

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, July 11, 2024, at 3:14 p.m., pursuant to notice to all members with a quorum present as follows:

PRESENT: Commissioner Brian Champagne, Chairman  
Commissioner Chris Schulz  
Commissioner Stuart J. Guey, Jr.  
Commissioner Patricia L. McCarty  
Commissioner Ronnie Newsom  
Commissioner Carlton M. LaFrance, Sr.  
Commissioner Mitch Jurisich

Kim M. Toups, Secretary

ABSENT: Commissioner Tyrone Edwards  
Commissioner Mark Cognevich

Charles Tillotson, Christie Nielsen and Angelina Vicknair were present representing the Port.

The Prayer and Pledge was dispensed with .

The following items were deferred:

- 9f, “A Resolution authorizing the execution of a Master Goods and Services Agreement (MSGSA) and Riders to proceed with Phase 3 and Phase 4 of the 11-mile Rail Extension Project and funding the additional cost for the project; and otherwise to provide with respect thereto” and
- 9g, “A Resolution authorizing the Executive Director of the Plaquemines Port, Harbor, & Terminal District to introduce and implement the Master Plan as a foundation for the strategic planning to secure the Port’s competitive edge and operational excellence; and otherwise to provide with respect thereto”.

There being no matters for Executive Session, Commissioner Champagne moved to Agenda Item 3, “Status Report by the Executive Port Director. Without objection, so ordered. Mr. Tillotson reported the following:

- **Financial Update:** The Total Net Position: \$120,424,259; Unrestricted Fund Balance: \$3,881,326; Land Fund Restricted Balance details are pending. The Budget vs. Actual-Revenues Revenues are \$48,067,042 vs. \$13,385,197 and Expenses are \$62,997,265 vs. \$13,022,786;
- **State Port Investment Commission:** The Port has been shortlisted as a Deepwater port under consideration and a decision is expected by the end of August;
- **Sustainability Partners Agreement:** Phases 3 and 4 Commission approvals are pending today’s vote, with 16% cost increase and the estimated project completion is summer 2024;
- **Walker Road Vehicle Bridge:** The groundbreaking is set for the third quarter of 2026 and completion is planned to be by the fourth quarter of 2027. Funding for this project is supported by a \$7.4 Port RAISE Grant;
- **Master Plan and Capital Improvement Plan (CIP):** The Master Plan is finalized. CIP finalizing graphic design completion is crucial for Port marketing over five years;
- **Financial Audit and Process Improvements:** The 2023 audit is completed and they are focusing on process for improvements. Monthly random audits are requested for process control;
- **PALH Ferry Landing Emergency Repair:** The Port is finalizing legal clarifications with Deep South and the contract execution is pending these discussions; and
- Port Building A/C replacement will be taking place tomorrow and Saturday. The Port Staff will telecommute on Friday and 911 will work from the Belle Chasse Fire Station.

There being no matters to address under Item 4, "Bids and Advertisements", Commissioner Champagne moved to Agenda Item 5, "Introduction of Ordinances and Resolutions". Without objection, so ordered. The following legislation was introduced:

- 1) An Ordinance to amend and as amended, readopt Ordinance No. 22-39 which created the Legal Department and the position of Executive Counsel of the Plaquemines Port, Harbor & Terminal District; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE
- 2) A Resolution of the Plaquemines Parish Council, acting as the sole governing authority of the Plaquemines Port, Harbor and Terminal District, authorizing and directing the engagement of the Carver Darden law firm as special counsel to supplement legal counsel provided by in-house counsel; and otherwise to provide with respect thereto. COMMISSIONER MCCARTY

Commissioner Champagne moved to Agenda Item 6, "Ordinances and Resolutions on Second Reading and Final Passage. Without objection, so ordered.

ORDINANCE NO. 24-130

The following Ordinance was offered by Commissioner Champagne who moved its adoption:

An Ordinance authorizing Charles Tillotson, Executive Director of Plaquemines Port, Harbor and Terminal District to purchase land owned by David Roshto; and otherwise to provide with respect thereto.

*DIGEST:* The Port is seeking to purchase a parcel located in the "Piano Keys II" for Port development. The Port is seeking approval to move forward with the purchase of Lot 45, currently owned by David Roshto. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, through negotiations with Roshto, a recommendation is being made to approve the acquisition of property owned by Roshto, known as one of the "Piano Keys II"; and

WHEREAS, the negotiations between Fisher and the Port recognize a total recommended purchase price of said property for \$252,000 for Lot 45, Pointe Celeste Farms S/D, currently owned by Roshto;

NOW, THEREFORE:

BE IT ORDAINED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR AND TERMINAL DISTRICT THAT:

SECTION 1

It hereby authorizes and directs Charles Tillotson, Executive Director of the Plaquemines Port, Harbor and Terminal District, to acquire the land owned by David Roshto, more fully described by the legal description attached hereto as Exhibit "A."

SECTION 2

The acquisition shall be for a purchase price of \$252,000 plus closing cost from the Port Land Fund for the transfer of ownership of the land at Lot 45, Pointe Celeste Farms S/D, currently owned by David Roshto, to the Plaquemines Port, Harbor and Terminal District.

SECTION 3

The Secretary of this Council is hereby authorized and directed to immediately certify and release this Ordinance and that Port employees and officials are authorized to carry out the purposes of

this Ordinance, both without further reading and approval by the Plaquemines Parish Council.

WHEREUPON, in open session the above Ordinance was read and considered section by section and as a whole.

Commissioner LaFrance seconded the motion to adopt the Ordinance.

The foregoing Ordinance having been submitted to a vote, the vote resulted as follows:

YEAS: Commissioners Brian Champagne, Chris Schulz, Stuart J. Guey, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., and Mitch Jurisich

NAYS: None

ABSENT: Commissioners Tyronne Edwards and Mark Cognevich

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 11<sup>th</sup> day of July, 2024.

#### RESOLUTION NO. 24-217

On motion of Commissioner Champagne, seconded by Commissioner LaFrance, and on roll call all members present voting “YES”, except Commissioner Schulz who “ABSTAINED” and Commissioners Edwards, McCarty and Cognevich, who were “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.014966 (322) 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 11<sup>th</sup> day of July, 2024, 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 CERTIFYING COMPLIANCE WITH THE PUBLIC BID LAWS**

STATE PROJECT NO. H.014966 (322)  
PARISH OF Plaquemines

RESOLUTION NO. 24-218

On motion of Commissioner Champagne, seconded by Commissioner LaFrance, and on roll call all members present voting “YES”, except Commissioner Schulz who “ABSTAINED” and Commissioners Edwards, McCarty and Cognevich, who were “ABSENT”, the following resolution was adopted:

WHEREAS, the Plaquemines Port Harbor and Terminal District has solicited bids for State Project No. H.014966 (322) 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 11th day of July 2024, does hereby certify that the bidding procedures comply with Louisiana Revised Statutes 38:2211, et. seq.

s/Brain Champagne  
CHAIRMAN

CERTIFICATE

I hereby certify that the above and foregoing is true and correct copy of the resolution adopted at a Regular meeting of the Plaquemines Port Harbor and Terminal District held on the 11th Day of July 2024, in which a quorum was present and voting and that the resolution is still in full effect and has not been rescinded or revoked.

Signed at Belle Chasse, Louisiana on the 11<sup>th</sup> Day of July, 2024.

RESOLUTION NO. 24-219

On motion of Commissioner Champagne, seconded by Commissioner Newsom, and on roll call all members present voting “YES”, except Commissioners Edwards and Cognevich, who were “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 Byron E. Talbot Contractor Inc. to provide upgrades to the Alliance Water Booster Station and Feed Lines as outlined in Phase I 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 Byron E. Talbot Contractor Inc. *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, Talbot was the firm with the lowest bid; and

WHEREAS, it is the recommendation of Kyle Associates LLC that Byron E. Talbot Contractor Inc. be awarded the construction contract for the Alliance Booster Station project in the amount of \$7,661,100.00.

NOW, THEREFORE:

BE IT FURTHER 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 Byron E. Talbot Contractor Inc. for Phase I Part B 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.

#### **RESOLUTION – AWARD PROJECT**

STATE PROJECT NO. H.014966 (322)

PARISH OF Plaquemines

#### **RESOLUTION NO. 24-220**

WHEREAS, the Plaquemines Port Harbor & Terminal District has received bids on Tuesday, August 22, 2023, 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; Byron E. Talbot Contractor Inc.

NOW, THEREFORE, BE IT RESOLVED by the Plaquemines Port Harbor and Terminal District, in Regular Session, assembled on this 11<sup>th</sup> day of July, 2024 acting pursuant to the recommendation of Kyle Associates LLC, that the Base Bid in the Amount of \$7,661,100.00 by Byron E. Talbot Contractor Inc. be accepted and a contract be awarded to them.

s/Brian Champagne

CHAIRMAN

#### **CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at a Regular meeting of the Plaquemines Port, Harbor & Terminal District Commission held on the 11<sup>th</sup> day of July, 2024, in which a quorum was present and voting and that the resolution adopted is still in full force and effect and has not been rescinded or revoked.

Signed at Belle Chasse, Louisiana on the 11<sup>th</sup> day of July, 2024.

ORDINANCE NO. 24-131

The following Ordinance was offered by Commissioner Champagne who moved its adoption:

An Ordinance authorizing Charles Tillotson, Executive Director of Plaquemines Port, Harbor and Terminal District (“Port”) to assume the Lease between the Plaquemines Parish Government (“PPG”) and Plaquemines Land Ventures, LLC; and otherwise to provide with respect thereto.

*DIGEST:* This Ordinance allows the Port to assume the Lease between PPG and Plaquemines Land Ventures, LLC for use of the 2<sup>nd</sup> floor of the Popich Building. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, PPG and Plaquemines Land Ventures, LLC entered into a lease agreement on August 23, 2022 for use of the 2<sup>nd</sup> floor of the Popich Building; and

WHEREAS, on May 24, 2024, PPG sold the Popich Building to the Port; and

WHEREAS, following the purchase of the Popich Building, the Port through an Amendment of the Lease hereby assumes the lease, as the Lessor and current owner of the Popich Building;

NOW, THEREFORE:

BE IT ORDAINED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY FOR THE PLAQUEMINES PORT, HARBOR AND TERMINAL DISTRICT

SECTION 1

It hereby authorizes Charles Tillotson, Executive Director of Plaquemines Port, Harbor, and Terminal district assume the Lease Agreement between Plaquemines Parish Government and Plaquemines Land Ventures, LLC.

SECTION 2

That the Secretary of this Council is hereby authorized and directed to immediately certify and release this Ordinance and that Parish employees and officials are authorized to carry out the purposes of this Ordinance, both without further reading and approval by the Plaquemines Parish Council.

WHEREUPON, in open session the above Ordinance was read and considered section by section and as a whole.

Commissioner Newsom seconded the motion to adopt the Ordinance.

The foregoing Ordinance having been submitted to a vote, the vote resulted as follows:

YEAS: Commissioners Brian Champagne, Chris Schulz, Stuart J. Guey, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., and Mitch Jurisich

NAYS: None

ABSENT: Commissioners Tyronne Edwards and Mark Cognevich

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 11<sup>th</sup> day of July, 2024.

ORDINANCE NO. 24-132

The following Ordinance was offered by Commissioner Champagne who moved its adoption:

An Ordinance authorizing Charles D. Tillotson, Executive Director of the Plaquemines Port Harbor and Terminal District, to enter into an agreement with T. Baker Smith, LLC for biological, cultural, and survey assessments of Parcel 1 (Tract DR-2A) located in Plaquemines Parish and to amend the 2024 Plaquemines Port, Harbor & Terminal District Operating Expenditure Budget, General Operations Division; and otherwise to provide with respect thereto.

*DIGEST:* Plaquemines Port Harbor and Terminal District requires T. Baker Smith, LLC to survey and provide an assessment of Parcel 1 for future development. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, T. Baker Smith, LLC will review and map the supplied ownership information to assist with the boundary field survey; and

WHEREAS, T. Baker Smith, LLC will utilize a combination of conventional survey methods and Unmanned Aerial Systems (UAS) with LiDAR capabilities to determine existing ground elevations along with structures and features within the project boundary; and

WHEREAS, T. Baker Smith, LLC will prepare a wetland delineation report in accordance with the USACE guidelines; and

WHEREAS, T. Baker Smith, LLC will conduct protected species surveys concurrently with the wetland delineation portion of the project. Also, they will identify Threatened and Endangered Species and/or their habitat during the surveys; and

WHEREAS, the cost of the services to be provided is \$159,050.00; and

WHEREAS, an amendment to the 2024 Port, Harbor & Terminal District, Operating Expenditure Budget, General Operations Division is requested;

NOW, THEREFORE;

BE IT ORDAINED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR AND TERMINAL DISTRICT THAT:

SECTION 1

Plaquemines Parish Port, Harbor and Terminal District, Executive Director, Charles D. Tillotson is authorized to enter into an agreement with T. Baker Smith, LLC for biological, cultural, and survey assessments of Parcel 1 (Tract DR-2A) located in Plaquemines Parish.

SECTION 2

The 2024 Port, Harbor and Terminal District, Operating Expenditure Budget, General Operations Division, is amended by appropriating \$159,050 from the Port, Harbor & Terminal District unrestricted fund balance as follows:

<b>Fund:</b> 445 Port Harbor			
<b>Dept/Div:</b> 490-2460 General Operations Division			
<b>Object</b>	<b>Description</b>	<b>Inc/ Dec</b>	<b>Amendment</b>
532.150	Prof Services-Surveying	Inc	159,050

SECTION 3

The Secretary of this Council is hereby authorized and directed to immediately certify and release this Ordinance and that Port employees and officials are authorized to carry out the purposes of this Ordinance, both without further reading and approval by the Plaquemines Parish Council.

WHEREUPON, in open session the above Ordinance was read and considered section by section and as a whole.

Commissioner McCarty seconded the motion to adopt the Ordinance.

The foregoing Ordinance having been submitted to a vote, the vote resulted as follows:

YEAS: Commissioners Brian Champagne, Chris Schulz, Stuart J. Guey, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., and Mitch Jurisich

NAYS: None

ABSENT: Commissioners Tyronne Edwards and Mark Cognevich

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 11<sup>th</sup> day of July, 2024.

Commissioner LaFrance moved to Agenda Item 8, "Approval of Minutes". Without objection, so ordered.

RESOLUTION NO. 24-221

On motion of Commissioner LaFrance, seconded by Commissioner Newsom and on roll call all were members present and voting "YES", except Commissioners Edwards and Cognevich who "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 of the June 27, regular Port, Harbor & Terminal District Meeting as recorded by the Secretary of this Council.

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 Schulz, seconded by Commissioner Newsom, and on roll call all members present voting “YES, except Commissioner Edwards and Commissioner Champagne who were “ABSENT”, the meeting adjourned at 4:02 p.m.

---

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.