



Virgin Islands Port Authority Governing Board Meeting Actions List

February 22, 2017

Chaired by Laurel Hewitt-Sewer, Board Chairperson

St. Thomas, US Virgin Islands

Board Members

1. Laurel Hewitt-Sewer, St. John Private Citizen - **Chairperson**
2. Dr. Yvonne Thraen, St. Thomas Private Citizen - **Vice Chair**
3. Claude E. Walker, Esq., Attorney General - **Secretary**
4. Beverly Nicholson-Doty, Tourism Commissioner
5. Gustav James, Public Works Commissioner
6. José A. Penn, EDA Chairman
7. Roberto Cintron, P.E., St. Croix Private Citizen
8. Marvin Forbes, St. Croix Private Citizen
9. St. Thomas Private Citizen (*Vacant*)

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. David W. Mapp, Acting Executive Director
2. Dayna Clendinen, Director of Human Resources
3. Donna Frett-Gregory, Chief Financial Officer
4. Dale A. Gregory, Director of Engineering
5. Denise M. Mills, Director of Property Management
6. Nycole Thompson, Esq., Legal Counsel
7. Denise George-Counts, Esq., Senior Staff Attorney
8. Kelvin Industrious, Marine Manager STT/STJ
9. Ava Penn, Crown Bay District Manager
10. Julice Harley, Chief of Staff
11. Monifa Marrero Brathwaite, Public Information Officer

FINANCE COMMITTEE

American Paradise Global Management Group, LLC dba St. Thomas Dialysis Center, LLC

No action to be taken until deadline of March 30, 2017, which was presented to tenant in the February Finance Committee Meeting.

2017 Accounts Receivables Bad Debt Write-Offs

Approved writing-off \$87,387.82 from current VIPA accounts receivables.

N&S Auto Repairs

Approved rent abatement from Jan. 2017 – June 2017 for tenant who was critically injured and unable to return to work. Rent abatement totals \$9,652.50.

Aviation Rate Consultant

Moved to executive session.

Water Tour Operator Fee

Repealed the water tour operator fee from the VIPA marine tariff – effective 03/01/2017. (The fee was \$1.50 for tour companies with cruise line agreements; \$5 for tour companies without cruise line agreements; ages 16 and under free).

PROPERTY COMMITTEE

George Daley (UVF Terminal, Red Hook)

Approved assignment of lease to operate a restaurant at the UVF Terminal in Red Hook from Mr. George Daley (sole proprietorship) to Daley's Nutritional Wagon, LLC (limited liability corporation).

Fortress Electrical Contracting Corp.

Approved Fortress Electrical Contracting, Corp.'s request to lease 17,000 s/f of land at 69 Estate Lindbergh Bay (Bournefield) to construct a 4,000 s/f bldg. to operate a warehouse and electrical contracting business for a term of 10 years.

- Rental rate of \$2 per s/f
- Required investment of \$200,000 to be completed in two years.

Polaris Engineering, Inc.

Approved Polaris Engineering, Inc.'s request to lease 53,040 s/f of land at the Gordon A. Finch Molasses Pier to construct a liquid petroleum gas storage facility for a term of 10 years.

- Rental rate will be \$.75 per s/f, with a CPI increase every 3 years, or 5% increase – whichever is greater.
- Thruput charge of \$.10 per barrel, with an \$.005 increase on 5th year or amendment to VIPA marine tariff – whichever is greater.
- Required investment of \$400,000 to be completed in two years.

KSBW, LLC dba Blue Mountain Water

Approved KSBW's request to lease 6 acres of land at Estate Betty's Hope & Coopers on St. Croix for a term of 20 years with a 15-year option to renew to build and operate a water bottling facility.

- Rental rate: \$10,540 per acre
- Required investment: \$10,000,000 to be completed in three years.

Tibbar Energy USVI, LLC

Informational: Lease has been terminated due to non-payment of rent for lease of 17 acres at Estate Bethlehem Works, St. Croix.

PROJECTS & OPERATIONS COMMITTEE

**Wilfred “Bomba” Allick Port &
Transshipment Center’s Operational Area
Pavement Rehabilitation**

Awarded contract to Marco St. Croix in the amount of \$191,100 to rehabilitate the operational area pavement at the Containerport. Funded via bonds in FY 2017 budget.

HERA Terminal Generator

Awarded contract to Marco St. Croix in the amount of \$275,000 to install a generator at the HERA terminal. Funded via FY 2017 budget.

**CEKA Taxiway A West Rehabilitation &
Relighting**

Approved supplemental agreement for URS Caribe LLP in the amount of \$313,938 to develop plans and specifications for the rehabilitation of CEKA Taxiway Alpha and relighting. URS will also provide support during the bidding process and assist with preparation of application for FAA AIP funds. Funded in FY 2018 budget via AIP Grant Funds (VIPA share: \$31,393.80).

**Car Ferry Service Operator Request for
Qualifications (RFQ)**

Approved issuing an RFQ for car ferry service between St. Thomas and St. John to fill the time slot that had previously been designated to Boyson, Inc.

**HERA Photovoltaic & Energy System Group’s
Energy Efficiency Plan**

Denied staff’s request to obtain a consultant or attorney to provide services to create a contract between VIPA and the consultant to negotiate on behalf of VIPA regarding the HERA Photovoltaic and Energy System Group’s Energy Efficiency Plan.

PERSONNEL COMMITTEE

Personnel Hiring Freeze

Directed staff to:

- Prepare a list of all current vacancies;
- Implement a hiring freeze for all non-critical positions;
- All outstanding hiring offers to be reviewed by the executive director to determine if VIPA should proceed with the hiring; and
- The executive director was given authority to hire law enforcement, fire, and custodial staff, as well as any other critical position within his discretion.

EXECUTIVE SESSION

- Voted to issue Request for Qualifications for two financial consulting contracts
- Took personnel action pertaining to two employees.
- Approved a contract with Rumina Construction to complete the St. Croix Airport runway that was previously granted to Better Roads.