

**PORT OF IBERIA DISTRICT BOARD OF COMMISSIONERS  
REGULAR MONTHLY MEETING  
WEDNESDAY, MARCH 24, 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 Wednesday, March 24, 2021, at 5:30 P.M.

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

There were no Commissioners absent.

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

Thus, with a quorum being acknowledged, Commissioner Elbridge “Smitty” Smith, III. recited the opening prayer and the Pledge of Allegiance.

**I. APPROVAL OF MINUTES– Regular Meeting-February 18, 2021.  
Special Meeting- March 4, 2021.  
Special Meeting- March 9, 2021.**

**On a motion by Commissioner Mark Dore’, and seconded by Commissioner Patrick Broussard the Commission approved the minutes of the Regular Meeting held on Thursday, February 18, 2021.**

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

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

**Nays: None.**

**Absent at Voting: Simieon d. Theodile.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**On a motion by Commissioner Patrick Broussard, and seconded by Commissioner Roy A. Pontiff the Commission approved the minutes of the Special Meeting held on Thursday, March 4, 2021.**

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

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

**Nays: None.**

**Absent at Voting: Simieon d. Theodile.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

On a motion by Commissioner Elbridge “Smitty” Smith, III, and seconded by Commissioner Shane Walet the Commission approved the minutes of the Special Meeting held on Tuesday, March 9, 2021.

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

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

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

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

**(a) Budget Summary for Eight (8) Month Ending February 2021.**

- Commissioner Roy A. Pontiff suggested that the Port needs to include a special line item to include Gesser Group’s Small Repair Projects.

**(b) Listing of Utility Breakdown as it Relates to Electricity, Water, and Natural Gas.**

**(c) Listing of Tenant Lease Billings for 2021.**

- Mrs. Joanna Durke stated that Diversified Materials is unable to pay at this time. Commissioner Roy A. Pontiff suggested charging Diversified Materials late fees.
- Mrs. Joanna Durke stated that Parker Drilling’s balance is not due until July 1, 2021.
- Mrs. Joanna Durke stated that Rigid Constructors balance will get paid within the next few days.
- Mrs. Joanna Durke stated that Sea Shell’s check is in the mail.
- Mrs. Joanna Durke stated that Crosby Construction paid half of their rent and the remaining half will be paid at the end of March 2021.
- Mrs. Joanna Durke stated that Bayou Bowman will be sending a check for their open balance.

**{1} Update on Request made by Ram Design (Joulon) (Email dated December 22, 2020)**

- Mrs. Joanna Durke stated that Ram Design has signed the lease for the former Diamond Offshore property and she will be sending an updated invoice to include March. The lease will be effective April 1<sup>st</sup>.

**{2} Discuss/Consider Authorization for Board President to Execute Lease Agreement for Lots 7, 8, 15, and 16 b/t Ram Design, LLC (Joulon) and the Port of Iberia District.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to approve and authorize the Board President to execute the Lease Agreement between Ram Design, LLC (Joulon) and the Port of Iberia District for Lots 7, 8, 15, & 16 (total of 6.43 acres).**

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

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

**Nays: None.**

**Absent at Voting: Simieon d. Theodile.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

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

- Mrs. Joanna Durke stated that she will be contacting the Tenants regarding outstanding balances.

**(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 February 2021, 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., Roy A. Pontiff, Shane Walet, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: Simieon d. Theodile.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**III. Discuss Findings & Recommendations from the Policies & Procedures Committee Meeting Held on Friday, February 26, 2021.**

**(a) Discuss and Review Listing Agreement Between Max J. Derbes, Inc. and the Port of Iberia for Marketing Vacant Port Properties.**

**(b) Discuss Adding Future Parcels.**

- Commissioner Shane Walet presented the Board with a spreadsheet for an example per say if Seadrill & Turner Industries were to go through Max Derbes showing the various costs.
- Mr. Ray Allain stated that they had made changes and one of the changes is that the commission is only payable to Max Derbes once the Port has been paid.
- Commissioner Roy A. Pontiff stated that if the Port adds the .36% or .4% on top of the annual lease rate, then the Port would make the money back if the tenant would stay the full term.
- Mr. Bryce French stated that they would do thorough reviews & evaluate the tenant's credit situation to make sure they are in a good financial situation to be able to carry the lease to term.
- Commissioner Mark Dore' stated that the Port has a fixed 6% that they have been using, and should stay with the 6% and just modify if needed.

- Mr. Happy Davis with Max Derbes stated that the goal is to minimize the risk and maximize the return.
- Commissioner Patrick Broussard questioned the first sentence on the second page of the Listing Agreement and wanted to be sure that Mr. Craig Romero would still be involved with the negotiations. Mr. Bryce French of Max Derbes stated that the language simply means that the Port would not hire another brokerage firm. The decision is the Port's weather to accept the offer of the tenant or to reject it.
- Commissioner Shane Walet questioned that if the tenant is already there but wants to do improvements, how is the lease rate adjusted. Mr. Bryce French stated that if the tenant comes from Max Derbes & the Port makes improvements, Max Derbes will participate in the lease adjustments. If the tenant does their own improvements, then Max Derbes does not participate.
- Commissioner Shane Walet questioned if the Listing Agreement would need to be signed every time a property is added to the Addendum. Mr. Bryce French of Max Derbes stated that the Listing Agreement would get signed once. The Addendum is just to have the listing of the properties the Port wants Max Derbes to market.
- Commissioner Shane Walet questioned the turnaround time for Max Derbes to put a property on the market. Mr. Bryce French stated that they will have someone come out to the Port and take aerial video and photography of the property to put together to show prospective tenants. Mr. Bryce French stated that it would take approximately Three (3) weeks to have something that is comfortable for both Max Derbes and the Port.
- Mr. Bryce French stated that there is a tremendous amount of momentum right now for the Port to make a marketing statement with the Dredging Project and the Turner Industries Announcement Ceremony.

**A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Shane Walet to approve and authorize the Board President to execute the Listing Agreement with Max J. Derbes and the Port of Iberia District effective April 1, 2021 with 30 days reserve to complete Addendum A and the Port's reserve listing by the Executive Director.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**IV. Report from Mrs. Carmel Breaux, President, Norris Insurance Consultants, Inc., Regarding the Port of Iberia District's, 2021 Annual Insurance Renewals and Request for Proposals:**

**(1) (May 12, 2021 Renewal):**

**General Liability, Automobile Liability and Physical Damage, Umbrella Liability, Public Official Errors & Omissions Liability, Crime, Boiler & Machinery, Inland Marine, Equipment Floater and Building & Contents.**

- Mrs. Carmel Breaux presented the Board with Two (2) spreadsheets; Workers Compensation Insurance and Flood Insurance.
- Mrs. Carmel Breaux stated that she is in the process of doing RFP's on General Liability, Liability for Auto, Property, and Public Officials' renewal. The quotes are due back on April 6, 2021. Mrs. Carmel Breaux stated that she has Four (4) agents involved in this process. She stated that she feels like she will receive from more than just the Port's current agent. She also stated that on April 6<sup>th</sup> she will know what the numbers will look like & will come present to the Board in April.
- Mrs. Carmel Breaux stated that the Workers Compensation premium is \$3,614.00. This is about a \$140 decrease from last year.
- Mrs. Carmel Breaux recommended that the Port authorize the renewal for Workers Compensation with LWCC for the \$3,614.00.

**A motion was made by Commissioner Elbridge "Smitty" Smith, III., seconded by Commissioner Simieon d. Theodile to approve and authorize the renewal of the Port's Workers Compensation Insurance with LWCC for 2021 with the annual premium of \$3,614.00.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: Shane Walet.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**(2) (April 1, 2021 Renewal):  
Flood Insurance; Workers Compensation.**

- Mrs. Carmel Breaux stated that there is a total of 25 flood policies.
- Mrs. Carmel Breaux stated that she is recommending to renew the April 1, 2021 policies for the total of \$60,341.00.
- Mrs. Carmel Breaux stated that the premium for 2020 was \$59,024.00. This is about a \$1,300.00 increase.
- Mrs. Carmel Breaux discussed the Column 2021 Premium with increased deductibles. Mrs. Carmel stated that she asked Brown & Brown for a quote on increasing the deductible on properties that do not carry the maximum \$500,000.00 limit on building coverage to \$5,000.00. If the building had maximum 500,000 coverage to quote increasing the deductible to 50,000.00.
- Mrs. Carmel Breaux stated that if the Board would increase the deductibles like she has presented then the premium would drop to \$51,362.00.
- Mrs. Carmel stated that it does not make sense to increase the deductible on all the buildings where they carry on to the 5,000. Mrs. Carmel Breaux gave an example using the Administrative Office. Mrs. Carmel Breaux stated that by increasing the deductible to 5,000, comparing the premium with the deductible of 1,250, the Port is only saving about \$600.00.

- Mrs. Carmel Breaux stated that what does make sense is that the Port has Two Buildings; one Superior Building & one Chart Building, that have the maximum building coverage at 500,000, increasing these to the 50,000 deductibles being it is a significant savings. Mrs. Carmel also stated that if the Port would renew the policies as is and just increase the deductible on those two buildings the premium for this renewal would be \$52,809. This is Mrs. Carmel Breaux's recommendation for the Port to do.

**A motion was made by Commissioner Elbridge "Smitty" Smith, III., seconded by Commissioner Roy A. Pontiff to approve and authorize the Port's 2021 Annual Renewal of Flood Premium's for the total amount of \$60,341.00 as presented.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: Shane Walet.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**V. Report from Mr. Mickey Bellott, Royal Security Solutions, Inc. on:**

**(a) Security Camera Locations on David Berard Road and Frank's International.**

- Mr. Mickey Bellott of Royal Security Solutions, Inc. stated that electricity poles went up last week.
- They are currently waiting on wireless equipment.
- They are also waiting on the power company and Cajun Broadband.

**(b) Discuss/Consider Approval of a Partial Payment on Proposal Number 210117 dated January 15, 2021, Regarding AC Powered Security Cameras with Solar Backup.**

**A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 20210059 in the amount of \$17,105.00 to Royal Security Solutions, Inc. as Partial Payment of Proposal Number 210117 dated January 15, 2021 regarding AC Powered Security Cameras with Solar Backup 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

- (c) **Discuss/Consider Approval of Proposal Number 210322 dated March 22, 2021 Regarding the Replacement of Security Cameras and Update Software at the POI Marina Area.**

**A motion was made by Commissioner Elbridge “Smitty” Smith, III, seconded by Commissioner Simieon d. Theodile to approve and authorize Proposal Number 210322 dated March 22, 2021 from Royal Security Solutions, Inc. Regarding the Replacement of Security Cameras and Update Software at the POI Marina Area.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**VI. Report from Mr. Gerald Gesser, Gesser Group, APC on:**

- (a) **Proposed Facility Inspection**  
**{1} Discuss/Consider Gesser Group’s Proposal.**

It was a consensus of the Board to send Gesser Group’s Proposal to the Port Development and Maintenance Committee for review.

- (b) **Port of Iberia Small Repairs Projects**  
**{1} Status Report for the “You Are Here” Port Sign Installation by Crosby Construction Services Located on David Berard Road.**

- Mr. Gerald Gesser stated that the stakes are up, he will get with Mr. Craig Romero to see if it is where it needs to be.

- {2} Status Report for Utility Meters**  
**(Cleco, Lawco, Atmos, Entergy, Acadiana Waste).**

- Mr. Gerald Gesser presented a spreadsheet of all the meters to the Board.
- Mr. Gerald Gesser stated that the Two (2) large bills he sees is one for about \$700.00 that powers 72 street lights, and the other for about \$300.00 that is for the Port Administrative Office.
- Mr. Gerald Gesser stated that there are Two (2) meters he would like to remove; the first is on the North Yard behind HIS, the second is in the yard at Seadrill.
- Mr. Gerald Gesser stated that Entergy understands that some meters were on vacant property and they will be giving the Port a credit for the charges that the Port has paid but not actually used.

**{3} Discuss/Consider Queen City Plumbing's Inv. #27580.**

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment to Queen City Plumbing for Invoice Number 27580 in the amount of \$170.00 regarding services to drain water lines from freeze.

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

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

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**{4} Discuss/Consider Gesser Group's Inv # 09-POI-SRP.**

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Roy A. Pontiff to approve and authorize the payment of Invoice 09-POI-SRP to Gesser Group, APC in the amount of \$7,070.45 for small repairs projects requested by Executive Director.

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

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

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**(c) Hurricane Laura & Delta Storm Damages**

**{1} Status Report on Hurricane Laura Flood Damage.**

- Mr. Gerald Gesser stated that Two (2) Buildings at All Points were pressure washed. This invoice was approved at the February Monthly Meeting. This cost comes out of the insurance claim that was received for flood damage.

**{2} Status Report on Hurricanes Laura & Delta FEMA Applications.**

- Mr. Gerald Gesser stated that Jenna, Tracy, Mr. Craig Romero, and himself have been participating in weekly follow-up calls with Patrick Wilson of FEMA.
- Mr. Gerald Gesser stated he will be submitting all of the documents on the limestone yards tomorrow morning. He is receiving documentation from vendors to support the cost.

**{3} Discuss/Consider Gesser Group's Inv # 07-POI-HLSD.**

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 07-POI-HLSD to Gesser Group, APC in the amount of \$10,360.00 for the period

February 11, 2021 thru March 10, 2021 for architectural services provided from Hurricane Laura Storm Damages.

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

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

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**VII. 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 of GIS Engineering, LLC presented the spreadsheets to the Board.

**Report from Mr. Austin Hebert of GIS Engineering on:**

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

(Phase IV of SPN H.011928).

**(a) Update on Status of Project.**

- Atmos Energy has completed the gas line installation.
- Once natural gas line is live and generator is plumbed to the meter, contractor will test generator.
- Once generator is tested, GIS will conduct a final inspection to close out project.

**{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.**

- Contractor has replaced all damaged crane rail bolts along the alignment and completed their task of welding all new clips along the crane rails as of today.
- CASE has performed their first Two (2) inspections and is scheduled to conduct their final inspection to capture the work done in Bay 1.

**(b) Discuss/Consider Approval of Acadiane' Renovations,  
Ltd. Application for Payment No. 6.**

**A motion was made by Commissioner Shane Walet, seconded by Commissioner Simieon d. Theodile to approve and authorize the payment of Payment Request Number 6 to Acadiane' Renovations, Ltd. in the amount of \$69,165.70 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 February 6, 2021 thru March 1, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 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.**

- All lighting in Building B3 has been installed and terminated.
- Preferred Electric installed conduit on the new end wall to power overhead doors and exterior lighting.
- All Four (4) exterior flood lights that were incorporated through Change Order 6 have been installed.
- All Eight (8) security cameras have been installed on the interior and the exterior of the building.
- Generator hookup and testing remains.

**(b) Discuss/Consider Approval of Preferred Electric Application for Payment No. 7.**

**A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy A. Pontiff to approve and authorize Application for Payment Number 7 to Preferred Electric, Inc. in the amount of \$22,191.41 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 February 1, 2021 thru February 28, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 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 completed interior pressure washing in Bay 5.
- Concrete pressure washing in Bays 1-4 is the last remaining item and is currently ongoing.

**(b) Discuss/Consider Acadiane' Renovations Payment Application No. 8.**

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Elbridge "Smitty" Smith, III. to approve and authorize Application for Payment Number 8 to Acadiane' Renovations, Ltd. in the amount of \$13,100.00 for East & West Yard Expansion & Site improvements Building B Bay 5 Repairs and Renovations Project Phase Vg of SPN H.011928 for the period February 2, 2021 thru March 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**(c) Discuss/Consider Approval of Change Order No. 3.**

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize Change Order Number 3 regarding SPN H.011928 (325g) East & West Yard Expansion & Site Improvements Project Building B Bay 5 Repairs and Improvements as it relates to an increase of \$90,726.78 for the installation of 22 10'W X 42'H Louvered Flood Vents and Site Grading; the revised contract amount is \$895,281.93; and motion further adds 176 contract days with a revised completion date of May 3, 2021; and motion further authorizes the Board President to execute said Change Order Number 3, and forward to LA DOTD for review and approval.

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

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

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**(d) Discuss/Consider Approval of Partial Substantial Completion with Contingency.**

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Shane Walet to accept and approve Partial Substantial Completion of the Project regarding Acadiane Renovations, Ltd. Building B Bay 5 Repairs and Improvement Phase Vg of SPN H.011928 (325g); in accordance with the contract dated June 5, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 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.**

- Installed and waxed floors and installed floor board trim in Building B-2.
- Installed all HVAC components and lighting in both downstairs bathrooms.
- Began coating the exterior of Building B-2.
- Installed the 8’x8’ rollup door in the B-2 Warehouse.
- Installed all bathroom fixtures.
- Applied the final coat of paint in the Building B-2 office space.
- Installed all internet access points and coordinated with Seadrill IT to set up server and camera display.

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

**A motion was made by Commissioner Elbridge “Smitty” Smith, III, seconded by Commissioner Roy A. Pontiff to approve and authorize Application for Payment Number 4 to Acadiane’ Renovations, Ltd. in the amount of \$99,593.61 for East & West Yard Expansion & Site improvements Building B Multipurpose Facilities & Small Warehouse Project Phase Ve of SPN H.011928 (325e) for the period February 2, 2021 thru March 1, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**(c) Discuss/Consider Request for Approval of Change Order No. 3.**

**A motion was made by Commissioner Elbridge “Smitty” Smith, III, seconded by Commissioner Mark Dore’ to approve and authorize Change Order Number 3 regarding SPN H.011928 (325e) East & West Yard Expansion & Site Improvements Project Building B Multipurpose Facilities & Small Warehouse as it relates to a credit of \$509.00 for Hallow Metal Doors and Frames based on Revisions made, layer of 3/4” Plywood for 2<sup>nd</sup> floor Multipurpose Addition, installation of additional Support Post, and Platform Repair; the revised contract amount is \$686,303.66; and**

**motion further adds 21 contract days with a revised completion date of March 25, 2021; and motion further authorizes the Board President to execute said Change Order Number 3, and forward to LA DOTD for review and approval.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**(e) Discuss/Consider the Approval of Partial Substantial Completion with Contingency.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Shane Walet to accept and approve Partial Substantial Completion of the Project regarding Acadiane Renovations, Ltd. Building B Multipurpose Facilities & Small Warehouse Phase Ve of SPN H.011928 (325e); in accordance with the contract dated November 17, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

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

- Poured concrete runners in Bays 1-4
- Saw cut the control joints to match and will apply sealant in the upcoming weeks.

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

- All work for this project has been completed
- Contractor has been granted substantial completion and has submitted their Clear Lien Certificate.

**(b) Discuss/Consider Approval of Garden City Construction Application for Payment Number 5 (Retainage).**

A motion was made by Commissioner Shane Walet, seconded by Commissioner Patrick Broussard to approve and authorize Application for Payment Number 5 (Retainage) to Garden City Construction, Co., Inc. in the amount of \$28,293.00 for East & West Yard Expansion & Site Improvements Building B Site Improvements, Project Phase Vf of SPN H.011928 for Retainage; 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**(c) Clear Lien Certificate.**

A Clear Lien Certificate was presented to the Board.

**{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 has installed all gutters and downspouts.
- Overhead doors have been installed and tested.
- Continued to address punch list items.

**(b) Discuss/Consider Approval of Frisco Industrial Contractors, LLC Application for Payment Number 6.**

A motion was made by Commissioner Mark Dore', seconded by Commissioner Elbridge "Smitty" Smith, III. to approve and authorize Application for Payment Number 6 to Frisco Industrial Contractors, LLC in the amount of \$312,258.90 for East & West Yard Expansion & Site Improvements Building B Steel Repairs & Installation Project Phase Vc of SPN H.011928 (325c) for the period February 1, 2021 thru February 26, 2021; 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.

Nays: None.

Absent at Voting: None.

And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.

**(c) Discuss/Consider Approval of Change Order No. 4.**

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize Change Order Number 4 regarding SPN H.011928 (325c) East & West Yard Expansion & Site Improvements Project Building

**B Steel Repairs and Installation as it relates to an increase of \$84,304.00 for the installation of 32 Ruskin 120” W X 42” H Louvered Flood Vents; the revised contract amount is \$1,223,957.24, and Motion further adds 136 contract days with a revised completion date of May 7, 2021; and motion further authorizes the Board President to execute said Change Order Number 4, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**(d) Discuss/Consider Approval of Partial Substantial Completion with Contingency.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Patrick Broussard to accept and approve Partial Substantial Completion of the Project regarding Frisco Industrial Contractors, LLC Building B Steel Repairs and Installation Phase Vc of SPN H.011928 (325c); in accordance with the contract dated August 28, 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**{9} Discuss/Approve GIS Engineering, LLC February Invoice Number 70005559 POI West Yard Expansion.**

**A motion was made by Commissioner Elbridge “Smitty” Smith, III, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70005559 to GIS Engineering, LLC in the amount of \$87,319.25 for the period February 1, 2021 thru February 28, 2021 which includes February activities construction admin, Project Rep, and reimbursables; 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

- {10} Discuss/Consider Approval of a Quote Received from Commercial Signs dated February 3, 2021 Regarding the Seadrill Commercial Building Sign.**

**A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy A. Pontiff to authorize and approve Commercial Signs Quote dated February 3, 2021 for the Seadrill Commercial Building Sign in the amount of \$12,956.00; and motion further stipulates that Seadrill will be responsible for the payment of the commercial sign through their additional lease rental payments to the Port of Iberia District.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

- (b) Report from Port Attorney on:**

**{1} Status/Update on POI West Yard**

- (c) Report from Executive Director on:**

**{1} Status/Update on POI West Yard.**

There was no action taken on the above Agenda items (b & c).

**VIII. 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.**

- Mr. Oneil Malbrough stated that Mrs. Joanna Durke spoke with Brandi Fontenot of the LA DOTD and Ms. Fontenot verified that the dredging and the purchase of the property will be reimbursed. Mrs. Joanna Durke stated that the Port has \$1.969 Million allocated for dredging, and the purchase of the land was allocated for \$770,000 which would equate to approximately \$2.739 Million. The Port will also receive their share of 90%, which would be \$2,465,947.00.
- Mr. Oneil Malbrough stated that they are talking to a local contractor to get prices on the dredging.

- (b) 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".**

**{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. Oneil Malbrough brought signed copies of the contract for this project that the Board approved at last month’s meeting.
- GIS Engineering conducted topographic and hydro surveys of the project area and began generating cross- sections for the proposed bulkhead & rip rap alignment.
- GIS continued work on the design drawings and specifications, and worked to finalize the project layout and design criteria.
- Estimated cost of Construction is \$3,250,000.00.
- Design features include:
  - Steel sheet pile tie-back wall system with No. 18 tie-rods.
  - 40 ft. Wide concrete apron to match other bulkheads throughout the Port.
  - Bankline stabilization lined with 130 lb. rip rap.

**(c) AGMAC Project General Engineering and Consulting Services:**

**{1} Update on Status of AGMAC Project.**

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

- Mr. Oneil Malbrough stated that they have an existing maintenance permit to dredge other slips if the Port has extra money if the Port would like to dredge the public slips. (Ex. Central Gulf) Mr. Oneil Malbrough also stated that he will have more information at the next monthly meeting.
- GIS environmental team prepared weekly and monthly permit updates.
- GIS Environmental Team coordinated with USACE.
- Reviewed permit issuance status and updated tracking sheets.
- Coordinated Freshwater Bayou permitting.
- Worked on Capital Outlay Budget and Tracking sheet.

**{3} Discuss/Approve GIS Engineering, LLC February Invoice No. 70005557 for General Engineering & Consulting Services.**

**A motion was made by Commissioner Shane Walet seconded by Commissioner Mark Dore’ to approve and authorize the payment of Invoice Number 70005557 to GIS Engineering, LLC in the amount of \$1,450.00 for the period February 1, 2021 thru February 28, 2021; 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., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge “Smitty” Smith, III, Patrick Broussard, and Mark Dore’.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

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

- Project team is currently addressing final mark-ups on plans and specifications and currently working on Pipeline Plan Sheets that will be incorporated into the Construction Plan Set.

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

- LDNR
  - LDNR has issued the Coastal Use Permit.
- The Army Corps of Engineers
  - 408 Review is completed with “No Comments”. The Corps is finalizing the permit.

**{3} AGMAC Dredging Project – Pipeline Coordination.**

**❖ Shell Pipeline (Zydeco Pipeline)**

**(a) Update on Pipeline Relocation.**

- Initial work permit has been received.
- The amended Coastal Use Permit has been submitted for additional work space for stopple fittings. The permit has not been received as of today’s date.
- Shell’s general contractor for pipeline relocation is Sunland Construction. Start date is scheduled for April 14, 2021.
- Moving of the pipe is scheduled to be completed by June 21<sup>st</sup>.

**❖ Boardwalk (Texas Gas)**

**(a) Update on Pipeline Relocation.**

- Pipeline relocation is ongoing.
- Contractor has completed all boring work and the pipeline has been pulled back across Commercial Canal.
- Tie-in fabrication along both the East and West banks of Commercial Canal is ongoing.
- Boardwalk pipeline is anticipated to be back in service by April 15, 2021.

**❖ Kinder Morgan (Tennessee Gas)**

**(a) Update on Pipeline Relocation.**

- Permit was applied for on December 28, 2020.
- Kinder Morgan’s general contractor for pipeline relocation is Sunland Construction. Start date is scheduled for April 5, 2021.

**(b) Discuss Email Dated March 15, 2021 from Mr. Rick Sellers, Sr., Land and Right of Way Agent, Kinder Morgan Regarding an Amendment of Right of Way Agreement between Tennessee Gas Pipeline Company, LLC and the Port of Iberia District.**

- Mr. Oneil Malbrough stated that GIS Engineering has received a Right-of-Way document for the Kinder Morgan pipeline. The pipeline is on Frank's property and comes out on the other side which is Prairie Construction that is leased from the Port. There are Two (2) 50ft Right-of-Ways. Mr. Oneil Malbrough stated that he received a drawing from Mr. Craig Romero for his review and comments. Mr. Oneil Malbrough also stated that they are moving the northern part of the Right-of-Way. Mr. Oneil Malbrough stated that the first thing he needs to do is see where the pipeline will be coming out and where the Right-of-Way is on the leased property. Mr. Oneil Malbrough stated they have received a copy of the leases with Ben Leblanc and Prairie Construction from Mrs. Joanna Durke. The Right-of-Way change will be taking place on those two properties.
- Mr. Oneil Malbrough stated he will prepare a line map and a google map as soon as he can.

❖ **Energy Transfer**  
(a) **Update on Pipeline Matting.**

- Energy Transfer is currently working on a Reimbursement Agreement with the Port of Iberia.
- Evaluating soil conditions and looking into acquiring soil borings in the vicinity of their 20" gas line.
- Currently conducting a pipeline stress analysis to evaluate the option of possibly lowering their pipeline.
- Site visit by Geoengineers, Inc. is scheduled for Thursday (pending weather conditions).

{4} **Survey and Right-of-Way Update.**

❖ **Discuss/Consider Laperouse Abstract Company Letter Proposal dated March 18, 2021, Regarding Existing AGMAC Right-of-Ways.**

**A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Shane Walet to approve and authorize the Proposal from Laperouse Abstract Company dated March 18, 2021 regarding existing AGMAC Right-of-Ways. This motion having been submitted to a vote, the vote thereon was as follows:**

**Yeas: Shane Walet, Simieon d. Theodile, and Patrick Broussard.**

**Nays: Danny J. David, Sr., Roy A. Pontiff, Elbridge "Smitty" Smith, III., and Mark Dore'**

**Absent at Voting: None.**

**And the motion therefore failed on this the 24<sup>th</sup> day of March, 2021.**

{5} **Discuss/Approve GIS Engineering, LLC February Invoice Number 70005558 for AGMAC Phase I Dredging Project.**

**A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Simieon d. Theodile to approve and authorize the payment of**

**Invoice Number 70005558 to GIS Engineering, LLC in the amount of \$51,638.68 for the period of February 1, 2021 thru February 28, 2021 which includes weekly coordination meetings with Shell, Boardwalk, and Kinder Morgan; prepare and attend meeting with Craig Romero to review pipeline relocation issues, prepare and attend conference call with Energy Transfer on pipeline relocation, review dredge alignment and plan sheets, and revise design plans and pipeline drawings.**

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

**Yeas: Danny J. David, Sr., Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Elbridge "Smitty" Smith, III, Patrick Broussard, and Mark Dore'.**

**Nays: None.**

**Absent at Voting: None.**

**And the motion was therefore passed on this the 24<sup>th</sup> day of March, 2021.**

**IX. 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.**

Mr. Ray Allain stated that the Port is still in the legal position to take action if necessary.

**(b) Update on Demand Letter Regarding Coastal Construction Repairs to Two (2) POI Bulkheads which were Damaged by Coastal Construction.**

- Mr. Ray Allain stated that this is being monitored by GIS Engineering.
- Austin Hebert of GIS Engineering stated that Coastal Construction cut the damaged sections on the North. Austin Hebert also stated that hopefully they will be finished by the end of the week.
- Mr. Ray Allain stated that the Port is still holding funds for Coastal Construction until they complete the repairs.

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

**(a) Appraisal of Omega Property.**

- Mr. Craig Romero stated that the appraiser went out today and spent about 6 hours measuring and looking at the quality of the facility.
- The appraisal will be completed by the end of this month.
- Mr. Craig Romero stated he spoke with Jimmy Shea who owns 40 acres on the side of the Omega property.
- Mr. Craig Romero stated that the total of the Two (2) properties is 82 acres.
- He stated that it would not pay to go appraise the Shea property unless Omega likes the Port's offer.

**(b) Turner Industries Group, LLC**

- The Board of Commissioners congratulated the Port staff on the organization of the Turner Industries Announcement Ceremony.

**(c) Notice of Chapter 11 Bankruptcy Case Received by the POI.**

- Mr. Craig Romero stated that he is still waiting on the letter from Seadrill's Legal department.
- Mr. Craig Romero stated that he talked to the Attorney General about hiring special council. The Attorney General told Mr. Craig Romero that if the Port decides to hire someone to send him the agreement and he will review and approve it.

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

- Mr. Austin Hebert of GIS Engineering stated that he sent a proposal letter and he tried calling Mr. Troy Bollich. He has not heard back.

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

Mr. Craig Romero stated that Todd Vincent with Sellers and Associates, Inc. was supposed to come present to the Board of Commissioners about a cement wall that can be done with FEMA Hazard Mitigation Money. Mr. Craig Romero stated that he invited Todd Vincent to come to the April Board meeting to present to the Board.

Mr. Ray Allain handed out a memorandum dated March 24, 2021 about Bayou Companies Environmental. Mr. Ray Allain stated that there are some issues there. He stated the Port has a limited period time to take legal action if necessary.

**(f) Announcements.**

**\*\*\* Tier 2.1 Annual Personal Financial Disclosure Statement due on or before May 15, 2021.**

**\*\*\* Ethics Training due by June 30, 2021.**

**XI. ADJOURNMENT**

**On a motion made by Commissioner Roy A. Pontiff, and seconded by Commissioner Mark Dore' the meeting was adjourned at 8:32 p.m.**

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**BOARD PRESIDENT**

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**SECRETARY-TREASURER**