

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: May 28, 2024

Time: 5:00 PM

Location: Abbeville Harbor & Terminal District Office, 124 North State Street, Suite 100, Abbeville, Louisiana

Call to Order

President James Steen called the meeting to order, leading the Pledge of Allegiance, followed by a roll call.

Attendance

•Commissioners Present: Carlton Campbell, Tim Creswell, Wayne LeBleu, James Steen, Bud Zaunbrecher

•Commissioners Absent: Tim Creswell

•Others Present: Executive Director Nick Gautreaux, Secretary Cheryl Broussard, Engineers Brian Primeaux and Kim Touchet, Legal Advisor Roger E. Boynton, Kevin Young (Darnall, Sikes and Frederick)

Approval of Minutes

The minutes from the April 30, 2024, meeting were unanimously approved following a motion by Commissioner Patrick Duhon and a second by Commissioner Wayne LeBleu. No public comments were made on the agenda items.

Audit Report

Kevin Young from Darnall, Sikes, and Frederick presented the 2023 Audit Report, covering precedent reporting and policy evaluations. Young, highlighted improvements in policy and analytics and addressed the recurring finding related to segregation of duties. Gautreaux will collaborate with Young to implement compensating controls in next year's audit.

A motion to accept the auditor's report was made by Commissioner Patrick Duhon, seconded by Commissioner Bud Zaunbrecher, and unanimously carried. The payment of the auditor's invoice for \$26,705 was approved following a motion by Commissioner Patrick Duhon, seconded by Commissioner Carlton Campbell, and unanimously carried.

Ethics Courses Reminder

Executive Director Gautreaux reminded the Commissioners of the Ethics Courses due by year-end and mentioned the possibility of having the Ethics Training Course available at the June meeting.

Financial Reports

Gautreaux provided financial reports, including year-to-date profit and loss budget vs. actual figures for the month and quarter, accounts payable list for bill payments, accounts receivable, and the balance sheet.

A motion to accept the Year-End Report and authorize Gautreaux to present the report to the City of Abbeville Mayor and the Vermilion Parish Police Jury President was made by Commissioner Wayne LeBleu and seconded by Commissioner Patrick Duhon.

Commissioner Nominations

A motion to authorize Gautreaux to submit letters to the City of Abbeville and the Vermilion Parish Police Jury asking for nominations for the new term of office for Commissioner Wayne LeBleu, whose term ends on June 30, 2024, was made by Commissioner Carlton Campbell, seconded by Commissioner Patrick Duhon, and unanimously carried.

Clean Port Grant Update

Gautreaux updated the Commissioners on the Clean Port Grant, which aims to help the Port of Vermilion tenants by reducing emissions and replacing outdated equipment with more efficient options.

Parking Compliance Update


Gautreaux reported improvements in parking compliance at the Intracoastal City Boat Launch on weekends, with 90% of vehicles now paying compared to 50% last month. Commissioner Patrick Duhon suggested adding the Abbeville Harbor and Terminal District's logo to the notice of warnings.

Key Decisions


- Dredging Permit: A motion by Commissioner Patrick Duhon, seconded by Commissioner Carlton Campbell, authorized Primeaux, Touchet, and Associates, L.L.C. to request a permit for dredging the Freshwater Bayou Channel.
- Security Measures: The board discussed a Security Grant for upgrading the Port's security measures and the construction of a fence to enhance security at the District Office Building.
- Crosswalk Project: Collaboration with the City on a crosswalk project was discussed. A motion by Commissioner Patrick Duhon, seconded by Commissioner Wayne LeBleu, authorized Gautreaux to get a price for pavers for the crosswalk at the intersection by the Abbeville Harbor and Terminal District office.

Adjournment

The meeting was adjourned upon a unanimous motion by Commissioner Patrick Duhon, seconded by Commissioner Bud Zaunbrecher.



Carlton Campbell
Secretary-Treasurer



James E. Steen
President