

**PORT OF IBERIA DISTRICT BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
THURSDAY, JANUARY 18, 2024
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 Patrick Broussard, Board President, at the Port of Iberia Administrative Office, on Thursday, January 18, 2024 at 5:30 P.M.

In attendance were Commissioners Patrick Broussard, Board President, Mark Dore', Vice-President, Roy A. Pontiff, and Shane Walet.

Commissioners Bilal Morton, Secretary-Treasurer, Danny J. David, Sr., and Simieon d. Theodile were absent.

Also, present were Craig Romero, Executive Director, Tracy Boudreaux, Chief Administrative Officer, Shari Landry, Secretary-Bookkeeper, and Donelson T. Caffery, III., Port Attorney.

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

I. Public Comment.

(a) Comments from the General Public on Agenda Items.

There were no public comments made regarding agenda items.

II. Presentation of Appreciation Plaque to 2023 Board President – Commissioner Shane Walet.

Board President, Patrick Broussard, presented the Appreciation Plaque to the 2023 Board President, Commissioner Shane Walet.

III. APPROVAL OF MINUTES – Regular Meeting Tuesday, December 19, 2023.

On a motion by Commissioner Shane Walet, and seconded by Commissioner Roy A. Pontiff, the Commission approved the minutes of the Regular Meeting held on Tuesday, December 19, 2023.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

IV. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Six (6) Months Ending December 2023.
- (b) Listing of Utility Breakdown as it Relates to Electricity, Water, & Natural Gas.
- (c) Listing of Tenant Lease Billings for 2024.
- (d) Listing of Boat Stall Tenant Lease Billings for 2024.
- {1} Update on Removal of Abandoned Boats.

Discussion ensued and there was no action taken on the above agenda items a-d {1}).

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

A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy A. Pontiff, to approve and authorize the payment of bills for January 2024, and ratify those paid during the interim period.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

V. Discuss/Consider Max Derbes Contract Renewal.

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

VI. Mr. Mark Theriot, Operations Manager, Chart Energy & Chemicals, to Update the Board Regarding Improvements to Lots 77-82, 80A, and a portion of the Port of Iberia Public Dock.

Mr. Mark Theriot, Chart Energy & Chemicals, was not able to attend the Board Meeting.

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

- (a) Port of Iberia Small Repairs Projects:
 - {1} Status Report on Chart (2) Industries Bldg. 9-G/H Roof & Fan Repairs.

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

- {2} Status Report on Ground Water Pump Station in the West Yard.

- (a) Discuss/Consider Approval of Statewide Electrical Services' Invoice No. 4625.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize payment of Invoice Number 4625 to Statewide Electrical Services, LLC in the amount of \$2,400.00 for labor and material which was needed in order to install a "stilling well" (housing for transducer) inside of basin of West Yard pumpstation

at the Port of Iberia.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- (b) Hurricane Laura & Delta Storm Damages
 - {1} Status Report on Hurricane Laura & Delta Facility Repairs.
 - {2} Status Report on Hurricane Laura/FEMA Limestone Yard Repairs.

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

- (c) Special Projects
 - {1} Status Report on the Rehabilitation of “Buildings 17-C & 17-D” at the West Yard.
 - {2} Update on Gesser Group, Inc to Updating Property Analysis & Assessment of Port-Owned Facilities Book.

- (d) Chart 2 Utility Services:
 - {1} Status Report on Chart 2 Electrical Meter.
 - (a) Meter # 145418398 (Fab Shop)
 - (b) Meter # 155553316 (at Slip)
 - (c) Meter # 149782708 (at Slip)
 - (d) Meter # 145418406 (Wooden Bldg.)
 - {2} Status Report on Chart 2 Water Meters.

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

- (e) Seadrill:
 - {1} Status Report on Seadrill Crane Repairs.
 - (a) Discuss/Consider Approval of Ace Industries Invoice No. INV32931.

It was a consensus of the Board to wait for Seadrill’s approval for reimbursement before approving payment of the presented Ace Industries Invoice.

**VIII. 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} Port Priority & Capital Outlay Spreadsheets.
- (b) Report from Mr. Austin Hebert of GIS Engineering on:
 - {1} POI West Yard Building’s C & D Update.

- {2} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013517 for POI West Yard Expansion.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Roy A. Pontiff to approve and authorize the payment of Invoice Number 70013517 to GIS Engineering, LLC in the amount of \$30,026.25 for the period December 1, 2023 thru December 31, 2023 which includes December 2023 activities of: Building C Initial Repairs, Building C Final Design Work, and Building D Final Design Work; in accordance with contract dated August 21, 2018 and Amendment #1 dated August 15, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- {3} POI West Yard Bulkhead Project Update.
- {4} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013515 for West Yard Bulkhead Project.

A motion was made by Commissioner Mark Dore, seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 70013515 to GIS Engineering, LLC in the amount of \$5,942.50 for the period December 1, 2023 thru December 31, 2023; in accordance with contract dated October 17, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

IX. 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.

- {2} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013514 for Millennium Expansion Phase III Project.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Roy A. Pontiff to approve and authorize the payment of Invoice No. 70013514 to GIS Engineering, LLC in the amount of \$11,577.50 for the period of December 1, 2023 thru December 31, 2023 which includes December activities of: GIS' work on Preliminary Design and Permit; in accordance with contract dated February 1, 2018.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.
And the motion was therefore passed on this the 18th day of January, 2024.

(b) General Engineering and Consulting Services:

{1} Project Update.

{2} Discuss/Consider Approval of GIS Engineering, LLC December Invoice No. 70013600 for General Engineering and Consulting Services.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 70013600 to GIS Engineering, LLC in the amount of \$11,602.50 for the period December 1, 2023 thru December 31, 2023 in accordance w/contract effective date of December 13, 2022 and Amendment #1 dated July 20, 2023.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.
And the motion was therefore passed on this the 18th day of January, 2024.

(c) AGMAC Phase I Dredging Project – Commercial Canal.

{1} Project Update.

{2} Port Attorney Update.

{3} Discuss/Consider Approval of Change Order No. 3 for Crosby Dredging.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Roy A. Pontiff to approve and authorize Change Order No. 3 regarding AGMAC Channel Dredging Phase I – Segment 1 – Commercial Canal (Capital Outlay) as it relates to an increase of \$816,249.50 due to Hydraulic dredging increasing by an additional 47,802 cubic yards, earthen fill increasing by an additional 10,006 cubic yards, and an additional 48 calendar days with a revised completion date of May 17, 2024 and a revised contract amount of \$18,404,548.80; motion further authorizes the Board President to execute Change Order Number 3, and forward to LA DOTD for review and approval.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.
And the motion was therefore passed on this the 18th day of January, 2024.

{4} Discuss/Consider Approval of Crosby Dredging, LLC Pay Application No. 5.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet approve and authorize the payment of Application No. 5 to Crosby Dredging, LLC in

the amount of \$1,437,911.21 for the period of December 1, 2023 – December 31, 2023 for AGMAC Channel Dredging Phase I – Segment 1 – Commercial Canal (Capital Outlay) in accordance with contract dated August 4, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- {5} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013511 (AGMAC Phase I Channel Dredging Project – Commercial Canal).

A motion was made by Commissioner Shane Walet, seconded by Commissioner Roy A. Pontiff to approve and authorize the payment of Invoice Number 70013511 to GIS Engineering, LLC in the amount of \$120,762.25 for the period of December 1, 2023 thru December 31, 2023 which includes: Construction Admin., Construction Oversight Dredge & Disposal, and ODC's and Boat Rentals; as per contract dated August 29, 2019 and Amendment #8 dated July 20, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- (d) AGMAC Phase 2 Dredging Project – Freshwater Bayou.

- {1} Project Update.

- {2} Port Attorney Update.

- {3} Discuss/Consider Approval of Servitude(s) with Exxon, Vermilion Corporation, and Rainbow Gun Club.

A motion was made by Commissioner Mark Dore, seconded by Commissioner Shane Walet to authorize the Board President to execute Servitudes with Exxon Mobil, Vermilion Corporation, and Rainbow Gun Club for AGMAC Phase II – Freshwater Bayou project.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- {4} Update on Removal of Pipeline P-7.1 (Vermilion).

- {5} Update on Removal of Pipeline P-11.

Discussion ensued and there was no action taken on agenda items {4-5}.

- {6} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013535 (AGMAC Phase 2 Channel Dredging Project – Freshwater Bayou).

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 70013535 to GIS Engineering, LLC in the amount of \$188,487.46 for the period of December 1, 2023 thru December 31, 2023 which includes: LERRD's (Pipeline coordination & ROW), Environmental Analysis, Hilcorp pipeline permitting, pipeline surveys, equipment rentals, Enterprise pipeline engineering & survey, and bidding and negotiations; as per contract dated January 18, 2022 and Amendment #1 dated August 16, 2022.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- (e) AGMAC Slip C4 (Nabors) Bankline Stabilization.

- {1} Project Update.

- {2} Discuss/Consider GIS Engineering, LLC December Inv. No. 70013512 (AGMAC Slip C4 (Nabors) Bankline Stabilization).

A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy A. Pontiff to approve and authorize the payment of Invoice Number 70013512 to GIS Engineering, LLC in the amount of \$14,042.50 for the period December 1, 2023 thru December 31, 2023 in accordance w/contract effective date of September 29, 2023.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- (f) AGMAC Slip P2 (Offshore Energy Services) Bank Stabilization.

- {1} Project Update.

- (g) Offshore Energy Services Site Improvements.

- {1} Project Update.

Discussion ensued and there was no action taken on agenda items (f – g).

X. REPORT FROM PORT ATTORNEY – Donelson T. Caffery, III.

- (a) Port Attorney Report.

- (b) Status of Seadrill Crane Repairs.

- (c) Discuss/Consider HPS Oil & Gas Properties, Inc. Invoice(s)

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize payment of Invoice No. 23003 (12166-653-9) to HPS Oil &

Gas Properties, Inc. in the amount of \$281.25 for Abstracting work relative to the AGMAC Phase II – Freshwater Bayou project for the period of December 1, 2023 thru December 15, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore to approve and authorize payment of Invoice No. 23004 (12166-653-10) to HPS Oil & Gas Properties, Inc. in the amount of \$225.00 for Abstracting work relative to the AGMAC Phase II – Freshwater Bayou project for the period of December 16, 2023 thru December 31, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

- (d) Discuss/Approve Donelson T. Caffery III, APLC Invoice Relative to the AGMAC Project for December.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore to approve and authorize the payment of Invoice No. 1250 to Donelson T. Caffery, III, APLC in the amount of \$3,206.25 for Professional Services relative to the AGMAC Project for the period of December 1, 2023 thru December 31, 2023.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

XI. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Discuss/Consider Email from Noble Regarding Lease.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Shane Walet to authorize Port Attorney to notify Noble Drilling of Lease Termination conditioned on the Port receiving a clean Environmental Phase I of the property.

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

Yeas: Patrick Broussard, Mark Dore, Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

(b) Discuss/Consider Email from CIMBAR Regarding New Lease Terms.
Discussion ensued and there was no action taken on the above agenda item.

(c) Discuss/Consider KATs Services & More, LLC Invoice No. 20-0566.
A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to approve and authorize payment of Invoice Number 20-0566 to KATs Services & More, LLC in the amount of \$13,550.00 for labor and material to install Mydro 850 Nema 4X RTU with tank and well programming and training and installation of submersible transmitter for west yard pumpstation.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

(d) Executive Director's Monthly Report.

(e) Announcements:

***Tier 2.1 Annual Personal Financial Disclosure Statement due on or before May 15, 2024.

***Ethics Training & Sexual Harassment Prevention due by June 30, 2024.

***PAL 39th Annual Conference – February 19-20, 2024 at Golden Nugget Lake Charles Hotel & Casino.

XII. EXPANSION

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to expand the agenda of the Port of Iberia District Board of Commissioners January 18, 2024 Regular Monthly Board Meeting to Discuss/Consider Loren Scott Invoice.

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

Yeas: Patrick Broussard, Mark Dore,' Roy A. Pontiff, and Shane Walet.

Nays: None.

Absent at Voting: Bilal Morton, Danny J. David, Sr., and Simieon d. Theodile.

And the motion was therefore passed on this the 18th day of January, 2024.

Mr. Donelson Caffery reported that the Port does not have an engagement letter or contract with Mr. Loren Scott. He stated that if the Board wants, the Port can approve the payment of this invoice and then in February approve a contract. He stated that the invoice provides enough information to suffice for now. Mr. Craig Romero reported that it does not necessarily need to be approved now if Mr. Donelson Caffery thinks that a signed contract is needed before. Lengthy discussion ensued. It was a consensus of the Board to hold off on paying invoice and call a Special Board Meeting when necessary.

XIII. ADJOURNMENT.

On a motion made by Commissioner Mark Dore' and seconded by Commissioner Shane Walet the meeting was adjourned at 7:42 p.m.