

**PORT OF IBERIA DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING - TUESDAY, MARCH 21, 2017  
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 Gene L. Jefferies, Board President, at the Port of Iberia Administrative Office, on Tuesday, March 21, 2017, at 5:30 P.M.

In attendance were Commissioners Gene L. Jefferies, President, Roy A. Pontiff, Vice-President, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Commissioners Elbridge "Smitty" Smith, III and Simieon d. Theodile were 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 Roy A. Pontiff recited the opening prayer and the Pledge of Allegiance.

**I. APPROVAL OF MINUTES – Regular Meeting, February 21, 2017.**

**On a motion by Commissioner Roy A. Pontiff, seconded by Commissioner Larry G. Rader, the Commission approved the minutes of the Regular Meeting held on February 21, 2017.**

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

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

**(a) Budget Summary for Eight (8) Months Ending February 2017.**

Commissioner Roy A. Pontiff asked that we change the Budgetary Line Item named "Dock Subcontractor" to something different for the next budget (FY July 1, 2017 thru June 30, 2018).

**(b) Listing of Tenant Lease Billings.**

Commissioner Roy A. Pontiff requested Superior's 2017 invoice amount be added to the 2017 Listing of Tenant Lease Billings.

**(c) Listing of Boat Stall Lease Billings.**

**{1} Port Attorney Letter Notifying Mr. Timothy Chesson of the LeBlanc Marine, LLC Proposal Regarding the Removal and Disposal of Submerged Sailboat in Marina Slip #5.**

Port Attorney Ray Allain stated he sent Mr. Timothy Chesson a letter with the estimate from LeBlanc Marine, LLC, and asked Mr. Timothy Chesson to contact him pointing out that the Port didn't have the authority to finance for him the cost of removal and that he might want to take a look at the estimate to see if he could get someone else to do the work at a lower cost, but the Port can't finance it. The Port can pay to have it removed and get a judgement against him. Port Attorney Ray Allain hasn't heard anything from him as of this date.

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

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore', to approve and authorize the payment of bills for March 2017, and ratify those paid during the interim period.

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

Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

**(e) Computer Summary of Lease Agreement Activity Sheet.**

There was no activity to report.

**III. MR. BEN LEBLANC, PRESIDENT, LEBLANC MARINE, LLC. TO ADDRESS THE BOARD REGARDING A REQUEST TO ENTERGY TO REMOVE OVERHEAD POWER LINES.**

Mr. Ben LeBlanc, LeBlanc Marine, LLC, stated he met with Entergy on moving some powerlines off of Rex J. Champagne Road. These powerlines used to feed the Hulin property that Mr. Ben LeBlanc took over years ago. In the past ten (10) years, Mr. Ben LeBlanc has been leasing the property, and the powerlines have not been used for power. Mr. Ben LeBlanc stated that since the Port made the expansion, the cranes are going really close to the powerlines which are still hot. Mr. Ben LeBlanc is asking, since the powerlines are on the Port's property, for approval from the Board to remove the powerlines and Entergy would have the right, if another tenant would come in the future,

to put the powerlines back up. Mr. Larry Rader asked who would absorb the cost and Mr. Ben LeBlanc stated there would be no cost. Entergy would remove the lines and the assets that are theirs would cover the cost.

**A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Mark Dore' to approve and authorize Entergy to remove the powerlines located on Port Property being leased by LeBlanc Marine (as depicted in Leblanc Marine's email dated March 20, 2017); and motion further authorizes the Executive Director to execute any documents regarding same; and motion further acknowledges that Entergy be allowed to put the powerlines back up and service the location in the future if another tenant were to require services.**

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**IV. MRS. CARMEL BREAUX, PRESIDENT, NORRIS INSURANCE CONSULTANTS, INC. TO ADDRESS THE BOARD REGARDING THE PROPOSALS RECEIVED ON TUESDAY, MARCH 7, 2017; 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.**

**{1} Norris Insurance Consultants, Inc. Spreadsheet Depicting Improvements and Savings to the POI.**

Ms. Carmel Breaux, President, Norris Insurance Consultants, Inc. addressed the board. She presented and went over spreadsheets depicting the results of the quotes opened on Tuesday, March 7, 2017. There were Five (5) insurance agents interested in submitting Request for Proposals; however, only Three (3) agents provided quotes (Brown & Brown, Schwing Insurance, and DJW Insurance). It is noted that Flood Insurance premiums are regulated by the Federal Government (NFIP). It is also noted that Lloyd's of London Insurance Carrier (proposal presented by Schwing Insurance Agency) is only offered to Port's. Lengthy discussion ensued.

**A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Danny J. David, Sr., to approve and award the Port of Iberia District's General Liability, Automobile Liability, and Physical Damage, Umbrella Liability, Public Official Errors & Omissions Liability, Crime, Boiler & Machinery, Inland Marine, Equipment Floater and Building & Contents to Schwing Insurance in accordance with the RFP received March 7, 2017 for the Port's annual insurance renewal period April 1, 2017 through April 1, 2018; and motion further**

approves and awards the Port of Iberia District's Workers Compensation and Flood Insurance to Brown & Brown of Louisiana in accordance with the RFP received March 7, 2017 for the Port's annual insurance renewal period April 1, 2017 through April 1, 2018; and motion further approves and authorizes the following: {1} a commitment of Three (3) years with Schwing Insurance Agency (Lloyd's of London insurance carrier) in the amount of \$134,029.00 realizing a reduction of 5% of the premium; and motion further acknowledges that additional premiums may increase in costs if the Port were to add additional property in the future.

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

Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

**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} Status Report.

(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} Status Report.

Mr. Gerald Gesser, Gesser Group APC, reported both of the projects were complete and the projects were accepted by the Board. The documents have been delivered to Mr. Teddy Babin and Mr. Teddy Babin would be going over them with his engineer. A meeting has been scheduled on Tuesday, March 28, 2017 at 10:00 am at the Port Administrative office with Mr. Teddy Babin, Mrs. Stephanie Lejeune, and other DOTD personnel.

Mr. Gerald Gesser, Gesser Group APC, publically thanked Administrative Assistant Joanna Durke for helping him put the DOTD documents together.

- (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, reported he was able to get Two (2) of the contracts (Rodney Kern – Kerne Construction Inc. and Tilden Bonin – Tilden A. Bonin Contractor, Inc.) signed and the contracts were emailed to Port Attorney Ray Allain on the morning of Tuesday, March 21, 2017. Mr. Gerald Gesser asked the Commission to approve starting the project contingent upon Mr. Ray Allain's review and approval of what was sent to him. Mr. Ray Allain stated he received the contracts and was able to look over them and the contracts have been approved by him.

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to approve and authorize the Board President to execute the contracts between the Port of Iberia and Tilden A. Bonin Contractor, Inc. and between the Port of Iberia and Kern Construction Inc.; and motion further states to approve and authorize the Board President to execute the contract between the Port of Iberia and Dixie Electric, Inc. once approved by the Port Attorney.**

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**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} Discuss/Approve Contractor Pay App #11 (Retainage).**

**A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry G. Rader to approve and authorize the payment of Contractor's Application for Payment #11 (Retainage) in the amount of \$68,152.04 to Southern Constructors, LLC for the work performed January 1, 2017 thru March 3, 2017; 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**{2} Clear Lien Certificate Provided.**

**{3} Discuss/Adopt a Resolution Project Acceptance.**

**A motion was made by Commissioner Mark Dore', seconded by Danny J. David, Sr. to adopt the following:**

## **RESOLUTION - PROJECT ACCEPTANCE**

**PARISH OF IBERIA**

### **RESOLUTION**

**WHEREAS**, the Port of Iberia District Board of Commissioners contracted with Southern Constructors, LLC on February 11, 2016 to complete a Port TIF Project (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 with the current bid laws of the State of Louisiana, including, but not limited to R.S. 38:2211, et seq; and

**WHEREAS**, the Contract between the Port of Iberia District Board of Commissioners and Southern Constructors, LLC has been successfully completed.

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 21<sup>st</sup> day of March, 2017, the Contract is hereby accepted by the Port of Iberia District Board of Commissioners effective Tuesday, March 21, 2017.

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the Resolution was therefore adopted on this the 21st day of March, 2017.**

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

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 217042 for the period January 9, 2017 thru February 5, 2017, in the amount of \$2,015.00 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

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

**{1} Update on Project (Status on Meeting with Port Businesses to Inform Them About the Project).**

Mr. John Charpentier, Berard, Habetz, & Associates, reported that a meeting was held on Thursday, March 9, 2017 at the Port Administrative Office with the tenants that utilize David J. Berard Road. Mr. John Charpentier reported the meeting was well attended by the representatives of the businesses. At the meeting, each business was given a packet of information which included a contact list, drawings, and project schedule. At the end of the meeting, this information was emailed to the representative as well. The construction for the diversion lane has started. Mr. John Charpentier stated the communication has been very good with the businesses and the engineers.

**{2} Update on Contract Documents Regarding Glenn Lege Construction, Inc.**

There was no update on the above agenda item.

**{3} Discuss/Approve Berard, Habetz & Associates, Inc. Invoices.**

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 217041 in the amount of \$2,453.86 to Berard, Habetz & Associates, Inc. for professional services rendered through February 5, 2017 (Basic Engineering Services) 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 217040 in the amount of \$515.00 to Berard, Habetz & Associates, Inc. for additional services rendered from December 19, 2016 thru January 8, 2017; regarding the Intersection Improvements to the Corner of David J. Berard/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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

- (c) Discuss/Approve Berard, Habetz & Associates, Inc. Invoice regarding miscellaneous tasks performed in accordance with Master Services Agreement.

A motion was made by Commissioner Larry G. Rader; seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 217055 in the amount of \$4,382.50 to Berard, Habetz & Associates, Inc. for Professional Services rendered from December 19, 2016 thru February 5, 2017; in accordance w/ "Master Services Agreement" approved by the Board January 20, 2015, regarding professional services rendered.

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

Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

VII. REPORT FROM MR. JAY LEBLANC, 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} Discuss Submittal of DOTD Required Project Closeout Documents.**

Mr. Jay LeBlanc, CB&I, is in the process of compiling everything that is required from the LA DOTD. Once everything is prepared they will submit to the LA DOTD.

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

A motion was made by Commissioner Roy A. Pontiff, and seconded by Commissioner Mark Dore', to approve and authorize payment of Invoice Number 299421 in the amount of \$5,224.00 to CB&I Coastal, Inc. (f/k/a Shaw Coastal, Inc.), for the period January 30, 2017 thru February 23, 2017 (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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

Mr. Jay LeBlanc, CB&I, reported that the engineering portion of the project came in \$5,108.45 under budget.

**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, GIS Engineering, LLC, presented a PowerPoint presentation reporting the helical anchor failure test was complete and the helical anchor installation is on-going.

**{2} Discuss/Approve Contractor Pay App No. 3.**

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Contractor Pay Application No. 3 in the amount of \$104,384.76 to Larry Doiron, LLC. for the 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) for work accomplished from February 1, 2017 thru February 28, 2017 in accordance with contract dated November 15, 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

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

**A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry G. Rader, to approve and authorize the payment of Invoice Number 70000348 in the amount of \$23,621.93 to GIS Engineering, LLC for the period February 2017 which includes construction administration and oversight, site visits, submittal, RFI, and contractor payment application processing, resident project representation, coordination and oversight for helical anchor failure testing; in accordance with the contract dated March 1, 2016.**

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

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

**{1} Update on Bid Evaluation and Recommendation.**

**Mr. Zack Autin, GIS Engineering, LLC, reported the bid opening was held on Wednesday, March 8, 2017 at 11:00 am at the Port of Iberia Administrative Office. Mr. Zack Autin presented a letter dated March 21, 2017 regarding Private Bulkheads 1, 6, & 7 to the Board. The Port received Seven (7) bids (Sealevel Construction, Inc., Coastal Marine Contractors, LLC (non-responsive), Larry Doiron, LLC, Circle Construction Company, Inc. (non-responsive), Crosby Dredging, LLC (non-responsive), Coastal Bridge Company, LLC, and M&C Oilfield Services, Inc.). GIS Engineering, LLC is recommending to award the project to the lowest responsive responsible bidder Sealevel Construction, Inc. in the amount of \$2,268,389.20 pending legal review.**

**{2} Discuss/Approve Adopting a Resolution to Award.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to adopt the following:**

**RESOLUTION – AWARD PROJECT**

**STATE PROJECT NO. 737-99-0669/H.006846 (322)  
PARISH OF IBERIA**

**WHEREAS**, the Port of Iberia District Board of Commissioners has received bids on Wednesday, March 8, 2017 at 11:00 A.M. on the Port Improvements, Port Site Bulkhead Relocation Phase II-B (Phase II) Private Bulkheads 1, 6, & 7 Port Improvements Project (SPN 737-99-0069/H.006846 (322) ) under the Capital Outlay Acts; and

**WHEREAS**, GIS Engineering, LLC has recommended that award of the contract be made to the lowest qualified bidder; Sealevel Construction, Inc.

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 21<sup>st</sup> day of March, 2017, acting pursuant to the recommendation GIS Engineering, LLC that the Base Bid in the Amount of \$2,268,389.20 by Sealevel Construction, Inc. be accepted and a contract be awarded to them.

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the Resolution was therefore adopted on this the 21st day of March, 2017.**

**{3} Discuss/Approve Adopting a Resolution Certifying Compliance with Public Bid Law.**

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to adopt the following:**

## RESOLUTION CERTIFYING COMPLIANCE WITH THE PUBLIC BID LAWS

STATE PROJECT NO. 737-99-0669/H.006846 (322)  
PARISH OF IBERIA

### RESOLUTION

#### Port of Iberia District Board of Commissioners

**WHEREAS**, the Port of Iberia District Board of Commissioners has solicited bids for State Project No. 737-99-0669/H.006846 (322) in accordance with the current bid laws of the State of Louisiana, including, but not limited to R.S. 38:2211 et. seq; and

**WHEREAS**, the Port of Iberia District Board of Commissioners has submitted to the LA DOTD Certification of proof of publication, one (1) copy of the bid proposals and bid bonds as submitted by each of the three (3) lowest bidders, a legible copy of the bid tabulation of all bids received, and certified to be correct by the Engineer and an authorized official of the Sponsor, a copy of the engineer's recommendation, contract documents, Notice of Award of Contract, and a copy of the recordation data in the Clerk of Court's Office.

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 21<sup>st</sup> day of March, 2017, does hereby certify that the bidding procedures comply with Louisiana Revised Statutes 38:2211, et. seq.

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the Resolution was therefore adopted on this the 21st day of March, 2017.**

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

**A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry G. Rader, to approve and authorize the payment of Invoice Number 70000344 in the amount of \$14,410.80 to GIS Engineering, LLC for the period February 2017 which includes coordination of advertisement of the project for bid, preparation issuance of addenda to the contract documents, and preparation and attendance of pre-bid meeting and site visit; 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**(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, GIS Engineering, LLC, presented a PowerPoint presentation and reported that the contractor is currently working on Bulkhead 11. The backfilling of the bulkhead area, the bulkhead end block construction, and structural steel installation are all on-going. The sheet pile installation and geotextile fabric installation have been completed.

**{2} Discuss/Approve Contractor Pay App No. 9.**

**A motion was made by Commissioner Larry G. Rader, and seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Contractor Payment Application Number 9 in the amount of \$386,029.18 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 February 1, 2017 thru February 28, 2017 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**{3} Update on Private Bulkhead 14 Damages.**

Mr. Zack Autin, GIS Engineering, LLC, reported that Mr. Ben LeBlanc, LeBlanc Marine, provided a quote to repair the damages in the amount of \$15,000.00. In coordination with the Port Attorney and the Executive Director, it was determined that the best path forward was to issue partial final acceptance of Bulkhead 14, which surrenders the responsibility for the contractor. Mr. Zack Autin stated this would then allow the responsible party to hire LeBlanc Marine to perform the work at the quoted price. In speaking with the LA DOTD, they have no objection to this. Mr. Zack Autin is trying to get in touch with the private owner and tenant to set up a conference call with the Port Attorney to discuss.

**{4} Discuss/Approve Adopting a Resolution for Partial Final Acceptance of Private Bulkhead 14.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry G. Rader to adopt the following:

**RESOLUTION – PARTIAL PROJECT ACCEPTANCE**

**STATE PROJECT NO. 737-99-0069/H.006846 (Phase I)  
PARISH OF IBERIA**

**RESOLUTION**

**WHEREAS**, the Port of Iberia District Board of Commissioners contracted with Coastal Bridge Company, LLC to complete State Project No. 737-99-0069/H.006846 (Phase I) in accordance with the current bid laws of the State of Louisiana, including, but not limited to R.S. 38:2211, et seq; and

**WHEREAS**, the contract between the Port of Iberia District Board of Commissioners and Coastal Bridge Company, LLC has been partially successfully completed (Bulkhead 14).

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 21<sup>st</sup> day of March, 2017, the contract for Bulkhead 14 is hereby accepted by the Port of Iberia District Board of Commissioners effective Tuesday, March 21, 2017.

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the Resolution was therefore adopted on this the 21st day of March, 2017.**

**{5} Update on Status of Partial Final Acceptance of Private Bulkhead 13.**

Mr. Zack Autin, GIS Engineering, LLC, reported Partial Final Acceptance will be recorded soon.

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

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore', to approve and authorize the payment of Invoice Number 70000345 in the amount of \$19,575.86 to GIS Engineering, LLC for the period February 2017 which includes construction administration and oversight,

site visits, partial final acceptance coordination of Bulkhead 13, submittal, RFI, NCR, and contractor payment application processing, and resident project representation; 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

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

**{1} Update on Preliminary Design of Bulkhead 11B.**

Mr. Zack Autin, GIS Engineering, LLC, reported they are close to completing the final design of this bulkhead. There have been a few wrinkles they have had to smooth out with the owner and the utility owners for a sewer lift station and power pole that need to be relocated. They hope to have complete plans and specifications delivered to the Port and to the LA DOTD for review and comment in the next couple of weeks.

**{2} Discuss/Approve Adopting a Resolution Requesting Authority to Advertise.**

Mr. Zack Autin, GIS Engineering, LLC, reported they are not ready to advertise this project at this time so they will wait until the next board meeting to adopt this Resolution.

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

A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy A. Pontiff, to approve and authorize the payment of Invoice Number 70000346 in the amount of \$20,911.50, regarding activities for Bulkhead 11B, to GIS Engineering, LLC for the period February 2017 which includes preparation and submittal of preliminary design report, plans, and cost estimate, development of technical specifications, design of erosion protection on southern bank, development of details for mooring dolphin and fendering system designs, preparation of final design plans and report, and calculation of quantities; 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

- (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 the 2017-2018 Capital Outlay Application.**

Mr. Zack Autin, GIS Engineering, LLC, reported the Legislative Session is set to begin on Monday, April 10, 2017 and we should have an answer in the next month or two.

- (g) **AGMAC Project General Engineering and Consulting Services:**

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

There was no update on the above agenda item.

- {2} Update on Bulkhead No. 15 (Bigler Properties) Bulkhead Relocation.**

Mr. Zack Autin, GIS Engineering, LLC, reported that they have performed a site visit of the bulkhead and taken some field measurements; however, they cannot find any As-Builts or permit information for the existing bulkhead. After speaking with the Executive Director, GIS Engineering, LLC will have a sit down meeting with Ms. Sharon Balfour with LA DOTD and Marty Lucore with the USACE to give them an update on all of the bulkheads, where we stand with the budget, and also get the analysis of Bulkhead No. 15 authorized for reimbursement through AGMAC. They are hoping to have this meeting or meetings within the next week or two.

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

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Mark Dore', to approve and authorize the payment of Invoice Number 70000347 in the amount of \$11,607.50 to GIS Engineering, LLC for the period February 2017 for services with regards to working on Washington DC briefing documents and discussions with Roy Pontiff, Port Commissioner and Executive Director Craig Romero on the AGAMC trip, preparation and attendance of AGMAC meeting in Washington DC, and research on the Bigler Properties Bulkhead No. 15, 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: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.



And the motion was therefore passed on this the 21st day of March, 2017.

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

**(a) AWS Lease Agreement & Collection of Unpaid Rental.**

Port Attorney Ray Allain reported they are having difficulty getting service on Advanced Welding Services. He needs an address to their Texas location. Executive Director Craig Romero stated he will get that for Mr. Ray Allain.

**(b) Central Gulf Shipyard Lease Agreement & Collection of Unpaid Rental.**

**\*\*\*Status of Filing a Judgement by Default**

Port Attorney Ray Allain reported the attorney for Central Gulf Shipyard had filed a request for an extension of time to answer. He hasn't received any notice from Mr. Kreig Breaux on the answer yet.

**(c) LBC Port Judgement/Collection of Money due the Port of Iberia.**

Port Attorney Ray Allain stated interrogatories were filed and he needs to get an update from Mr. Kreig Breaux.

**(d) Discuss/Approve Breazeale, Sachse & Wilson, LLC Invoice.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry G. Rader to approve and authorize the payment of Invoice Number 328199 in the amount of \$126.00 to Breazele, Sachse & Wilson, LLP for services rendered through December 31, 2016.

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

Yeas: Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.

Nays: None.

Absent at Voting: Gene L. Jefferies, Elbridge "Smitty" Smith, III and Simieon d. Theodile.

And the motion was therefore passed on this the 21st day of March, 2017.

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

**(a) Update on Letter of Intent Between the Port of Iberia District and Goldman Sachs Regarding the Purchase of Approximately 106.72 Acres of Available Property located at 6005 Port Road (former Dynamic Ind. West Yard Site).**

**{1} Executive Director Negotiations with Prospective Tenants Regarding Available Property located at the former Dynamic Industries West Yard; Contingent Upon the Receipt of the Necessary Approvals.**

Executive Director Craig Romero reported to the Board the information has been sent to Mr. Hammy Davis' office and an offer was made to Goldman Sachs.

**(b) 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.**

Executive Director Craig Romero reported Mr. John Foti will bring a written document soon and the Board will make a recommendation based on what he comes out with.

**(c) Discuss Proposals Regarding Lawn Equipment for Maintenance Purposes.**

The Executive Director presented Three (3) proposals regarding lawn equipment for maintenance purposes at the Port Administrative Office and Marina area. The lawn maintenance is now being performed "in house", and lawn equipment is needed. Lengthy discussion ensued, and it was suggested that other alternatives be researched. It was the consensus of the Board to table this agenda item for further review by the Port Attorney as it relates to the Port's liability, etc., and bring back to the April Regular Board Meeting.

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

Executive Director Craig Romero reported he brought a prospect to look at the AWS building. Two (2) guys from Cornerstone Fabricators wants to know if the Port would be interested in buying their property and they would sign a long term lease, Executive Director Craig Romero stated he told them he would have John Foti look at it and appraise everything.

On Tuesday, March 28, 2017, the LA DOTD will have a meeting at the Port Administrative Office to do their final inspection for the Logan and RAM projects.

**(e) Announcements.**

\*\*\*Reminder: 2016 Tier 2.1 Personal Financial Disclosure Statement Due May 15, 2017.

\*\*\*Discuss/Approve Rescheduling the April 2017 Monthly Board Meeting from Tuesday, April 18, 2017 to Wednesday, April 19, 2017 due to Executive Director / Board Members attending PAL Conference (Hilton Baton Rouge Capitol Center) Monday, April 17, 2017 – Wednesday, April 19, 2017.

**A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry G. Rader to approve rescheduling the April 2017 Monthly Board Meeting from Tuesday, April 18, 2017 to Wednesday, April 19, 2017 due to Executive Director / Board Members attending PAL Conference (Hilton Baton Rouge Capitol Center) Monday, April 17, 2017 – Wednesday, April 19, 2017.**

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

**Yeas: Gene L. Jefferies, Roy A. Pontiff, Mark Dore', Danny J. David, Sr., and Larry G. Rader.**

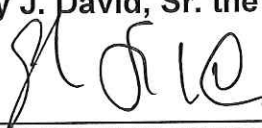
**Nays: None.**

**Absent at Voting: Elbridge "Smitty" Smith, III and Simieon d. Theodile.**

**And the motion was therefore passed on this the 21st day of March, 2017.**

**XI. ADJOURNMENT.**

**On a motion made by Commissioner Mark Dore', and seconded by Commissioner Danny J. David, Sr. the meeting was adjourned at 8:00 p.m.**

  
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**SECRETARY-TREASURER**

  
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**VICE-PRESIDENT**