

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: February 25, 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 Pledge of Allegiance, followed by a roll call.

Attendance

- Commissioners Present: Carlton Campbell, Wayne LeBleu, Patrick Duhon, James Steen, Bud Zaunbrecher
- Commissioner Absent: Tim Creswell
- Others Present: Executive Director Nick Gautreaux, Attorney Roger Boynton, Engineer Brian Primeaux, Engineer Kim Touchet, and Secretary Cheryl Broussard

Approval of Minutes

The minutes from the January 28, 2025, Regular Meeting were unanimously approved following a motion by Commissioner Bud Zaunbrecher and a second by Commissioner Patrick Duhon.

No public comments were made on the agenda items.

Financial Reports

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

The Financial Reports were unanimously approved following a motion by Commissioner Patrick Duhon and a second by Commissioner Wayne LeBleu.

Gautreaux updated the Commissioners on DOTD priority bends in Vermillion River. Gautreaux submitted priorities to government concerning the bends in river and Hwy. 690 as these work seamlessly together to get to the Port.

Gautreaux sent information to DOTD for Cooperative Endeavor Agreement for maintenance dredging project.

Gautreaux and Attorney Roger Boynton discussed using the State Contract for the Port Security project purchases.

Gautreaux informed the Commissioners that Wildlife and Fisheries will be coming to review the Intracoastal City Boat Launch dredging project.

Gautreaux and Attorney Roger Boynton need to finish a Cooperative Endeavor between the Parish and Abbeville Harbor & Terminal District on the Intersection at the Port project.

Engineer Kim Touchet updated the Commissioners on the Highway 690 and Schriefer Drive intersection.

Engineer Kim Touchet updated the Commissioners on the dredging project near Coast Guard slip. Primeaux stated they are in the process of finalizing the plans and they have a permit in place for the dredging and the spoil.

Engineer Kim Touchet asked for authority to advertise for bids for dredging at the Port of Vermillion.

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A motion to authorize Primeaux, Soirez, Touchet & Associates, L.L.C. to advertise for bids for the Port of Vermilion Emergency North Slip dredging project was unanimously authorized following a motion of Commissioner Patrick Duhon and a second by Commissioner Wayne LeBleu.

Engineer Kim Touchet updated the Commissioners on the Clean Gulf Building stating building is almost complete, waiting to install doors and parking around it.

Gautreaux stated he has submitted to Appraiser requesting an appraisal on the industrial building to submit to DOTD to meet the requirements of the Grant. We will need to do an Act of Sale which Attorney Roger Boynton will complete. After that we will need to advertise for bids for interior of building.

Attorney Roger Boynton stated he and Gautreaux have been going over different contracts. We have finished with the vests, and we are working on the Parking machine Contract at the Intracoastal City Boat Launch.

Gautreaux stated the Legislative Auditors Agreed Upon Procedures required us to have a Credit Card Policy and Holiday Schedule policy in place.

A motion to accept the Holiday Schedule was unanimously accepted following a motion of Commissioner Wayne LeBleu and a second by Commissioner Carlton Campbell.


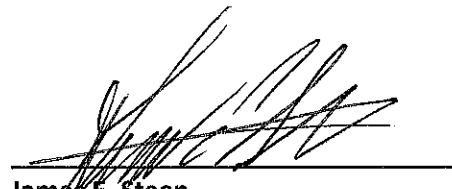
A motion to accept the Credit Card Policy was unanimously accepted following a motion of Commissioner Carlton Campbell and a second by Commissioner Patrick Duhon.

A motion to authorize Executive Director Nick Gautreaux and Attorney Roger Boynton to begin the process for Line of Credit with a local bank when necessary was unanimously authorized following a motion of Commissioner Wayne LeBleu and a second by Commissioner Patrick Duhon.

A motion to go into Executive Session to discuss Port Security issues was unanimously approved following a motion of Commissioner Patrick Duhon and a second by Commissioner Carlton Campbell.

A motion to return to Regular Session was unanimously approved following a motion of Commissioner Carlton Campbell and a second by Commissioner Wayne LeBleu.

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


Carlton Campbell
Secretary-Treasurer
James E. Steen
President