Minutes of a meeting of the Plaquemines Parish Council, as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District, held in the Belle Chasse Council Chambers, 333 F. Edward Hebert Blvd., Bldg. 203, Belle Chasse, Louisiana on Thursday, January 9, 2025 at 4:48 p.m., pursuant to notice to all members with a quorum present as follows:

PRESENT: Commissioner Chris Schulz, Chairman

Commissioner Tyronne Edwards

Commissioner Brian Champagne

Commissioner Patricia McCarty

Commissioner Ronnie Newsom

Commissioner Carlton M. LaFrance, Sr.

Commissioner Mitch Jurisich

Commissioner Mark Cognevich

Kim M. Toups, Secretary

ABSENT: Commissioner Stuart Guey

Charles Tillotson, Angelina Vicknair and Jalen Brown were present representing the Port.

The following items were deferred:

* 2, “Executive Session”; and
* 6f, “An Ordinance in accordance with Louisiana Revised Statute 34:1351 et seq. and Ordinance No. 12-139, the Plaquemines Port, Harbor & Terminal District is requesting that the Plaquemines Parish Civil Service Commission relinquish all Human Resource functions to the Plaquemines Port, Harbor & Terminal District’s Human Resource Office; and otherwise to provide with respect thereto”.

Commissioner Schulz moved to Agenda Item, Item 3, “Status Report by Executive Port Director.

* Introduced new Chief Administrative Officer& Chief Financial Officer.

Ferry landing emergency repairs update:

* Awaiting LNO from USACE and weather;
* Next steps: bridges, sandblast and paint
* DOTD inspection
* Estimated completion is 2-19-25

Pointe-a-la-Hache landing replacement:

* Awaiting design from DOTD
* FTA site visit 1-16-25
* Target Completion December 2028

Belle Chase Ferryboat

* Emergency repairs scheduled to be completed 1-18-25

There were no matters to address under “Financial Report/Budget to Actual” and no matters under Agenda Item 4, “Bids and Advertisements”.

Commissioner Schulz moved to Agenda Item 5, “Introduction of Ordinances and Resolutions”. Without objection, so ordered. The following legislation was introduced:

1. Five-Year Capital Improvements Plan, Pointe-ala-Hache Ferry Ramp Repair Project; and otherwise, to provide with respect thereto. COMMISSIONER SCHULZ
2. A Resolution authorizing the Executive Director of the Port, Charles Tillotson to move forward with Adopting the Plaquemines Port Harbor & Terminal Districts rebranding campaign being facilitated by Palmer Advertising; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
3. An Ordinance authorizing Executive Director, Charles D. Tillotson, of the Plaquemines Port, Harbor & Terminal District to execute a one-year extension for professional services with EVALV IT to secure Information Technology (IT) services for the Port; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
4. An Ordinance authorizing Executive Director, Charles D. Tillotson, of the Plaquemines Port, Harbor & Terminal District to execute a one-year extension for professional services with EVALV IQ to secure cybersecurity services for the Port; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
5. A Resolution adopting the quarterly updates and additions to the Policies and Procedures for Plaquemines Port Harbor & Terminal District (the Port); and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
6. A Resolution giving preliminary approval to the issuance of not to exceed Forty-Two Million Dollars ($42,000,000) of Revenue Bonds of the Plaquemines Port, Harbor and Terminal District; making application to the State Bond Commission for approval of said Bonds; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ

Commissioner Schulz moved to Agenda Item 6a, “Ordinances and Public Hearings pursuant to Article 6, Section 6.01 E of the Plaquemines Parish Charter”. Without objection, so ordered.

R E S O L U T I O N NO. 25-10

On motion of Commissioner Champagne, seconded by Commissioner LaFrance, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT”, the following Resolution was adopted:

A Resolution certifying that the Plaquemines Port Harbor & Terminal complied with public bid laws in regards to the Alliance Water Booster Station and Feed Lines project; and otherwise, to provide with respect thereto.

DIGEST: The Louisiana Department of Transportation and Development requires the Port to adopt its own Resolution certifying compliance with public bid laws were adhered to. This Resolution is part of the administrative procedures needed to move forward with the Alliance Booster Station project. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, the Plaquemines Port Harbor and Terminal District has solicited bids for State Project No. H.015656 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 Plaquemines Port Harbor and Terminal District has submitted to DOTD Certification of proof of publication, one (1) copy of the bid proposals and bid bonds as submitted by each of the three (3) lowest bidders, a legible copy of the bid tabulation of all bids received, and certified to be correct by the Engineer and an authorized official of the Sponsor, a copy of the engineer’s recommendation, contract documents, Notice of Award of Contract, and a copy of the recordation data in the Clerk of Court’s Office;

NOW, THEREFORE:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT assembled on this 9 day of January 2025, does hereby certify that the bidding procedures comply with Louisiana Revised Statutes 38:2211, et. seq.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT the Secretary of this Council is hereby authorized and directed to immediately certify and release this Resolution and that Port employees and officials are authorized to carry out the purposes of this Resolution, both without further reading and approval by the Plaquemines Parish Council.

**RESOLUTION – AWARD PROJECT**

STATE PROJECT NO. H.015656

PARISH OF Plaquemines

**RESOLUTION NO. 25-11**

On motion of Commissioner Champagne, seconded by Commissioner Newsom, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT”, the following Resolution was adopted:

WHEREAS, the Plaquemines Port Harbor & Terminal District has received bids on 17 day of December, 2024 at 2:00 p.m. on the Alliance Water Booster Station and Feed Lines Upgrades port improvements project under the Louisiana Port Construction & Development Priority Program; and

WHEREAS, Kyle Associates LLC has recommended that award of contract be made to the lowest qualified bidder; Fleming Construction Company, LLC.

NOW, THEREFORE, BE IT RESOLVED by the Plaquemines Port Harbor and Terminal District, in Regular Session, assembled on this 9 day of January, 2025 acting pursuant to the recommendation of Kyle Associates LLC that the Base Bid in the Amount of $5,512,800.00 by Fleming Construction Company, LLC be accepted and a contract be awarded to them.

**RESOLUTION CERTIFYING COMPLIANCE WITH THE PUBLIC BID LAWS**

STATE PROJECT NO. H.015656\_

PARISH OF   Plaquemines

RESOLUTION NO. 25-12

On motion of Commissioner Champagne, seconded by Commissioner McCarty, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT”, the following Resolution was adopted:

WHEREAS, the Plaquemines Port Harbor and Terminal District has solicited bids for State Project No. H.015656  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 Plaquemines Port Harbor and Terminal District has submitted to DOTD Certification of proof of publication, one (1) copy of the bid proposals and bid bonds as submitted by each of the three (3) lowest bidders, a legible copy of the bid tabulation of all bids received, and certified to be correct by the Engineer and an authorized official of the Sponsor, a copy of the engineer’s recommendation, contract documents, Notice of Award of Contract, and a copy of the recordation data in the Clerk of Court’s Office.

NOW, THEREFORE, BE IT RESOLVED by the Plaquemines Port Harbor and Terminal District, in Regular session, assembled on this 9th day of January, 2025, does hereby certify that the bidding procedures comply with Louisiana Revised Statutes 38:2211, et. seq.

R E S O L U T I O N NO. 25-13

On motion of Commissioner Champagne, seconded by Commissioner McCarty, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT”, the following Resolution was adopted:

A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port Harbor & Terminal District to enter into a construction contract with Fleming Construction Company, LLC to provide upgrades to the Alliance Water Booster Station and Feed Lines as outlined in Phase II State Project Number H.015656 of the project; and otherwise, to provide with respect thereto.

DIGEST: Kyle Associates LLC advertised for competitive bids, in accordance with LRS 38:2212, et seq., for the award of a contract in the name of the Plaquemines Port Harbor and Terminal District, the project was seeking bids for upgrades to the Alliance Water Booster Station and Feed Lines, a port improvement project under the Port Construction and Development Priority Program. Several bids were made during the period of advertising. The Port seeks approval to award the contract for the project to Fleming Construction Company, LLC. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, Kyle Associates LLC on behalf of Plaquemines Port Harbor and Terminal District received three interested bidders at the pre-bid opening meeting for Phase I Part B of the Alliance Water Booster Station project; and

WHEREAS, Fleming Construction Company, LLC was the firm with the lowest bid; and

WHEREAS, it is the recommendation of Kyle Associates LLC that Fleming Construction Company, LLC be awarded the construction contract for the Alliance Booster Station project in the amount of $5,512,800.00;

NOW, THEREFORE:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT it hereby authorizes the acceptance and recommendation of Kyle Associates LLC to enter into a construction contract with Fleming Construction Company, LLC for Phase II of the Alliance Booster Station project.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT the Secretary of this Council is hereby authorized and directed to immediately certify and release this Resolution and that Port employees and officials are authorized to carry out the purposes of this Resolution, both without further reading and approval by the Plaquemines Parish Council.

R E S O L U T I O N NO. 25-14

On motion of Commissioner Champagne, seconded by Commissioner Edwards, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT” and Council Member LaFrance who voted “NO”, the following Resolution was adopted:

A Resolution authorizing the Port Director to petition and file an application for a map change pursuant to and in conformity with the Comprehensive Zoning Ordinance to rezone those certain properties located in Point Celeste Farms Subdivision, Phases I and II, identified as follows: Lots 1-A, 2-B, 3-6, 7 (not yet acquired), 8, 11-17, 33, 34, 45, 46 (not yet acquired), 47, 48 (not yet acquired), 50A, 50B, 51, 52A, 52B, 53, 54, 57A, 58A, 59, 60A, 61, and B-1, which are now owned by or to be acquired by Plaquemines Port, Harbor & Terminal District from Flood Plain (FP) District to Heavy Industrial (I-3) District; and otherwise to provide with respect thereto.

NOW, THEREFORE:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT it hereby authorizes the Port Director to petition and file an application for a for a map change pursuant to and in conformity with the Comprehensive Zoning Ordinance, specifically Section XII, to rezone those certain properties located in Point Celeste Farms Subdivision, Phases I and II, identified as follows: Lots 1-A, 2-B, 3-6, 7 (not yet acquired), 8, 11-17, 33, 34, 45, 46 (not yet acquired), 47, 48 (not yet acquired), 50A, 50B, 51, 52A, 52B, 53, 54, 57A, 58A, 59, 60A, 61, and B-1, which are now owned by or to be acquired by Plaquemines Port, Harbor & Terminal District from Flood Plain (FP) District to Heavy Industrial (I-3) District.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL DISTRICT THAT theSecretary of this Council is hereby authorized and directed to immediately certify and release this Resolution and that Parish employees and officials are authorized to carry out the purposes of this Resolution, both without further reading and approval by the Plaquemines Parish Council.

Commissioner Champagne moved to Agenda Item 8, “Approval of minutes”. Without objection, so ordered.

R E S O L U T I O N NO. 25-15

On motion of Commissioner LaFrance, seconded by Commissioner Newsom, and on roll call all members present and voting “YES”, except Commissioner Guey who was “ABSENT”, the following Resolution was adopted:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT THAT it hereby approves the minutes from December 17, 2024, regular meeting and the December 26, 2024, special meeting.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT THAT the Secretary of this Council is hereby authorized and directed to immediately certify and release this Resolution and that Parish employees and officials are authorized to carry out the purposes of this Resolution.

There being no further business to come before this Council, on motion Commissioner LaFrance, seconded by Commissioner Newsom, and on roll call all members present voting “YES, except Commissioner Edwards voting “NO” and Commissioner Guey who was “ABSENT”, the meeting adjourned at 5:14 p.m.

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Chairman Secretary

For a full transcript of discussions and presentations a video of this meeting is available for viewing on the Parish website [www.plaqueminesparish.com](http://www.plaqueminesparish.com) or on YouTube.