

**PORT OF IBERIA DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING - TUESDAY, DECEMBER 20, 2016  
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 Larry G. Rader, Board President, at the Port of Iberia Administrative Office, on Tuesday, December 20, 2016, at 5:35 P.M.

In attendance were Commissioners Larry G. Rader, President, Gene L. Jefferies, Vice-President, Roy A. Pontiff, Secretary-Treasurer, Elbridge "Smitty" Smith, III, Simieon d. Theodile, and Danny J. David, Sr.

Commissioner Mark Dore' was absent.

Also present were Craig F. Romero, Executive Director, Joanna D. Durke, Administrative Assistant, Tracy Domingue, Secretary-Bookkeeper 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, October 18, 2016.  
Regular Meeting November 15, 2016.**

**On a motion by Commissioner Gene L. Jefferies, seconded by Commissioner Elbridge "Smitty" Smith, III, the Commission approved the minutes of the Regular Meeting held on October 18, 2016 and the Regular Meeting held on November 15, 2016.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

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

- (a) Budget Summary for Five (5) Months Ending November 2016.**
- (b) Listing of Tenant Lease Billings.**
- (c) Listing of Boat Stall Lease Billings.**

- (d) Approve Payment of Bills & Checks Issued During Interim Period.**
- (e) Computer Summary of Lease Agreement Activity Sheet.**

Board President Larry Rader questioned whether the boat stall tenants had to maintain insurance in order to locate a vessel at the dock. Administrative Assistant Joanna Durke said each tenant had to maintain full marine and liability coverage with limits no less than \$100,000.00.

**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 December 2016, and ratify those paid during the interim period.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

### **III. ELECTION OF 2017 OFFICERS – PRESIDENT, VICE-PRESIDENT, SECRETARY-TREASURER.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Elbridge "Smitty" Smith, III, to open the nominations for Board President of the Port of Iberia District Board of Commissioners for the year 2017.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry G. Rader to nominate Commissioner Gene L. Jefferies, to serve as President of the Port of Iberia District Board of Commissioners for the year 2017.**

**There being no further nominations for President, a motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry G. Rader, and unanimously carried, that the nominations for President be closed, and further that Commissioner Gene L. Jefferies, be elected President of the Port of Iberia District Board of Commissioners for the year 2017 by acclamation.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Elbridge "Smitty" Smith, III, to open the nominations for Vice-President of the Port of Iberia District Board of Commissioners for the year 2017.**

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Gene L. Jefferies, to nominate Commissioner Roy A. Pontiff, to serve as Vice-President of the Port of Iberia District Board of Commissioners for the year 2017.

There being no further nominations for Vice-President, a motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Gene L. Jefferies, and unanimously carried, that the nominations for Vice-President be closed, and further that Commissioner Roy A. Pontiff, be elected Vice-President of the Port of Iberia District Board of Commissioners for the year 2017 by acclamation.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Roy A. Pontiff, to open the nominations for Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2017.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Gene L. Jefferies, to nominate Commissioner Elbridge "Smitty" Smith, III to serve as Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2017.

There being no further nominations for Secretary-Treasurer, a motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Gene L. Jefferies, and unanimously carried, that the nominations for Secretary-Treasurer be closed, and further that Commissioner Elbridge "Smitty" Smith, III, be elected Secretary-Treasurer of the Port of Iberia District Board of Commissioners for the year 2017 by acclamation.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**IV. MR. JUDE HEBERT, RESIDENTIAL AND COMMERCIAL DEVELOPER, CLECO, TO ADDRESS THE BOARD REGARDING THE RAM DESIGN, LLC FACILITY.**

Mr. Jude Hebert, Residential and Commercial Developer, Cleco, stated the RAM Design building does have full electricity, and permanent power. He would like to thank the Board and Executive Director for allowing them the opportunity to serve the RAM Design project.

**V. MR. GERALD GESSER, GESSER GROUP, APC TO ADDRESS THE BOARD ON:**

- (a) **LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (322) Port Improvements- Site Improvements – Tracts “K”, “L”, & “M”. Infrastructure Improvements – Tract “K” (Phase II of SPN H.011756) (LOGAN INDUSTRIES INTERNATIONAL CORPORATION – TRACT “K” – 10.61 ACRES).**

**{1} Update on Construction Project. (100% Complete)**

Mr. Gerald Gesser, Gesser Group APC, stated the Logan Project is 100% Complete. Substantial Completion was already given. The final inspection should be at the beginning of January which would close out the project officially.

- {2} Update on Substantial Completion – Building “A” Warehouse Only & Building “B” Office & Breeze Way (45-Day Clear Lien Period).**

**{3} Discuss/Approve Contractor’s Proposed Change Order No. 17.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize Change Order Number 17 regarding State Project Number H.011756(322) Port Improvements – Site Improvements – Tracts “K”, “L”, & “M”, Infrastructure Improvements Tract “K” (Phase II of SPN H.011756) (Logan Industries International Corporation Tract “K” – 10.61 Acres) as it relates to an increase of \$4,391.25 for additional cost to re-core 20 doors per owner’s direction; plates for lock covers on (2) doors; remove existing (7) stainless steel mirrors; Provide and install (7) 18”x36” channel framed mirrors; remove and relocate (1) existing parking bumper from limestone parking and install on concrete slab with rebar; install (3) yards of dirt at front of property for areas that have erosion; and the motion further authorizes the Board President to execute said Change Order Number 17 in accordance with the contract dated January 22, 2016; and motion further stipulates that the total revised contract amount is \$4,066,638.88; and motion further stipulates that Change Order Number 17 be forwarded to the LA Department of Transportation & Development for

review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**{4} Discuss/Approve Contractor's Application for Payment #11.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Contractor's Application for Payment #11 in the amount of \$7,480.30 to JC Construction LLC for the work performed November 8, 2016 thru November 28, 2016 regarding State Project Number H.011756 (322) Port Improvements – Site Infrastructure Improvements – Tract "K" (10.61 acres) (Phase II of SPN H.011756) Logan Industries International Corporation; in accordance with the contract dated January 22, 2016; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**{5} Discuss/Approve Contractor's Application for Payment No. 12 (Retainage).**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Contractor's Application for Payment #12 (Retainage) in the amount of \$203,112.38 to JC Construction LLC for the work performed November 8, 2016 thru November 28, 2016 regarding State Project Number H.011756 (322) Port Improvements – Site Infrastructure Improvements – Tract "K" (10.61 acres) (Phase II of SPN H.011756) Logan Industries International Corporation; in accordance with the contract dated January 22, 2016; contingent upon the clear lien certificate being received; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{6} Discuss/Approve Gesser Group Invoice No.14 (Final).**

**A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Invoice Number 14 (Final) in the amount of \$2,452.50 to Gesser Group, APC; for architectural services rendered regarding LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (322) Port Improvements – Site Improvements – Tracts “K”, “L”, & “M” Infrastructure Improvements – Tract “K” (Phase II of SPN H.011756) (Logan Industries International Corporation); contingent upon the clear lien certificate being received; in accordance with the contract dated August 26, 2015.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{7} Discuss/Approve Gesser Group Additional Services Invoice Number AS-21-LI.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Elbridge “Smitty” Smith, III, to approve and authorize the payment of Invoice Number AS-21-LI in the amount of \$656.70 to Gesser Group, APC; to cover Engineering Inspection performed by Berard, Habetz, & Associates, Inc. for the period October 17, 2016 thru October 30, 2016; regarding LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (322) Port Improvements – Site Improvements – Tracts “K”, “L”, & “M” Infrastructure Improvements – Tract “K” (Phase II of SPN H.011756) (Logan Industries International Corporation); in accordance with the contract dated August 26, 2015.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{8} Discuss/Approve Gesser Group Additional Services Invoice Number AS-22-LI.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number AS-22-LI in the amount of \$412.50 to Gesser Group, APC; to cover Engineering Inspection performed by Berard, Habetz, & Associates, Inc. for December 14, 2016; regarding LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (322) Port Improvements – Site Improvements – Tracts “K”, “L”, & “M” Infrastructure Improvements – Tract “K” (Phase II of SPN H.011756) (Logan Industries International Corporation); in accordance with the contract dated August 26, 2015.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore’.

And the motion was therefore passed on this the 20th day of December, 2016.

- (b) LA DOTD Port Construction & Development Priority Program: State Project Number H.011756(321) Port Improvements - Site Improvements - Tracts “K”, “L”, & “M”. Infrastructure Improvements - Tract “L” (Phase I of SPN H.011756) (RAM DESIGN, LLC - TRACT “L” - 18.13 ACRES).

**{1} Update on Construction Project (100% Complete)**

Mr. Gerald Gesser, Gesser Group, APC, reported the project is substantially complete.

**{2} Discuss/Approve Contractor’s Application for Payment #8.**

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Elbridge “Smitty” Smith, III to approve and authorize the payment of Contractor’s Application for Payment #8 in the amount of \$52,312.82 to Thomson Brothers Construction for the work performed November 11, 2016 thru December 12, 2016; State Project Number H.011756 (321) Port Improvements – Site Infrastructure Improvements – Tract “L” (Phase I of SPN H.011756) RAM Design (18.13 acres); in accordance w/contract dated March 10, 2016, contingent upon legal review; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.

Nays: None.

**Absent at Voting: Simieon d. Theodile and Mark Dore’.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{3} Discuss/Consider Change Order No. 12.**

**A motion was made by Commissioner Roy A. Pontiff, and seconded by Commissioner Danny J. David, Sr., to approve and authorize Change Order Number 12, regarding State Project Number H.011756(321) Port Improvements – Site Improvements – Tracts “K”, “L”, & “M”, Infrastructure Improvements Tract “L” (Phase I of SPN H.011756) (RAM Design LLC Tract “L” 18.13 acres) as it relates to an addition of \$2,582.00 to mobilize equipment, spread and compact fill dirt to construct an earth pad with 15’ clear opening space for installation of transformer per Cleco’s requirements; and the motion further authorizes the Board President to execute said Change Order Number 12 in accordance with the contract dated March 10, 2016; and motion further stipulates that Change Order Number 12 be forwarded to the LA Department of Transportation & Development for review and approval.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore’.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{4} Discuss/Approve Substantial Completion.**

**A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Gene L. Jefferies, to approve and authorize the Board President to execute the Certificate of Substantial Completion for the infrastructure improvements on Tract “L” for the LA DOTD Port Construction & Development Priority Program: State Project Number H.011756(321) Port Improvements - Site Improvements - Tracts “K”, “L”, & “M”. Infrastructure Improvements - Tract “L” (Phase I of SPN H.011756) (RAM DESIGN, LLC - TRACT “L” - 18.13 ACRES) on December 21, 2016 at 12:01 am; and motion further acknowledges that the 45-day Clear-Lien Period will commence upon the date of the Recordation of the Certificate with the Iberia Parish Clerk of Court’s Office.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore’.**

**And the motion was therefore passed on this the 20th day of December, 2016.**



**{5} Discuss/Approve Gesser Group Additional Services Invoice Number AS-20-RD.**

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number AS-20-RD in the amount of \$1,217.70 to Gesser Group, APC for additional services to cover engineering inspections performed by Berard, Habetz & Associates, Inc. for the period October 17, 2016 thru October 30, 2016; regarding LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (321) Port Improvements - Site Improvements - Tracts "K", "L", & "M". Infrastructure Improvements - Tract "L" (Phase I of SPN H.011756) (RAM DESIGN, LLC - TRACT "L" - 18.13 ACRES), in accordance with the Contract dated August 26, 2015.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**{6} Discuss/Approve Gesser Group Additional Services Invoice Number AS-21-RD.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize the payment of Invoice Number AS-21-RD in the amount of \$2,132.90 to Gesser Group, APC for additional services to cover engineering inspections performed by Berard, Habetz & Associates, Inc. for the period October 31, 2016 thru November 27, 2016; regarding LA DOTD Port Construction & Development Priority Program: State Project Number H.011756 (321) Port Improvements - Site Improvements - Tracts "K", "L", & "M". Infrastructure Improvements - Tract "L" (Phase I of SPN H.011756) (RAM DESIGN, LLC - TRACT "L" - 18.13 ACRES), in accordance with the Contract dated August 26, 2015.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(c) Update on the Maintenance and Repairs of the Central Gulf Shipyard Property Site Located at Tracts "A" & "B" and Lots 62 – 67.**

**{1} Update on Project.**

Mr. Gerald Gesser, Gesser Group, APC, stated he is still working on moving the project

forward. Port Attorney Ray Allain is working on Mr. Gerald Gesser's contract he drafted.

**VI. REPORT FROM MR. JOHN CHARPENTIER, SR. PROJECT MANAGER, BERARD, HABETZ AND ASSOCIATES, INC., ON:**

- (a) Update on Port TIF Port Project which Includes Infrastructure Improvements for the Drainage along Curtis Lane; Establishment of Roadside Staging Areas with Catch Basin for Installation to Accommodate a New Pipe Coating Facility, Rail Spur Rehabilitation, Perimeter Fencing, and Parking Lot.**

**{1} Update on Project.**

Mr. John Charpentier, Sr. Project Manager, reported the contractor is close to completion, should be completed within the next week. They would like Executive Director Craig Romero to do a walk through for the Port's view on the project so they could get any issues addressed before the contractor leaves.

**{2} Discuss/Approve Contractor's Application for Payment #9.**

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Elbridge "Smitty" Smith, III to approve and authorize the payment of Contractor's Application for Payment #9 in the amount of \$4,260.65 to Southern Constructors, LLC for the work performed November 1, 2016 thru November 30, 2016; Port TIF Port Project which includes infrastructure improvements for the drainage along Curtis Lane; Establishment of roadside staging areas with catch basin for installation to accommodate a new pipe coating facility, rail spur rehabilitation, perimeter fencing, and parking lot; in accordance w/contract dated February 11, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**{3} Discuss/Approve Change Order Number 9.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Gene L. Jefferies, to approve and authorize Change Order Number 9 regarding Port TIF Port Project which work as requested by the Bayou Companies for conflicts found with sewer utility lines which caused delays and additional work for Southern Constructors, LLC to install the drainage structures as per the contract documents as it relates to the addition of \$5,043.90; motion further adds Four (4) contract days to complete this work; motion further stipulates the Change Order reflects the "revised" total contract working days to 185 days; and

**motion further stipulates that the total revised contract amount is \$1,262,546.94; and the motion further authorizes the Board President to execute said Change Order Number 9 in accordance with the contract dated February 11, 2016.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{4} Discuss/Approve Change Order Number 10.**

**A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize Change Order Number 10 regarding Port TIF Port Project which work as requested by the Bayou Companies to perform work beyond the scope of work that is required in the contract documents as instructed by Berard, Habetz, & Associates as it relates to the addition of \$3,356.30; motion further adds Three (3) contract day to complete this work; motion further stipulates the Change Order reflects the "revised" total contract working days to 188 days; and motion further stipulates that the total revised contract amount is \$1,265,903.24; and the motion further authorizes the Board President to execute said Change Order Number 10 in accordance with the contract dated February 11, 2016.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

**{5} Discuss/Approve Berard, Habetz & Associates, Inc. Invoice.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Invoice Number 216522 for the period October 17, 2016 thru October 30, 2016, in the amount of \$4,771.50 to Berard, Habetz & Associates, Inc. for Additional Services regarding The Bayou Companies Facility Improvements Project (TIF Funding), in accordance with the Standard Form of Agreement Between Owner and Engineer for Professional Services regarding construction improvements to The Bayou Companies facility at the Port of Iberia; approved by the full Board on July 21, 2015.**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith,**

III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 216539 for the period October 31, 2016 thru November 27, 2016, in the amount of \$6,213.40 to Berard, Habetz & Associates, Inc. for Additional Services regarding The Bayou Companies Facility Improvements Project (TIF Funding), in accordance with the Standard Form of Agreement Between Owner and Engineer for Professional Services regarding construction improvements to The Bayou Companies facility at the Port of Iberia; approved by the full Board on July 21, 2015.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(b) Update on Intersection Improvements to the Corner of David Berard Road/Weeks Island Road.**

**{1} Update on Project (Bids Received).**

Mr. John Charpentier, Berard, Habetz, & Associates, reported bids were received on November 30, 2016. There were three (3) contractors who submitted bids (Glenn Lege Construction, Inc.; Merrick, LLC; and Cecil Perry Improvements, LLC). Glenn Lege Construction, Inc. is the lowest responsible bidder with a total base bid of \$191,698.50. The bids have been reviewed and submitted to Port Attorney Ray Allain. Port Attorney Ray Allain stated he has not personally examined the bids but he is relying on the Engineer's Certification and recommendation. Administrative Assistant Joanna Durke asked Mr. John Charpentier what would the retainage for this project be. He stated this project will have a 10% retainage since the project is under \$500,000.00.

**{2} Update on Engineer's Evaluation/Recommendation of Bids.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Roy A. Pontiff, to accept and award the Port of Iberia District, David J. Berard Rd./Weeks Island Rd. Intersection Improvements Project, to the lowest responsible bidder Glenn Lege Construction, Inc. with a base bid of \$191,698.50.

This motion having been submitted to a vote, the vote thereon was as follows:  
Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.  
Nays: None.  
Absent at Voting: Simieon d. Theodile and Mark Dore'.  
And the motion was therefore passed on this the 20th day of December, 2016.

**{3} Discuss/Approve Berard, Habetz & Associates, Inc. Invoice.**  
A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Elbridge "Smitty" Smith, III to approve and authorize the payment of Invoice Number 216530 in the amount of \$2,643.00 to Berard, Habetz & Associates, Inc. for the professional services rendered November 7, 2016 thru November 20, 2016 regarding Intersection Improvements to the Corner of David J. Berard Road/Weeks Island Road; in accordance with the contract dated July 19, 2016.

This motion having been submitted to a vote, the vote thereon was as follows:  
Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.  
Nays: None.  
Absent at Voting: Simieon d. Theodile and Mark Dore'.  
And the motion was therefore passed on this the 20th day of December, 2016.

**VII. REPORT FROM MR. JAY LEBLANC, P.E., CB&I, ON:**

- (a) **LA DOTD Port Construction & Development Priority Program:  
Phase II of State Project Number 578-23-0018/H.009021(322) Port-Site Bulkhead Relocation Phase II A- Bulkhead 12A (for the AGMAC Bulkhead Relocation & Design Project (Public Property).**  
**{1} Update on Substantial Completion – Bulkhead 12A (45-Day Clear Lien Period).**

Mr. Jay Leblanc reported the contractor has finished the last of the punch list items. Final inspection has been scheduled for January 10, 2017 with DOTD (weather permitting).

**{2} Discuss/Consider Completed and Outstanding Punch List Items.**

**{3} Discuss/Approve Contractor Request for Pay App No. 15 (Retainage).**

A motion was made by Commissioner Roy A. Pontiff, and seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Contractor Payment Application Number 15 (Retainage) in the amount of

\$264,451.64 to Coastal Bridge, LLC. for the Port Site-Bulkhead Relocation Phase II A Project (Bulkhead 12A – Public Dock), SPN 578-23-0018/H.009021 (322) for the period December 1, 2016 thru December 31, 2016 in accordance with contract dated May 7, 2015; pending final inspection; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore’.

And the motion was therefore passed on this the 20th day of December, 2016.

**{4} Discuss/Approve CB&I Invoice.**

A motion was made by Commissioner Elbridge “Smitty” Smith, III, and seconded by Commissioner Danny J. David, Sr., to approve and authorize payment of Invoice Number 262266 in the amount of \$3,660.50 to CB&I Coastal, Inc. (f/k/a Shaw Coastal, Inc.), for the period October 31, 2016 thru December 2, 2016 (Bulkhead 12A – Public Dock) regarding Engineering During Construction and Resident Project Inspection (100% reimbursable to POI by DOTD), regarding AGMAC Project Management in accordance with the contract between the POI and Shaw Coastal, Inc., dated September 3, 2002 and Amendment Number 13 (Project Management) dated December 16, 2014.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore’.

And the motion was therefore passed on this the 20th day of December, 2016.

**VIII. REPORT FROM MR. ZACK AUTIN, P.E. OF GIS ENGINEERING, LLC ON:**

- (a) LA DOTD Port Construction & Development Priority Program:  
Phase III of State Project Number 578-23-0018 / H.009021 (323) Port-Site Bulkhead Relocation Phase II A – Bulkhead 12B (POI Public Dock – Port Canal) for the AGMAC Bulkhead Relocation & Design Project (Public Property).

**{1} Update on Construction of Bulkhead 12B.**

Mr. Zack Autin reported Notice to Proceed was Thursday, December 15, 2016. Construction isn’t scheduled to begin until Friday, January 13, 2017.

**{2} Discuss/Approve GIS Engineering, LLC Invoice.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr. to approve and authorize the payment of Invoice Number 70000247 in the amount of \$15,346.57 to GIS Engineering, LLC for the period November 2016 which includes preparation and attendance pre-construction meeting, setup of SharePoint site for project, contractor training of SharePoint duties, review of submittals, preparation of issued for construction project documents, DOTD coordination; in accordance with the contract dated March 1, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(b) Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, & 7} (Private Property).**

**{1} Update on Final Design of Bulkheads 1, 6, & 7.**

Mr. Zack Autin reported the final design, plans, and specs have been submitted to Executive Director Craig Romero for the Board to go over. After the plans are approved by the Board, they will submit to LA DOTD for their approval then issue the project for bid.

**{2} Discuss/Approve GIS Engineering, LLC Invoice.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Elbridge "Smitty" Smith, III to approve and authorize the payment of Invoice Number 70000242 in the amount of \$40,348.00 to GIS Engineering, LLC for the period November 2016 which includes final bulkhead design, final design report, development of Issued for Bid Project Plans and Specifications, final design submittal, coordination of Right-of-Entry/Consent to Construction Documents, coordination with Atmos Pipeline Company on 10' waiver, final cost estimate; in accordance with the contract dated February 16, 2016 and Amendment #3 dated November 15, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(c) Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {11, 13, & 14} (Private Property).**

**{1} Update on Construction of Bulkheads 11, 13, & 14.**

Mr. Zack Autin reported removal of structure and obstructions are complete at Bulkhead 11, Silt Fencing is complete, Excavation area behind North Bulkhead excavated is complete, Helical Anchor performance & Proof Load testing is ongoing, and sheet piling template installation is ongoing.

**{2} Discuss/Approve Contractor Pay App No. 6.**

A motion was made by Commissioner Gene L. Jefferies, and seconded by Commissioner Roy A. Pontiff, to approve and authorize the payment of Contractor Payment Application Number 6 in the amount of \$169,829.05 to Coastal Bridge, LLC. for the Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, 7, 11, 13, and 14} (Private Property) for the period November 1, 2016 thru November 30, 2016 in accordance with contract dated April 27, 2016; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge “Smitty” Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore’.

And the motion was therefore passed on this the 20th day of December, 2016.

**{3} Update on Status of Substantial Completion for Bulkhead 14 (45-Day Clear Lien Period).**

**{4} Update on Status of Substantial Completion for Bulkhead 13 (45-Day Clear Lien Period).**

Mr. Zack Autin reported the contractor submitted the construction surveys and as-built drawings for Bulkheads 13 & 14 and they are in the process of reviewing them. Once they are approved they will schedule the final inspection.

**{5} Discuss/Approve GIS Engineering, LLC Invoice.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Roy A. Pontiff, to approve and authorize the payment of Invoice Number 70000243 in the amount of \$19,816.12 to GIS Engineering, LLC for the period November 2016 which includes construction administration and oversight, site visits, substantial completion coordination for Bulkheads 13 & 14, submittal, FRI, NCR, and contractor payment application processing, monthly construction progress meeting with tenants and contractor, resident project representation; in



accordance with the contract dated February 16, 2016 and Amendment #3 dated November 11, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(d) Port-Site Bulkhead Relocation Project Phase II-B (Phase II) – Private Bulkhead 11B (Private Property).**

**{1} Update on Preliminary Design of Bulkhead 11B (As per Amendment No. 3 dated November 16, 2016).**

Mr. Zack Autin reported they had a site visit with the owner of this bulkhead on November 8, 2016 to discuss design criteria for this project. Over the last month they have been working on the preliminary design of the new features of this project, as well as preparing a preliminary set of drawings and report. They hope to have the preliminary design submittal to the Port at the February 2017 meeting.

**{2} Discuss/Approve GIS Engineering, LLC Invoice.**

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70000244 in the amount of \$3,563.37 to GIS Engineering, LLC for the period November 2016 which includes preliminary design plans and report, design of mooring dolphins, gathering of data, coordination with owner on preliminary design criteria; in accordance with the contract dated February 16, 2016 and Amendment #3 dated November 11, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**(e) Status of the Louisiana Port Construction & Development Priority Program SPN H.011928 "East & West Yard Expansion & Site Improvements Project (Transfer of Ownership of a Building Located on Tract "A" (28.567 acres) Located on the Port Expansion Phase I Property Site.**

There was no update on the above agenda item.

- (f) **Update on Reapplying for the Port of Iberia District's USACE Standard Permit NO. MVN-1997-03709-WY and Extension of the Port of Iberia District's LA DNR Coastal Use Permit No. P20100265 (Amended) for:**

- {1} Port of Iberia Proposed Maintenance Dredging & Bulkhead Installation & Maintenance. (T13 & 14S – R6E); Rodere, Commercial & Port Canals, Iberia Parish, LA**

Mr. Zack Autin reported all necessary authorizations from DNR and the USCAE for the permits have been received. The permit was split into two (2) per request by the LA DNR. The first permit is for general maintenance dredging of the canals to -13 as well as all bulk heading activities. The second permit is for dredging of the three barge loadout areas in the Port to an elevation of -20. The USACE permit authorization combines the two permits. The work on this task is complete.

- (g) **Update on the 2017-2018 Capital Outlay Application.**

Mr. Zack Autin reported Mr. Oneil Malbrough has spoken with Mrs. Sharon Balfour and she also submitted a Capital Outlay Application for \$5M in Priority 1 in the first year and \$5M in second year.

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

There was no update on the above agenda item.

- {2} Discuss/Consider Amendment No. 2 to GIS Engineering, LLC Contract.**

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the Board President to execute Amendment Number 2 to the GIS Engineering, LLC AGMAC General Engineering & Consulting Services Contract (dated January 20, 2016) in the amount of \$65,000.00 bringing the total upset limit to \$147,137.50 which includes for Professional Services on a Time & Material basis on an "as needed" basis by the Port of Iberia or its designee.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

- {3} Discuss/Approve GIS Engineering, LLC Invoices.**

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of

Invoice Number 70000245 in the amount of \$5,840.00 to GIS Engineering, LLC for the period October 1, thru November 30, 2016 for Capital Outlay application coordination, ethics board review, and project coordination for Capital Outlay, in accordance with the contract effective date of January 20, 2016 and Amendment No. 2 dated December 20, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Invoice Number 70000246 in the amount of \$11,422.50 to GIS Engineering, LLC for the period October 1, 2016 thru November 30, 2016 for permitting, preparation and review and Addendum, comments to permit, in accordance with the contract effective date of January 20, 2016 and Amendment No. 2 dated December 20, 2016.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Simieon d. Theodile and Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

#### **IX. REPORT FROM PORT ATTORNEY ON:**

- (a) AWS Lease Agreement & Collection of Unpaid Rental.**
- (b) Central Gulf Shipyard Lease Agreement & Collection of Unpaid Rental.**
- (c) LBC Port Judgement/Collection of Money due the Port of Iberia.**

Port Attorney Ray Allain reported all cases have been filed and we are waiting for responses from the defendants.

#### **X. REPORT FROM EXECUTIVE DIRECTOR ON:**

- (a) Discuss/Consider Engaging Ms. Carmel Breaux, President, Norris Insurance Consultants, Inc., to Enter into a Contract for a Proposal for Insurance Consulting Services for the Port of Iberia District as it Relates to General Liability, Automobile Liability and Physical Damage, Workers Compensation, Umbrella Liability, Public Official Errors & Omissions Liability, Crime, Boiler & Machinery, Inland**

**Marine, Equipment Floater and Building & Contents and Flood.**

Ms. Carmel Breaux, President, Norris Insurance Consultants, Inc., stated that the first year she was hired, in 2015, the savings the Board saw from the work that she had done was \$20,663.00. She stated not only did the Board see the savings, but they also saw better coverages to the current program the Board had in place when she started. The past year, 2016, the savings were \$14,819.00. Ms. Carmel Breaux stated what she is seeing in the market place is Liability, in a whole, is starting to decrease rates. She is not sure what the Port businesses have been. On the property side, she is still seeing decreases in rates. Last year she saw about a 10% decrease for the Port on the Property Premium. She is hoping to see that or more this year because the past year she was averaging about 14% decrease. Ms. Carmel Breaux stated she would agree to a contract in the amount of \$9,000.00 per year for the next two (2) years.

**A motion was made by Commissioner Gene L. Jefferies, and seconded by Commissioner Danny J. David, Sr. to approve and authorize the Board President to execute a Contract for a Proposal for Professional Services - Insurance Advisor (dated January 1, 2017) between Norris Insurance Consultants, Inc. and the Port of Iberia District regarding insurance consulting services as it relates to property-liability insurance for the Port of Iberia District, and motion further approves that the fee for the consulting services is \$9,000.00 per year for the next two years (2017 & 2018).**

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

**Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Danny J. David, Sr.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile and Mark Dore'.**

**And the motion was therefore passed on this the 20th day of December, 2016.**

- (b) Discuss/Consider Ninth Amendment of Lease Agreement b/t the Port of Iberia District and Dynamic Industries, Inc. Regarding the Acquisition of an Existing Fabrication Bldg on Tract "A" (28.56 Acres).**

Executive Director Craig Romero reported that the Ninth Amendment is complete and has been forwarded to Dynamic Industries. The transfer of the building has also been prepared by the Port Attorney.

- (c) Update on an Agreement b/t the Port of Iberia District and Moreno Properties Two, LLC. Regarding Approximately 106 Acres of Available Property located at the Dynamic Industries West Yard (former Unifab Site).**

**{1} Executive Director Negotiations with Prospective Tenants Regarding Available Property located at the Dynamic**

**Industries West Yard (former Unifab Site); Contingent Upon  
the Receipt of the Necessary Approvals.**

There was no update on the above agenda item.

- (d) Update on Appraisal Report in Summary Format Being Prepared by  
John A. Foti, MAI, with John A. Foti & Associates on the Following:  
{1} Henry Bernard Property Located Behind the POI  
Administrative Office.**

There was no update on the above agenda item.

- (e) Executive Director's Monthly Report.**

Executive Director Craig Romero reported Parker Drilling possibly had three (3) of their barge rigs going to work in the beginning of February or March of 2017. The Greater Iberia Parish Chamber of Commerce has chosen the Bayou Companies to be recognized at their Annual Banquet.

- (f) Announcements.**

\*\*\*POI Christmas/New Year Holiday Schedule.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Simieon d. Theodile to approve the Port of Iberia Christmas and New Year Holiday Schedule as being Friday, December 23, 2016, Monday, December 26, 2016, Friday, December 30, 2016, and Monday, January 2, 2017.

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

Yeas: Larry G. Rader, Gene L. Jefferies, Roy A. Pontiff, Elbridge "Smitty" Smith, III, Simieon d. Theodile, and Danny J. David, Sr.

Nays: None.

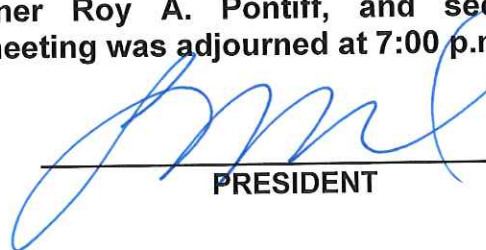
Absent at Voting: Mark Dore'.

And the motion was therefore passed on this the 20th day of December, 2016.

**XII. ADJOURNMENT.**

On a motion made by Commissioner Roy A. Pontiff, and seconded by Commissioner Danny J. David, Sr. the meeting was adjourned at 7:00 p.m.

  
\_\_\_\_\_  
SECRETARY-TREASURER

  
\_\_\_\_\_  
PRESIDENT