

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: December 17, 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, Patrick Duhon, James Steen, Bud Zaunbrecher
- Commissioners Absent: None
- Others Present: Executive Director Nick Gautreaux, Attorney Roger Boynton, Engineer Brian Primeaux, Engineer Kim Touchet, Robert Cowan with Alliant Insurance and Secretary Cheryl Broussard

Approval of Minutes

The minutes from the November 19, 2024, Regular Meeting were unanimously approved following a motion by Commissioner Carlton Campbell and a second by Commissioner Wayne LeBleu.

No public comments were made on the agenda items.

Financial Reports

Gautreaux provided financial reports, including the 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, accounts payable, the summary of the balance sheet, and the profit and loss report.

Gautreaux discussed Parkhub/JustPark System with the Commissioners to replace the Pay Station at the Intracoastal City Boat Launch.

The new Parkhub/JustPark System Technology at the Intracoastal City Boat Launch with current rate was unanimously approved following a motion by Commission Wayne LeBleu and a second by Commissioner Patrick Duhon. The Pay Station will stay active for at least 90 days after activating the new Parkhub/JustPark System Technology.

Gautreaux informed the Commissioners that there is a \$150,000 Capital Outlay Project for HWY 690. A Cooperative Endeavor Agreement between the Parish and AHTD will need to be completed. The project location will be at the intersection of HWY 690 and Schriefer Drive. The intersection will be widened and resurfaced for a turning radius and drainage.

Gautreaux stated that the Legislative Auditor requires us to publish our meeting dates. I have provided them, and they will be published with our minutes in the Abbeville Meridional.

The 2025 Meeting Dates January 28, February 25, March 25, April 29, May 27, June 24, July 29, August 26, September 30, October 28, November 18, and December 16, all in 2025, to be published in the Abbeville Meridional was unanimously approved following a motion by Commissioner Patrick Duhon and a second by Commissioner Bud Zaunbrecher.

Mr. Robert Cowan, with Alliance Insurance, discussed the reduction in premiums for our workers' compensation insurance. He explained that the reduction in Worker Compensation was due to a rate decrease. Mr. Cowan stated that working with Nick and getting to know all the commissioners has been a pleasure. We have worked to find better alternatives to coverage, and as a result, we have saved 35% or approximately \$30,000.00 annually.

Gautreaux presented the annual Louisiana Compliance Questionnaire sent to us by the Auditors.

The Louisiana Compliance Questionnaire was unanimously approved for signing by the President, Secretary-Treasurer, and Executive Director following a motion by Commissioner Patrick Duhon and a second by Commissioner Wayne LeBleu.

Attorney Roger Boynton reported he had reviewed the Louisiana Wildlife and Fisheries documents, submitted a few changes, and sent them to the Louisiana Wildlife and Fisheries.

Gautreaux stated we have received the Cooperative Endeavor Agreement from Louisiana Wildlife and Fisheries. Mr. Boynton proofed it and submitted a few changes to Louisiana Wildlife and Fisheries, who responded to the changes by email. This is for a \$500,000 grant for the Intracoastal City Boat Launch.

The commission unanimously authorized the entering into the Cooperative Endeavor Agreement with Louisiana Wildlife and Fisheries following a motion by Commissioner Patrick Duhon and a second by Commissioner Bud Zaunbrecher.

Gautreaux informed the Commissioners about a meeting with the Louisiana Joint Transportation Budget concerning the Clean Gulf facility project. We have been approved for \$631,000 of the \$747,000 project. The port's initial Return on Investment will be approximately 110% in the first year.

The commission unanimously approved entering into a Cooperative Endeavor Agreement with the Department of Transportation Port Priority Program for funds with a motion by Commissioner Patrick Duhon and a second by Commissioner Bud Zaunbrecher.

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



Carlton Campbell
Secretary-Treasurer



James E. Steen
President