

**PORT OF IBERIA DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING – TUESDAY, SEPTEMBER 17, 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 Tuesday, September 17, 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.

Commissioners Larry Rader and Simieon d. Theodile were absent.

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

Thus, with a quorum being acknowledged, Commissioner Roy A. Pontiff recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting Thursday, August 29, 2019.  
The minutes from the Regular Meeting held on Thursday, August 29, 2019 will be approved at the next monthly board meeting to be held in October 2019.

II. RATIFICATION OF RENEWAL OF CERTIFICATES OF DEPOSITS.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore’ to approve and ratify the renewal of Certificate of Deposit Number 42000815715 (Dynamic Industries Security Deposit), which matured on June 20, 2019 with Iberia Bank, for twelve (12) months at the rate of 0.85% and 0.85% A.P.Y.

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 17<sup>th</sup> day of September, 2019.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore’ to approve and ratify the renewal of Certificate of Deposit Number

42000614647 (Diamond Offshore Security Deposit), which matured on August 18, 2019 with Iberia Bank, for twelve (12) months at the rate of 0.85% and 0.85% A.P.Y.

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 17<sup>th</sup> day of September, 2019.

III. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Two (2) Months Ending August 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 Danny J. David, Sr., seconded by Commissioner Roy A. Pontiff, to approve and authorize the payment of bills for July and August 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 Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 17<sup>th</sup> day of September, 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.

There was no action taken on the above agenda items (a – b).

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

- (a) All Points Brick Office Building ("Building A")
  - {1} Status Report – Hurricane Barry Flood Damage Evaluation.
- (b) All Points Equipment Company, LLC Fabrication/Warehouse Building ("Building C"):
  - {1} Status Report – Roof Replacement Contract b/t POI & Modular Construction Company, Inc.

Discussion ensued and there was no action taken on the above agenda items (a – b {1}).

- {2} Discuss/Consider Proposed Change Order Number 1.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J.

David, Sr. to approve and authorize Change Order Number 1 regarding All Points Roof Replacement as it relates to an increase of \$38,250.00 for the installation of Six (6) new 36" x 36" roof curbs with 20 year weathertight warranty, installation of Six (6) new Cook Model #24EU624D11 up blast exhaust ventilators, and running new electrical to new fans (208-3-60 with new sub panel from existing panel); and the motion further authorizes the Board President to execute said Change Order Number 1 in accordance with the contract dated September 3, 2019; and motion further stipulates that the total revised contract amount is \$121,225.00.

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 17<sup>th</sup> day of September, 2019.

{3} Status Report – Folding Door Repairs.

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

(c) All Points Equipment Company, LLC Fabrication/Warehouse Building ("Building D"):

{1} Status Report – Exhaust Fans.

(d) Former Central Gulf Yard/Office Building (Bldg A) & Receiving Building (Building B):

{1} Status Report for Building B.

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

{1} Status Report – Emergency Generator Replacement.

Discussion ensued and there was no action taken on the above agenda items (c – e {1}).

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

\*\*\*Discuss/Consider Authorization to Advertise for bid.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Shane Walet to approve and authorize Gesser Group, APC to advertise for bids for an Aqua Dam Flood Control Structure for the POI Administrative Office.

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 17<sup>th</sup> day of September, 2019.

(f) Proposed Emergency Command Center/File Storage Building:  
{1} Status Report – Proposed Design & Budget Estimate.  
(Port Improvement & Development Committee)..

(g) Superior Derrick Facility:  
{1} Status Report – Two (2) Story Office Building “B”  
(Demolition/Vandalism).

Discussion ensued and there was no action taken on the above agenda items (f – g {1}).

{2} Discuss/Approve Kern Construction, Inc. Invoice #1368.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice #1368 to Kerne Construction, Inc. in the amount of \$225.00 for materials and labor to install One (1) plywood cover over existing door with broken glass located at old Superior Derrick office on Lewis Street as a result of vandalism.

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 17<sup>th</sup> day of September, 2019.

{3} Status Report Fabrication/Warehouse Building “C”.

(h) POI West Yard Fabrication Building B:  
{1} Status Report – Hurricane Barry Storm Damages.

{2} Repair Estimate to Office Area of Building B.

Discussion ensued and there was no action taken on the above agenda items (h {1 -2}).

{3} Discuss/Consider LAWCO Proposal Water Line Ext.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore’ to approve and authorize the proposal dated September 13, 2019 from Wilson’s Janitorial Service, Inc. in the amount of \$5,700.00 to clean mud and debris from floors, wipe walls, wipe doors, and clean windows; the proposal also stated the Wilson’s Janitorial Service, Inc. would provide their own water source to do the cleaning at the POI West Yard Fabrication Building “B” Office area.

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 17<sup>th</sup> day of September, 2019.

- (i) Ram Design Warehouse:
  - {1} Status Report – Hurricane Barry Damages (Permanent).\
- (j) Logan Industries Office Building B:
  - {1} Status Report Hurricane Barry Damages.
- (k) General:
  - {1} Insurance Wind Coverage
    - (a) Status Report – Hurricane Barry Damages.
  - {2} Insurance Flood Coverage
    - (a) Status Report – Hurricane Barry Damages.

Discussion ensued and there was no action taken on the above agenda items (i – k).

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.
  - {2} Update on Office Building A Repairs.
    - (a) Update on Coordination with the LA DOTD on Building A Submittals.
    - (b) Parking Lot Update.
  - {3} Update on Status of Drainage Improvements Project.  
\*\*\*\*Status of Advertisement for Bid.
- (b) Report from Port Attorney on:
  - {1} POI West Yard if Applicable.
- (c) Report from Executive Director on:
  - {1} Status/Update on POI West Yard.

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

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} AGMAC Dredging Project – Update on Permit.
  
  - {4} Update on Dredging Project and Coordination with Pipeline Companies.

Discussion ensued and there was no action taken on the above agenda items (a – b {1 – 4}).

- {5} Discuss/Approve GIS Engineering, LLC Invoice Number 70002753.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore’, to approve and authorize the payment of Invoice Number 70002753 in the amount of \$32,064.68 to GIS Engineering for the period August 1, 2019 thru August 31, 2019 which includes August activities for meetings and coordination with Pipeline Companies requiring relocation, preparation of figures for pipeline relocation, preparing permit and permit figures, disposal site location analysis, 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 Rader and Simieon d. Theodile.

And the motion was therefore passed on this the 17<sup>th</sup> day of September, 2019.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Danny J. David, Sr. to approve and authorize GIS Engineering, LLC prepare and submit the Port of Iberia District’s Capital Outlay Requests for Fiscal Year 2020 – 2021.

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 17<sup>th</sup> day of September, 2019.

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.

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

IX. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Executive Director's Monthly Report.

- (b) Announcements:

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

X. ADJOURNMENT.

On a motion made by Commissioner Roy A. Pontiff, and seconded by Commissioner Mark Dore' the meeting was adjourned at 6:52 p.m.