

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING – TUESDAY, MARCH 26, 2019
PORT ADMINISTRATIVE OFFICE – 5:30 P.M.
MINUTES**

The regular meeting of the Port of Iberia District Board of Commissioners was called to order by Commissioner Elbridge “Smitty” Smith, III, Board President, at the Port of Iberia Administrative Office, on Tuesday, March 26, 2019, at 5:30 P.M.

In attendance were Commissioners Elbridge “Smitty” Smith, III, President, , Mark Dore’, Vice-President, Danny J. David, Sr., Secretary – Treasurer, Larry G. Rader, Roy A. Pontiff and Shane Walet.

Commissioner Simieon d. Theodile was absent.

Also present were Craig Romero, Executive Director, Joanna Durke, Administrative Assistant, Tracy Boudreaux, Bookkeeper-Secretary, Brandi Landry, Receptionist-Secretary, and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Danny J. David, Sr. recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting Tuesday, February 19, 2019.

On a motion by Commissioner Roy A. Pontiff, and seconded by Commissioner Mark Dore’, the Commission approved the minutes of the Regular Meeting held on Tuesday, February 19, 2019.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge “Smitty” Smith, III, Mark Dore’, Danny J. David, Sr., Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Eight (8) Months Ending February 2019.
- (b) Listing of Tenant Lease Billings for 2019.
- (c) Listing of Boat Stall Tenant Lease Billings for 2019.
- (d) Approve Payment of Bills & Checks Issued During Interim Period.
- (e) Computer Summary of Lease Agreement Activity Sheet.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Shane Walet, to approve and authorize the payment of bills for March 2019, and ratify those paid during the interim period.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

III. Discuss Recommendations/Findings from the Finance Committee Meeting Held on Monday, March 25, 2019.

(a) Commissioner Roy A. Pontiff, Committee Chairman to Present A POI Financial Report Comparison For Fiscal Years 6/30/14 Thru 6/30/18 & A Review of Committed Funds For Projects.

(b) Review and Consider Changes to the Port's Property And Flood Insurance.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry Rader, to eliminate facilities 4B (4506 B S Lewis Street, Superior Office) and 8B (5310 C. P. Voorhies Rd, former Central Gulf Shipping/Receiving) from the Port's Statement of Values; and motion further states to approve the deductibles on the spreadsheet as presented with the increase of \$5,000 deductibles for the Ten (10) facilities: 4A (4506 A S Lewis Street, Superior Office), 4D (4506 D S Lewis Street, Superior Emp. Services), 5A (4416 S Lewis Street, Diamond Offshore Office), 8A (5310 C. P. Voorhies Rd, former Central Gulf Office), 9D (5315 C. P. Voorhies, All Points Blasting/Coating), 9G (5315 C. P. Voorhies Rd, Warehouse/Office/Comp), 12B (4800 B Carl W. Bauer, Dynamic Fab Shop, Building Extension & Lean-to), 13A (3415 A Earl B Wilson, Chart E/C Fab Shop), 13C (3415 C Earl B Wilson, Chart E/C Mechanic Shop), and 14A (3705 Earl B. Wilson, former Advanced Welding Services (Crosby)) for the April 1st 2019-2020 policy year.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr. to approve and authorize the Executive Director to continue the insurance coverage with Schwing Insurance Agency, Inc for General Liability, Automobile Liability, Crime, Boiler & Machinery, Inland Marine, Equipment Floater and Building & Contents with a premium of \$110,999.00 and with Brown & Brown of Louisiana for Worker's

Compensation with a premium of \$3,754.00, and Brown & Brown of Louisiana for the Flood Insurance Program regarding the POI April 1, 2019 annual renewal.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr., Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

IV. Discuss Recommendations/Findings from the Policy & Procedures Committee Meeting Held on Monday, March 25, 2019.

Review/Discuss Cooperative Endeavor Agreement Between Iberia Parish Government And The Port of Iberia District Board Of Commissioners Regarding Use Of The Building And Property On Unifab Road (POI West Yard – Office Building A).

(a) Review Expenditures to Date Relative to Office Building A – POI West Yard.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark Dore', to approve and accept the recommendation from the Policies and Procedures Committee concerning sending the Cooperative Endeavor Agreement back to the Iberia Parish Government with the revision that the Iberia Parish Government would be responsible for all repairs and maintenance.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

V. Mr. Gerald Gesser, Gesser Group, APC to Address the Board to Discuss the Status of All Points Equipment Company, LLC Wooden Office Building (4,174 sq. ft.) and Water Leaks in Three (3) All Points Equipment Fabrication Buildings:

(a) Discuss/Consider Approval of a Contract Agreement Between Gesser Group, APC and the Port of Iberia District with Regards to the 4,174 sq. ft. Wooden Office Building Interior and Exterior Alterations in Order to Bring the Building Back to Acceptable Operating Conditions/Standards.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry Rader to approve the Contract Agreement between Gesser Group, APC and the Port of Iberia District with regards to the 4,174 sq. ft. wooden office building interior and exterior alterations in order to bring the building back to acceptable operating conditions/standards pending legal review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

- (b) Discuss/Consider the Quotes Received on March 18, 2019 for the Office Repairs and the Authorization for Contract Award.

A motion was made by Commissioner Shane Walet, seconded by Commissioner Mark Dore' to approve and award the contract submitted by Kerne Construction, Inc. in the amount of \$113,217 with an alternate in the amount of \$1,217 for a total of \$114,434.00 for the All Points Equipment 4,174 sq. ft. Wooden Office Building interior and exterior alterations to bring the building back to acceptable operating conditions/standards.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

- (c) Discuss/Consider Port Participation.
- (d) Discuss/Consider a Proposal from Modular Construction Company, Inc. to Conduct an Investigation of the Origin of Water Leaks in the Three (3) Fabrication Buildings Located on the All Points Equipment Property Site.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Roy Pontiff to approve and authorize Modular Construction Company, Inc. Quote Number 5793-19, dated March 19, 2019, in the amount of \$1,825.00 to investigate the water leaks in Three (3) fabrication buildings located on the All Points Equipment Property Site and bring the findings back to the Board for further review and discussion.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

VI. LOUISIANA PORT CONSTRUCTION & DEVELOPMENT PRIORITY PROGRAM
SPN H.011928 "EAST & WEST YARD" EXPANSION & SITE IMPROVEMENTS
PROJECT:

- (a) Report from Mr. Oneil Malbrough of GIS Engineering, LLC. on:

{1} Update on Status of West Yard Expansion Project.

****Discuss/Approve L & K Demolition, LLC Invoices.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader to approve and authorize the payment of Invoice Number 2051 to L & K Demolition, LLC in the amount of \$14,642.00 and Invoice Number 2052 to L & K Demolition, LLC in the amount of \$625.00 for a total of \$15,267.00 for the demolition of Five (5) buildings (G,H,J,K,L & a Concrete Slab) at the POI West Yard and asbestos inspection approved by the Board at the February 19, 2019 monthly Board meeting contingent upon the LA DOTD review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

{2} Update on Office Building A Repairs (Carpentry, Electrical, HVAC, Plumbing).

****Discuss/Approve Contractor Invoices Building A Repairs.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Larry Rader to approve and authorize the payment of Invoice Number 1338 to Kerne Construction, Inc. in the amount of \$17,740.00 for partial carpentry work completed at the POI West Yard Office Building A contingent upon the LA DOTD review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Shane Walet to approve and authorize the payment of Invoice Number 8926 to Dixie Electric, Inc. in the amount of \$38,543.00 for partial electrical repairs at the POI West Yard Office Building A contingent upon the LA DOTD review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Larry Rader, to approve and authorize the payment of Invoice Number 27067 to Queen City Plumbing Heating & AC Inc. in the amount of \$9,266.10 for labor and materials to locate existing water line, add valves and reconnect properly, install 2" backflow preventer, replace faucets, flush, valves, ten gallon water heater, insulate backflow preventer, replace water valve and repair leaks inside of building, repair toilet and install lavatory faucet and drain at the POI West Yard Office Building A contingent upon the LA DOTD review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

{3} Discuss/Consider Award for HVAC Maintenance/Repairs on Office Building A from "Re-Quote" Received February 28, 2019.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore' to approve and award the HVAC Maintenance/Repairs Contract on Office Building A, (re-quotes received on February 28, 2019) to Tim's Air Conditioning & Refrigeration, Inc. in the amount of \$28,820.00; and motion is further contingent upon the review and approval by the LA DOTD.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

{4} Update on Status of Drainage Improvements Project.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Mark Dore', to approve and authorize GIS Engineering, LLC to advertise for bid on the Drainage Improvements Project contingent upon the LA DOTD review and approval of the drawings.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

{5} Discuss/Approve GIS Engineering, LLC invoice.

A motion was made by Commissioner Larry Rader, seconded by Commissioner Mark Dore', to approve and authorize the payment of Invoice Number 70001940 in the amount of \$19,582.85 to GIS Engineering, LLC for the period February 1, 2019 thru February 28, 2019 which includes February activities for the general engineering services contract, including Gesser Group activities, review of contractor invoices for Building A repairs, and drainage improvements civil construction plans, in accordance with contract dated August 21, 2018.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

(b) Report from Port Attorney on:

{1} Status/Update on POI West Yard.

There was no update on the above agenda item.

{2} Status of Negotiations Regarding a Cooperative Endeavor Agreement b/t Iberia Parish Government & the POI District (Office Bldg. A) at the POI West Yard.

The above agenda item was previously discussed.

(c) Report from Executive Director on:

{1} Status/Update on POI West Yard.

VII. REPORT FROM MR. ONEIL MALBROUGH OF GIS ENGINEERING, LLC ON:

(a) Port Millennium Expansion Phase III Project – Site Excavations & Dredging.

{1} Update on the Status of the Port Millennium Expansion Phase III Project.

There was no updated on the above agenda item.

(b) AGMAC Project General Engineering and Consulting Services:

{1} Update on Status of AGMAC Project.

{2} AGMAC Dredging Project/Permit Update.

{3} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Shane Walet, to approve and authorize the payment of Invoice Number 70001939 in the amount of \$3,087.50 to GIS Engineering for the period February 1, 2019 thru February 28, 2019 which includes February activities for the general engineering services contract including meetings and preparation of permit updates, in accordance w/contract effective date of January 20, 2016, Amendment #1 August 16, 2016, Amendment #2 dated December 20, 2016, and Amendment #3 effective December 20, 2017.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

VIII. REPORT FROM PORT ATTORNEY ON:

(a) Update on Henry Bernard Property Located Behind the POI Administrative Office.

{1} Legal Opinion regarding Bernard Canal.

IX. REPORT FROM EXECUTIVE DIRECTOR ON:

(a) Update on Restructuring Patriot Construction, Inc. Leases with the Port of Iberia District.

(b) Update on Baldwin Redimix Lease Agreement Regarding Lots 59A, 60, & 61 (2.560 acres).

There was no update on the above Agenda items (a & b).

(c) Crosby Construction Property Site Incident.

(d) Executive Director's Monthly Report.

Discussion ensued and there was no action taken on the above Agenda items.

(e) Announcements:

{1} PAL 36th Annual Conference – April 9 – 10, 2019 Evangeline Downs Hotel.

A motion was made by Commissioner Roy A. Pontiff, seconded by Commissioner Shane Walet to approve and authorize the payment in the amount of \$5,000 for advertisement for the PAL 36th Annual Conference April 9 – 10, 2019.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Elbridge "Smitty" Smith, III, Mark Dore', Larry G. Rader, Roy A. Pontiff, Shane Walet.

Nays: None.

Absent at Voting: Danny J. David, Sr. and Simieon d. Theodile.

And the motion was therefore passed on this the 26th day of March, 2019.

{2} Tier 2.1 Annual Personal Financial Disclosure Statement due on or before May 15, 2019.

{3} Discuss/Consider Rescheduling the POI Regular Monthly Board Meeting for April 2019.

It was the consensus of the Board to change the April monthly Board meeting from Tuesday, April 16, 2019 to Thursday, April 25, 2019.

X. ADJOURNMENT.

On a motion made by Commissioner Larry Rader, and seconded by Commissioner Mark Dore' the meeting was adjourned at 7:30 p.m.