

Abbeville Harbor & Terminal District Board of Commissioners Meeting Minutes

Date: June 24, 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: None

•Others Present: Executive Director Nick Gautreaux, Attorney Roger Boynton, Engineer Brian Primeaux, Secretary Cheryl Broussard, Todd Vincent with Sellers & Associates, and Scott Trahan with Vermilion Parish Delta Waterfowl.

Approval of Minutes

The minutes from May 27, 2025, Regular Meeting were unanimously approved following a motion by Commissioner Carlton Campbell and a second by Commissioner Patrick Duhon.

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, 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 Wayne LeBleu.

Gautreaux presented the annual Limited Tax Bonds, Series 2014 Report from Foley, Judell.

A motion to adopt the annual report from Foley, Judell was unanimously approved following a motion by Commissioner Carlton Campbell and seconded by Commissioner Patrick Duhon.

Engineer Brian Primeaux updated the Commissioners, stating they are working on the Coastal Zone permit to do maintenance dredging at the Intracoastal City Boat Launch and add a fixed pier coming out from the Pavilion. We are also working on the interior of the building at the Port of Vermilion for Clean Gulf. We have submitted plans to Port Priority for approval and are in the process of making final adjustments to submit to the Fire Marshal for permits. I am requesting approval to solicit proposals for the intersection of Hwy 690 and Schrieffe Drive project.

A motion to approve the bidding process for Primeaux, Soirez, Touchet & Associates to move forward with the Highway 690 project was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Wayne LeBleu.

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Attorney Roger Boynton stated he was working on the contract with the Sewage Plant at the Port of Vermilion.

Gautreaux explained that our current company, Dove Environmental, is going out of business. They submitted a couple of names whom they recommended. Unfortunately, these two companies were more expensive. The other person who was local and seemed very professional, Hydro Serve Environmental, gave us the lowest proposal.

A motion was made for Gautreaux and Boynton to proceed with the contract with Hydro Serve Environmental LLC for our waste plant monitoring, testing, and maintenance. This motion was unanimously approved following a motion by Commissioner Patrick Duhon and seconded by Commissioner Carlton Campbell.

Gautreaux informed the Commissioners that we had sent a certified letter to TK Elevators, but they never picked it up. They had not performed the service for 12 months but had billed us for 12 months. They usually come for maintenance on the elevator every quarter. We were able to negotiate with them, which resulted in us being given credit for six months.

Scott Trahan with the Vermilion Parish Waterfowl Chapter. We are a unique organization with Ducks Unlimited and CCA. I am seeking approval to move forward with getting more information on a life jacket loaner program at Intracoastal City Boat Launch. Our Chapter will donate life jackets, but I am not sure of the maintenance of them. Gautreaux asked the Commissioners to give him and Attorney Roger Boynton approval to gather more information.

A motion was made to allow Gautreaux and Attorney Roger Boynton to move forward with the Delta Waterfowl project after looking into liability and feasibility of this project was unanimously approved following a motion by Commissioner Wayne LeBleu and seconded by Commissioner Patrick Duhon.

Todd Vincent with Sellers and Associates was asked by the Vermilion Parish Police Jury to tell you about a project they have coming up on the Vermilion River. This originated with the flood of 2016. There was a lot of debris that was built up at the downtown bridge on the Vermilion River. This project is to help prevent debris buildup on the perimeter of the bridges. Mr. Vincent explained how the project would be installed and how it would help prevent debris build up at the bridges. One of the reasons the Vermilion Parish Police Jury asked me to come here was that sometime further down the road we could enter into a cooperative endeavor with Abbeville Harbor & Terminal District for the maintenance of this project.

Gautreaux informed the Commissioners that we own the Clean Gulf Building at the Port of Vermilion. The second phase of the building will be to go out for a public bid for the interior of the building after we receive approval from DOTD. We will then request approval from the Commissioners to go out for bids for the improvement of interior office space.

A motion was made to nominate Patrick Duhon as commission member and serve another six-year term as Commissioner with the Abbeville Harbor & Terminal District was unanimously carried following a motion by Commissioner Wayne LeBleu and seconded by Commissioner Carlton Campbell.

A motion was made to close nominations for commission members and was unanimously carried following a motion by Commissioner Wayne LeBleu and seconded by Commissioner Carlton Campbell.

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Gautreaux informed the Commissioners that he had obtained quotes for lawn service at the Intracoastal City Boat Launch and the Port of Vermilion, as discussed at our last meeting. Gautreaux presented an email to the Commissioners from Keith Melebeck with Clean Trim, Inc., dated April 25, 2025, stating he opted not to price out additional work. Gautreaux said that Keith Melebeck has done an excellent job for us for 20-plus years.

The quotes received were as follows:

	Broussard Lawn Service	Faulks Lawncare LLC	Lawniappe LLC
Bush Hog Price Per Acre	\$ 50.00	\$136.36	\$100.91
Mowing, Spraying, Trash			
Cleanup, Weed eating	\$ 49.57	\$121.74	\$225.00
Boat Launch	\$200.00	\$225.00	\$450.00
TOTAL	<u>\$299.57</u>	<u>\$483.10</u>	<u>\$677.08</u>

A motion was made to enter into a contract with Broussard Lawn Service, the lowest bidder, to do lawn service at the Intracoastal City Boat Launch and the Port of Vermilion and carried following a motion by Commissioner Carlton Campbell and seconded by Commissioner Wayne LeBleu with Commissioner Patrick Duhon abstained from the vote.

Gautreaux requested the Commissioners to allow him to change credit card companies for the Abbeville Harbor & Terminal District.

A motion to authorize Gautreaux to proceed with a search of a new credit card company for the Abbeville Harbor & Terminal District was unanimously carried following a motion by Commissioner Patrick Duhon and seconded by Commissioner Wayne LeBleu.

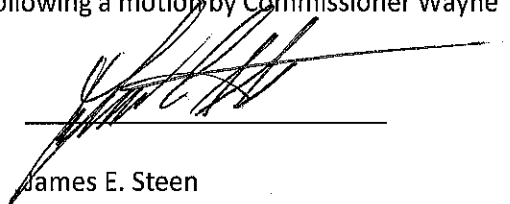
Gautreaux informed the Commissioners we have received the appraisal on the Port Security property for \$393,000. Gautreaux and Attorney Roger Boynton will be putting together the cash sale.

Attorney Roger Boynton did the swearing in of Commissioner Patrick Duhon for the next six-year term with the Abbeville Harbor & Terminal District.

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



Carlton Campbell
Secretary-Treasurer



James E. Steen
President