

**PORT OF IBERIA DISTRICT BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, OCTOBER 19, 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 Roy A. Pontiff, Vice - President, at the Port of Iberia Administrative Office, on Tuesday, October 19, 2021, at 5:30 P.M.

In attendance were Commissioners Roy A. Pontiff, Vice- President, Shane Walet, Secretary-Treasurer, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Commissioner Danny J. David, Sr., Board President, was absent.

Also present were Craig Romero, Executive Director, Joanna Durke, Chief Administrative Officer, Tracy Boudreaux, Administrative Assistant, Shari Landry, Secretary-Receptionist, and Donelson Caffery, Port Attorney.

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

- I. **Mr. Bo Duhe', District Attorney for the 16th Judicial District Attorney's Office, to Administer the Oath of Office to Mr. Bilal Morton who was Recently Appointed to Serve as the Port Commissioner Representing the City of New Iberia.**

Mr. Bo Duhe', District Attorney for the 16th Judicial District Attorney's Office administered the Oath of Office to the newly appointed Port Commissioner to represent the City of New Iberia, Bilal Morton.

- II. **APPROVAL OF MINUTES – Regular Meeting Tuesday, September 21, 2021
- Special Meeting Tuesday, October 5, 2021**

On a motion by Commissioner Simieon d. Theodile, and seconded by Commissioner Shane Walet, the Commission approved the minutes of the Regular Meeting held on Tuesday, September 21, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore' and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

On a motion by Commissioner Patrick Broussard, and seconded by Commissioner Simieon d. Theodile, the Commission approved the minutes of the Special Meeting held on Tuesday, October 5, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore' and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

III. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

(a) Budget Summary for Three (3) Months Ending September 2021.

Mrs. Joanna Durke stated that the Port should be at 25.02% for Three (3) months into its Fiscal Year Budget. Revenues are currently at 23.00% and expenditures are currently at 16.62%.

Commissioner Roy Pontiff expressed concern stating that the Utilities Budgetary Line-Item is high. Mrs. Joanna Durke stated that this amount will decrease once the Port does the quarterly invoicing for the tenants who reimburse the Port for utilities.

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

Mr. Gerald Gesser stated that the Port is getting a couple of bills that are not the amount he wants it to be.

He stated that there was an issue at Seadrill where an Entergy worker was going to disconnect their electricity. He stated that Entergy is having issues with this certain employee. Mr. Lynn Usie went get the permit from the Permit Office to get the Entergy meter transferred into Seadrill's name. Mr. Lynn Usie will be putting the sticker on October 19, 2021. This meter should be in Seadrill's name by tomorrow, October 20, 2021. This is a satellite meter.

Mr. Gerald Gesser stated that the Entergy bill for Central Gulf is still more than he thinks it should be. Mr. Ted Johnson is currently working to address this. Mr. Gerald Gesser also stated that Mr. Ted Johnson's new replacement came on today, October 19, 2021.

Commissioner Patrick Broussard expressed concern about the Atmos Energy bills at the

West Yard. Mr. Gerald Gesser stated that this was a part of the time when the generator at the Pumpstation was not switching over. Commissioner Patrick Broussard asked if the Port is responsible for paying for this. Mr. Gerald Gesser stated that yes this is the Port's generator. Commissioner Roy Pontiff asked if this issue has been fixed. Mr. Kyle Stakes with GIS Engineering stated that the part should be in this week and installed by next week. Mr. Craig Romero stated that the consultant that GIS Engineering used for this project, stated that it was an oversight on his part and he will be paying to replace this.

(c) Listing of Tenant Lease Billings for 2021.

➤ Update on Treva Crosby, Crosby Construction Services, Regarding its Lease Agreement Payment Schedule.

Mrs. Joanna Durke presented an email dated October 14, 2021 sent to Kevin Bordelon of Crosby Construction addressing the urgency of a response on this matter.

Mr. Craig Romero stated that he spoke with Kevin Bordelon last week and he gave him Robie Crosby's contact information. Mr. Craig Romero called Mr. Robie Crosby and Robie Crosby told Mr. Craig Romero that they had a Corp of Engineers job that they have not been paid for yet. Mr. Craig Romero stated that he went talk to Kevin Bordelon of Crosby, and Kevin Bordelon told Mr. Craig Romero about the Corp of Engineers job that Crosby bid on and had begun work. When Crosby went to deliver it, there was an increase on the cost of materials. This particular contract does not allow the cost of the job to increase based on the cost of materials. Due to this, Crosby is about \$300,000.00 upside down on this job.

Commissioner Simieon d. Theodile asked at what point does the Port get legal involved. Mrs. Joanna Durke stated that she needs to invoice Crosby for October 2021 thru March 2022. Crosby currently owes the Port \$40,838.01; this is for August and September 2021.

Commissioner Roy Pontiff asked about Diversified Materials. Mr. Craig Romero stated that there is no lease. Diversified Materials is paid up until December. He also stated that there is someone interested in the property that wants to sign a multi-year lease. Mr. Craig Romero stated that the company is Rigid Constructors. Commissioner Roy Pontiff stated to find out exactly what Cody with Rigid Constructors wants and the Board will make a decision at the next Board Meeting.

Lengthy Discussion ensued concerning an Environmental Phase I.

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

Mrs. Joanna Durke stated that boat stalls are up to date and current.

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

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard, to approve and authorize the payment of bills for October 2021, and ratify those paid during the interim period.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

IV. Discuss Executive Director's Employment Agreement with the POI.

Mrs. Joanna Durke presented the Board with an updated Pay Table. The Archer Company updated the original one from 2013 to be current with the year 2021.

Commissioner Roy Pontiff stated that Executive Director, Craig Romero, is currently at Step H on the current schedule. If Mr. Craig Romero remains at Step H on the newly adopted 2021 Pay Table, then this would be his adjusted salary.

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Simieon d. Theodile to accept and adopt the new Port of Iberia 2021 Pay Table done by The Archer Company on October 19, 2021 for all employees; and motion further acknowledges Executive Director, Craig Romero, remains at Step H on the newly adjusted Pay Table; and motion further authorizes the Board President to execute an Amendment to the Executive Directors contract regarding same.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

V. REPORT FROM MR. GERALD GESSER, GESSER GROUP, APC ON:

(a) Proposed Facility Inspection

{1} Discuss/Consider Gesser Group's Proposal (Port Development & Maintenance Committee for Review).

Mr. Gerald Gesser reported that he is still awaiting direction on this.

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

Mr. Gerald Gesser stated that Crosby Construction has picked up the sign and is currently working on the stand for the sign. The sign will be placed at the original location (over the pipeline) and the stand will allow the sign to be relocated if necessary.

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

Mr. Gerald Gesser stated that this has been discussed previously in the meeting. He presented the Board an email from Ted Johnson with Entergy addressing the issues with the bills for the Port Street Lights.

- {3} Status Report on Electrical Meters for 2 Security Cameras (David Berard Road and C. P. Voorhies Road).**

Mr. Gerald Gesser stated that the Two (2) Security Cameras will be installed as soon as the electrical meters are installed.

- {4} Status Report on Former HIS Renovations & Former HIS/Superior Fencing Installation (from clearance of trees, etc.).**

Mr. Gerald Gesser stated that the demolition work has begun and it is approximately 90% complete. The roof vents are scheduled for replacement on October 18, 2021. The fence installation between the former HIS building and the former Superior yard will begin next week. Mr. Gerald Gesser stated that they are having a hard time finding paint to complete the painting of the outside of the building.

Mr. Craig Romero stated that he spoke with Nick Derouen of Ram and Nick Derouen told Mr. Craig Romero that they want to increase the lease rent to include the former HIS building and tell the workers in Dubai that the lease rent increased but not communicate to them that they are leasing the HIS Building. Mr. Craig Romero stated that they want to do this at renewal. Commissioner Roy Pontiff asked when is their renewal. Ms. Tracy Boudreaux stated that their lease is up for renewal on December 31, 2024. Mr. Craig Romero stated that the Port will have to do an Amendment to the Lease, Ram wants this

building now.

VI. EXPANSION

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile to expand the Agenda of the Port of Iberia District Board of Commissioners Regular Monthly Board Meeting on October 19, 2021 to Discuss Amending the Ram Design, LLC Lease Agreement with the Port of Iberia District to include the Former HIS Building (Lot 9 1.118 Acres) in their Lease Agreement.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to authorize the Executive Director to negotiate an Amendment to the Ram Design, LLC Lease Agreement with the Port of Iberia District to occupy the Former HIS Building (Lot 9 - 1.118 Acres) at the Port of Iberia and bring the Amendment back to the Commission at the next Board Meeting.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

{5} Discuss/Consider Francis Fortier's Invoice Number 21-24 (Elevations at Port Office & Adjacent Areas).

A motion was made by Commissioner Shane Walet, seconded by Commissioner Patrick Broussard to accept and approve the payment of Invoice No. 21-24 from Francis Fortier PLS in the amount of \$600.00 for the Elevations taken at the Port Administrative Office & Adjacent Areas.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

{6} Discuss Overhead Door Company's Invoice No. 134778 (\$14,905.00) Relative to the Past Due Invoice for the former All Points Equipment End of Lease Items, based on the Purchase Order that All Points Issued to Overhead Door.

Mr. Gerald Gesser stated that he has spoken with Don Caffery about the status of this issue.

Mr. Don Caffery stated that he has copies of the Port's lease with All Points. He will attempt to reach out to Overhead Door Company of Lafayette to begin discussing this. Mr. Don Caffery stated that nothing has been resolved as of now, this is ongoing.

{7} Discuss/Consider Three (3) Flag Pole Installation Quotes from Bulliard Construction, Modular Construction, & Cajun Building Specialties for the POI Administration Office.

Mr. Gerald Gesser presented the Board with Three (3) quotes for the installation of a 30' Flag Pole with a 6'x10' American Flag for the POI Admin. Office;

- Bulliard Construction quote at \$5,043.00
- Modular Construction quote at \$5,330.00
- Cajun Building Specialties quote at \$5,569.00

Mr. Gerald Gesser recommended the Board accept Bulliard Constructions quote dated August 20, 2021 at \$5,043.00 for the installation of a 30' Flag Pole with a 6'x10' nylon American Flag for the POI Administration Office.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize the quote dated August 20, 2021 from Bulliard Construction in the amount of \$5,043.00 for the Installation of a 30' Flag Pole with a 6'x10' Nylon American Flag for the Port of Iberia Administration Office.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

{8} Discuss/Consider Dixie Electric's Proposal for the Flag Pole Light (POI Admin. Office) & Replacement of Three (3) Port of Iberia Administrative Office Parking Lot Fixtures to LED from Cobra Head Parking Lot Fixtures.

Mr. Gerald Gesser presented the Board a quote from Dixie Electric in the amount of \$2,795.00 for the installation of LED Light fixtures to illuminate the American Flag. This quote also includes the labor and materials to replace Three (3) existing parking lot fixtures with LED units.

Mrs. Joanna Durke stated that this will come out of the Port Improvements and Development Budgetary Line-Item.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Simieon d. Theodile to approve and authorize the Proposal dated September 29, 2021 from Dixie Electric in the amount of \$2,795.00 for the Replacement of Three (3) Port of Iberia Administrative Office existing Cobra head parking lot fixtures with Three (3) LED fixtures and Install One (1) LED fixture on existing West parking lot pole to be used for the flag illumination.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

{9} Discuss/Consider Two (2) Quotes for the Public Dock Signage Replacement from Sir Speedy and Exclusive Links.

Mr. Gerald Gesser presented the Board with Two (2) Quotes for Two (2) 6'x12' Aluminum signs for Public Dock sign replacement;

- Sir Speedy Quote No. 16266 in the amount of \$3,825.00
- Exclusive Ink Quote No. 14452 in the amount of \$4,550.00

Mr. Gerald Gesser recommends the approval of Sir Speedy's quote in the amount of \$3,825.00.

Commissioner Roy Pontiff asked if the Port has been collecting money from the barges that are docking at the public dock. Mr. Craig Romero stated that they have not been assessing fees but Mr. Joey Delahoussaye has been going every morning to go document the activity level and which boats are at the dock then he reports to the office. Commissioner Roy Pontiff stated that the Port has a docking schedule implemented with rates. Mr. Craig

Romero stated that they can pull the rate sheet and evaluate. He also stated that most barges stay for a day or two and then leave. Commissioner Roy Pontiff stated that the Port should give the barges a 30-day notice that docking charges will be being implemented while they are using the public dock.

Commissioner Patrick Broussard discussed putting a camera at the public dock to see the boats that are coming in and out to be able to get a number off the boats.

Mrs. Joanna Durke stated that since All Points has left, there are boats using the dock on Port Canal. She stated that those charges can be assessed as well.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and authorize Quote Number 16266 in the amount of \$3,825.00 from Sir Speedy for the removal of the current Public Dock signs, and furnishing and installation of Two (2) new 6'x12' Aluminum signs to match the current signs.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

{10} Discuss/Consider Sir Speedy's Quote No. 16268 (Public Dock Sign Structure).

Mr. Craig Romero stated that he would not worry about the sign posts at this moment. Commissioner Roy Pontiff stated that they will put this aside for now.

It was a consensus of the Board to table this item.

{11} Discuss/Consider Dixie Electric's Quote No. 2021-0043 (Public Dock Sign Lighting).

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Shane Walet to approve and authorize Dixie Electric's Quote No. 2021-0043 dated October 12, 2021 in the amount of \$5,263.00 for the Replacement of: Two (2) existing LED light fixtures for lighting of the signs (one for each sign), Four (4) existing metal halide flood light fixtures with (4 ea.) LED flood light fixtures located on top of approx. 60' pole at site of signs, all conduit and wiring from flood light fixtures and sign fixtures the length of pole and Two (2) junction boxes and Two (2) photo controls, Existing RV style pedestal with a new RV panel box mounted on treated wood timber.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark

Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

**{12} Status Report on West Yard Ground Water Pump Station
Electrical Utility Voltage Survey.**

Mr. Gerald Gesser reported that Entergy installed a voltage recorder on October 12, 2021 on the electrical service line feeding the ground water pumpstation to determine if the pumpstation is receiving "clean electricity". Mr. Gerald Gesser also stated that the voltage recorder has been taken off on October 19, 2021 and they will be getting back with him on the report.

{13} Discuss/Consider Gesser Group's Inv # 16-POI-SRP.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice No. 16-POI-SRP to Gesser Group, APC in the amount of \$5,365.00 for small repairs projects requested by the Executive Director.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(c) Hurricane Laura & Delta Storm Damages

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

Mr. Gerald Gesser reported that the Port has received a total of \$434,440.81 for Hurricane Laura insured flood damages at Six (6) of the Port facilities. As of now, the Port has spent \$19,950.00 for repairs at the former Diamond/Ram and the former All Points Facilities. The Port approved spending \$31,228.53 which was received from the former HIS flood claim and the \$5,050.00 balance available funds received from the former Diamond flood claim for a total of \$36,278.53, both to be applied towards the HIS renovations and the fencing installation at HIS/Superior. Mr. Gerald Gesser stated that the Port still has \$378,212.28 available from flood insurance funds.

- **Update on Modular Construction Company, Inc. Renovations from Hurricane Laura Damages to the former HIS Building and the Current Ram Building 5-A/6-B.**

Mr. Gerald Gesser reported that these repairs have begun and the contractor should be putting up the fence within the next week. Mr. Gerald Gesser also stated that the demolition on the inside has been complete. The contractor does not want to pressure wash the building until they have the paint available.

- **Update on Ram Design Considering Leasing Lot 9 (former H.I.S. Building/Property Site) as it Relates to Fencing from the Canal behind the Former H.I.S. Property Site to Lewis Street in order to Separate the former H.I.S Building from the former Diamond Offshore and current Ram Property Site.**

This agenda item was discussed previously in the meeting.

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

Mr. Gerald Gesser reported that FEMA has issued a Request for Information for the following buildings: Superior 4-C; HIS /Diamond Offshore 6-A; Central Gulf 8-C; All Points 9-D; and the West Yard 17-B, 17-C, 17-D, 17-E, and 17-F; using the new Consensus-Based Codes and Standards Policy documentation sent by FEMA. Gesser Group's office has reviewed these new policies to correctly address these items and will be sending the information to FEMA within the next few days.

The limestone yards have been signed. The funds of \$4,221,016.28 have been obligated to the POI and funding will become available upon FEMA's review and approval of the Port's other claims.

Seadrill Building B roof & wall panel damage is still currently under review due to the policy considerations in regards to DOTD funding, Gesser Group has provided the information requested from FEMA and are awaiting direction.

{3} Discuss/Consider Gesser Group's Inv # 14-POI-HLSD.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 14-POI-HLSD to Gesser Group, APC in the amount of \$3,145.00 for the period September 20, 2021 thru October 12, 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: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(d) Special Projects

{1} Status Report on Location of Property Lines of Seadrill and Aquadrill both located at the POI West Yard.

Mr. Gerald Gesser stated that they are working on combining the property line that was defined by Francis Fortier and the security fence line that was defined by GIS Engineering at Seadrill and also where could they put a fence line based on the acreage of the leases for Seadrill and Aquadrill.

{2} Status Report on POI Maintenance Equipment Storage Building.

Mr. Gerald Gesser presented the Board a Scope of Work which includes a 30'x50' enclosed pre-engineered metal building with adjacent wash bay, restroom and work bench area, and with a 50' long entrance ramp. The floor would be set at 11'-0' elevation (3' above existing office floor elevation and 1' above generator platform). The estimated Construction Cost is \$210,000.00 in addition to \$20,000.00 contingency for a total Construction cost of \$230,000.00, this total does not include Architectural/Engineering Fees. Commissioner Roy Pontiff asked if the maintenance building has to be 4' higher than the Port Admin. Office. Mr. Gerald Gesser stated that the flood elevation is at 11'. Mr. Craig Romero stated that they can continue talking about this matter.

Commissioner Mark Dore' stated that the Board can table this Agenda item. Commissioner Roy Pontiff stated that Mr. Craig Romero and Mr. Gerald Gesser go look at alternatives and bring it back to the Board next month.

{3} Status Report on the Rehabilitation of Building "F" at the POI West Yard.

Mr. Gerald Gesser stated that this project is "on hold" until further direction.

**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 Spreadsheets.

Mr. Oneil Malbrough presented the Board with an updated Port Priority spreadsheet and an updated Capital Outlay spreadsheet.

Capital Outlay;

- Everything has been reimbursed in a timely manner.
- Invoices to be approved tonight are those highlighted in yellow; Retainage for Building B Multipurpose & Small Warehouse and Retainage for Building B Bay 5 Repairs.

Port Priority;

- Everything is getting reimbursed on schedule.

Commissioner Shane Walet thanked the Port staff for submitting the invoices for reimbursement on time.

(b) Report from Mr. Austin Hebert of GIS Engineering on:

**{1} Building B – POI West Yard SPN H.011928(325g)
Bay 5 Repairs and Renovations
(Phase Vg of SPN H.011928).**

- The Final LA DOTD Inspection was held on October 7, 2021.

(a) Discuss/Consider Resolution for Final Acceptance of the Project for the LA DOTD.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to adopt the following Resolution:

**RESOLUTION – FINAL PROJECT ACCEPTANCE
STATE PROJECT NO. H.011928(325g)
PARISH OF IBERIA**

RESOLUTION

WHEREAS, the Port of Iberia District Board of Commissioners contracted with Acadiane' Renovations, Ltd. to complete State Project No. H.011928(325g) (Phase Vg of H.011928) – Port Improvements East and West Yard Expansion & Site Improvements Building B Bay 5 Repairs and Renovations 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 Acadiane' Renovations, Ltd. has been successfully completed Port Improvements East and West Yard Expansion & Site Improvements Building B Bay 5 Repairs and Renovations; and

WHEREAS, it is noted that a final inspection was conducted by the LA DOTD on Thursday, October 7, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 19th day of October, 2021, the contract for Port Improvements East and West Yard Expansion & Site Improvements Building B Bay 5 Repairs and Renovations is hereby accepted by the Port of Iberia District Board of Commissioners effective Tuesday, October 19, 2021.

**This Resolution having been submitted to a vote, the vote thereon was as follows:
Yeas: Roy A. Pontiff, Shane Walet, Patrick Broussard, Mark Dore', and Bilal Morton.
Nays: None.
Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.
And the Resolution was therefore adopted on this the 19th day of October, 2021.**

(b) Discuss/Consider Contractor Request for Payment No. 11 (Retainage).

**A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Shane Walet to approve and authorize Application for Payment Number 11 (Retainage) to Acadiane' Renovations, Ltd. in the amount of \$51,453.18 for East & West Yard Expansion & Site Improvements Building B Bay 5 Repairs and Renovations Project Phase Vg of SPN H.011928 for the period July 21, 2021 thru September 22, 2021; in accordance with contract dated June 5, 2020.
This motion having been submitted to a vote, the vote thereon was as follows:
Yeas: Roy A. Pontiff, Shane Walet, Patrick Broussard, Mark Dore', and Bilal Morton.
Nays: None.
Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.
And the motion was therefore passed on this the 19th day of October, 2021.**

**{2} Building B – POI West Yard SPN H.011928(325e)
Building B Multipurpose Facilities & Small Warehouse
(Phase Ve of SPN H.011928).**

- The Final LA DOTD inspection was held on October 7, 2021.

(a) Discuss/Consider Resolution for Final Acceptance of the Project for the LA DOTD.

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Mark Dore' to adopt the following Resolution:

**RESOLUTION – FINAL PROJECT ACCEPTANCE
STATE PROJECT NO. H.011928(325e)
PARISH OF IBERIA**

RESOLUTION

WHEREAS, the Port of Iberia District Board of Commissioners contracted with Acadiane' Renovations, Ltd. to complete State Project No. H.011928(325e) (Phase Ve of H.011928) – Port Improvements East and West Yard Expansion & Site Improvements Building B

Multipurpose Facilities & Small Warehouse 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 Acadiane' Renovations, Ltd. has been successfully completed Port Improvements East and West Yard Expansion & Site Improvements Building B Multipurpose Facilities & Small Warehouse; and

WHEREAS, it is noted that a final inspection was conducted by the LA DOTD on Thursday, October 7, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 19th day of October, 2021, the contract for Port Improvements East and West Yard Expansion & Site Improvements Building B Multipurpose Facilities & Small Warehouse is hereby accepted by the Port of Iberia District Board of Commissioners effective Tuesday, October 19, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the Resolution was therefore adopted on this the 19th day of October, 2021.

(b) Discuss/Consider Contractor Request for Payment No. 7 (Retainage).

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize Application for Payment Number 7 (Retainage) to Acadiane' Renovations, Ltd. in the amount of \$34,728.03 for East & West Yard Expansion & Site Improvements Building B Multipurpose Facilities & Small Warehouse Project Phase Ve of SPN H.011928 for the period May 26, 2021 thru July 20, 2021 in accordance with contract dated November 17, 2020.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

**{3} Building B – POI West Yard SPN H.011928(325c)
Steel Repairs & Installation (Bays 1-4)**

(Phase Vc of SPN H.011928).

(a) Update on Status of Project.

- Frisco Industrial has completed all contract items.

(b) 45 Day Clear Lien Period.

- Board approval has been granted for Substantial Completion and contractor is currently within the 45-day Clear Lien Period.

**{4} Building B – POI West Yard SPN H.011928(325h)
Crane Controls Safety Upgrade**

(Phase Vh of SPN H.011928).

(a) Update on Status of Project.

- Notice to Proceed was issued to Louisiana Crane on October 4, 2021.

{5} Discuss/Consider GIS Engineering, LLC August Invoice No. 70006609 POI West Yard Expansion.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Simieon d. Theodile to approve and authorize the payment of Invoice Number 70006609 to GIS Engineering, LLC in the amount of \$14,480.00 for the period August 1, 2021 thru August 31, 2021 which includes August activities of; Engineering site analysis, Topographic Survey, subcontractors, Building B Design, Bidding, and Construction oversight, in accordance with contract dated August 21, 2018.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

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. Craig Romero stated that the Iberia Parish Public Works department will be bringing a bull dozer to the property to use as they can during the winter months.

Commissioner Roy Pontiff asked if the Port will be leaving a tree line for a barrier. Mr. Craig Romero stated that they need to go put markers of what trees they want to leave. He stated that he will go walk through it.

(b) Port Millennium Expansion Phase II Property Site SPN H.011756 Tract's "O" and "P" Site Improvements.

{1} Update on Status of Tract's "O" and "P" Site Improvements.

- Rigid Constructors is still in the process of ordering materials. The anticipated mobilization date is scheduled for December once all materials have been received and delivered to the project site. GIS continues coordination and review of project submittals.

{2} Discuss/Consider GIS Engineering, LLC August Invoice No. 70006608.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 70006608 to GIS Engineering, LLC in the amount of \$18,211.25 for the period August 1, 2021 thru August 31, 2021 which covers August 2021 activities including GIS reviewed and approved RFI's and submittals and GIS Coordinated with the Contractor and Sub Contractors on material delivery and schedule; in accordance with contract dated March 4, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(c) AGMAC Project General Engineering and Consulting Services:

{1} Update on Status of AGMAC Project.

{2} Update on GIS Engineering, LLC submitting the 2022 – 2023 Capital Outlay Application on behalf of the Port of Iberia.

- Letter was sent to Facility Planning and Control for GIS Engineering to file Capital Outlay 2022/2023 on behalf of the Port of Iberia.

(d) AGMAC Phase I Dredging Project – Commercial Canal.

{1} Project Update.

- The Bid Opening was held on Wednesday, September 29, 2021. The Port received a total of Six (6) bids (See list of submitted bids below).
 1. Magnolia Dredge & Dock, LLC – License No. 52961 - \$10,901,938.57
 2. Rigid Constructors, LLC – License No. 68214 - \$10,937,969.00
 3. Coastal Dredging Company, Inc. – License No. 36894 - \$14,827,883.56
 4. Crosby Dredging, LLC – License No. 61148 - \$15,482,725.00
 5. Inland Dredging Company, LLC – License No. 45002 - \$24,774,000.00
 6. Callan Marine, Ltd. – License No. 56730 - \$67,205,869.20
- The project was awarded to Magnolia Dredge & Dock, LLC in the amount of \$10,901,938.57.
- GIS Engineering received Magnolia Dredge & Dock, LLS signed contracts on October 18, 2021. Once the contracts are fully executed, the Pre-Construction meeting with the contractor will be held, and is tentatively scheduled for Monday, October 25, 2021. Contractor will be required to present their Work Plan, Construction Schedule, Pipeline & Utility Crossing Plan, Hurricane Preparedness Plan, and discuss and identify all Definable Features of Work. Pipeline Companies will be invited to attend.
- The anticipated Notice to Proceed date to begin construction is scheduled for Monday, November 1, 2021.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize the Board Vice-President to sign the Contract between Magnolia Dredge & Dock, LLC and the Port of Iberia District for the AGMAC Dredging Phase I of Commercial Canal Project.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

Mr. Oneil Malbrough stated that GIS Engineering can do the survey cross section work for Magnolia Dredge for the dredging project or the Port would need to supply them someone else. GIS Engineering has done survey work for Magnolia Dredge & Dock before. Mr. Oneil Malbrough stated that the Port does have Francis Fortier who is a local surveyor if not. Mr. Oneil Malbrough recommended to recommend to Magnolia Dredge to use Francis Fortier for the survey work since he is a local guy and the Port has used him before.

{2} AGMAC Dredging Project – Pipeline Coordination.

❖ Shell Pipeline (Zydeco Pipeline)

(a) Update on Pipeline Relocation.

- Project is complete and GIS Engineering is waiting for the final invoice from Shell.

❖ Boardwalk (Texas Gas)

(a) Update on Pipeline Relocation.

- Project is complete.
- The Port and GIS Engineering have received and verified pay requests 1 thru 5 for a total of \$5,604,625.10 (Budget \$5,712,265.00). Project cost estimated to be \$58,000.00 under budget.

(b) Discuss/Consider Approval of Boardwalk Invoice No. 13930423.

- Mr. Oneil Malbrough presented his verification letter for this invoice to the Board.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 13930423 to Texas Gas Transmission (Boardwalk) in the amount of \$671,051.63 for work completed regarding AGMAC Phase I Dredging Project – Pipeline Relocation.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

❖ Kinder Morgan (Tennessee Gas)

(a) Update on Pipeline Relocation.

- Project is complete.
- The Port and GIS Engineering have received and verified pay requests 1 thru 3 for a total of \$2,169,087.41 (Budget \$4,482,925.00). Project cost estimated to be approximately \$1.68 million under budget.

(b) Discuss/Consider Approval of Kinder Morgan Invoice No. 302713AFE3.

- Mr. Oneil Malbrough presented his verification letter for this invoice to the Board.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 302713AFE3 to Tennessee Gas Pipeline Company, LLC in the amount of \$1,777,446.36 for work completed regarding AGMAC Phase I Dredging Project - Pipeline Relocation.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

❖ Energy Transfer

(a) Update on Pipeline Matting.

- Energy Transfer has completed the "Issued for Construction" Drawings for the pipeline lowering.

(b) Update on Final Design & Cost Estimate Based on Recent Soil Boring Data.

(c) Update on Permit Application & Completing Final Design to Jet & Lower Pipeline.

- GIS Engineering has submitted the permit documents to the required agencies and is awaiting approval. (USACE and DNR Public Notice is on September 23, 2021 with both permits expected to be obtained by November 1, 2021, with construction to begin soon thereafter. Expected construction duration is to last 30 days).

❖ Atmos Natural Gas Transmission Line

(a) Update on Removal from Rodere Canal & Rerouting Around the Construction Limits. (Atmos Responsible for Costs Associated with Removal & Rerouting).

- Atmos service line is scheduled to be removed from Rodere Canal by the end of October and rerouted around the construction limits.

❖ EnLink Pipeline

(a) Update on Dauterive Contractors Removal of Abandoned Pipeline Stubs in Commercial Canal. (POI not Responsible for Costs Associated with Removal of Abandoned Pipeline Stubs).

- Dauterive Contractors is scheduled to remove the abandoned pipeline stubs by October 24, 2021.

{3} Survey and Right-of-Way Update.

➤ **AGMAC Right-of-Way Acquisition Team Update.**

Mr. Oneil Malbrough presented a Pipeline Lowering Cost Summary to the Board.

Mr. Oneil Malbrough stated that the original estimate to lower the pipelines was \$19,168,955.00. The actual cost came out to \$16,428,390.10. This is a savings of about \$2,740,564.90.

{4} Discuss/Consider GIS Engineering, LLC August Invoice No. 70006610 for AGMAC Phase I Dredging Project.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Simeon d. Theodile to approve and authorize the payment of Invoice Number 70006610 to GIS Engineering, LLC in the amount of \$155,570.00 for the period of August 1, 2021 thru August 31, 2021 which includes Environmental Permitting, Lands, Easements, ROW's, Relocations, Avery Island Inc. Coordination, and Bidding & Negotiations; as per contract dated August 29, 2019 and Amendment #1 dated May 19, 2020.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(e) AGMAC Phase 2 Dredging Project – Freshwater Bayou.

{1} Project Update.

Mr. Oneil Malbrough presented a presentation to the Board regarding the AGMAC Channel Dredging Phase I Segment 2- Freshwater Bayou.

- The dredging of Freshwater Bayou will be 23 miles long while using the Hydraulic Dredging technique.
- Mr. Oneil Malbrough reviewed the Cost Estimate. The total cost estimate is \$45,000,000.00.
- The contract will be on Time & Material with GIS Engineering.
- Colonel Murphy will be coming to the Port on November 5, 2021 to discuss the plans with GIS Engineering since Freshwater Bayou is a Federal Channel.
- Mr. Oneil Malbrough recommended to take the \$10,000,000.00 in Priority 5 & move it to Priority 1 and then ask for \$35,000,000.00 to get to the \$45,000,000.00.
- Mr. Oneil Malbrough reviewed the Overall Scope of Work and the Regulatory Permits.
- Mr. Oneil Malbrough stated that there are 13 pipelines that were identified on or near the Freshwater Bayou Channel. It will take 2-3 months to locate all the pipelines.

- Mr. Oneil Malbrough recommended to the Board to authorize GIS Engineering on a Time & Material basis with the same rate as before, to begin the required work for the Pipeline Planning and Engineering associated with Freshwater Bayou Channel. Mr. Oneil Malbrough stated that the Port needs to issue a task order to GIS Engineering or Authorize a Time & Material contract. Commissioner Patrick Broussard asked if the Port can put a “not to exceed” amount on this. Mr. Oneil Malbrough stated that yes, the Port can do \$50,000.00.

Lengthy Discussion ensued.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize GIS Engineering, LLC under their existing Time & Material Contract, with a Task Order to begin the project development for the AGMAC Channel Dredging Phase I Segment 2 – Freshwater Bayou in an amount not to exceed \$50,000.00.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore’, and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

IX. REPORT FROM PORT ATTORNEY – Donelson T. Caffery, III.

(a) Update on Obtaining Servitudes (Right-of-Way Agreements) From Landowners for the AGMAC Project and the Board President Signing Agreements.

➤ **Update on James Stein Provision to be Included in Right-of-Way Agreement.**

Mr. Don Caffery stated that they have gotten all the Right-of-Ways taken care of.

(b) Discuss/Consider the Approval of Two (2) Landlord Waivers Regarding Bayou Holdco.

➤ **24.2 Acre Tract – 4817 Curtis Lane; and**

➤ **Lot 1B 3.956 Acres – 5201 Curtis Lane.**

Mr. Don Caffery presented the Two (2) Landlord Waivers to the Board.

Mr. Don Caffery reviewed the changes that have been made to the waivers. He stated that the Lien that Bayou Holdco signed was very broad. It defined Personal Property on the premises and the lien could apply to that.

- Paragraph Four (4) lists what is not considered personal property & are excluded from this waiver. This includes; any improvements done by the Port, the building or fixtures, HVAC system, and the lease itself.
- Paragraph Five (5) states that once the Port gets the possession notice, the agent has to begin paying rent.
- Paragraph Seven (7) states that the Port will use reasonable effort to send the notice in; however, not doing this does not put the Port in breach of any provisions of this Landlord Waiver or the Lease Agreement itself.
- Paragraph Eight (8) states that the agent would have to pay any rent in arrears according to the contract rate. If rent payment is missed, the Port can evict them off the property due to non-payment.
- Additionally in Paragraph Eight (8), the waiver requires the agent to indemnify the Port fully by either securing a new Commercial General Liability Policy or adding the Port as an Additional Insured on its own policy. If the agent sends in the Possession Notice and tries to put a lien on the personal property of Bayou Holdco, the Port can still go in & make modifications needed to the property.

He recommended to the Board that this is an acceptable waiver to be signed.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to authorize and approve the Board President/Vice-President/Secretary-Treasurer to execute the Two (2) Landlord Waivers Regarding Bayou Holdco for 4817 Curtis Lane (24.2 Acres) and 5201 Curtis Lane (Lot 1B 3.956 Acres) as presented and recommended by the Port Attorney, Donelson T. Caffery, III. This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(c) Update Regarding Chapter 11 Case of Seadrill Limited on the Docket of the United States Bankruptcy Court, Southern District of Texas, Houston Division.

- **Update on First Amendment of Lease Agreement Regarding Seadrill Americas, Inc. and the Port of Iberia District (57.4 acres POI West Yard).**

Mr. Don Caffery presented the First Amendment of the Seadrill Lease Agreement to the Board. Mr. Don Caffery reviewed the First Amendment with the Board.

Mr. Don Caffery stated that Seadrill is being resistant to filing the Amendment due to the bankruptcy plan.

Commissioner Roy Pontiff questioned if the Port will be getting the full \$494,671.21 yearly. Commissioner Mark Dore' stated that he would like to take out the wording in paragraph 2-D where it states "time to time thereafter" and replace it with "what is accepted". Lengthy Discussion ensued concerning paragraph 2-D and 2-C in the Lease Amendment.

It was a consensus by the Board for Mr. Don Caffery to make the necessary revisions discussed for the First Amendment of the Lease Agreement regarding Seadrill Americas, Inc.

- (d) Discuss/Approve Donelson T. Caffery III, APLC Invoice No. 1051 relative to the AGMAC Project.**

A motion was made by Commissioner Shane Walet, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 1051 for Donelson T. Caffery, III, APLC in the amount of \$5,062.50 for Professional Services relative to the AGMAC Project for the period of September 7, 2021 thru September 30, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

- (e) Discuss/Approve H. Kent Aguillard, Attorney at Law Invoice No. 4824.**

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 4824 for H. Kent Aguillard, Attorney at Law, in the amount of \$2,588.50 for Professional Services regarding Seadrill Limited Chapter 11 Bankruptcy Case for the period of September 1, 2021 thru September 23, 2021.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(f) Discuss for Consideration a “Form Contract” for Small Projects.

Mr. Don Caffery stated that he discussed with Mr. Gerald Gesser a Form Contract for the contractors that work on the Small Repair Projects. He stated that this would be showing the contractor is indemnifying the Port, providing proof of insurance, and recognizing the safety measures for the Port. Commissioner Roy Pontiff asked if this would be for Mr. Gerald Gesser or the Contractors. Mr. Don Caffery stated that it will be for the Contractors. Commissioner Roy Pontiff asked if the Port has a contract with Mr. Gerald Gesser for Small Repair Projects. Commissioner Roy Pontiff stated that the Port needs a contract with Mr. Gerald Gesser for Small Repair Projects. Mr. Don Caffery stated that he will prepare this and bring it back to the next Board Meeting.

It was a consensus by the Board for Mr. Don Caffery to prepare Two (2) Form Contracts. One contract for the Port Architect which can be amended as needed with a task order, and another contract for the contractor working on the Small Repair Projects.

Mr. Gerald Gesser stated that for Mr. Don Caffery to also prepare a contract for Contractors on larger jobs that would require more information. Commissioner Roy Pontiff stated that the Port has one already. Mr. Don Caffery stated that he will update this as well.

X. REPORT FROM EXECUTIVE DIRECTOR ON:

(a) Update on Mr. Roland Maturin, Harbor Dredging, Regarding Leasing Lots 23-26 (0.827 acres) at the Port of Iberia.

Mr. Craig Romero stated that Mr. Roland Maturin with Harbor Dredging decided he did not want to go through with moving to the Port of Iberia. Mr. Roland Maturin did not want to submit any type of Environmental Security which the Port requires tenants to do.

(b) Update on Environmental Phase I for Bayou Holdco (Plant 2) & Demolition Process.

Mr. Craig Romero stated that they were close to being finished before Hurricane Ida. Since Hurricane Ida, the original project Foreman has passed away. He stated that there is a new crew working and they should be finished within the next month. Mr. Craig Romero stated that John Koury has spoken with Cullen Broussard of Bayou Holdco in terms of timing. John Koury is saying it should be completed by the November Board Meeting.

**(c) Executive Director’s Monthly Report.
***Status of Job Descriptions and The Archer Company.**

Mrs. Joanna Durke stated that the job descriptions were sent to The Archer Company. Today, she received confirmation that they are compliant with all Rules & Regulations and ADA requirements. She also stated that the Pay Table has been adjusted by CPI and ECI

increases from 2013 to 2021. Commissioner Roy Pontiff stated that when they adopted the Budget, they accepted Mrs. Joanna Durke's job title moving from Administrative Assistant to Chief Administrative Officer, but they did not adopt the job descriptions of the Executive Director, Chief Administrative Officer, Administrative Assistant, and Receptionist/Secretary until they were reviewed by The Archer Company.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to adopt the job descriptions for the Executive Director, Chief Administrative Officer, Administrative Assistant, and Receptionist/Secretary which were reviewed and approved by The Archer Company and are compliant with all Rules & Regulations and ADA requirements.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

Commissioner Roy Pontiff asked Mrs. Joanna Durke if they commented on whether she is an exempt employee now. Mrs. Joanna Durke stated that she did not get to that yet. Last time, when she was Administrative Assistant, she was exempt and then Mr. Ray Allain did an opinion stating that she was non-exempt. Commissioner Roy Pontiff asked if Mr. Don Caffery would be able to make that call whether she would be exempt or non-exempt. Mrs. Joanna Durke stated that she will ask Jim with The Archer Company so he can put this on the chart.

Commissioner Roy Pontiff stated that they will need an Amendment to Mr. Craig Romero's Contract with the Port to reflect his pay rate at Step H on the new 2021 pay table effective November 1, 2021 through the term of his existing Contract.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Shane Walet to authorize the Board President to execute an Amendment to the Executive Director's Contract with the Port of Iberia District to reflect the pay rate at Step H on the new 2021 Pay Table effective November 1, 2021 through the term of the existing Employment Contract.

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

Yeas: Roy A. Pontiff, Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Bilal Morton.

Nays: None.

Absent at Voting: Danny J. David, Sr.

And the motion was therefore passed on this the 19th day of October, 2021.

(d) Announcements:

Mr. Craig Romero reported that the Max Derbes Contract with the Port of Iberia District has been executed.

- **Saturday, November 13, 2021 Election Day.**
- **Discuss November & December 2021 Regular Monthly Board Meetings.**

Mr. Craig Romero stated that he is leaving the country on November 10, 2021 to go to Israel and will be back on November 17, 2021 then he will be leaving for Tennessee until November 24, 2021. He stated that the Port can skip having a November Board Meeting and have a December Board Meeting. Commissioner Patrick Broussard stated that the December Board Meeting falls on the Tuesday of Christmas week. Commissioner Roy Pontiff asked if the Board would want to move it to December 14th or December 7th.

Mr. Oneil Malbrough stated that if an emergency would come up, they could have a special meeting if needed.

It was a consensus by the Board to combine the November and December Regular Monthly Board Meeting to Tuesday, December 7, 2021.

XI. ADJOURNMENT.

On a motion made by Commissioner Patrick Broussard, and seconded by Commissioner Simieon d. Theodile the meeting was adjourned at 8:20 p.m.

SECRETARY-TREASURER

PRESIDENT