

**PORT OF IBERIA DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING - TUESDAY, APRIL 15, 2014  
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 Mark Dore', Board President, at the Port of Iberia Administrative Office, on Tuesday, April 15, 2014, at 5:30 P.M.

In attendance were Commissioners Mark Dore', Board President, Danny J. David, Sr., Secretary-Treasurer, Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Commissioners Mike Resweber was absent.

Also present were Roy Pontiff, Executive Director, Joanna Durke, Administrative Assistant, Holly Breaux, Secretary-Bookkeeper, and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Larry Rader recited the opening prayer and the Pledge of Allegiance.

**I. APPROVAL OF MINUTES**

On a motion by Commissioner Larry Rader, seconded by Commissioner Millie Martinez, the Commission approved the minutes of the Regular meeting held on Tuesday, March 18, 2014.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

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

- (a) Budget Summary for Nine (9) Months Ending March 2014.
- (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
- (f) Status of Invoices Report.

A motion was made by Commissioner Gene Jefferies, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of bills for April, 2014, and ratify those paid during the interim period.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

III. PRESENTATION BY: REPRESENTATIVES TAYLOR F. BARRAS (DISTRICT 48); SIMONE CHAMPAGNE (DISTRICT 49); TERRY C. LANDRY, SR., (DISTRICT 96) AND MIKE HUVAL (DISTRICT 46); AND SENATORS FRED H. MILLS, JR. (DISTRICT 22); AND R. L. "BRET" ALLAIN, II (DISTRICT 21); REGARDING THE ACADIANA GULF OF MEXICO ACCESS CHANNEL (AGMAC) BULKHEAD RELOCATION PROJECT.

This Agenda item was tabled for a future Port of Iberia District Board of Commissioners Board Meeting.

IV. RATIFICATION OF RENEWAL OF CERTIFICATE OF DEPOSIT.

A motion was made by Commissioner Frank Minvielle, seconded by Commissioner Danny J. David, Sr., to approve and ratify the renewal of Certificate of Deposit Number 40000326801 which matured on March 25, 2014, with Iberia Bank, for twelve (12) months at the rate of 0.05% and 0.05% A.P.Y., for the Louisiana Machinery/WPS Security Deposit, in accordance with the Lease Agreement with the Port of Iberia District.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

V. UPDATE ON DIAMOND OFFSHORE MANAGEMENT COMPANY REGARDING DIAMOND OFFSHORE MANAGEMENT COMPANY(TENANT) TO DEMOLISH AN EXISTING PORT-OWNED BUILDING ON LOT 9 AND REBUILDING IN ACCORDANCE WITH THE DESIGN PLANS FOR DIAMOND OFFSHORE DATED OCTOBER 2013 PREPARED BY PAUL TESSIER & ASSOCIATES.

(a) Discuss/Consider Authorization for Board President to Execute a Right-of-Way (5' in Width) and Easement Agreement between the Port of Iberia District and Atmos Energy Corporation.

A motion was made by Commissioner Frank Minvielle, seconded by Commissioner Millie Martinez, to approve and authorize the Board President to execute a Right-of-Way (5' in Width) and Easement Agreement (natural gas line to be relocated) between the Port of Iberia District and Atmos Energy Corporation regarding the Diamond

Offshore Management Company (Tenant) demolishing an existing Port-Owned Building located on Lot 9 and rebuilding in accordance with the Design Plans for Diamond Offshore dated October 2013 as prepared by Paul Tessier & Associates; and motion further acknowledges that the Port Attorney has reviewed and approved the Right-Of-Way and Easement Agreement.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

**VI. REPORT FROM MR. O'NEIL MALBROUGH & MR. GLENN LEDET, CB&I, ON:**

- (a) LA DOTD Port Construction & Development Priority Program:  
State Project Number 578-23-0018/H.009021(321) Port-Site Bulkhead Relocation Phase II A-(for the AGMAC Bulkhead Relocation & Design Project (Public Property).

{1} Status of Dynamic Site Bulkheads 3, 4, and 4A and Chart Energy & Chemical Bulkhead 2.

{2} Discuss/Approve Contractor's Application for Pmt. No. 10.

A motion was made by Commissioner Frank Minvielle, seconded by Commissioner Gene Jefferies, to approve and authorize Contractor's Application for Payment Number 10 in the amount of \$30,746.56, to Coastal Bridge Company, LLC for the period March 1, 2014 thru March 31, 2014 in accordance with the Contract dated February 6, 2013, regarding the LA DOTD Port Construction & Development Priority Program: State Project Number 578-23-0018/h.009021(321) Port-Site Bulkhead Relocation Phase II A- Bulkheads 2 thru 4a(for the AGMAC Bulkhead Relocation & Design Project (Public Property)); 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: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

- {3} Report from Port Attorney on:  
❖ Update on Mr. Murphy Foster, Breazeale Sachse and Wilson, "Co-Counsel" for the POI District.

A motion was made by Commissioner Gene Jefferies, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 287352 in the amount of \$562.50, to Breazeale Sachse and Wilson, L.L.P. for the period January 2014, regarding Mr. Murphy Foster, Attorney representing the Port of Iberia District as "Co-Counsel" for the Port-Site Bulkhead Relocation Phase II A Project {578-23-0018/H.009021(321)}.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

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

A motion was made by Commissioner Larry Rader, seconded by Commissioner Gene Jefferies, to approve and authorize payment of Invoice Number 1717914-R8-00541 in the amount of \$45,101.50, to Shaw Coastal, Inc., for the period February 1, 2014 thru March 31, 2014 (reimbursable to POI by DOTD), regarding the AGMAC Bulkhead Relocation Project Phase IIA (for engineering during construction and resident project representation on Bulkheads 2,3,4,&4A) in accordance with the contract between the POI and Shaw Coastal, Inc., dated September 3, 2002 and Amendment Number 19 dated March 18, 2014.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

- (b) LA DOTD Port Construction & Development Priority Program:  
State Project Number 578-23-0018/H.009021(322) Port-Site Bulkhead Relocation Phase II A-(for the AGMAC Bulkhead Relocation & Design Project (Public Property).

{1} Update on the Advertisement for Bids for the Public Bulkheads (#12 POI Public Dock) and the Engineer's Certificate Project is Ready to Advertise.

{2} Discuss/Approve CB&I Invoice.

A motion was made by Commissioner Frank Minvielle, seconded by Commissioner Danny J. David, Sr., to approve and authorize payment of Invoice Number 784782-R8-00501 in the amount of \$4,040.50, to Shaw Coastal, Inc., for the period March 1, 2014 thru March 31, 2014 (Design of Bulkhead 12 - Public

Dock)(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 12 (Project Management) dated December 17, 2013.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

- (c) Report on Port Millennium Expansion Phase II Project.
  - {1} Update on Contractor's Application for Payment Number 11 (Partial Retainage) & Final Acceptance of Project.

Discussion ensued and there was no action taken on this Agenda item.

- (d) Status of the AGMAC Project.
  - {1} Discuss/Approve CB&I Invoice.

A motion was made by Commissioner Millie Martinez, seconded by Commissioner Larry Rader, to approve and authorize payment of Invoice Number 784783-R8-00501 in the amount of \$4,903.00, to Shaw Coastal, Inc., for the period March 1, 2014 thru March 31, 2014 (on-site field trip with the LA DOTD to look at bulkheads at the Port; coordinating and attending meetings)(not 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 12 (Project Management) dated December 17, 2013.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

VII. Discuss and Consider the Recruitment Process for the Hiring of a New Executive Director due to the Current Executive Director Retiring August 31, 2014.

- {1} Status Report on Administrative Assistant's Telephone Interviews with Top Five (5) Candidates Determined in 2012 Regarding if the Candidates are Still Interested in the Executive Director's Position.
- {2} Update on Mr. Raymond Bernard's Submission of his Resume' to the Port of Iberia District Board of Commissioners.

A motion was made by Commissioner Gene Jefferies, seconded by Commissioner Millie Martinez, to interview the two (2) applicants: Mr. Bo Ethridge and Mr. Raymond Bernard, Jr., who have both expressed an interest in a possible "Interim" Director Position due to the Current Executive Director Retiring August 31, 2014; and motion further authorizes that the interviews be performed at a Policies and Procedures Committee Meeting to be scheduled before the Board's May 20, 2014 Regular Monthly Meeting.

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

Yeas: Mark Dore', Danny J. David, Sr., Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: Larry G. Rader.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

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

- (a) Discuss/Consider a Request from Mr. Bob Fruge', President/CEO of Big Friendly Marine LLC regarding a Landlord Waiver relative to an Equipment Lease Agreement between Utica Leaseco, LLC and Big Friendly Marine, L.L.C. (Lots 23-26).

A motion was made by Commissioner Frank Minvielle, seconded by Commissioner Gene Jefferies, to approve and authorize the Board President to execute the Landlord Waiver relative to an equipment Lease Agreement between Utica Leaseco, LLC and Big Friendly Marine, L.L.C. (Lots 23-26) at the Port of Iberia; and motion further acknowledges that Port Attorney has reviewed and approved the Landlord Waiver as presented.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

- (b) Discuss/Consider a Request by All Points Equipment Company to Engage Mr. Marc Berard, P.E., Berard, Habetz and Associates, Inc. To Make Building Modifications to Building "G" Located on Lots 77-82.  
\*\*\*If approved, following completion of construction of the building modifications, Tenant shall submit to the Port within ninety (90) days after substantial completion, one (1) complete set of "As Built" Drawings showing the precise location and dimensions of the building modifications, particularly any underground utilities or other facilities in the course of the construction improvements.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Danny J. David, Sr., to approve and authorize the Board President to execute an Agreement between All Points Equipment Company, Berard, Habetz, and Associates, Inc., and the Port of Iberia District providing the Port's consent for All Points Equipment Company to make modifications to Building "G" (construction of a removable wall section to accommodate the removal of large projects and reinstallation upon completion of large project) located on Lots 77-82 at the Port of Iberia; and motion further approves the tenant's (All Points Equipment) request that Mr. Marc Berard, P.E., Berard, Habetz and Associates, Inc., be engaged as the engineer to effect the project, with All Points Equipment Company being responsible for the cost of approximately \$35,000.00 for the building modifications; and motion further includes that following completion of construction of the building modifications, Tenant shall submit to the Port within ninety (90) days after substantial completion, one (1) complete set of "As Built" Drawings showing the precise location and dimensions of the building modifications, particularly any underground utilities or other facilities in the course of the construction improvements; and furthermore, this motion authorizes that all is contingent upon the review and approval of the Port Attorney.

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

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, Millie Martinez, Frank Minvielle, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Mike Resweber.

And the motion was therefore passed on this the 15th day of April 2014.

- (c) Lease Agreement Between LBC Port, LLC & the Port of Iberia District Regarding Tract "K" (15.61 acres), Tract "L" (14.37 acres), and Tract "M" (18.77 acres) Located on the POI Millennium Expansion Phase II Property Site.

- {1} Update on the Preparation and Submission of an Application to the LA DOTD Port Construction & Development Priority Program for Assistance in the Implementation of a Port Improvement Project; for the Construction of a Fabrication Building, Bulkhead, Fencing, Concrete Apron and Access Roads.

Discussion ensued and there was no action taken on this Agenda item.

- (d) Update on National Oilwell Varco, L.P. First Refusal Agreement Regarding Tract "R" (2.88 acres) and Tract "S" (10.92 acres) Located on the POI Millennium Expansion Phase II Property Site.

- {1} Discuss/Consider Lease Agreement Between National Oilwell Varco, L.P. and the Port of Iberia District Regarding Tract "R"

(2.88 acres) and Tract "S" (10.92 acres) Located on the POI Millennium Expansion Phase II Property Site and Authorize the Board President to Execute the Lease Agreement.

- {2} Update on the Preparation and Submission of an Application to the LA DOTD Port Construction & Development Priority Program for Assistance in the Implementation of a Port Improvement Project; for the Construction of Buildings and a Bulkhead.

Discussion ensued and there was no action taken on this Agenda item.

- (e) Status of the Repairs being Performed by Frank's Casing Crew & Rental Tools, Inc. Regarding the Damaged Power & Fiber Lines of the Port's Security Camera's Located at Frank's Casing Crew & Rental Tools, Inc.

Discussion ensued and there was no action taken on this Agenda item.

- (f) Announcements.

\*\*\*AAPA Commissioners Seminar – June 3-5, 2014, Seattle, WA

\*\*\*Finance Committee Meeting Scheduled: Wednesday, May 14, 2014 at 12:00 p.m.

#### IX. ADJOURNMENT.

On a motion made by Commissioner Frank Minvielle, seconded by Commissioner Larry Rader, the meeting was adjourned at 6:55 p.m.

  
SECRETARY-TREASURER

  
PRESIDENT