

## **Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes**

Date: January 28, 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, 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, and Secretary Cheryl Broussard

### **Approval of Minutes**

The minutes from the December 17, 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.

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

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

Gautreaux reminded the Commissioners about the Annual Ethics Training.

Engineer Kim Touchet updated the Commissioners on the Clean Gulf project, which Touchet projected would be complete at the end of February and beginning of March.

Gautreaux updated the Commissioners on the AGMAC project, stating he had met with members of the Army Corps of Engineers and the Port of Iberia at Freshwater Bayou Locks. They toured the Locks and Bypass System.

Gautreaux informed the Commissioners that there is a Capital Road/Intersection Improvement Project for HWY 690 and Schriefer Drive. The intersection will be widened and resurfaced for a turning radius, drainage, and safety.

Gautreaux informed the Commissioners that he was contacted by a Supply Boat Company interested in stacking boats at the Port.

Gautreaux informed the Commissioners that it was time to refurbish the roof at Gulf Coast Marine Fabricators. It has some issues that need to be addressed, as well as the interior Celotex, some insulation, and painting.

A motion to refurbish Gulf Coast Marine Fabricators, including a roof with a maximum of \$15,000, was unanimously approved following Commissioner Wayne LeBleu's motion and Commissioner Bud Zaunbrecher's second.

Gautreaux stated that the Parking Lot Contract is a Master Service Agreement for the Park/Hub. Attorney Roger Boynton and Gautreaux have started reviewing the contract. Once it is signed, we will advertise.


Gautreaux informed the Commissioners that he went to the Port and the Intracoastal City Boat Launch after the snowstorm. The port was in good shape, with no broken pipes. Before the snowstorm, we dispatched a plumber to the Intracoastal City Boat Launch to weatherize the Substation.

Gautreaux presented a Resolution requesting that the Abbeville Harbor & Terminal district enter into an agreement with the State of Louisiana, Department of Transportation and Development, under the Louisiana Port Construction and Development Priority Program for assistance in implementing a port improvement project.

A motion to sign a Resolution authorizing President James Steen, Secretary-Treasurer Carlton Campbell, and Executive Director Nicholas Gautreaux to sign all documents for State Project No. H-016396 for reimbursement Agreement with the State of Louisiana Department of Transportation and Development was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Wayne LeBleu.

Gautreaux presented the Project Status Report updating the Commissioners on these projects.

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

  
Carlton Campbell  
Secretary-Treasurer  
James E. Steen  
President