

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING – WEDNESDAY, FEBRUARY 20, 2018
PORT ADMINISTRATIVE OFFICE – 12:00 P.M.
MINUTES**

The regular meeting of the Port of Iberia District Board of Commissioners was called to order by Commissioner Roy A. Pontiff, Board President, at the Port of Iberia Administrative Office, on Wednesday, February 20, 2018, at 12:00 P.M.

In attendance were Commissioners Roy A. Pontiff, President, Simieon d. Theodile, Secretary-Treasurer, Danny J. David, Sr., Larry Rader, and Gene L. Jefferies.

Commissioners Elbridge “Smitty” Smith, III, Vice-President and Mark Dore’ were absent.

Also present were Joanna D. Durke, Administrative Assistant, Tracy Domingue, Bookkeeper-Secretary, Brandi Landry, Receptionist-Secretary, and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Gene L. Jefferies recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting, January 19, 2018.

On a motion by Commissioner Larry G. Rader, seconded by Commissioner Danny J. David, Sr., the Commission approved the minutes of the Regular Meeting held on January 19, 2018.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., Larry G. Rader and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge “Smitty” Smith, III and Mark Dore’.

And the motion was therefore passed on this the 28th day of February, 2018.

Commissioner Roy A. Pontiff acknowledged from the audience a special guest, Ms. Lauren Casanova, Southwest Regional Director with U.S. Senator Bill Cassidy’s Office. Ms. Casanova introduced herself and indicated that her office is in Lafayette, Louisiana. She covers ten (10) parishes from this area all the way over to Texas, Beauregard, and Cameron Parishes. She indicated that she has met with Mr. Craig Romero, Executive Director, and wanted to meet with the POI District Board of Commissioners as well. Ms. Casanova indicated that they deal with issues regarding dredging, the USACE, etcetera.

These matters are definitely something that Senator Cassidy's office can assist the Port of Iberia with. She is from Crowley, Louisiana and she can be reached anytime via the numbers on her business card that she distributed to the Board and POI Staff.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Seven (7) Months Ending January 2018.**
- (b) Listing of Tenant Lease Billings.**
- (c) Approve Payment of Bills & Checks Issued During Interim Period.**

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of bills for February 2018, and ratify those paid during the interim period.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., Larry G. Rader and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

A motion was made by Commissioner Larry G. Rader and seconded by Commissioner Simieon d. Theodile, to approve and authorize that effective January 1, 2019, the POI Marina Boat Stall Tenants be assessed a one (1%) percent delinquent fee on the balance which is unpaid on the due date specified in the Boat Stall Lease Agreement; and furthermore shall bear interest at the rate of twelve (12%) percent per annum, accrued daily and compounded annually, beginning on the first (1st) day following the due date and continuing until paid; and motion further stipulates that all Boat Stall Lease Agreements be revised to include said provision with the 2019 annual lease renewal period.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., Larry G. Rader and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

- (d) Computer Summary of Lease Agreement Activity Sheet.**

*****Vermilion Shell & Limestone Company, Inc. Renewal Option Period.**

The Executive Director will meet with representatives of Vermilion Shell & Limestone to discuss their renewal option period and report back to the Board.

III. MR. ROY A. PONTIFF TO ADDRESS THE BOARD AND PROVIDE A STATUS REPORT ON THE IBERIA PARISH LEVEE, HURRICANE, AND CONSERVATION DISTRICT.

An email was presented to the Board dated February 12, 2018 from Mr. Ray Fremin, Jr., Executive Director, Iberia Parish Levee, Hurricane, and Conservation District regarding a status report on the Iberia Parish Levee District.

Commissioner Roy A. Pontiff addressed the Board with regards to the status report. On February 15, 2018 the Executive Director Ray Fremin is no longer employed by the Iberia Parish Levee Board. At the Board's January 2018 meeting, the Levee Board authorized the hiring of a CPA firm to perform a "Compliance of Finances" which is a final audit of the finances of the Levee Board. February 15, 2018 is the final date of the operations of the Levee Board; therefore, the final audit is currently being performed. It is anticipated to take approximately 30-60 days to complete the Compilation Report. This is mainly due to all the Board's expenses being reconciled, etcetera. In addition, the Levee Board will remain "in-tact"; however, there will be a few members who will be resigning in the future. Once the final audit is complete, Commissioner Pontiff will then resign as a Levee District Board Member.

Commissioner Pontiff reported that as part of the final audit, the balance of funds in the Operating Account are going to be returned to the two (2) participating bodies that contributed funds to the Levee Board (Iberia Parish Government and Port of Iberia District). It is Commissioner Pontiff's understanding that there will be a 70-30 split. The Port of Iberia contributed approximately 70% of the operating funds. It is anticipated that the funds should be reimbursed to the POI by the end of April 2018. The next Board Meeting of the Levee Board is Thursday, March 1, 2018. It is noted that the current Chairman is Mr. Benson Langlinois and the Vice-Chairman is Mr. James Landry. Another update will be provided at said meeting to the Levee Board Members.

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

- (a) **LA DOTD Port Construction & Development Priority Program:
Phase III of State Project Number 578-23-0018 / H.009021 (323) Port-Site Bulkhead Relocation Phase II A – Bulkhead 12B (POI Public Dock – Port Canal) for the AGMAC Bulkhead Relocation & Design Project (Public Property).**
{1} Update on Construction of Bulkhead 12B. (Clear Lien Certificate).

Mr. Brenton Jenkins, GIS Engineering, LLC indicated that there was no update on construction. GIS reported at the January 2018 regular monthly Board Meeting that the

final inspection with the LA DOTD took place on January 23, 2018. Representatives with the LA DOTD were very pleased with the construction of this project.

Mr. Oneil Malbrough, GIS Engineering, LLC explained to the Board that Bulkhead 12B is the bulkhead that had to previously be rebid. As a result, GIS Engineering, LLC did not amend its contract after the project had been rebid. Mr. Malbrough will present an Amendment to GIS Engineering, LLC contract at the March 20, 2018 regular monthly Board meeting. The Amendment will also be provided to the LA DOTD for their review and approval.

{2} Discuss/Adopt Resolution of Final Acceptance of Project.

Mr. Jenkins reported that the Contractor has received the Clear Lien Certificate for the project and project is ready to be closed out; however, a Clear Lien Certificate was not presented to the POI as of this meeting date. Discussion ensued with regards to not having a Clear Lien Certificate and adopting a Resolution of Final Acceptance of the Project. Protocol is for the contractor to provide the Port of Iberia with a Clear Lien Certificate before a Resolution of Final Acceptance of the Project is adopted.

A motion was made by Commissioner Simieon d. Theodile, and seconded by Commissioner Gene L. Jefferies, to adopt the following:

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
RESOLUTION – PROJECT ACCEPTANCE**

STATE PROJECT NO. 578-23-0018/H.009021 (323)
PARISH OF IBERIA

WHEREAS, the Port of Iberia District Board of Commissioners contracted with Larry Doiron, LLC to complete State Project No. 578-23-0018/H.009021 (323) in accordance with the current bid laws of the State of Louisiana, including, but not limited to R.S. 38:2211, et seq; and

WHEREAS, the contract between the Port of Iberia District Board of Commissioners and Larry Doiron, LLC has been successfully completed (Bulkhead 12B – Public Dock); and

WHEREAS, it is noted that a final inspection was conducted by the LA DOTD on Tuesday, January 23, 2018; and

NOW, THEREFORE, BE IT RESOLVED by the Port of Iberia District Board of Commissioners, in Regular session, assembled on this 28th day of February, 2018, the contract is hereby accepted by the Port of Iberia District Board of Commissioners effective Wednesday, February 28, 2018, contingent upon receipt of the Clear Lien Certificate being received by the Contractor and provided to the Port of Iberia District.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

{3} Discuss/Approve Contractor Pay Application Number 13.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Contractor Pay Application No. 13 (Retainage) in the amount of \$337,531.20 to Larry Doiron, LLC. for the LA DOTD Port Construction & Development Priority Program: Phase III of State Project Number 578-23-0018 / H.009021 (323) Port-Site Bulkhead Relocation Phase II A – Bulkhead 12B (POI Public Dock – Port Canal) for the AGMAC Bulkhead Relocation & Design Project (Public Property) for work regarding galvanized helical anchor extensions, granular material, class A(M) concrete, concrete for pipe fenders fill, and all retainage for the period December 1, 2017 thru January 23, 2018 in accordance with contract dated November 15, 2016; and motion further acknowledges that payment of the Retainage is contingent upon receipt of the Clear Lien Certificate; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

(b) Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, & 7} (Private Property).

{1} Update on Construction of Bulkheads 1, 6, 7.

Mr. Brenton Jenkins presented a Power Point Presentation on the project. His progress report entailed that the project is 92% complete on the budget side and 90% complete on the project schedule. The contractor has trenched and installed the "Tieback" wall and all of the "Tieback" rods.

{2} Discuss/Consider Field Order Number 1.

Mr. Brenton Jenkins presented Field Order Number 1 with regards to Bulkhead Number 7. Field Order Number 1 is issued to interpret/clarify the Contract Documents, order minor changes in the work and/or memorialize trade-off agreements. The parties have agreed that the work described in Field Order Number 1 is to be accomplished without change in Contract Sum, Contract Time, and/or claims for other costs. The original plans for construction of Bulkhead Number 7 showed an alignment of the tieback wall to be 60' West and parallel to the new Bulkhead 7 sheetpile, During construction of the tieback wall, the contractor exposed existing timber piles and tieback rods for Slip R-3 which interfere with the alignment of the Northern portion of Bulkhead 7's tieback wall. As a result, the Northern 26' of tieback wall will be installed 64' West and parallel to the new Bulkhead 7 sheet pile. It is noted that there are drawings which are included as a part of Field Order Number 1.

A motion was made by Commissioner Gene L. Jefferies, and seconded by Commissioner Simieon d. Theodile, to approve and authorize the Board President to execute Field Order Number 1 for the SPN 737-99-0669/H.006846(322) Port-Site Bulkhead Relocations, Phase II-B (Phase II) Private Bulkheads 1, 6, & 7 as it related to Bulkhead Number 7; and motion further acknowledges that Field Order Number 1 interprets/clarifies the Contract Documents, order minor changes in the work and/or memorialize trade-off agreements; and furthermore motion stipulates that Sealevel Construction, Inc., Contractor and the POI District agree that the work described in Field Order Number 1 is to be accomplished without change in Contract Sum, Contract Time, and/or claims for other costs; and motion further acknowledges that the LA DOTD has reviewed Field Order Number 1 and has no objections.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

{3} Discuss/Consider Partial Substantial Completion of Bulkhead 6.

An email thread dated February 27, 2018 from Jody Guidry, Cornerstone Fabricators, LLC and Zachary Autin, GIS Engineering was presented for review. According to Mr. Jenkins, the tenant of Bulkhead 6 (Cornerstone Fabricators) notified GIS on February 27, 2018 that they no longer need to perform the loadout at Bulkhead Number 6. The tenant was able to moor his boat up in the slip to the North of Bulkhead 7. Therefore, a partial Substantial Completion of Bulkhead 6 is not necessary at this time.

{4} Discuss/Approve Contractor Pay App No. 7.

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Contractor Pay Application No. 7 in the amount of \$60,922.58 to Sealevel Construction, Inc. for the Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, 7, 11, 13, and 14} (Private Property) for January 1, 2018 thru January 31, 2018 regarding Bulkheads 1, 6, & 7 which includes excavation and embankment, treated timber, sheet piling, structural steel, and tie-rods in accordance with contract dated May 16, 2017; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

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

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Gene L. Jefferies, to approve and authorize the payment of Invoice Number 70000884 in the amount of \$22,605.87 to GIS Engineering, LLC for the period January 1, 2018 thru January 31, 2018 for Bulkheads 1, 6, & 7 which includes project coordination, site visits, review and processing of submittals, RFIs, Pay App 7, review and coordination of Field Order 1, tenant coordination, and site resident project representation; in accordance with the contract dated February 16, 2016 and Amendment #3 dated November 15, 2016.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

(c) Port-Site Bulkhead Relocation Project Phase II B – (Phase II) – Private Bulkhead 11B (Private Property).

{1} Update on Construction of Bulkhead 11B.

*****Notice to Proceed**

The Notice to Proceed was issued on Monday, February 12, 2018, and the Contractor has begun mobilization, completed the preconstruction survey, the project portal has been set up, and GIS is processing the early submittals.

{2} Discuss/Consider Change Order Number 1.

Mr. Jenkins presented Change Order Number 1 for review. Change Order Number 1 is proposed as a possible solution to protect the helical anchors along the Northern alignment of the bulkhead installed by Coastal Bridge during the previous phase of construction. In between construction phases, the timber fenders have been damaged and dislocated causing moored vessels to impact the helical anchors which could impair the bulkheads structural integrity in the future. Change Order Number 1 is for the installation of rub rails spaced approximately 15' apart along the section of bulkhead. The Change Order includes an over run in the amount of \$19,343.40, with the revised contract amount being \$769,343.40. The additional contract days requested with Change Order Number 1 is 14 days, with the revised contract completion date being July 13, 2018. Lengthy discussion ensued.

A motion was made by Commissioner Gene L. Jefferies, and seconded by Commissioner Simieon d. Theodile, to approved and authorize the Board President

to execute Change Order Number 1 regarding SPN 737-99-0669/H.006846(323) Port Improvements, Port-Site Bulkhead Relocations Phase II-B (Phase III) Private Bulkhead 11B , in the amount of \$19,343.40 to change the design to accommodate the current vessels that are being moored to Bulkhead 11B which will include the installation of rub rails spaced approximately 15' apart along the section of bulkhead; and motion further acknowledges that the revised contract amount is \$769,343.40, and that the additional contract days requested with Change Order Number 1 is 14 days, with the revised contract completion date being July 13, 2018; and motion further stipulates that it is contingent upon Change Order Number 1 being forwarded to the LA Department of Transportation & Development for review and approval.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

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

A motion was made by Commissioner Simieon d. Theodile, seconded by Commissioner Gene L. Jefferies to approve and authorize the payment of Invoice Number 70000885 in the amount of \$4,980.00 to GIS Engineering, LLC for the period January 1, 2018 thru January 31, 2018 which includes pre-construction meeting, processing of submittals and RFIs, sewer district coordination, and SharePoint/portal setup; in accordance with contract dated February 16, 2016 and Amendment #3 dated November 15, 2016.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

- (d) Status of the Louisiana Port Construction & Development Priority Program SPN H.011928 "East & West Yard Expansion & Site Improvements Project."**

There was no update on the above Agenda item.

- (e) Update on the 2018-2019 Port Priority Application (Port Millennium Expansion Phase III Project).**

- {1} Discuss/Approve GIS Engineering, LLC Contract with the POI.**
{2} Channel Delineation (Port Atty Requested).

Mr. Oneil Malbrough, GIS Engineering, LLC reported to the Board that at the Board's regular meeting held on December 19, 2017 the Board engaged GIS Engineering, LLC as the engineer for the Millennium Expansion Phase III Project.

Mr. Malbrough explained the contents of his contract being proposed, as well as the 2018-2019 Port Priority Application submitted. It is noted that the contract does not include site specific equipment; however, it does include the digging of the slip and installation of a road and bulkheads on the end of the canal. The contract is based upon an estimated construction cost of \$2,668,050.00 for the dredging, bulkhead, and construction of the road. Mr. Malbrough went on to say that he has met with the Executive Director and Port Attorney since the January 2018 regular monthly Board Meeting to discuss an issue on the canal and the ownership of some of the properties on either side. The GIS proposed contract does include the survey work to be performed to identify the right-of-way in the existing slip (not the proposed deepening and widening of the slip). The Executive Director had requested that a survey be performed on the existing slip and tie into the ownership. The Port Attorney indicated that the Channel Delineation has to be done also. This work is included in the proposed engineering contract.

The Port Attorney indicated that the first part of the proposed contract would be to perform the Channel Delineation, which is necessary in order to prepare Navigational Servitude and determine who are the owners of the property. The Port needs this if it were to purchase the property for the Millennium Expansion Phase III Project. The Port Attorney reported that one of the property owners who purchased property with Mr. Henry Bernard purchase half (1/2) of the channel. Therefore, the channel either needs to be rerouted or obtain a Servitude from the owner. There is a docking facility located in that area. The Port Attorney went on to explain that all of the above mentioned items had

to be determined in order to come up with a suitable Navigational Servitude to satisfy the requirements of the Purchase Agreement.

Mr. Malbrough explained that the contents of the engineering contract spells out all of the different services. The design part is \$274,030.60 is based upon a number of phases being the Study & Report Phase, Preliminary Design, Final Design, Meeting & Negotiations and each one of those components. If GIS is not issued a Notice to Proceed they would not perform those items. To date, approximately \$10,500.00 of survey work has been performed from surveying the existing canal and trying to tie down any visual location of the ownership. Commissioner Pontiff asked Mr. Malbrough how much he thought it would cost to get everything that the Port Attorney wants as far as the Servitude is concerned. Mr. Malbrough indicated the \$10,500.00 in addition to meeting time. Mr. Malbrough reported that a local surveyor is being used, per the Executive Director's directives. It is noted that the surveyor is Mr. Francis Fortier performing the work under Francis Fortier, Surveyor for GIS Engineering, LLC. Mr. Malbrough also indicated that the Time and Materials portion of the contract, in the amount of \$171,058.00 is based off of 100 days of construction, Therefore, the total amount of the proposed engineering contract is \$445,088.59. Upon the receipt of Mr. Fortier's reports, Mr. Malbrough will review and meet with the Port Attorney and the Executive Director to discuss. Discussion ensued.

The Port Attorney stated for the record that what the Board is looking at is an Agreement to acquire property. In order to be able to use that property, it needs to be determined whether the Port can have a channel that will allow access to the property. Based on the Port Attorney's preliminary investigation and research, there is not sufficient room in that channel to provide us with the access that is needed. As a result, it will require additional servitudes from other individuals besides Mr. Henry Bernard. That is why the channel needs to be delineated. The delineation needs to be performed in order to determine as a pre-requisite to the whole deal whether the Port can actually use that channel to access the property.

A motion was made by Commissioner Danny J. Davis, Sr., and seconded by Commissioner Simieon d. Theodile, to approve and authorize the Board President to execute the Contract Agreement as presented between the Port of Iberia District and GIS Engineering, LLC for Professional Services to include Planning, Engineering, and Design of the Millennium Expansion Phase III Project, as well as the Navigational Servitude work for the Port Attorney needs to complete his due diligence for the acquisition of the property in accordance with the GIS proposal dated February 18, 2018; and the Port will not proceed with any hard and/or soft engineering on the actual dredging of the channel, etc. until the acquisition of the property is completed; and furthermore, the motion is contingent upon review and

approval of the Port Attorney.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

**(f) AGMAC Project General Engineering and Consulting Services:
{1} Update on Status of AGMAC Project/Budget.**

Mr. Malbrough provided the Board with a copy of a Power Point Presentation he presented on Tuesday, February 27, 2018, regarding the Port's AGMAC Project, at the LA DOTD 2018 Transportation Conference located at the Raising Cane's River Center in Baton Rouge, Louisiana. Mr. Malbrough went over the presentation and Lengthy discussion ensued.

It is noted that the POI is currently requesting that the U.S. Congress appropriate \$1,890,000 during the appropriations in FY 18 to allow the USACE to complete the POI Validation Report outlined in the USACE Project Management Plan dated July 18, 2016; and

The POI Validation Report – Projected Management Plan (PMP) defines the scope and level of peer review required to reassess the environmental and engineering elements that were authorized for construction by Section 1001 (25) of WRRDA 2007 and WRRDA of 2014 to confirm the economic justification of the AGMAC Project.

Mr. Malbrough reported that two (2) years ago, the Assistant Secretary of the Army put up \$50,000.00 to produce the PMP Plan and the plan revealed that they needed \$2.1 Million. The Port's share would be \$210,000.00 to match the ten (10%) percent. Therefore, as stated above, the POI is requesting the U.S. Congress to fund the \$1,890,000 to move forwards.

Ms. Lauren Casanova, Southwest Regional Director with U.S. Senator Bill Cassidy's Office spoke about this matter. She has spoken with the Port's Executive Director and Mr. Brian McNabb, State Director, regarding the \$1,890,000 at a recent meeting here at the POI Administrative Office. Ms. Casanova indicated that the most recent update she was aware of is that the Port was going to provide a letter to Senator Cassidy's Office in Washington, DC. She does not know the exact status of the budget at this time; however, once the letter is received they will begin working on the request. Lengthy discussion ensued.

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

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Danny J. David, Sr. to approve and authorize the payment of Invoice Number 70000886 in the amount of \$14,850.00 to GIS Engineering for the period July 1, 2017 thru January 31, 2018 which includes Mr. Malbrough's trip to USACE, various site visits, meetings with the LA DOTD, Channel Survey Maps, and AGMAC Budget tracking; 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: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

VII. REPORT FROM PORT ATTORNEY ON:

(a) **AWS Lease Agreement & Collection of Unpaid Rental.**

(b) **LBC Port Judgment/Collection of Money due the Port of Iberia.**

The above Agenda items were addressed after the announcements on the Agenda.

VIII. REPORT FROM EXECUTIVE DIRECTOR ON:

In the absence of the Executive Director, the Administrative Assistant provided the Executive Director's Report.

(a) **Spreadsheet Depicting a Re-Cap of the Expenditures for the TIF Project (\$600,000.00) for Various Site Improvements, Installation Utilities, on the Port Millennium Expansion Phase II Property Site.**

The Administrative Assistant presented a spreadsheet depicting a Re-Cap of the expenditures for the TIF Project (\$600,000.00) for Various Site Improvements, Installation Utilities, on the Port Millennium Expansion Phase II Property Site for review and there was no action taken. It is noted that the Administrative Assistant has met with representatives of Iberia Parish Government and submitted the Port's Request for Reimbursement and supporting documentation. The request is currently being processed.

(b) **Spreadsheet Depicting a Re-Cap of the Expenditures for the TIF Project (\$1,500,000.00) for Drainage Improvements, Security Fencing and Gating, Railroad Crossing Upgrades, and Truck Staging Area at the Port of Iberia.**

The Administrative Assistant presented a spreadsheet depicting a Re-Cap of the expenditures for the TIF Project (\$1,500,00.00) for Drainage Improvements, Security

Fencing and Gating, Railroad Crossing Upgrades, and Truck Staging area at the Port of Iberia for review and there was no action taken. It is noted that the Administrative Assistant has met with representatives of Iberia Parish Government and submitted the Port's Request for Reimbursement and supporting documentation. The request is currently being processed.

(c) Update on Executive Director's Negotiations with Mr. R. Hamilton "Hammy" Davis, Coldwell Banker Pelican Real Estate, Regarding a Prospect for the AWS Property Site (Tract "H") (15.14 Acres).

{1} Update on Lease Commission Agreement to be Executed by the Executive Director Between Coldwell Banker Pelican Real Estate and the Port of Iberia District (Contingent upon Legal Review & Approval by the Port Attorney).

The Administrative Assistant reported that Executive Director Craig F. Romero is working with Mr. Hammy Davis regarding the Lease Commission Agreement. The Port Attorney prepared the Lease Commission Agreement and has forwarded it to Mr. Davis. The Port Attorney stated that Mr. Davis has not executed the Agreement yet. Commissioner Pontiff asked if the Port had made any payments to Mr. Davis. It is noted that nothing has been expended at this time.

(d) Update on the potential for the Economic Development Project at the Port of Iberia regarding the installation of an 8" gas line at Louisiana CAT.

{1} Discuss/Consider Cooperative Endeavor Agreement Between Atmos Energy Corporation and the POI.

The Executive Director recently met with Mr. Troy Matherne, Louisiana CAT and representatives with LED for two (2) days regarding the EDAP Application to be submitted to the LED. The application has been received and is under review. In addition, with regards to the Cooperative Endeavor Agreement (CEA) between Atmos Energy Corporation and the POI, a new CEA will need to be prepared because of the time which has elapsed since first discussed, in which the prices of materials have changed. Currently, Atmos Energy is in the process of re-calculating their formulas and estimates. The 8" gas line will be run. The contractor is on location at LA CAT and the expansion has commenced. The expansion includes the addition of a building and Dino Testing at this time.

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

As stated earlier on the Agenda, Mr. Francis Fortier, Francis Fortier, Surveyor is in the process of surveying the property located behind the POI Administrative Office. To reiterate, the surveying is necessary for the Port Attorney to accurately describe the Navigational Servitude as part of the purchase price.

The Port Attorney indicated that the Executive Director and he met with Mr. Henry Bernard at Mr. Bernard's office in New Iberia, Louisiana. They had a very good meeting.

(f) Executive Director's Monthly Report.

{1} Logan Industries International Corporation Expansion Request.

At the January 2018 regular monthly Board meeting, the Executive Director reported that he had received a telephone call from Mr. Buck Evans with Logan Industries, and that Logan Industries would like to expand their facility. Mr. Gerald Gesser, Gesser Group, APC was working on some cost estimates to meet with Mr. Buck Evans and the Executive Director in order for the Administrative Assistant to determine the additional lease cost if Logan were to do an expansion.

Since the January 2018 regular monthly Board meeting, the Executive Director and Administrative Assistant met with Mr. Richard Romero, RAM Design, LLC and his attorney to discuss Ram's 2018 Annual Lease Payment due to the Port of Iberia.

In the past, Logan had expressed an interest in leasing the Ram building before it was occupied. The Executive Director engaged Mr. Francis Fortier, PBM Surveying, LLC to perform a very preliminary assessment and a review of the plat for Tracts K & L if it were to be re-divided for Logan to lease the Ram building. Upon completion of Mr. Fortier's preliminary investigation, the Administrative Assistant would then be able to re-calculate the lease rental payments accordingly. Discussion ensued.

The Administrative Assistant provided to the Board a copy of "Discover Iberia" magazine (affiliated with Lifestyle Magazine). The Executive Director would like the Board to look at the Port's ad published for the first time. He is very enthusiastic with the advertisement and the coverage area that the magazine is disseminated in.

(g) Announcements:

- {1} PAL 35th Annual Conference – March 5 – 7, 2018 Lake Charles, LA.**
- {2} AAPA Spring Conference March 20 – 21, 2018 Washington, DC.**
- {3} AAPA Annual Convention – October 8, 2018 thru October 10, 2018 – Chile.**

VII. EXPANSION OF AGENDA

A motion was made by Commissioner Gene L. Jefferies and seconded by Commissioner Simieon d. Theodile to expand the Port of Iberia District Board of Commissioners regular monthly Board meeting of Wednesday, February 28, 2018 to enter into Executive Session to discuss pending litigation involving Advanced Welding Services (AWS) and LBC Port at 1:40 p.m.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

A motion was made by Commissioner Danny J. David, Sr., and seconded by Commissioner Gene L. Jefferies, to enter back into the Regular session of the Port of Iberia District Board of Commissioners regular monthly Board meeting of Wednesday, February 28, 2018 at 1:50 p.m.

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

Yeas: Roy A. Pontiff, Simieon d. Theodile, Danny J. David, Sr., and Gene L. Jefferies.

Nays: None.

Absent at Voting: Elbridge "Smitty" Smith, III and Mark Dore'.

And the motion was therefore passed on this the 28th day of February, 2018.

The Port Attorney reported that there was no action taken in Executive Session by the Board regarding pending litigation with Advanced Welding Services (AWS) and LBC Port.

IX. ADJOURNMENT.

On a motion made by Commissioner Danny J. David, Sr., and seconded by Commissioner Simieon d. Theodile, the meeting was adjourned at 1:51 p.m.



SECRETARY-TREASURER



PRESIDENT