, and December 10, 2025.

Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

LITIGATION UPDATE:

South Tangipahoa Parish Port Commission vs Wilco Marsh Buggies, Inc.

Docket# 20240004367

a) Executive Session

Mr. Coudrain told the commissioners that there was no new development in the case, and that there was no need to enter into executive session.

REMARKS

The executive director thanked everyone for coming today.

A motion was made by Vice President Roper and seconded by Secretary Sheridan to adjourn the regular meeting. Motion passed. Yeas: 6 Ferrara, Roper, Sims, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 DePaula

The meeting adjourned at 10:37 AM.

Rhonda Sheridan, Secretary STPPC

Daryl Ferrara, President STPPC

12/10/2026 – AMENDMENT TO MINUTES

There was an error in the STPPC minutes of November 12, 2025. Commissioner Logan Davis was absent, and not in attendance at the meeting.

During the meeting of December 10, 2025, Vice President Tina Roper made a motion, seconded by Secretary Rhonda Sheridan, to approve the amendment of the minutes to show that Commissioner Logan Davis was absent from the meeting on November 12, 2025. Motion passed. Yeas: 6 Ferrara, Roper, DePaula, Sheridan, Schanzbach, Davis Nays: 0 Absent: 1 Sims