

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: January 27, 2026

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 and led the group in the Pledge of Allegiance.

Attendance

- Commissioners' Present: Michael Bertrand, Carlton Campbell, Patrick Duhon, Wayne LeBleu, James Steen
- Commissioner Absent: None
- Others Present: Executive Director Nick Gautreaux, Attorney Roger Boynton, Engineer Kim Touchet, Engineer Brian Touchet and Secretary Cheryl Broussard

Approval of Minutes

The minutes from December 16, 2025 Regular Meeting were unanimously approved following a motion by Commissioner Bud Zaunbrecher and a second by Commissioner Patrick Duhon.

Public Comments

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 Wayne LeBleu and seconded by Commissioner Michael Bertrand.

Gautreaux reminded the Commissioners about the 2.1 Tier Financial Disclosure due by May 15, 2025.

Gautreaux reminded the Commissioners the Annual Ethics Training and Sexual Harassment Training will be February 24, 2026 at 4:00.

Engineer Kim Touchet informed the Commissioners Partial Payment No. 1 for \$67,777.09 from Diversified Construction doing buildout at Clean Gulf building.

A motion to approve payment to Diversified Construction for Partial Payment 1 \$67,777.09 for the Clean Gulf project was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Carlton Campbell.

Port Business Update

1. Hwy 690/Schriefer Drive project was awarded to Glenn Lege Construction with Notice to Proceed starting on February 16th.
2. Phase 2 and 3 Port Security camera installation south towards Port
3. We may have a new company coming to Port. We will need apply to Port Priority for financial program to meet certain requirements.

A motion to authorize Gautreaux to apply for Port Priority grant for necessary infrastructure was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Carlton Campbell.

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Gautreaux informed the Commissioners that a potential tenant was interested Port Security and Training Building . There are renovations that will need to be made. Demolition to the interior of the building is complete. I will need a motion to apply for a Port Priority grant for the Port Security and Training building for interior, exterior, roof and parking lot if we can. The Commissioners discussed this. Commissioner Michael Bertrand suggested applying for the City of Abbeville Main Street grant for the façade frontage.

A motion to authorize Gautreaux to apply for Port Priority Funding for renovations needed for our Port Security and Training Building and other facilities was unanimously authorized following a motion by Commissioner Patrick Duhon and seconded by Commissioner Michael Bertrand.

Engineer Kim Touchet informed the Commissioners the USCG notified us they were having difficulty getting in and out of the slip. They issued a letter to us declaring an emergency.

Attorney Roger Boynton read the following Resolution.

A RESOLUTION DECLARING AN EMERGENCY RELATED TO A COAST GUARD WATERFRONT FACILITY
WHEREAS, the governing authority has determined that unforeseen conditions affecting a bulkheaded waterfront facility utilized by the United States Coast Guard have created an immediate threat to the Coast Guard's ability to maneuver and moor vessels; and
WHEREAS, uninterrupted access to and use of this facility is essential to national, state, and local security, including emergency response, maritime safety, and homeland defense; and
WHEREAS, the delay associated with standard procurement and advertisement procedures would compromise public safety and the Coast Guard's operational readiness;
NOW, THEREFORE, BE IT RESOLVED, that the governing authority hereby declares that an emergency exists; and
BE IT FURTHER RESOLVED, that the governing authority expressly certifies that immediate action is required and that normal procurement procedures are impractical under the circumstances; and
BE IT FURTHER RESOLVED, that the Executive Director or authorized representative is empowered to enter into contracts and approve expenditures strictly limited to those repairs, services, or purchases necessary to address the emergency conditions and restore safe and immediate operational use of the waterfront facility; and
BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

A motion adopting the RESOLUTION DECLARING AN EMERGENCY RELATED TO A COAST GUARD WATERFRONT FACILITY was unanimously accepted following a motion by Commissioner Wayne LeBleu and seconded by Commissioner Bud Zaunbrecher.

A motion declaring AN EMERGENCY, WHEREAS, the United States Coast Guard occupies and utilizes a bulkheaded waterfront property within the jurisdiction of the public entity for purposes directly related to national, state, and local security; and
WHEREAS, the Coast Guard must be able to immediately maneuver, berth, and moor vessels at this facility without delay in order to respond to emergencies, security threats, search and rescue operations, and other time-sensitive missions; and
WHEREAS, unforeseen conditions affecting the bulkhead, waterfront infrastructure, or related appurtenances have arisen, creating an immediate risk to safe navigation, vessel mooring, and operational readiness; and
WHEREAS, failure to promptly address these conditions would materially impair the Coast Guard's ability to carry out its mission and would pose a threat to public safety, maritime commerce, and homeland

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security; and

WHEREAS, the urgency of these conditions constitutes an unforeseen mischance and emergency that cannot be reasonably addressed through normal, time-consuming public advertisement and competitive bidding procedures without jeopardizing public safety and security;

NOW, THEREFORE, BE IT MOVED, that the governing authority hereby finds and certifies that an emergency exists within the meaning of applicable law; and

BE IT FURTHER MOVED, that the governing authority authorizes the immediate procurement of services, labor, materials, and/or repairs strictly limited to those necessary to stabilize, repair, or restore the waterfront facility to allow the Coast Guard to safely and immediately maneuver and moor vessels; and

BE IT FURTHER MOVED, that all actions taken pursuant to this motion shall be limited solely to addressing the emergency conditions described herein was unanimously accepted following a motion by Commissioner Patrick Duhon and seconded by Commissioner Wayne LeBleu.

Engineer Kim Touchet informed the Commissioners' bids were received today for the Emergency Dredging at the Port of Vermilion North Slip. Touchet recommends award of bid to Patriot Construction & Industrial, LLC in the amount of \$487,125.00 as they were the low bidder. Other bids received were Broussard Brothers, Inc. \$846,264.00; Sealevel Construction, Inc. \$869,515.00 and Sunland Construction, Inc. \$781,663.00,

A motion to accept the lowest bid and award the contract to Patriot Construction & Industrial, LLC was unanimously approved following a motion by Commissioner Carlton Campbell and seconded by Commissioner Wayne LeBleu.

Engineer Kim Touchet updated the Commissioners on the Hwy 690/Schriefer Drive Road Improvement project stating he will issue Notice to Proceed for February 16th.

Engineer Kim Touchet updated the Commissioners on the Intracoastal City Boat Launch dredging project stating they are working on the plans and specs. If the total is under \$250,000 we will send out requests for bids.

Gautreaux presented the permit from the Army Corps of Engineers for the Boat Launch.

Engineer Kim Touchet updated the Commissioners on the Port Security Phase 2 project, Cooperative Endeavor Agreement with the City of Abbeville and the Sheriff Department. We received bids for additional cameras and equipment required for installation with the lowest bid submitted by Tactical Alarm System for \$10,536.00 for Port Security at 121 Tivoli Street building and \$4,379.00 for the Intracoastal City Boat Launch. The other bids received were from AIC for 32,614.44 and \$16,088.84; Drone Technologies for \$14,614.00 and \$5,701.00; and Electronic Protection System for \$13,516.00 and \$6,423.00. Touchet recommended awarding the project to Tactical Alarm System having the lowest bid.

A motion to accept the lowest bid and award the contract to Tactical Alarm System for \$10,536.00 for Port Security at 121 Tivoli and \$4,379.00 for Intracoastal City Boat Launch was unanimously approved following a motion by Commissioner Carlton Campbell and seconded by Commissioner Patrick Duhon.

President Jimmie Steen stated the nominations for President of the Abbeville Harbor & Terminal District are now open. Commissioner Patrick Duhon was nominated for President by Commissioner Carlton Campbell and seconded by Commissioner Bud Zaunbrecher. Motion carried. Commissioner Patrick Duhon was unanimously elected President. President Jimmie Steen stated the nominations for Vice President are now open. Commissioner Carlton Campbell was nominated for Vice President but

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declined. Commissioner Jimmie Steen was nominated for Vice President by Commissioner Wayne LeBleu and seconded by Commissioner Michael Bertrand. Motion carried. Commissioner Jimmie Steen was unanimously elected Vice President. Commissioner Carlton Campbell was nominated for Secretary-Treasurer by Commissioner Patrick Duhon and seconded by Commissioner Bud Zaunbrecher. Commissioner Carlton Campbell was unanimously re-elected Secretary-Treasurer.

A motion to go into Executive Session relative to Personnel issues, Contractual Legalities and Emergency Dredging – United States Coast Guard was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Michael Bertrand.


Voting of Commissioners:

Michael Bertrand	Yes
Carlton Campbell	Yes
Patrick Duhon	Yes
Wayne LeBleu	Yes
Jimmie Steen	Yes
Bud Zaunbrecher	Yes

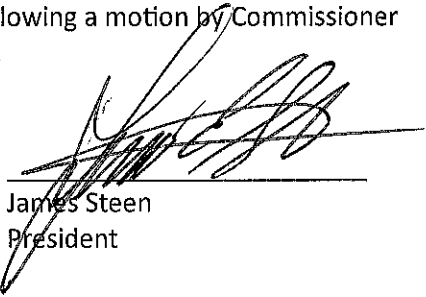
A motion to return to Regular Session was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Michael Bertrand.

A motion to authorize Director Nick Gautreaux and Attorney Roger Boynton to enter into, execute and sign leases with MTT was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Michael Bertrand.

A motion to adjourn the meeting was unanimously approved following a motion by Commissioner Michael Bertrand and a second by Commissioner Patrick Duhon.



Carlton Campbell
Secretary-Treasurer



James Steen
President