



# Virgin Islands Port Authority Governing Board Meeting Actions List

August 22, 2018

Chaired by Laurel Hewitt-Sewer, Board Chairman

St. Croix, US Virgin Islands

**\*Revised\***

## Board Members

1. Laurel Hewitt-Sewer, St. John Private Citizen – **Chair**
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 Jr., PE, Public Works Commissioner (absent)
6. José A. Penn, EDA Chairman
7. Marvin Forbes, St. Croix Private Citizen
8. Lee Steiner, St. Thomas Private Citizen (absent)
9. St. Croix Private Citizen (vacant)

## VIPA Staff Present

1. David W. Mapp, Executive Director
2. Damian Cartwright, Assistant Executive Director
3. Anna Mauricia Penn, Chief Financial Officer
4. Catherine Hendry, Esq., Legal Counsel
5. Deborah Washington, Property Manager
6. Mitchell Todman, Director of Aviation Operations
7. Angelo Raimondi, Acting Marine Manger STT/STJ
8. Desserie Harrigan, Acting Human Resources Manager
9. Julice Harley, Chief of Staff
10. Monifa Brathwaite, Public Information Officer

## Board Staff

1. Tonya Pickering, Internal Auditor (absent)

## FINANCE COMMITTEE

No actions taken.

## PROPERTY COMMITTEE

### **Concessions International of the USVI, LLC**

Approved extension of tenant's lease for two years with a five-year option, with no exclusivity.

## PROJECTS & OPERATIONS COMMITTEE

### **Priority RoRo Boot Waiver**

Approved the waiver of \$4,500 in fees for first-time offense of illegally parked trailers at the Crown Bay Sandfill and replace with a letter of caution.

### **TOTAL Boot Waiver**

Approved the waiver of \$2,500 in fees for first-time offense of illegally parked trailers at the Crown Bay Sandfill and replace with a letter of caution.

### **Marine Tariff Amendment**

Approved amending VIPA's Marine Tariff and VIPA's Marine Rules & Regulations regarding commercial vessel requirements by adding:

#### **SECTION III**

**Part F – Docking Fees:** Commercial vessels moored at VIPA's facilities must have a current, valid Certificate of Inspection or Certificate of Documentation, along with \$1 million in liability insurance.

### **Department of Health Demurrage Waiver**

Approved waving demurrage fees for the VI Department of Health to import temporary structures to be used by the Juan F. Luis Hospital on St. Croix, which was damaged in the Sept. 2017 hurricanes.

**Lemartec Task Order No. 6**  
**CEKA Roof Exhaust Fan**

Approved \$105,399 to procure materials to replace the exhaust fans on the roof of the CEKA Terminal that were damaged in the 2017 hurricanes. Does not include labor. Funded via insurance proceeds.

**Lemartec Task Order No. 7**  
**CEKA HVAC 2<sup>nd</sup> Floor**

Approved \$736,220 for labor, materials, and equipment to repair the HVAC system on the second floor of the CEKA Terminal. Funded via insurance proceeds.

**Lemartec - Task Order No. 9**  
**HERA Roof Exhaust Fan**

Approved \$100,667 to procure materials to replace the exhaust fans on the roof of the HERA Terminal that were damaged in the 2017 hurricanes. Does not include labor. Funded via insurance proceeds.

**Lemartec - Task Order No. 11**  
**CEKA Roof Pyramid Skylights**

Approved \$183,553 for labor, materials and equipment to repair the CEKA Terminal pyramid sky lights damaged in the 2017 hurricanes. Funded via insurance proceeds.

**Lemartec - Task Order No. 12**  
**CEKA Drywall and Paint Material**

Approved \$235,060 to purchase drywall and paint to repair mold-remediated interior areas of the CEKA Terminal. Funded via insurance proceeds.

**PERSONNEL COMMITTEE**

No actions taken.

**EXECUTIVE SESSION**

1. Took actions regarding two litigation matters.
2. Hired an attorney to represent the board.
3. Hired Attorney Kye Walker to represent the board in a legal matter.
4. Authorized VIPA to defend any board member in a matter involving VIPA personnel.

