

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, February 9, 2023, at 3:02 p.m., pursuant to notice to all members with a quorum present as follows:

PRESENT: Commissioner Stuart J. Guey, Chairman  
Commissioner Tyrone Edwards  
Commissioner Brian Champagne  
Commissioner Chris Schulz  
Commissioner Patricia McCarty  
Commissioner Ronnie Newsom  
Commissioner Carlton M. LaFrance, Sr.  
Commissioner Mitch Jurisich  
Commissioner Mark Cognevich

Kim M. Toups, Secretary

Charles Tillotson, Melissa Folse and Christie Nielsen were present representing the Port.

The Prayer was said and the Pledge was recited.

Commissioner Guey moved to Agenda Item 2, "Executive Session". Without objection, so ordered.

#### RESOLUTION NO. 23-42

On motion of Commissioner Guey, seconded by Commissioner Cognevich, and on roll call all members present and voting "YES the following Resolution was adopted:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL THAT it hereby resolves itself into Executive Session at 3:05 p.m. for the purpose of hearing a report and recommendations and strategy advice for the management of litigation from its attorney concerning: Discussion of litigation in accordance with LRS 44:17(A)(2) in regard to Plaquemines Port, Harbor and Terminal District, et al vs. Sustainability Partners, LLC, et al, Docket No. 76739, Div. B, 25<sup>th</sup> Judicial District Court, Parish of Plaquemines, State of Louisiana.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL THAT it hereby came out of Executive Session at 4:28 p.m. with no final or binding action taken.

Commissioner Guey moved to Agenda Item 3, "Status Report by the Executive Port Director". Without objection, so ordered. Mr. Tillotson reported the following:

- The Port Administration anticipates receipt of the audited financials from 2021 by tomorrow;
- A meeting has been scheduled with the Parish Civil Service on February 15<sup>th</sup> to discuss the challenges of hiring vital personnel and they ask for Council support in this endeavor;
- They continue to work diligently on the ferry ramp situation and the Port has had extensive discussions with the Parish Engineering staff. They are looking at all alternatives which will be discussed later on the agenda.

Commissioner Guey asked for the date, time and location of the meeting with Civil Service and he was told it will be on February 15, 2023, at 2:30 p.m. in building 600. Christie Nielsen will send the Commissioners the information.

Council Member Newsome asked if the Port has received a positive or negative response on the Belle Chasse Ferry running longer hours and Mr. Tillotson said they have received very positive responses for the most part. He explained that there was a mechanical issue on Monday which took a few hours to be rectified and now there is a backup plan. Mr. Tillotson further stated that they Port understands the public relies on a dependable ferry service and in the future there is a plan to transition from one ferry to another so not much time will be lost.

There being nothing to report under Agenda Item 3a, "Financial Report/Budget to Actual", and no matters under Agenda Item 4, "Bids and Advertisements", Commissioner LaFrance moved to

Agenda Item 5, “Introduction of Ordinances and Resolutions”. The following legislation was introduced:

1. An Ordinance to amend and as amended to readopt the Plaquemines Parish Code of Ordinances, Chapter 2, Section 2-18, *Rules governing the transaction of business before the Council as the sole governing authority of the Plaquemines Parish Port, Harbor and Terminal District*, Rules 18(a), 18(b), Rule 19.1(a)(9); and otherwise to provide with respect thereto. COMMISSIONER GUEY

At the request of Commissioner Champagne, Commissioner Guey moved to Agenda Item 7a, “Resolutions wherein suspension is being sought”. Without objection, so ordered.

#### MOTION TO SUSPEND THE RULES

Commissioner Champagne offered a Motion to Suspend the Rules to add an item to today’s agenda for consideration. The Motion was seconded by Commissioner Newsom, and on roll call all members present voting “YES” the Motion to add “A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter into a Professional Services Contract with an Engineering Firm to advise and offer supplemental assistance to Plaquemines Parish Government’s Engineering Department with engineering/architectural technical support, construction field inspection, project management and any other engineering/architectural related service; and otherwise to provide with respect thereto” was adopted by a vote of 9-0.

#### RESOLUTION NO. 23-43

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

A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter into a Professional Services Contract with an Engineering Firm to advise and offer supplemental assistance to Plaquemines Parish Government’s Engineering Department with engineering/architectural technical support, construction field inspection, project management and any other engineering/architectural related service; and otherwise to provide with respect thereto.

Digest: DOTD completed an inspection and review of the Pointe-a-La-Hache Ferry landing on January 30, 2023. Their letter identified critical deficiencies that required immediate action to ensure the safety of the traveling public. Therefore, DOTD determined that “the structure, in current condition, is no longer suitable for vehicular traffic.” Following Request for Qualifications (RFQ), the Port is now seeking to enter into a Professional Services Agreement with an engineering firm that can assist the Port in assessing the damage to the structure and determine the next steps in resolving the identified deficiencies.

WHEREAS, the Plaquemines Port, Harbor & Terminal District has a need for contracting an Engineering Firm that can assess its structures and assets, to include barges, bridges, ramps and dolphins. The scope of work will include, but not be limited to, Roadway Design and Analysis, Sewer Treatment, Collections System Design and Analysis, Water Treatment, Distribution System Design and Analysis, Drainage Collection, Pump Station Design and Analysis, Levee Design and Analysis, Structural Design and Analysis, Flood Control Design and Analysis, Pier and Marina Design and Analysis, Recreation Design, Project and Construction Management, as well as Resident Inspection; and

WHEREAS, DOTD completed an inspection and review of the Pointe-a-La-Hache Ferry landing on January 30, 2023. As referenced in their letter, “Structure Recall No. 020142, and discovered critical deficiencies that require immediate action to ensure the safety of the traveling public. It was determined that the structure, in current condition, is no longer suitable for vehicular traffic.” Immediate closure of the Ferry landing was ordered until corrective action is taken. The Port is adhering to the recommendation of DOTD by seeking to enter to a Professional Service Agreement with an Engineering Firm; and

WHEREAS, the Port wishes to contract with a firm to supplement the Plaquemines Parish Government’s Engineering Department in assisting with engineering/architectural technical

support, construction field inspection, project management and any other engineering/architectural related services; and

WHEREAS, ensuring the safety of the passengers is a top priority and it is the Port's appreciation that securing an Engineering Firm with expertise to oversee the scope referenced above is of the utmost and critical importance. The Port will advertise a Request for Qualifications (RFQ), selecting the top three (3), from interested Engineering Firms to provide the professional services; and

WHEREAS, it is the desire of the Plaquemines Parish Council, as the sole governing authority of the Plaquemines Port, Harbor & Terminal District to seek Requests for Qualifications (RFQ), selecting the top three (3), from interested Engineering Firms to provide the professional services, described herein;

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 Charles Tillotson, Executive Director of the Plaquemines Port Harbor & Terminal District to enter into one Professional Services Contract with a qualifying Engineering Firm, to address the immediate need and concern of DOTD regarding the safety of the traveling public.

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.

Commissioner Guey reverted back to Agenda Item 6, "Ordinances and Resolutions on second reading and final passage". Without objection, so ordered.

There were no matters under Agenda Item 6a.

#### RESOLUTION NO. 23-44

On motion of Commissioner Guey, seconded by Commissioner LaFrance, and on roll call all members present and voting "YES", the following Resolution was adopted:

A Resolution authorizing Executive Director, Charles D. Tillotson, of the Plaquemines Port, Harbor & Terminal District to enter into a Professional Services Agreement for Financial Consulting Services with R. Johnson CPA & Business Advisors, LLC, and otherwise, to provide with respect thereto.

WHEREAS, the Plaquemines Port, Harbor & Terminal District has an immediate need for a Financial Consultant to assist the Finance Department for a period of six (6) months not to exceed 24 hours per week, after such time we will continue on a month to month basis, if necessary.

WHEREAS, the Firm will assist the Port with:

1. Executive Director Transition
2. 2021 Financial Audit close out
3. Year-end financial close out 2022
4. Assist in selection of a new Director of Finance

WHEREAS, the firm shall be paid \$90 per hour and invoice the Port on a monthly basis.

NOW, THEREFORE:

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL, AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT HARBOR & TERMINAL

DISTRICT THAT the Port Chairman is hereby authorized and directed to enter into a Professional Services Agreement for Financial Consulting Services with R. Johnson CPA & Business Advisors, LLC.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL THAT by the Plaquemines Parish Council 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, both without further reading and approval by the Plaquemines Parish Council.

Agenda Item 6c, “An Ordinance to appropriate \$100,000 for inspection and initial analysis of deficiencies identified by Structure Recall No. 020142, as listed in correspondence received from the Louisiana Department of Transportation and Development (DOTD) on January 30, 2023; and otherwise to provide with respect thereto” was withdrawn.

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

#### RESOLUTION NO. 23-45

On motion of Commissioner Guey, seconded by Commissioner Edwards, and on roll call all members present and voting “YES”, 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 January 26, regular Port Meeting and the February 1, 2023, Special Port 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 Port 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 McCarty, seconded by Commissioner Newsom, and on roll call all members present voting “YES”, the meeting adjourned at 5:08 p.m.

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Chairman

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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.