

**PORT OF IBERIA DISTRICT BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING AGENDA
THURSDAY, JANUARY 14, 2021
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 Danny J. David, Sr., Board President, at the Port of Iberia Administrative Office, on Thursday, January 14, 2021 at 5:30 P.M.

In attendance were Commissioners, Danny J. David, Sr., President, Shane Walet, Secretary – Treasurer, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Commissioners Roy A. Pontiff, Vice-President, and Elbridge “Smitty” Smith, III., were absent.

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

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

I. PRESENTATION OF APPRECIATION PLAQUE TO 2020 BOARD PRESIDENT – COMMISSIONER MARK DORE’.

Commissioner Danny J. David, Sr., newly elected Board President for the year 2021, recognized and presented on behalf of the Board, an appreciation plaque to Commissioner Mark Dore’, 2020 Board President.

II. APPROVAL OF MINUTES – Regular Meeting Tuesday, December 15, 2020.

On a motion by Commissioner Mark Dore’, and seconded by Commissioner Patrick Broussard, the Commission approved the minutes of the Regular Meeting held on Tuesday, December 15, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

APPROVAL OF MINUTES- Special Meeting Wednesday, December 23, 2020.

The above agenda item was tabled for the February Monthly Board Meeting.

A motion was made by Commissioner Shane Walet seconded by Commissioner Simieon d. Theodile to move Mrs. Carmel Breaux with Norris Insurance Consultants, Inc. up on the agenda for the Port of Iberia District January Board Meeting on January 14, 2021.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

III. Discuss/Consider Norris Insurance Consultants, Inc., Professional Services Contract for Property & Liability Insurance Consulting Services.

- Mrs. Carmel Breaux stated her rate will remain the same. She asked for the Board to renew her contract for One (1) or Two (2) years.
- Executive Director, Craig Romero, recommended to renew Mrs. Carmel Breaux's contract for Two (2) more years.

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Shane Walet to approve and renew Mrs. Carmel Breaux, Norris Insurance Consultants, Inc., Professional Services Contract for Property & Liability Insurance Consulting Services, for Two (2) years in the amount of \$9,000.00 per year for the periods January 1, 2021 thru December 31, 2021; and January 1, 2022 thru December 31, 2022.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

IV. Mrs. Carmel Breaux, President, Norris Insurance Consultants, Inc., to Address the Board Regarding the Port of Iberia District's, 2021 Annual Insurance Renewals:

1. **SCHWING INSURANCE: (May 12, 2021)**
General Liability, Automobile Liability, and Physical Damage, Umbrella Liability, Public Official Errors & Omissions Liability, Crime, Boiler & Machinery, Inland Marine, Equipment Floater and Building & Contents.
2. **BROWN & BROWN OF LOUISIANA: (April 1, 2021)**
Flood Insurance; Workers Compensation.

- Mrs. Carmel Breaux stated that the Port's Flood & Workers Compensation Insurance both come up for renewal on April 1, 2021. The Port's Liability & Property Insurance are up for renewal on May 12, 2021.
- Mrs. Carmel Breaux stated that she is waiting to receive an indication from the Port's current agent, Schwing Insurance. They have until next Friday to give her their indication from the carriers. She anticipates there will be an increase.
- Mrs. Carmel Breaux also stated that the Port has not done an RFP Process since 2017. She said that it is time to do one this year. Mrs. Carmel suggested to the Board to do an RFP through the bid process with Two (2) or Three (3) agents and bring competition to the table to attempt to drive down the increase.
- Mrs. Carmel asked the Board for permission to go through with the RFP process if she would receive an increase from the current agent. She will come back to the Board for either the March or April meeting to get quotes approved.

**A motion was made by Commissioner Simieon d. Theodile seconded by Patrick Broussard to approve & authorize Mrs. Carmel Breaux, Norris Insurance Consultants, Inc., to begin the RFP process on Liability & Property Insurance and present quotes to the Board at the March or April Regular Monthly Board Meeting. This motion having been submitted to a vote; the vote thereon was as follows:
Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.**

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

V. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) **Budget Summary for Six (6) Months Ending December 2020.**
- (b) **Listing of Utility Breakdown as it Relates to Electricity, Water, & Natural Gas.**
- (c) **Listing of Tenant Lease Billings for 2021.**
 1. **Discuss/Consider Request made by Excalibur (a Newpark Company) (Email dated January 11, 2021), Regarding Lots 11-A,**

11-B, and Lot 14 (11.179 acres) and Lot 12 (4.490 acres) at the Port of Iberia.

- Administrative Assistant, Joanna Durke, stated that Excalibur is asking for a 20% reduction off of Invoice No. 4848 in the amount of \$166,409.55.

A motion was made by Commissioner Shane Walet seconded by Commissioner Mark Dore' to approve Excalibur (a Newpark Company) lease payment of raw land only be deferred for Six (6) months commencing on January 1, 2021 thru June 30, 2021 with the total amount of the deferral being paid back to the Port of Iberia with 50% of the amount due on January 1, 2022 and the other 50% of the amount due on January 1, 2023.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

2. Update on Parker Drilling Letter Request dated December 17, 2020, Regarding Cancellation of the Lease on Tract F-2 (10.00 acres) for Calendar Year 2021, Located at the Port of Iberia Millennium Expansion Phase I Property Site.

- Administrative Assistant, Joanna Durke, stated that the Board had approved to offer Parker Drilling a deferment from January 1, 2021 to June 30, 2021. Next year, Parker Drilling would pay the Port half of the deferment and then the following year the remaining half of the deferment.
- No action was taken on this agenda item.

3. Discuss/Consider Request made by Ram Design (Joulon) (Email dated December 22, 2020)

- Mrs. Joanna Durke stated that Joulon asked for a One (1) month extension on their current lease agreement. Joulon is in a Five (5) year renewal option period. Mr. Craig Romero stated that the Port will try to transfer the Five (5) Year option whenever Joulon moves to the Diamond Offshore Yard.
- No action was taken on this agenda item.

4. Discuss/Consider Request made by Crosby Construction Services (Email dated December 15, 2020) Relative to POI Semi-Annual Invoice #4839 (Infrastructure Only) for the period October 1, 2020 thru March 31, 2021.

- Mrs. Joanna Durke stated that the Port sent Crosby an invoice for the period October 1, 2020 thru March 31, 2021 for \$64,643.52 and Crosby asked for more time to pay this invoice.
- Mr. Craig Romero stated that he spoke with Kevin Bordelon who is the manager of Crosby Construction at the Port. Mr. Kevin told Mr. Craig that they will be paying this invoice by the end of the first quarter (March 31, 2021).
- Mrs. Joanna Durke stated that April 1, 2021 she will be invoicing Crosby Construction again for the period of April 1, 2021 thru November 30, 2021. Crosby will then owe the Port \$90,192.27. This amount includes the regular payment and also 50% due from the deferred payment of raw land.

A motion was made by Commissioner Mark Dore' seconded by Commissioner Patrick Broussard to grant Crosby Construction Services, Inc. additional time to pay Invoice Number 4839 in the amount of \$64,643.52, from the Port of Iberia District, dated November 12, 2020; and Motion further states that this invoice will need to be paid by March 31, 2021.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

(d) Listing of Boat Stall Tenant Lease Billings for 2021.

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

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of bills for December 2020, and ratify those paid during the interim period.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

VI. Mr. John Istre with Broussard, Poche', L.L.P., to Address the Commission-Presentation of Fiscal Year 2019-2020 Audit.

Mr. John Istre with Broussard, Poche', L.L.P. presented and went over with the Board booklets of the July 1, 2019 – June 30, 2020 Fiscal Year Audit Report. There were no findings.

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

(a) Proposed Facility Inspection

{1} Discuss/Consider Gesser Group's Proposal.

- Mr. Gerald Gesser reported that there was no update on the above agenda item.

(b) Port of Iberia Small Repairs Projects

{1} Status Report for All Points End of Lease Items.

- Mr. Gerald Gesser stated that all of the repairs have been completed.

{2} Status Report for the "You Are Here" Port Sign Installation by Crosby Construction Services Located on David Berard Road.

- Mr. Gerald Gesser stated that he will get with Crosby Construction to schedule installation.

{3} Status Report for Security Camera Location on David Berard Road and Frank's International.

- Mr. Mickey Bellott of Royal Security Solutions discussed the quotes that he submitted to Mr. Gerald Gesser.
- Mr. Mickey Bellott recommended going with AC powered cameras with a Solar backup (Quote 210117).

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile, to accept and approve Royal Security Solutions Quote Number 210117, dated January 15, 2021, in the amount of \$25,903.00 for AC powered cameras with Solar back up for security cameras on David Berard Road and Frank's International.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**{4} Status Report for Utility Meters
(Cleco, LAWCO, Atmos, and Entergy).**

- Mr. Gerald Gesser stated that there is an Entergy meter at the West Yard that has no consumption. This meter was supposed to be turned off. Ted with Entergy told Mr. Gerald Gesser that Entergy was reading the meter based on the past years. The readings were not current.
- Entergy is offering the Port a credit of \$2,500.00.
- Mr. Gerald Gesser stated that the Port will keep this meter on for about \$24.00 per month.

{5} Status Report for Water Meter Backflow Preventer Freeze Protector.

- Mr. Gerald Gesser stated that the work has been completed.

{6} Discuss/Consider Queen City Plumbing Invoice No. 27530 for Water Meter Backflow Preventer Freeze Protectors.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 27530 to Queen City Plumbing, Heating and A/C, Inc., in the amount of \$3,367.22 for the installation of 36 insulated bags that were placed on water meters inside of the Port besides those at the West Yard, Dynamic, and HIS, as per the proposal dated December 8, 2020 and that was approved at the December Board Meeting.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

{7} Discuss/Consider Gesser Group's Inv # 07-POI-SRP.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice 07-POI-SRP to Gesser Group, APC in the amount of \$4,625.00 for the period December 9, 2020 thru January 11, 2021 for Architectural Services provided for small repairs projects for the Port of Iberia, as requested by the Executive Director.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

(c) Hurricane Laura Storm Damages

{1} Status Report on Hurricane Laura Flood Damage.

- Mr. Gerald Gesser stated that all of the Flood Insurance money has been received.
- Mr. Craig Romero will have Mr. Gerald Gesser compose a list of repairs to bring back to the Board for discussion.

{2} Status Report on Hurricane Laura FEMA Application

- Mr. Gerald Gesser stated that Craig, Joanna, Tracy, Jenna of Gesser Group, and himself will be participating in weekly follow-up calls with FEMA on Wednesday's at 11:00 A.M.

{3} Discuss/Consider Gesser Group's Inv. #05-POI-HLSD

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice 05-POI-HLSD to Gesser Group, APC, in the amount of \$3,145.00, for Architectural Services as it relates to Hurricane Laura Storm damage assessments, for the period December 10, 2020 thru January 8, 2021.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**(d) Hurricane Delta Storm Damage:
{1} Status Report of Hurricane Delta FEMA Application.**

Mr. Gerald Gesser stated that the process for Hurricane Delta is the same as Hurricane Laura.

**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 Spreadsheet**

- Mr. Oneil Malbrough presented and discussed with the Board an updated spreadsheet of Port Priority & Capital Outlay.
- Mr. Oneil Malbrough stated that an invoice (Inv. No. 13928080) from Boardwalk Pipeline has been received last month (December) in the amount of \$949,656.04. Everything has been verified on this invoice. Boardwalk charged sales tax on this invoice. The Port is tax exempt regarding contracts for materials and supply. Mr. Oneil Malbrough also stated that this should still apply for the Pipelines.
- Mr. Oneil Malbrough stated if the sales tax is eliminated the total of the invoice will be \$894,760.41.
- Mr. Oneil stated that Boardwalk has a Tax Attorney who said that they cannot accept the Port's certificate for Three (3) reasons. Mr. Oneil Malbrough stated he communicated these reasons to Mr. Craig Romero and Mrs. Joanna Durke. Mrs. Joanna Durke spoke with Mrs. Glenda Everhart with the Louisiana Department of Revenue Sales Tax Exemption Department. Mrs. Everhart is reviewing the questions and concerns of the Tax Attorney of Boardwalk.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice No. 13928080 to Boardwalk Pipeline Company in the amount of \$949,656.04 or \$894,760.41 contingent upon the response of the Louisiana Department of Revenue Sales Tax Exemption Department addressing the concerns of Boardwalk Pipeline's Tax Attorney concerns.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021

- Mr. Craig Romero discussed Progressive Pipeline who called the Port office wanting to lease Six (6) acres from the Port for Two (2) to Three (3) months. Mr. Craig Romero asked the Board to allow him to negotiate the Six (6) acre lease with Progressive Pipeline, in which he plans to lease them the All Points yard.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Mark Dore' to allow Executive Director, Craig Romero, to negotiate a Six (6) Acre lease (All Points Yard) with Progressive Pipeline for approximately Three (3) months in the Port of Iberia.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

- Mr. Oneil Malbrough discussed an additional pipeline that is by the mouth of the canal that belongs to Energy Transfer. This is a 20-inch gas line. Mr. Oneil Malbrough stated this will be an issue.
- Mr. Craig Romero and Mr. Oneil Malbrough will be meeting with Energy Transfer next week.
- Mr. Oneil Malbrough also stated that Executive Director, Mr. Craig Romero, would like to relocate this line instead of placing markers 25% in the channel.
- Mr. Oneil Malbrough stated that after all of the pipeline relocation work, the Port has about \$1.2M left in Capital Outlay.
- Mr. Oneil Malbrough stated that Craig & himself will be meeting with Energy Transfer to discuss the problem and how much money Energy Transfer thinks it will take to solve this issue. They will come back to the Board next month with a decision.
- Mr. Oneil Malbrough discussed a Four (4) inch line that belongs to Atmos Energy. Mr. Oneil stated that Atmos needs to be aware that this line has only Six (6) inches of cover. This has nothing to do with the Port's channel. The channel this line is in is 115 feet wide. This line will pose a danger threat to those barges that are 115 feet wide.

(b) Report from Mr. Austin Hebert of GIS Engineering, LLC on:

{1} Drainage Update SPN H.011928(324)

(Phase IV of SPN H.011928).

(a) Update on Status of Project

- The contractor has completed all pump station and electrical work, and is currently awaiting Atmos gas line installation. This is scheduled to be installed in March.

**{2} Building B – POI West Yard SPN H.011928(325d)
Crane & Ventilation Purchase & Installation
(Phase Vd of SPN H.011928).**

(a) Update on Status of Project.

- Louisiana Crane has installed all Three (3) cranes and bus bars.
- MacroAir has begun installing ventilation fans.
- Mr. Austin Hebert with GIS Engineering to revise Change Order No. Two (2) to show quantity of bolts and clips used.

**(b) Discuss/Consider Approval of Acadiane’ Renovations,
Ltd. Application for Payment No. 4.**

A motion was made by Commissioner Shane Walet, seconded by Commissioner Simieon d. Theodile to approve and authorize the payment of Payment Request Number 4 to Acadiane’ Renovations, Ltd. in the amount of \$145,396.65 for SPN: H.011928(325d) East & West Yard Expansion & Site Improvements Building B Crane & Ventilation Purchase & Installation Project Phase Vd of SPN H.011928 for the period November 6, 2020 thru January 5, 2021; in accordance with contract dated May 13, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge “Smitty” Smith, III., and Patrick Broussard.

And the motion was therefore passed on this the 14th day of January, 2021.

(c) Discuss/Consider Approval of Change Order No. 2.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Simieon d. Theodile to approve and authorize Change Order Number 2 regarding SPN H.011928 (325d) East & West Yard Expansion & Site Improvements Project Building B Crane & Ventilation Purchase & Installation as it relates to an increase of \$92,565.12 for the installation of weld on clips and splice sections and the removal of existing bolts and replacing with new bolts; for a revised contract amount of \$821,009.12; also the addition of 95 contract days with a revised

contract completion date of February 7, 2021; motion further authorizes the Board President to execute Change Order Number 2, and forward to LA DOTD for review and approval.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

{3} Building B – POI West Yard SPN H.011928(325a)

Electrical Construction

(Phase Va of SPN H.011928).

(a) Update on Status of Project.

- Preferred Electric continued installing wiring and conduit to the overhead doors and to the electric gate.
- Preferred Electric terminated the lights in Building B-3.

(b) Discuss/Consider Approval of Preferred Electric Application for Payment No. 5.

A motion was made by Commissioner Shane Walet seconded by Commissioner Simieon d. Theodile to approve and authorize Application for Payment Number 5 to Preferred Electric, Inc. in the amount of \$46,472.58 for SPN: H.011928(325a) East & West Yard Expansion & Site Improvements Building B Electrical Construction Project Phase Va of SPN H.011928 for the period November 1, 2020 thru December 31, 2020; in accordance with contract dated June 5, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge "Smitty" Smith, III., and Patrick Broussard.

And the motion was therefore passed on this the 14th day of January, 2021.

(c) Discuss/Consider Approval of Change Order No. 5.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile, to approve and authorize Change Order Number 5 regarding SPN H.011928 (325a) East & West Yard Expansion & Site Improvements Project Building B Electrical Construction as it relates to an increase of \$18,720.00 for the

installation of new receptacle banks inside Building B and a duplex rated outdoor receptacle; the revised contract amount is \$565,813.50 and Motion further adds Five (5) contract days with a revised completion date of December 9, 2020; and motion further authorizes the Board President to execute said Change Order Number 5, and forward to LA DOTD for review and approval.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge “Smitty” Smith, III., and Patrick Broussard.

And the motion was therefore passed on this the 14th day of January, 2021.

**{4} Building B – POI West Yard SPN H.011928(325g)
Bay 5 Repairs and Renovations
(Phase Vg of SPN H.011928).**

(a) Update on Status of Project.

- Acadiane’ Renovations, Ltd. has continued work on addressing punch list items. These items include:
 - Removed kinks and repaired holes in roof panels
 - Installed door stops for hollow metals doors.
 - Applied touch-up paint to building columns.
 - Replaced damaged gutters
 - Installed all fire extinguishers

**(b) Discuss/Consider Approval Acadiane’ Renovations
Payment Application No. 6.**

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize Application for Payment Number 6 to Acadiane’ Renovations, Ltd. in the amount of \$55,402.39 for East & West Yard Expansion & Site improvements Building B Bay 5 Repairs and Renovations Project Phase Vg of SPN H.011928 for the period December 2, 2020 thru January 1, 2021; in accordance with contract dated June 5, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**{5} Building B – POI West Yard SPN H.011928(325e)
Building B Multipurpose Facilities & Small Warehouse
(Phase Ve of SPN H.011928).**

(a) Update on Status of Project.

B-2 Update:

- Repaired damaged building columns
- Installed floor boards for second floor addition
- Framed the additional second floor multipurpose space and the second-floor restroom
- Installed new plumbing
- Installed wall and ceiling insulation in the second-floor office area and first floor warehouse

B-3 Update:

- Installed ceiling insulation
- Poured concrete pads for AC units and personnel doors
- Pressure washed and primed building exterior

**(b) Discuss/Consider Approval Acadiane' Renovations
Payment Application No. 2.**

A motion was made by Commissioner Shane Walet, seconded by Commissioner Simieon d. Theodile to approve and authorize Application for Payment Number 2 to Acadiane' Renovations, Ltd. in the amount of \$194,642.50 for East & West Yard Expansion & Site improvements Building B Multipurpose Facilities & Small Warehouse Project Phase Ve of SPN H.011928 for the period December 1, 2020 thru January 5, 2021; in accordance with contract dated November 17, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**{6} Building B – POI West Yard SPN H.011928(325b)
Concrete Construction (Bays 1-4)**

(a) Update on Status of Project.

- Mr. Austin Hebert with GIS Engineering reported there is no update on the above agenda item.

- Change Order No. One (1) work which was approved at the December meeting will begin next week.

**{7} Building B – POI West Yard SPN H.011928(325f)
Site Improvements
(Phase Vf of SPN H.011928).
(a) Update on Status of Project.**

- The contractor has completed installing security fencing and gates.

(b) Discuss/Consider Approval of Garden City Construction Co, Inc. Application for Payment Number 3.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize Application for Payment Number 3 to Garden City Construction, Co., Inc. in the amount of \$44,956.90 for East & West Yard Expansion & Site Improvements Building B Site Improvements Project Phase Vf of SPN H.011928 for the period December 1, 2020 thru December 31, 2020; in accordance with contract dated September 24, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

(c) Discuss/Consider Recommendation of Substantial Completion to Garden City Construction, Co.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to accept and approve Substantial Completion of the Project regarding Garden City Construction, Co. East & West Yard Expansion & Site Improvements Building B Site Improvements SPN H.011928 (325f) Phase Vf; in accordance with the contract dated September 24, 2020; and motion further acknowledges that the 45-day Clear Lien Period will commence once the Substantial Completion has been recorded with the Iberia Parish Clerk of Court's Office.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

**Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.
And the motion was therefore passed on this the 14th day of January, 2021.**

(d) Discuss/Consider Request for Approval of Balancing Change Order No. 2.

A motion was made by Commissioner Mark Dore’, seconded by Commissioner Patrick Broussard to approve and authorize Change Order Number 2 (Balancing) regarding SPN H.011928 (325f) East & West Yard Expansion & Site Improvements Project Building B Site Improvements as it relates to a credit of \$3,548.70 to the contract for the adjustment in the amount of Security Fence and Bulkhead Repairs with the additional work of the removal of existing tie-point bollard; the revised contract amount is \$282,929.99, with a completion date of December 20, 2020; and motion further authorizes the Board President to execute said Balancing Change Order Number 2, and forward to LA DOTD for review and approval.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**{8} Building B – POI West Yard SPN H.011928(325c)
Steel Repairs & Installation
(Phase Vc of SPN H.011928).**

(a) Update on Status of Project.

- Contractor continued with the installation of new wall panels around the exterior of the building and construction of the new east end-wall.
- Contractor completed coating of the interior columns.

(b) Discuss/Consider Approval of Frisco Industrial Contractors, LLC Application for Payment Number 4.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize Application for Payment Number 4 to Frisco Industrial Contractors, LLC in the amount of \$104,031.62 for East & West Yard Expansion & Site Improvements Building B Steel Repairs & Installation Project Phase Vc of SPN H.011928 for the period December 1, 2020 thru December 31, 2020; in accordance with contract dated August 28, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

{9} Discuss/Approve GIS Engineering, LLC December Invoice Number 70005222 POI West Yard Expansion.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 70005222 to GIS Engineering, LLC in the amount of \$104,264.25 for the period December 1, 2020 through December 31, 2020 which includes December activities including Building B design, bidding, & construction oversight, site/drainage improvements bidding and construction oversight, in accordance with contract dated August 21, 2018.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

- Austin Hebert of GIS Engineering presented a PowerPoint slide show of updated pictures from Building B.

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

There was no update on the above Agenda item.

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

There was no update on the above Agenda item.

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.

There was no update on the above Agenda item.

(b) Bank Stabilization Project (Slip P-2).

{1} Project Update (Chart, All Points, Dynamic).

{a} 45-Day Clear Lien Period.

- All work for this project has been completed.
- Contractor has been granted partial substantial completion and is currently in the 45-Day Clear Lien Period.
- Once their 45-Day Clear Lien Period is up they will submit a certificate, and GIS Engineering will release their retainage.

{2} Discuss/Approve GIS Engineering December Invoice Number 70005224.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70005224 to GIS Engineering, LLC in the amount of \$5,877.50 for the period December 1, 2020 thru December 31, 2020 which includes construction oversight activities in the month of December; in accordance with proposal dated October 10, 2019.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

(c) Change of Scope Request Regarding SPN H.011756 Port Priority Port Improvements – Site Improvements at Tracts "K", "L", and "M" (POI Millennium Expansion Phase II Property Site).

{1} Expand SPN H.011756 to Include Improvements of Steel Bulkhead and Bankline Stabilization at Tracts "O" and "P" in the Vicinity of Tracts "K", "L", and "M".

There was no update on the above agenda item.

{2} Update on Engineering, Geotech, and Surveying for Improvements to Steel Bulkhead and Bankline Stabilization of Tracts “O” and “P” SPN H.011756 in the Vicinity of Tracts “K”, “L”, and “M” Contingent upon the LA DOTD Approval.

- Mr. Austin Hebert with GIS reported that they have not heard back from Molly with LA DOTD.

**(d) AGMAC Project General Engineering and Consulting Services:
{1} Update on Status of AGMAC Project.**

- Worked on Freshwater Bayou dredge material placement quantities and placement areas.

{2} AGMAC Port’s Maintenance Dredging Permit Update.

- Mr. Oneil Malbrough received an update from Mohan, who told Oneil that they are drafting the permit to be signed. Mr. Oneil Malbrough also reported that everything got signed off today (January 14, 2021).

{3} Discuss/Approve GIS Engineering, LLC November Invoice #70005221.

A motion was made by Commissioner Shane Walet seconded by Commissioner Simieon d. Theodile to approve and authorize the payment of Invoice Number 70005221 to GIS Engineering, LLC in the amount of \$3,418.75 for the period December 1, 2020 thru December 31, 2020; 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: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

**(e) AGMAC Phase I Dredging Project:
{1} Project Update.**

- Project team is currently working to finalize plans and specifications.
- Project team worked on pipeline plans, profiles, and access plan.

- Project team prepared plats for mitigation plans.

Mr. Oneil Malbrough discussed dredging some slips to 13 ft. per Executive Director, Craig Romero, suggestion. This can be included in the project as well.

{2} AGMAC Dredging Project – Update on Permit LDNR and USACE.

LDNR:

- LDNR is preparing the draft permit, which will be forwarded for Administrator’s signature.

THE ARMY CORPS OF ENGINEERS:

- No further updates on the 408 review. USACE will issue the permit once LDNR permit is issued.

{3} AGMAC Dredging Project – Pipeline Coordination.

SHELL:

- Initial work permit has been received.
- The amended Coastal Use Permit has been submitted for additional work space for stopple fittings.
- General Contractor has not yet been awarded. Start date is scheduled for April 1, 2021.

BOARDWALK:

- Received permit to proceed with pipeline relocation.
- General contractor has been awarded and start date is scheduled for February 1, 2021.

KINDER MORGAN:

- Permit was applied for on December 28, 2020.
- Performed survey work and soil borings on both the east and west sides of Commercial Canal.
- Engineering for directional drilling is underway.
- General Contractor has not yet been awarded and start date is scheduled for April 1, 2021.

❖ **Discuss/Consider Approval of Shell Pipeline Receipt of Invoice. (GIS Verification Letter & Proper Documentation)**

❖ **Status/Update on Boardwalk’s Invoice No. 13928080 dated December 14, 2020 (GIS Verification Letter & Proper Documentation)**

Action on the above Agenda items were addressed earlier in the meeting.

❖ Discuss/Consider Approval of Tennessee Gas Pipeline Company, LLC a Kinder Morgan Company Invoice No. 302713AFE1.

A motion was made by Commissioner Patrick Broussard seconded by Commissioner Shane Walet to approve and authorize the payment of Tennessee Gas Pipeline Company, LLC a Kinder Morgan Company Invoice No. 302713AFE1 dated January 4, 2021 in the amount of \$65,254.91 for pipeline relocation.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

{4} Landowner Coordination.

There is no update on the above agenda item.

{5} Survey Update.

There is no update on the above agenda item.

{6} Discuss/Approve GIS Engineering, LLC December Invoice Number 70005223.

A motion was made by Commissioner Shane Walet seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70005223 to GIS Engineering, LLC in the amount of \$20,068.75 for activities performed in the month of December 2020, as per contract dated August 29, 2019 and amendment No. 1 dated May 19, 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

X. REPORT FROM PORT ATTORNEY ON:

(a) Update on Waterway Obstruction Channel P-2-B Per Crosby Construction Services, Inc. Request for the Removal of Obstruction on the POI Millennium Expansion Phase I Property Site.

- Port Attorney, Ray Allain, stated that Crosby Construction is trying to comply so if at any time they are not complying the Port has the right to take legal action if needed.

XI. EXPANSION OF AGENDA

A motion was made by Commissioner Shane Walet seconded by Commissioner Mark Dore' to expand the Port of Iberia District Board of Commissioners Regular Board meeting of Thursday, January 14, 2021 to Discuss Coastal Construction and to allow legal counsel to take legal action if necessary.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge "Smitty" Smith, III.

And the motion was therefore passed on this the 14TH day of January, 2021

- Mr. Oneil Malbrough discussed Coastal Construction, who completed the pumpstation project. Coastal Construction had a barge with a crane on it that was used to do work on the project. Coastal left the barge which ended up getting under a bulkhead and picked it up, messing up the new bulkhead. Coastal Construction moved the barge by Unifab. This caused an obstruction whenever Seadrill was bringing a boat in. The barge was moved again to the North side where it messed up another bulk head.
- Mr. Oneil Malbrough stated that Larry Blanchet of Coastal Construction is aware of these damages.
- The estimated cost for repairs is \$15,000-\$20,000.
- Executive Director, Craig Romero, wants Port Attorney, Ray Allain to write a letter to Coastal Construction concerning this matter.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to authorize Legal Counsel to send a Demand Letter to Mr. Larry Blanchet of Coastal Construction regarding Two (2) bulkheads that were damaged by a barge owned by Coastal Construction.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14TH day of January, 2021

XII. EXPANSION OF AGENDA

A motion was made by Commissioner Mark Dore’ seconded by Commissioner Patrick Broussard to expand the Port of Iberia District Board of Commissioners Regular Board meeting of Thursday, January 14, 2021 to Discuss/Consider Allain & Allain Invoice No. 9266 for AGMAC- Utility Relocation Work for the month of December 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14TH day of January, 2021

- 1) Discuss/Consider Allain & Allain Invoice Number 9266 for AGMAC Utility Relocation Work for the Month of December 2020.**

A motion was made by Commissioner Patrick Broussard seconded by Commissioner Shane Walet to approve & authorize payment to Allain & Allain for Invoice Number 9266 dated January 6, 2021 in the amount of \$1,857.50 for AGMAC Utility Relocation work during the Month of December 2020.

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

Yeas: Danny J. David, Sr., Shane Walet, Simieon d. Theodile, Patrick Broussard, and Mark Dore’.

Nays: None.

Absent at Voting: Roy A. Pontiff and Elbridge “Smitty” Smith, III.

And the motion was therefore passed on this the 14th day of January, 2021.

XIII. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Update on Max J. Derbes, Inc. Regarding Marketing Vacant Port Properties.**

{1} Discuss/Consider Listing Agreement between Max J. Derbes, Inc. and Port of Iberia for Marketing Vacant Port Properties.

- It was a consensus by the Board to table this Agenda item.
- Commissioner, Shane Walet, stated he would like to schedule a Policies & Procedures meeting to discuss the Listing Agreement.

(b) Status Report on Proposed Plans for the Upgrade & Additional Footage to the Bulkhead for Prairie Contractors Asphalt Plant Site.

- Mr. Austin Hebert with GIS Engineering stated he sent a proposal letter to Prairie Contractors last week. He is awaiting their response.

(c) Update on Hebert Shell & Limestone, Inc. new Lease Agreement and/or Amendment to Current Lease Agreement Regarding Lot 25 (1.00 acre) and Lots 26-28, 56-58, and 59B (6.580 acres) (former Estis Well Service Yard)

- Administrative Assistant, Joanna Durke, stated she will be sending this to Hebert Shell & Limestone to get signed.

(d) Discuss February 16, 2021 Regular Monthly Board Meeting. (Mardi Gras Holiday)

It was a consensus of the Board to reschedule the February Monthly Board Meeting for Tuesday, February 18, 2021.

(e) Announcements:

There were no announcements at the meeting.

XIV. ADJOURNMENT.

On a motion made by Commissioner Shane Walet and seconded by Commissioner Simieon d. Theodile the meeting was adjourned at 8:30 p.m.

SECRETARY-TREASURER

PRESIDENT