

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: August 26, 2025

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 group in the Pledge of Allegiance.

Attendance

Commissioners' Present: Carlton Campbell, Patrick Duhon, Wayne LeBleu, James Steen, Bud Zaunbrecher

- Commissioner Absent: (One Vacant Seat)

- Others Present: Executive Director Nick Gautreaux, Attorney Roger Boynton, Engineer Kim Touchet, Engineer Brian Primeaux, Secretary Cheryl Broussard

Approval of Minutes

The minutes from July 29, 2025, Regular Meeting were unanimously approved following a motion by Commissioner Patrick Duhon and a second by Commissioner Bud Zaunbrecher.

No public comments were made on the agenda items.

Financial Reports

Gautreaux provided financial reports, including the prior month's profit and loss, year-to-date profit and loss, budget vs. actual figures for the month and year to date, the accounts payable list for bill payments, accounts receivable, a summary of the balance sheet, and the profit and loss report.

A motion to accept the financial reports was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Carlton Campbell.

Gautreaux gave an update on the Hwy 690 and Schriefer Drive project. We are also attempting to acquire the dead-end road near the old ferry property, which is currently owned by DOTD.

A motion to authorize Gautreaux and Engineer Kim Touchet to acquire property from DOTD at or near Hwy. 690 and Schriefer Drive to River was unanimously approved following a motion by Commissioner Carlton Campbell and a second by Commissioner Patrick Duhon.

Engineer Kim Touchet stated they are in the permitting process for the Project on the highway. 690. We will be sending out proposals for bids. The plans are ready to be sent out.

Engineer Kim Touchet updated the Commissioners, stating that they will open bids for the Clean Gulf building on September 30th, which we will present at your meeting on the same date. We will provide you with a bid tabulation and review our current status on the project. It advertises on September 3, 2025.

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Engineer Kim Touchet updated the Commissioners on the Dredging of the Port of Vermilion. The plans are in good shape. We are still waiting for the permit for the Dredging of the Intracoastal City Boat Launch. We are required to complete a drainage study on the spoil area.

Commissioner Wayne LeBleu asked about the Alternate Bypass Road. Engineer Kim Touchet stated that we are required to inspect it annually. Gautreaux stated Broussard Lawn Service will mow and spray in September.

Attorney Roger Boynton, we have completed the sale of the building at 121 Tivoli and the sale of the Clean Gulf Building at the Port of Vermilion.

Attorney Roger Boynton informed the Commissioners that he has sent a letter to the Elevator contractor cancelling the contract.

Gautreaux informed the Commissioners that we were under contract with Dover Elevator. We had a problem with them not showing up the previous year. We were paying \$578.73 per month. We contacted a company that the Vermilion Parish Police Jury was using. They came, inspected the unit at no charge. He found that one year there was no inspection tag for one of the previous years. The new contractor quoted us a charge of \$290.00 per month, compared to \$578.73 (the Previous contractor).

A motion to sign a maintenance agreement with Standard Industrial Services (elevator company) was unanimously approved following a motion by Commissioner Parick Duhon and a second by Commissioner Bud Zaunbrecher.

The Board had previously given me authority to obtain all necessary documents to obtain a Line of Credit. To get a Line of Credit, we need approval from the Bond Commission.

A motion to adopt a Preliminary Resolution authorizing the Abbeville Harbor & Terminal District, State of Louisiana, to incur debt and issue not to exceed One Million Five Hundred Thousand Dollars(\$1,500,000) aggregate principal amount of taxable and/or tax-exempt Revenue Bonds, in one or more series, providing for the employment of professionals; making application to the Louisiana State Bond Commissioner; and otherwise providing with respect thereto was unanimously approved following a motion by Commissioner Patrick Duhon and a second by Commissioner Carlton Campbell.

Roll Call

Commissioner Bud Zaunbrecher	Yea
Commissioner Wayne LeBleu	Yea
Commissioner Carlton Campbell	Yea
Commissioner Patrick Duhon	Yea
President Jimmie Steen	Yea

There were no Nays.

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Gautreaux informed the Commissioners about a refrigerator being put in a dumpster at the Intracoastal City Boat Launch. Broussard's Lawn Care reported it to the Sheriff Department, and we have not heard back from them. It's been about three weeks. Gautreaux has noticed that people are putting their household trash and other items in the dumpster, which sometimes causes us to pay extra for the removal of overloaded dumpsters. We will need to post signs warning of illegal dumping.

Gautreaux stated he and Attorney Roger Boynton are working on the Cooperative Agreement with the Port of Iberia. We made the changes and have sent them to the client, and we are waiting for their reply.

Gautreaux updated the Commissioners on the Life Jacket Project, stating that we are waiting for the individuals to verify their liability insurance. Our insurance agent says he is fine with our liability insurance and that our lease will be good if the people with the Life Jackets have liability insurance.

Gautreaux updated the Commissioners on the Sewer Plant at the Port of Vermilion, stating that when the new company visited the Sewer Plant, he noticed numerous items that had been neglected in maintenance by the new company. Attorney Roger Boynton and Gautreaux wrote a letter to the previous company that had sent us an invoice, essentially stating that we would contest the invoice.

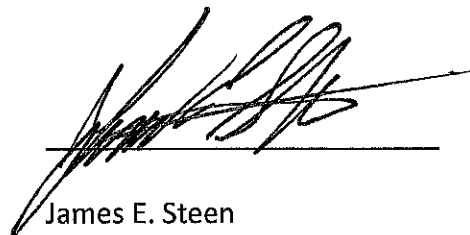
Gautreaux updated the Commissioners, stating we have received the signed Cooperative Endeavor Agreement for the Camera placement, and our electrician will begin installing boxes for the cameras.

Gautreaux informed the Commissioners that we have begun preparing the 2026 budget as part of our Legislative Auditor's Agreed Upon Procedures.

A motion to adjourn the meeting was unanimously approved following a motion by Commissioner Wayne LeBleu, seconded by Commissioner Bud Zaunbrecher.



Carlton Campbell
Secretary-Treasurer



James E. Steen
President