

**PORT OF IBERIA DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING – TUESDAY, DECEMBER 11, 2018  
PORT ADMINISTRATIVE OFFICE – 5:30 P.M.  
MINUTES**

The regular meeting of the Port of Iberia District Board of Commissioners was called to order by Commissioner Roy A. Pontiff, Board President, at the Port of Iberia Administrative Office, on Tuesday, December 11, 2018, at 5:30 P.M.

In attendance were Commissioners Roy A. Pontiff, President, Elbridge “Smitty” Smith, III, Vice-President, Simieon d. Theodile, Secretary-Treasurer, Mark Dore’, Danny J. David, Sr., and Larry G. Rader.

Also present were Craig Romero, Executive Director, Tracy Boudreaux, Bookkeeper-Secretary, Brandi Landry, Receptionist-Secretary, and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Mark Dore’ recited the opening prayer and the Pledge of Allegiance.

**I. APPROVAL OF MINUTES – Regular Meeting, October 18, 2018.**

On a motion by Commissioner Elbridge “Smitty” Smith, III, and seconded by Commissioner Mark Dore’, the Commission approved the minutes of the Regular Meeting held on October 18, 2018.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge “Smitty” Smith, III, Mark Dore’, Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

**II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:**

- (a) Budget Summary for Four (4) Months Ending October 2018.  
Budget Summary for Five (5) Months Ending November 2018.
- (b) Listing of Tenant Lease Billings.
- (c) Listing of Boat Stall Tenant Lease Billings.
  - {1} Update on LeBlanc Marine, LLC Removal of Sunken Vessel in Slip Number 3.
  - {2} Ratify Payment to LeBlanc Marine, LLC Invoice.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Elbridge “Smitty” Smith, III, to ratify the payment of \$15,000.00 to LeBlanc Marine, LLC for the removal of the sunken vessel “Lela Too” in Boat Slip Number 3.

This motion having been submitted to a vote, the vote thereon was as follows:  
Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and  
Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

(d) Approve Payment of Bills & Checks Issued During Interim Period.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize the payment of bills for November and December 2018, and ratify those paid during the interim period.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and  
Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

III. ELECTION OF 2019 OFFICERS – PRESIDENT, VICE-PRESIDENT,  
SECRETARY – TREASURER.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader, to open the nominations for Board President of the Port of Iberia District Board of Commissioners for the year 2019.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark Dore', to nominate Commissioner Elbridge "Smitty" Smith, III, to serve as President of the Port of Iberia District Board of Commissioners for the year 2019.

There being no further nominations for President, a motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader, and unanimously carried, that the nominations for President be closed, and further that Commissioner Elbridge "Smitty" Smith, III, be elected President of the Port of Iberia District Board of Commissioners for the year 2019 by acclamation.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and  
Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Mark Dore', to open the nominations for Vice-President of the Port of Iberia District Board of Commissioners for the year 2019.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark Dore', to nominate Commissioner Simieon d. Theodile, to serve as Vice-President of the Port of Iberia District Board of Commissioners for the year 2019.

There being no further nominations for Vice-President, a motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader, and unanimously carried, that the nominations for Vice-President be closed, and further that Commissioner Simieon d. Theodile, be elected Vice-President of the Port of Iberia District Board of Commissioners for the year 2019 by acclamation.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Elbridge "Smitty" Smith, III, to open the nominations for Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2019.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Larry Rader, to nominate Commissioner Mark Dore' to serve as Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2019.

There being no further nominations for Secretary-Treasurer, a motion was made by Commissioner Larry Rader, seconded by Commissioner Elbridge "Smitty" Smith, III, and unanimously carried, that the nominations for Secretary-Treasurer be closed, and further that Commissioner Mark Dore', be elected Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2019 by acclamation.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

IV. MR. KEVIN BORDELON, CROSBY CONSTRUCTION SERVICES, INC. TO ADDRESS THE BOARD REGARDING TENANT IMPROVEMENTS (SITE STABILIZATION) TO TRACT "H" (15.14 ACRES) LOCATED ON THE PORT EXPANSION PHASE I PROPERTY SITE.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore' to amend Crosby Construction Services, Inc. Lease Agreement to add a lease credit provision of 50% of the improvements to be made by Crosby Construction Services, Inc.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr.

Nays: Larry G. Rader.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

V. EXPANSION OF AGENDA.

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Danny J. David, Sr., to expand the Port of Iberia District Board of Commissioners Regular monthly Board meeting of Tuesday, December 11, 2018 to discuss/consider authorizing the Port Attorney to enter into negotiations with the Iberia Parish Government Attorney for consideration for an arrangement between the Port of Iberia District and Iberia Parish Government regarding an Intergovernmental Agreement on Building "A" (Office Building) at the POI West Yard.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

VI. LOUISIANA PORT CONSTRUCTION & DEVELOPMENT PRIORITY PROGRAM SPN H.011928 "EAST & WEST YARD" EXPANSION & SITE IMPROVEMENTS PROJECT:

- (a) Report from Mr. Oneil Malbrough of GIS Engineering, LLC. on:  
{1} Update on Status of West Yard Expansion Project.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore', to approve and authorize the Port Attorney to enter into negotiations with the Iberia Parish Government Attorney regarding an Intergovernmental Agreement between the Port of Iberia District and Iberia Parish Government regarding Building "A" (Office Building) at the POI West Yard; and motion further states that a "draft" be brought back to the Board for review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Danny J. David, Sr., to approve and authorize GIS Engineering, LLC and Gesser Group to proceed with receiving quotes on the Scope of Work presented to the Board, dated December 7, 2018, regarding the POI West Yard and Office Building A, and bring the quotes back to the Commission for authorization to proceed; and motion is contingent upon the action taken by the Iberia Parish Council.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

{2} Drainage Evaluation.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Larry G. Rader, to approve and authorize GIS Engineering, LLC to move forward in designing a Scope of Work to replace the Electric Pump Station, along with a Diesel Generator backup and culverts, at the POI West Yard in accordance with the Drainage Report entitled "West Yard Grading & Drainage Analysis" dated November 15, 2018, contingent upon the LA DOTD approval; and motion further stipulates that the Scope of Work be brought back to the Board for review and approval.

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Simieon d. Theodile, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

{3} Existing Electrical Distribution Plan.

Discussion ensued and there was no action taken on the above agenda items.

{4} Discuss/Approve GIS Engineering, LLC invoices.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Simieon d. Theodile, to approve and authorize the payment of Invoice

Number 70001562 in the amount of \$72,694.75 to GIS Engineering for the period October 1, 2018 thru October 31, 2018 which includes October activities for the general engineering services contract, including CASE Engineering field work and report, geotechnical field work and report, Gesser Group activities, coordination with potential tenant for requested repairs, determining quantities and cost estimate for levee around Building A, preparation specifications for the electrical distribution survey, and coordination for pump inspection, in accordance with contract dated August 21, 2018.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Simieon d. Theodile, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile, to approve and authorize the payment of Invoice Number 70001640 in the amount of \$33,506.00 to GIS Engineering for the period November 1, 2018 thru November 30, 2018 which includes October activities for the General Engineering Services Contract, including Gesser Group activities, drainage evaluation report, and topographic survey performed by Francis Fortier, in accordance with contract dated August 21, 2018.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Simieon d. Theodile, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

(b) Report from Port Attorney on:  
{1} Status/Update on POI West Yard.

(c) Report from Executive Director on:  
{1} Status/Update on POI West Yard.  
\*\*\*Gesser Group Letter dated December 7, 2018.

Discussion ensued and there was no action taken on the above agenda items (b-c).

VII. REPORT FROM MR. ONEIL MALBROUGH OF GIS ENGINEERING, LLC ON:

(a) Port Millennium Expansion Phase III Project – Site Excavations & Dredging.

{1} Update on the Status of the Port Millennium Expansion Phase III Project.

Discussion ensued and there was no action taken on the above agenda item.

- (b) AGMAC Project General Engineering and Consulting Services:
  - {1} Update on Status of AGMAC Project.
  - {2} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize the payment of Invoice Number 70001561 in the amount of \$460.00 to GIS Engineering for the period October 1, 2018 thru October 31, 2018 which includes October activities for the General Engineering Services Contract including preparation of plan and profiles for volume calculation and permit updates, in accordance w/contract effective date of January 20, 2016, Amendment #1 August 16, 2016, Amendment #2 dated December 20, 2016, and Amendment #3 effective December 20, 2017.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Simieon d. Theodile, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 11<sup>th</sup> day of December, 2018.

#### VIII. REPORT FROM PORT ATTORNEY ON:

- (a) Update on Henry Bernard Property Located Behind the POI Administrative Office.
  - {1} Legal Opinion regarding Bernard Canal.

Discussion ensued and there was no action taken on the above agenda item.

#### IX. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Discuss Status of All Points Equipment Company, LLC Wooden Office Building.
- (b) Update on Request from The Bayou Companies, LLC Regarding Assignment and Assumption of Lease to Bayou Holdco, Inc.
- (c) Executive Director's Monthly Report.  
\*\*\*Commissioner Gene L. Jefferies Resignation Letter.
- (d) Announcements:
  - {1} Louisiana Board of Ethics On-Line Training System for Public Servants.

Discussion ensued and there was no action taken on the above agenda items (a-d).

#### X. ADJOURNMENT.

On a motion made by Commissioner Danny J. David, Sr., and seconded by Commissioner Elbridge "Smitty" Smith, III the meeting was adjourned at 7:08 p.m.