

**PORT OF IBERIA DISTRICT BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, AUGUST 16, 2022
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 Shane Walet, Vice-President, at the Port of Iberia Administrative Office, on Tuesday, August 16, 2022, at 5:30 P.M.

In attendance were Commissioners Shane Walet, Vice-President, Simieon d. Theodile, Secretary-Treasurer, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Commissioners Roy A. Pontiff, Board President, and Bilal Morton was absent.

Also present were Craig Romero, Executive Director, Tracy Boudreaux, Administrative Assistant, Shari Landry, Receptionist-Secretary, and Donelson T. Caffery, III., Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Patrick Broussard recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting Tuesday, July 19, 2022.

On a motion by Commissioner Mark Dore', and seconded by Commissioner Simieon d. Theodile, the Commission approved the minutes of the Regular Meeting held on Tuesday, July 19, 2022.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

(a) Budget Summary for One (1) Month Ending July 2022.

{1} Discuss/Consider an Amendment to the POI FY 2022 – 2023 Budget.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Patrick Broussard to accept and approve a salary adjustment to POI FY 2022-2023 salary line-item Administrative Assistant and Receptionist/Secretary to include an increase of \$3,600.00.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

- (b) Listing of Utility Breakdown as it Relates to Electricity, Water, & Natural Gas.
- (c) Listing of Tenant Lease Billings for 2022.
 - Update on Chart Energy & Chemicals, Inc. Entering into a Lease Agreement with the POI.

This Agenda item will be discussed under Mr. Mark Theriot, Chart Energy & Chemicals, presentation to the Board.

- (d) Listing of Boat Stall Tenant Lease Billings for 2022.
- (e) Approve Payment of Bills & Checks Issued During Interim Period.

A motion was made by Commissioner Mark Dore, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of bills for August 2022, and ratify those paid during the interim period.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

III. Mr. Mark Theriot, Operations Manager, Chart Energy & Chemicals, Inc., to Address the Board Regarding Timeline for Improvements that will be made on POI Property (Lots 77-82, 80-A, and a Portion of the Public Dock).

Discussion ensued and there was no action taken on the above agenda item.

IV. Mr. Roy Garber, Offshore Energy Services, to Address the Board Regarding Entering into a Lease Agreement with the POI Relative to Tracts 62 – 67 and Tracts A & B (10.520 acres) former Central Gulf Yard.

It was a consensus by the Board for Mr. Craig Romero to negotiate with Mr. Roy Garber, Offshore Energy Services, regarding Lease rates and terms and come back to the Board.

V. REPORT FROM MR. GERALD GESSER, GESSER GROUP, APC ON:

- (a) Port of Iberia Small Repairs Projects:
 - {1} Status Report on Sheriff's Office Building 17-A End of Lease.
 - {2} Status Report on Electrical Meter Transfer from All Points to POI.
 - {3} Status Report on Electrical Overhead Service Lines at All Points.

Discussion ensued and there was no action taken on the above agenda items {1-3}.

{4} Discuss/Consider Proposal Recommendation of Demolition of Central Gulf Building B & Guard House.

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Simieon d. Theodile to approve and authorize the Proposal from L & K Demolition, LLC in the amount of \$5,274.00 for the demolition of the former Central Gulf Building B located in the Port of Iberia.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

{5} Discuss/Consider Gesser Group's Inv # 25-POI-SRP.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice No. 25-POI-SRP to Gesser Group, APC in the amount of \$3,728.73 for the period July 19, 2022 thru August 9, 2022 for small repairs projects requested by the Executive Director.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

(b) Hurricane Laura & Delta Storm Damages

{1} Status Report on Hurricanes Laura & Delta FEMA Applications.

(a) Update on Approval for State Applicant Liaison (SAL) Reimbursement into Advance Mode for Payments.

(b) Discuss/Consider Gesser Group's Invoice No. 21-POI-HLSD.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 21-POI-HLSD to Gesser Group, APC in the amount of \$240.00 for July 12, 2022 for architectural services provided from Hurricane Laura Storm Damages.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

(c) Special Projects

- {1} Status Report on POI Maintenance Equipment Storage Building.
- {2} Status Report on the Rehabilitation of Buildings “C”, “D”, “E”, & “F” at the POI West Yard.
- {3} Status Report on Document Scanning Services:

Discussion ensued and there was no action taken on the above agenda items {1-3}.

(d) Seadrill:

- {1} Status Report on Seadrill Building “17-B” Repairs to 1200 Rafter Flange Structural Steel Supports.
- {2} Status Report on Roll-Up Doors.
- {3} Status Report on HVLS Fans.
- {4} Update on Seadrill and Other Tenants PM (Preventative Maintenance) Proposal Agreements.

Discussion ensued and there was no action taken on the above agenda items {1-4}.

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} Port Priority & Capital Outlay Spreadsheets.

(b) Report from Mr. Austin Hebert of GIS Engineering on:

- {1} Building B – POI West Yard SPN H.011928(325i)
Additional Repairs
(Phase Vi of SPN H.011928).
 - (a) Update on Status of Project.
- {2} Building C and D Security Fencing – POI West Yard SPN H.011928(330) (Phase X of SPN H.011928).
 - (a) Update on 45-Day Clear Lien.

Discussion ensued and there was no action taken on the above agenda items {1-2}.

- {3} Discuss/Consider GIS Engineering, LLC July Inv. No. 70009120 for POI West Yard Expansion.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore’ to approve and authorize the payment of Invoice Number 70009120 to GIS Engineering, LLC in the amount of \$7,835.00 for the period July 1, 2022 thru July 31, 2022 which includes July 2022 activities of: pre-construction meeting and walk through with

Contractor for Building B Additional Repairs, reviewing submittals and RFI's, work related to West Yard drainage improvements that included site visits, internal discussions, and model preparation; in accordance with contract dated August 21, 2018.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

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.

Discussion ensued and there was no action taken on the above agenda item.

- (b) Port Millennium Expansion Phase II Property Site SPN H.011756 Tract's "O" and "P" Site Improvements.
 - {1} Update on Status of Tract's "O" and "P" Site Improvements.
 - {2} Discuss/Consider Approval of Change Order No. 2

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Mark Dore' to approve and authorize Change Order No. 2 regarding SPN H.011756(323) Site Improvements – Tracts K, L, & M Project Site Improvements at Locations O & P as it relates to an addition of 29 calendar days due to poor weather conditions which inhibited the Contractor from performing work on site; the revised contract completion date is August 23, 2022.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

- {3} Discuss/Consider Contractor's Application for Payment #7 (Rigid Constructors, LLC).

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore' to approve and authorize payment of Payment Application Number 7 to Rigid Constructors, LLC in the amount of \$148,029.19 for the period July 1, 2022 thru July 31, 2022 for Port Millennium Expansion Phase II Property Site SPN H.011756 Tract's "O" and "P" Site Improvements as per contract dated August 9, 2021.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

{4} Discuss/Consider GIS Engineering, LLC July Invoice No. 70009122 Tracts "O" & "P" Site Improvements.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70009122 to GIS Engineering, LLC in the amount of \$20,712.50 for the period July 1, 2022 thru July 31, 2022 which covers July 2022 activities including construction admin., construction oversight, and ODC's; in accordance with contract dated March 4, 2021.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

(c) AGMAC Project General Engineering and Consulting Services:

{1} Update on Status of AGMAC Project.

Discussion ensued and there was no action taken on the above agenda item.

{2} Discuss/Consider GIS Engineering, LLC July Inv. No. 70009121.

A motion was made by Commissioner Patrick Broussard, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice Number 70009121 to GIS Engineering, LLC in the amount of \$600.00 for the period July 1, 2022 thru July 31, 2022 which covers July 2022 activities including AGMAC general engineering; 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: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

(d) AGMAC Phase I Dredging Project – Commercial Canal.

- {1} Project Update.
- {2} AGMAC Dredging Project – Pipeline Coordination.
 - ❖ Energy Transfer
 - (a) Update on Pipeline Matting.
- {3} Update on Quotes Received for Navigation Aides in Commercial Canal.

Discussion ensued and there was no action taken on the above agenda items {1-3}.

- {4} Discuss/Consider Contractor's Application for Payment #8 (Magnolia Dredge & Dock, LLC).

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr. to approve and authorize the payment of Application for Payment #8 to Magnolia Dredge & Dock, LLC in the amount of \$610,151.26 for the period of July 9, 2022 thru August 1, 2022 for AGMAC Channel Dredging Phase I – Segment 1 – Commercial Canal (Capital Outlay).

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

- {5} Discuss/Consider GIS Engineering, LLC July Inv. No. 70009129 (AGMAC Phase I Channel Dredging Project – Commercial Canal).

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70009129 to GIS Engineering, LLC in the amount of \$239,200.42 for the period of July 1, 2022 thru July 31, 2022 which includes: environmental permitting, coordination on pipeline relocation activities, coordination with dredging contractor and review pay applications, submittals, and RFI's, construction oversight, daily observation & field reporting at disposal site, environmental inspection oversight, Avery Island Representative, and Reimbursables; as per contract dated August 29, 2019 and Amendment #1 dated May 19, 2020; Amendment #2 dated October 20, 2020; Amendment #3 dated January 18, 2022; and Amendment #4 dated January 18, 2022.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

(e) AGMAC Phase 2 Dredging Project – Freshwater Bayou.

{1} Project Update.

{2} Discuss/Consider Approval of GIS Contract Amendment No. 1.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile to approve and authorize GIS Engineering, LLC Contract Amendment Number 1 as it relates to an increase to the Engineering Contract amount of \$104,000.00 to allow GIS Engineering, LLC to provide services to perform the necessary pipeline permitting efforts in order to lower or remove the pipeline crossings in Freshwater Bayou; the revised contract amount is \$1,604,000.00; and motion further authorizes the Board President to execute GIS Engineering, LLC Contract Amendment Number 1.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

{3} Discuss/Consider GIS Engineering, LLC July Inv. No. 70009130 (AGMAC Phase 2 Channel Dredging Project – Freshwater Bayou).

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice Number 70009130 to GIS Engineering, LLC in the amount of \$116,015.90 for the period of July 1, 2022 thru July 31, 2022 which includes: pipeline and dredge drawings and specifications, pipeline crossing drawing set, pipeline surveys, engineering and magnetometer surveys, environmental analysis and coordination, and continued coordination with pipeline companies to discuss relocation efforts; as per contract dated January 18, 2022 and Amendment #1 dated August 16, 2022.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

VIII. REPORT FROM PORT ATTORNEY – Donelson T. Caffery, III.

(a) Port Attorney Report.

(b) Discuss/Approve Donelson T. Caffery III, APLC Invoice Number 1105 Relative to the AGMAC Project.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Patrick Broussard to approve and authorize the payment of Invoice No. 1105 to Donelson T. Caffery, III, APLC in the amount of \$2,081.25 for Professional Services relative to the

AGMAC Project for the dates of July 8, 2022, July 18, 2022, July 19, 2022, and July 28, 2022.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

IX. Expansion of Agenda to Discuss/Consider Authorizing Board President to Execute Reimbursement Agreements Relative to the AGMAC Phase II – Freshwater Bayou Pipeline Relocation Project.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Patrick Broussard to expand the Agenda of the Port of Iberia District Board of Commissioners Regular Monthly Meeting August 16, 2022 to approve and authorize the Board President to execute the Reimbursement Agreements related to AGMAC Phase II – Freshwater Bayou Pipeline Relocation.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Simieon d. Theodile to approve and authorize the Board President to execute the Reimbursement Agreements related to the AGMAC Phase II – Freshwater Bayou Pipeline Relocation project contingent upon approval from the LA DOTD, POI Legal, and GIS Engineering.

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

Yeas: Shane Walet, Simieon d. Theodile, Patrick Broussard, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Roy A. Pontiff and Bilal Morton.

And the motion was therefore passed on this the 16th day of August, 2022.

X. REPORT FROM EXECUTIVE DIRECTOR ON:

- (a) Rigid Constructors, LLC., Amendment Number 1 Relative to Lease Agreement for Tract "J" (13.534 acres) – (former Diversified Materials Yard) Located on the POI Millennium Expansion Phase I Property Site.

- {1} Update on Progress Regarding Diversified Materials Clean-up/Clearing of Property Site.

(b) Executive Director's Monthly Report.

Discussion ensued and there was no action taken on the above agenda items (a-b).

(c) Announcements:

*GPAA Fall Meeting November 2-4, 2022, L'Auberge Hotel Resort, Lake Charles, LA.

XI. ADJOURNMENT.

On a motion made by Commissioner Mark Dore', and seconded by Commissioner Simieon d. Theodile the meeting was adjourned at 6:37 p.m.