



Virgin Islands Port Authority Governing Board Meeting Actions List

November 08, 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. Nelson Petty, Acting Public Works Commissioner
6. José A. Penn, EDA Chairman
7. Marvin Forbes, St. Croix Private Citizen
8. St. Croix Private Citizen (*vacant*)
9. St. Thomas Private Citizen (*vacant*)

VIPA Staff Present

1. David W. Mapp, Executive Director
2. M. Anna Penn, Acting Chief Financial Officer
3. Ava Penn, Marine Manager/Crown Bay District Manager
4. Nycole Thompson, Esq., Legal Counsel
5. Anise Hodge, Business and Policy Operations Analyst
6. Julice Harley, Chief of Staff
7. Monifa Brathwaite, Public Information Officer
8. Valcina Quashie, Labor Relations Manager

Board Staff

1. Tonya Pickering, Internal Auditor (absent)

Finance Committee

Airport Liability Coverage

Approved renewal of VIPA's Airport Liability Coverage with AON Premium Finance. Payment will be made in four quarterly payments for each year beginning February 1, 2017 for the sum of \$154,052 in year one, and \$179,462 in year two.

Marine and Commercial Automobile Liability Coverage

Approved the renewal of VIPA's Marine and Commercial Liability Coverage with AON Premium Finance at the rate provided in the quarterly quotation for the policy period of Nov. 1, 2017 through Nov. 1, 2018, with quarterly installment payments beginning Feb. 1, 2018 for said coverage.

Property Committee

Allison Enterprises, Inc. dba Island Beachcomber

Executive Director Mapp updated the board that a Notice to Quit has been issued, with a date to vacate the premises by Nov. 17, 2017.

City Wings, Inc. - Henry E. Rohlsen Airport

Approved renewal of lease for HERA counter space, warehouse/hanger space and land space for a term of 3 years with an option to renew for three years at a rate of \$27,565.20 per annum. Rent will be increased on the third anniversary per CPI or 5%, whichever is greater.

Cyril E. King Airport Terminal Chillers

Approved the issuance of a Request for Qualifications to acquire air conditioning chillers for the Cyril E. King Airport.

Personnel Committee

CIGNA Medical and Dental Coverage

Valcina Quashie provided an update on changes to VIPA's medical coverage with CIGNA. Medical premiums have increased 5%, and dental premiums have increased 14%, effective October 01, 2017. Benefits for medical and dental coverage remain the same. VIPA employees will notice the change in deduction on the pay day of November 23, 2017.

Projects & Operations Committee

VIPA Hurricane Restoration Updates

VIPA to issue weekly updates of VIPA's Hurricane Restoration efforts to include a completion timeline, which will be distributed to the community, vendors and stakeholders.

American Bridge

Approved the negotiated settlement with American Bridge in the amount of \$586,557.30 for delays caused during the construction of the mooring dolphin at the Crown Bay facility.

Executive Session

- Approved an Estoppel Certificate for Crown Bay Marina.
- Took action relative to the legal opinion concerning a ferry operator.
- Discussed matter relating to the West Indian Company, Ltd.
- Discussed matter relating to the restoration of the Edward W. Blyden Terminal.