

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING – THURSDAY, NOVEMBER 21, 2019
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 Elbridge “Smitty” Smith, III, Board President, at the Port of Iberia Administrative Office, on Thursday, November 21, 2019, at 5:30 P.M.

In attendance were Commissioners Elbridge “Smitty” Smith, III, President, Mark Dore’, Vice-President, Danny J. David, Sr., Secretary – Treasurer, Roy A. Pontiff, and Shane Walet.

Also present by telephone conference was Joanna D. Durke, Administrative Assistant.

Commissioners Larry Rader and Simieon d. Theodile were absent.

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 Danny J. David, Sr. recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting Tuesday, October 15, 2019.

On a motion by Commissioner Mark Dore’, and seconded by Commissioner Roy A. Pontiff, the Commission approved the minutes of the Regular Meeting held on Tuesday, October 15, 2019.

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

Yeas: Elbridge “Smitty” Smith, III, Mark Dore’, Danny J. David, Sr., Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Four (4) Months Ending October 2019.
- (b) Listing of Tenant Lease Billings for 2019.
- (c) Listing of Boat Stall Tenant Lease Billings for 2019.
- (d) Approve Payment of Bills & Checks Issued During Interim Period.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of bills for October 2019, and ratify those paid during the interim period.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

III. MR. J.D. HARRINGTON, FABRICATION AND PRODUCTION MANAGER, AND MR. TROY LORENZ, DIRECTOR OF MANUFACTURING, BOTH WITH REDGUARD, TO ADDRESS THE BOARD REGARDING LOTS 23-26 (0.827 ACRES) AT THE POI.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr. to approve and authorize the Executive Director to negotiate a Lease Agreement with RedGuard regarding Lots 23-26 (0.827 acres) and the POI and bring the Lease Agreement back to the full Board for approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

IV. DISCUSS POLICIES AND PROCEDURES COMMITTEE RECOMMENDATIONS & FINDINGS FROM FRIDAY, MAY 10, 2019 COMMITTEE MEETING:

(a) Discuss/Review Port of Iberia District Policies & Procedures.

(b) Discuss/Review Lease Provisions Relative to Maintenance/Improvements.

Commissioner Shane Walet, Chairman of the Policies and Procedures Committee will be scheduling a Committee meeting in the near future.

The Port Attorney indicated that he would like to have Mr. John Istre, Broussard Poche be in attendance at the P & P Committee Meeting.

V. REPORT FROM MR. GERALD GESSER, GESSER GROUP, APC ON:

(a) All Points Equipment Company, LLC Fabrication/Warehouse Building ("Building C"):

{1} Status Report – Roof Replacement.

*** Awaiting Fans.

{2} Status Report – Folding Door Repairs (Rear Door / Wall Replacement).

*** Completion in near future.

{3} Discuss/Consider Modular Construction Company, Inc. Application for Payment No. 1.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of Application for Payment Number 1 to Modular Construction Company, Inc. in the amount of \$57,096.00 for All Points Equipment Company, LLC Building "C" Rear Door Wall Replacement in accordance with the Contract.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{4} Discuss/Consider Modular Construction's Change Order Number 1.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize Change Order Number 1 to Modular Construction Company, Inc. in the amount of \$650.00 for All Points Building Wall Replacement to cut a framed opening (4' x 4') in the new wall per request of All Points, contingent upon the Executive Director's review and approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{5} Discuss/Consider Gesser Group APC Contract for Folding Door Repairs (Rear Door/Wall Replacement).

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Danny J. David, Sr. to approve and authorize the Board President to execute a contract between Gesser Group APC and the Port of Iberia District regarding the folding door repairs (Rear Door/Wall Replacement) at All Points Equipment in the amount of \$6,500.00 pending legal review and approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

(b) Port of Iberia Administrative Office Building: (Generator Replacement; Aqua Dam Flood Control Structure.

{1} Status Report – Emergency Generator Replacement.

{2} Discuss/Consider Dixie Electric's Invoice No. 009350.

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 9350 to Dixie Electric, Inc. in the amount of \$26,816.35 for partial billing of Cumming Generator and Atmos Energy charges.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{3} Status Report – Aqua Dam Flood Control Structure.

{4} Discuss/Consider Recommendation/Vendor's Contracts.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the quote received by MosCamp, Inc. d/b/a Gulf Coast Aqua Dams with a base quote of \$44,900.00, Alternate Number 1 in the amount of \$936.00 for storage, and Alternate Number 2 in the amount of \$1,800.00 for installation.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{5} Discuss/Consider Gesser Group's Contract.

There was no update on the above agenda item.

(c) Proposed Emergency Command Center/File Storage Building:

{1} Status Report – Proposed Design & Budget Estimate.
(Port Improvement & Development Committee).

(d) Ram Design Warehouse:

{1} Status Report – Hurricane Barry Damages (Permanent).
{2} Discuss/Consider Kerne Construction's Invoice No. 1374.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 1374 to Kerne Construction, Inc. in the amount of \$2,130.00 for remaining payment of permanent skylight covers at RAM Design Warehouse.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

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 Roy Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the negotiation and preparation of a Lease Agreement with Seadrill; and motion further authorizes the Board President to execute the Lease Agreement contingent upon legal review and approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

- {2} Update on Office Building A Repairs.

- (a) Update on Coordination with the LA DOTD on Building A & Building G & H Submittals.
(b) Building A Parking Lot Update.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 1084 to Acadiana Site Contractors in the amount of \$48,300.00 for installation of the aggregate parking lot for Building A; contingent upon LA DOTD review and approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

- {3} Drainage Update.

- {4} Discuss/Approve GIS Engineering, LLC Invoice Number 70003038.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 70003038 to GIS Engineering, LLC in the amount of \$7,597.50 for the period October 1, 2019 thru October 31, 2019 which includes October activities for coordination with contractors for Building A

parking and coordination and submittals to LA DOTD for Building A work; in accordance with contract dated August 21, 2018.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

- (b) Report from Executive Director on:
 - {1} Status/Update on POI West Yard.

VII. REPORT FROM MR. ONEIL MALBROUGH AND MS. LEAH SELCER 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.

- (b) AGMAC Project General Engineering and Consulting Services:
 - {1} Update on Status of AGMAC Project.
 - {2} AGMAC Port's Maintenance Dredging Permit Update.
 - {3} Bank Stabilization Project.

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Shane Walet to approve and authorize GIS Engineering to advertise for Slip P2 (Chart, Dynamic, & All Points) Bank Stabilization Project pending LA DOTD review and approval.

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

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

Nays: None.

Absent at Voting: Larry Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Roy Pontiff to approve and authorize the payment of Invoice Number 70003041 to GIS Engineering, LLC in the amount of \$9,767.83 for the period October 1, 2019 thru October 31, 2019 which includes activities for the General Engineering Services Contract including topographic surveying and preliminary plan preparation, in accordance w/proposal dated October 10, 2019.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{4} Discuss/Approve GIS Engineering, LLC Invoice Number 70003040.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Roy Pontiff to approve and authorize the payment of Invoice Number 70003040 to GIS Engineering, LLC in the amount of \$6,166.25 for the period October 1, 2019 thru October 31, 2019 which includes activities for the General Engineering Services Contract including meetings and preparation of permit updates and Capital Outlay submittal, 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: Elbridge “Smitty” Smith, III, Mark Dore’, Danny J. David, Sr., Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

(c) AGMAC Phase I Dredging Project:

{1} AGMAC Dredging Project – Update on Permit.

{2} AGMAC Dredging Project – Pipeline Coordination.

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Mark Dore’ to approve and authorize the Port Attorney to search for legal counsel to work with the Port Attorney regarding the pipeline coordination with the pipeline companies for the AGMAC Phase I Dredging Project and bring names back to the Board.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

{3} Landowner Coordination.

{4} Discuss/Approve GIS Engineering, LLC Invoice Number 70003039.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 70003039 to GIS Engineering, LLC in the amount of \$17,461.28 for the period of October 1, 2019 thru

October 31, 2019 which includes activities meetings and coordination with pipeline companies requiring relocation, coordination with pipeline companies requiring engineered cover, preparation of figures for pipeline relocation, preparing permit and permit figures, disposal site location analysis and site meetings.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

(d) Update on Capital Outlay 2020-2021 Request (due 11/1/19).

VIII. REPORT FROM PORT ATTORNEY ON:

(a) Update on Henry Bernard Property Located Behind the POI Administrative Office.

{1} Status of Navigation Servitudes on Bernard Canal.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Shane Walet to approve and authorize the Port Attorney to negotiate a Navigation Servitude with Marine Industrial Fabrication and Henry Bernard and bring back to the full Board for final approval once an agreement has been reached with Marine Industrial Fabrication.

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

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

IX. REPORT FROM EXECUTIVE DIRECTOR ON:

(a) Discuss RAM Design Primary Term of Lease Agreement Expiring on December 31, 2019 (Tract "L" – 18.130 acres located on the POI Millennium Expansion Phase II Property Site).

{1} Mr. Harinder Arya (Joulon).

(b) Discuss/Consider Noble Drilling Services Request to Lease Lot 14R-A (0.992 acres) at the Port of Iberia for Module Storage.

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Shane Walet to approve and authorize the Executive Director to negotiate a Lease Agreement with Noble Drilling Services regarding Lot 14R-A (0.992 acres) at the Port of Iberia for module storage and bring back to the full Board for review and approval.

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

Nays: None.

Absent at Voting: Larry G. Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of November, 2019.

(c) Executive Director's Monthly Report.

(d) Announcements:

X. ADJOURNMENT.

On a motion made by Commissioner Roy Pontiff, and seconded by Commissioner Mark Dore' the meeting was adjourned at 7:33 p.m.