

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING – THURSDAY, APRIL 25, 2019
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 Elbridge “Smitty” Smith, III, Board President, at the Port of Iberia Administrative Office, on Thursday, April 25, 2019, at 5:30 P.M.

In attendance were Commissioners Elbridge “Smitty” Smith, III, President, , Mark Dore’, Vice-President, Danny J. David, Sr., Secretary – Treasurer, Larry G. Rader, and Roy A. Pontiff.

Commissioners Shane Walet and Simieon d. Theodile were absent.

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

Thus, with a quorum being acknowledged, Commissioner Danny J. David, Sr. recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting Tuesday, March 26, 2019.

On a motion by Commissioner Roy A. Pontiff, and seconded by Commissioner Danny J. David, Sr., the Commission approved the minutes of the Regular Meeting held on Tuesday, March 26, 2019.

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

Yeas: Elbridge “Smitty” Smith, III, Mark Dore’, Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Nine (9) Months Ending March 2019.
- (b) Listing of Tenant Lease Billings for 2019.
- (c) Listing of Boat Stall Tenant Lease Billings for 2019.
- (d) Approve Payment of Bills & Checks Issued During Interim Period.
- (e) Computer Summary of Lease Agreement Activity Sheet.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader, to approve and authorize the payment of bills for April 2019, and ratify those paid during the interim period.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry Rader, to suspend the rules to modify and move up Agenda item 7(b){2} Report from Port Attorney on Status of Negotiations Regarding the Cooperative Endeavor Agreement b/t Iberia Parish Government & the POI District (Office Bldg. A) at the POI West Yard due to time constraints on those present to update the Board.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

III. REPORT FROM PORT ATTORNEY ON:

Agenda Item 7(b){2} Status of Negotiations Regarding a Cooperative Endeavor Agreement b/t Iberia Parish Government & the POI District (Office Bldg. A) at the POI West Yard.

A motion was made by Commissioner Roy Pontiff, seconded by Commissioner Danny J. David, Sr., to approve and authorize the Board President to execute the Cooperative Endeavor Agreement (prepared by the Port Attorney and delivered to Iberia Parish Government) by and between Iberia Parish Government and the Port of Iberia District Board of Commissioners regarding the use of Office Building A on property located at the Port of Iberia West Yard (3.69 acres); and motion further acknowledges that the POI agrees to allow the Parish the exclusive use and occupancy consisting of approximately 3.69 acres, more or less, and approximately 14,040 square feet under roof to house a portion of the operations of the Iberia Parish Sheriff's Department with the commencement term being June 15, 2019.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- IV. Ms. Carmel Breaux, President, Norris Insurance Consultants, Inc. to Address the Board Regarding the Port's Flood Insurance Program as it Relates to Adding Various Infrastructure to the Port's Flood Policies.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry Rader to approve and authorize that the POI Flood Quote Summary regarding Logan Warehouse A, RAM Warehouse, and West Yard Office Building Abe insured in accordance with the email and spreadsheet received April 23, 2019 with the flood building limit being \$500,000, and the deductible being \$50,000 for all Three (3) buildings listed above; in accordance with Ms. Carmel Breaux's, Norris Insurance Consultants, Inc., recommendation.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- V. Mr. Gerald Gesser, Gesser Group, APC to Address the Board to Discuss the Status of All Points Equipment Company, LLC Wooden Office Building (4,174 sq. ft.) and Water Leaks in Three (3) All Points Equipment Fabrication Buildings:

- (a) Status Report.

Discussion ensued and there was no action taken on the above agenda item.

- (b) Discuss/Consider Contractor Change Order #1 (Kerne Const.)

A motion was made by Commissioner Roy A Pontiff, seconded by Commissioner Mark Dore, to approve and authorize Change Order #1 submitted by Kerne Construction, Inc. for an additional \$400 to furnish materials and labor necessary for the completion of adding new plywood flooring, new VC tile flooring, remove and install toilet in women's restroom and to delete new flooring in managers office.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- (c) Discuss/Approve Modular Construction Company, Inc. Invoice.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark

Dore' to approve and authorize the payment of Invoice Number 4242-19 to Modular Construction Company, Inc. in the amount of \$1,825.00 for labor and lifting equipment to inspect building leaks on Three (3) buildings for All Points Equipment; as per quote dated March 19, 2019 and approved by the Board on March 26, 2019.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

(d) Discuss/Approve Kerne Construction, Inc. 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 1346 to Kerne Construction, Inc. in the amount of \$20,500.00 for work renovations at All Points Equipment wooden office building.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

(e) Discuss/Approve Gesser Group, APC Invoice.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader to approve and authorize the payment of Invoice Number 01-POI-APOBA to Gesser Group, APC in the amount of 8,090.00 for architectural services for renovations to All Points Wooden Office Building.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

VI. 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} Update on Status of West Yard Expansion Project.

Discussion ensued and there was no action taken on the above agenda item.

- {2} Electrical Distribution Survey.
****Discuss/Approve Dixie Electric Invoice.

The Dixie Electric invoices will be brought to the May Board Meeting to be approved.

- {3} Update on Office Building A Repairs (Carpentry, Electrical, HVAC, Plumbing).
****Discuss/Approve Contractor Invoices Building A Repairs.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr. to approve and authorize the payment of Invoice Number 008972 to Dixie Electric, Inc. in the amount of \$19,270.00 for Office Building A electrical repairs (Partial Payment); contingent upon LA DOTD review and approval.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

A motion was made by Commissioner Roy A Pontiff, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 8443 to Tim's Air Conditioning & Refrigeration, Inc. in the amount of \$8,646.00 for HVAC repairs to Building A at POI West Yard (30% due of quote); contingent upon LA DOTD review and approval.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- {4} Update on Status of Drainage Improvements Project.
****Status of Advertisement for Bid.

Discussion ensued and there was no action taken on the above agenda item.

- {5} Discuss/Approve GIS Engineering, LLC invoice.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70002064 in the amount of \$10,289.00 to GIS Engineering for the period March 1, 2019 thru March 31, 2019 which includes March activities for the general engineering services contract,

including Gesser Group activities, review of contractor invoices for Building A repairs, and drainage improvements civil construction plans, in accordance with contract dated August 21, 2018.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- (b) Report from Port Attorney on:
 - {1} Status/Update on POI West Yard.
 - {2} Status of Negotiations Regarding an Intergovernmental Agreement b/t Iberia Parish Government & the POI District (Office Bldg. A) at the POI West Yard.
- (c) Report from Executive Director on:
 - {1} Status/Update on POI West Yard.

Discussion ensued and there was no action taken on the above agenda items (b & c).

VII. 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.

Discussion ensued and there was no action taken on the above agenda item.

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

A motion was made by Commissioner Larry Rader, seconded by Commissioner Roy Pontiff to accept and approve GIS Engineering's AGMAC Dredging Project Plans and Cost Estimates as outlined in his presentation presented to the Board.

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

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

- {2} AGMAC Dredging Project/Permit Update.

Discussion ensued and there was no action taken on the above agenda item.

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

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark Dore', to approve and authorize the payment of Invoice Number 70002063 in the amount of \$3,277.50 to GIS Engineering for the period March 1, 2019 thru March 31, 2019 which includes March activities for the general engineering services contract including meetings and preparation of permit updates, 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: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, and Roy A. Pontiff.

Nays: None.

Absent at Voting: Shane Walet and Simieon d. Theodile.

And the motion was therefore passed on this the 25th day of April, 2019.

VIII. REPORT FROM PORT ATTORNEY ON:

- (a) Update on Henry Bernard Property Located Behind the POI Administrative Office.

{1} Legal Opinion regarding Bernard Canal.

Discussion ensued and there was no action taken on the above agenda item.

IX. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Update on Restructuring Patriot Construction, Inc. Leases with the Port of Iberia District.
- (b) Update on Baldwin Redimix Lease Agreement Regarding Lots 59A, 60, & 61 (2.560 acres).
- (c) Executive Director's Monthly Report.
- (d) Announcements:
 - {1} Tier 2.1 Annual Personal Financial Disclosure Statement due on or before May 15, 2019.

Discussion ensued and there was no action taken on the above agenda items (a – d).

X. ADJOURNMENT.

On a motion made by Commissioner Roy Pontiff, and seconded by Commissioner Mark Dore' the meeting was adjourned at 7:10 p.m.