

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, May 11, 2023, at 3:04 p.m., pursuant to notice to all members with a quorum present as follows:

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

Kim M. Toups, Secretary

ABSENT: Commissioner Tyrone Edwards

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

The Prayer was said and the Pledge was recited.

Commissioner Edwards joined the meeting at 3:08 p.m.

The following items were deferred:

- 6b, “A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port, Harbor & Terminal District to execute an agreement with Sustainability Partners; and otherwise to provide with respect thereto”; and
- 6e, “An Ordinance to amend the Plaquemines Port, Harbor and Terminal District Manpower Structure to create and fund the unclassified position of Port Public Information Officer; and otherwise provide with respect thereto”.

There were no matters under “Executive Session”; therefore, Commissioner Guey moved to Agenda Item 3, “Status Report by the Executive Port Director”. Without objection, so ordered. The following was reported:

- Mr. Tillotson reported continued progress on purchasing the piano keys. Two more properties will be introduced in two weeks and after that there are approximately nine more left to go. The target completion date on the purchase of all piano keys is August 23rd;
- The first meeting was held with Jefferson Parish and the will continue to schedule monthly meetings regarding the rail bypass;
- The first Port construction related meeting was recently held with the key stakeholders. More meetings will be scheduled once a month via TEAMS;
- They continue to evaluate future plans for the Ferrys. Port Administration met with the community and spoke with Infinity to discuss what the steps might look like. The Port is listening closely to the community and they are working with fiscal and social responsibility. The Port hopes to have some kind of recommendation to the Council within two weeks to thirty days; and
- There is Legislation on the agenda today regarding the Port’s contribution for the purchase of avionics on the helicopter shared with the Sheriffs’ office.

Commissioner Guey informed everyone that they will schedule a Mid-Year Budget Review on July 6, 2023, beginning at 4:00 p.m. at the Belle Chasse Council Chambers.

There being no matters under Agenda Item 3a, “Financial Report/Budget to Actual” or Agenda Item 4, “Bids and Advertisements”, Commissioner Guey moved to Agenda Item 5, “Introduction of Ordinances and Resolutions”. The following legislation was introduced:

1. An Ordinance to amend and as amended, readopt the Plaquemines Parish Port, Harbor & Terminal District 2023 Manpower Table; and otherwise to provide with respect thereto.
COMMISSIONER GUEY

2. A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port Harbor & Terminal District to enter into a Per Task Order #1 Agreement for container terminal permitting and name change with United States Army Corp of Engineers (USACE) from LA23 to Plaquemines Port Harbor & Terminal District (PPHTD) with Lanier & Associates on an as needed per task orders basis as directed by Plaquemines Port Harbor & Terminal District Executive Director; and otherwise to provide with respect thereto. COMMISSIONER GUEY
3. A Resolution authorizing Charles Tillotson, Executive Director of the Plaquemines Port Harbor & Terminal District to enter into a Per Task Order Agreement for Ferry Improvements with Infinity Engineering on an as needed per task orders basis as directed by Plaquemines Port Harbor & Terminal District Executive Director; and otherwise to provide with respect thereto. COMMISSIONER GUEY
4. An Ordinance to amend and as amended the Plaquemines Parish Port, Harbor & Terminal District 2023 Operating Budget of Revenue and Expenditures; and otherwise to provide with respect thereto. COMMISSIONER GUEY
5. An Ordinance to amend the Plaquemines Port, Harbor & Terminal District's 2023 Revenue & Operating Expenditure Budget to complete the Sustainability Partners; and otherwise to provide with respect thereto. COMMISSIONER GUEY

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

There were no matters to address under Agenda Item 6a.

Commissioner Guey offered 6c with changes.

ORDINANCE NO. 23-59

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

An Ordinance to amend the Five Year Capital Improvements Plan, 2023 Master Plan Project; and otherwise to provide with respect thereto.

DIGEST: PPHTD's existing 2010 Master Plan is deemed out of date. Therefore, it is in PPHTD's vital interest to generate a new Master Plan to continue its growth in a planned manner, to include an up-date every five years. It is also of vital importance for PPHTD to use updated Master Plan as an aid for its Legislators to evaluate the value of its projects as relates to the State's priorities. An amended budget is required for the project because it was not included in the 2023 Adopted Budget line-item funding for a new Master Plan. A new fully completed Master Plan is estimated to cost \$500,000. A Master Plan is a significant undertaking and because of PPHTD Executive Staff's limited bandwidth, it is recommended to start the development of a Market Analysis (forward look) and Economic Impact Analysis (look back baseline) to be completed by the end of 2023, to be used in the development of a full Master Plan to be completed no later than 2Q 2024. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, approved to start developing a Port Master Plan in a phased approach, with the final Master Plan to be completed no later than the 2nd Quarter of 2024. Phase 1 shall include a market analysis of all PPHTD tonnages and commodities to be used as a forecasting tool for its future planned growth; Phase 2 shall include an economic impact analysis to create a baseline for PPHTD's current economic contribution; Phase 3 shall include the full Master Plan with implementation plan. The estimated cost:

Phase 1 – Market Analysis @ Budget \$100,000 with start/completion May 1 - August 30, 2023

Phase 2 – Economic Impact Analysis @ Budget \$100,000 with start/completion September 1 - December 31, 2023

Phase 3 – Master Plan @ Budget \$300,000 with start/completion January 1 – April 31, 2024

WHEREAS, the Bridges Group will recommend to the Executive Staff a Professional Services Firm within 30 days prior to the completion of Phase I; and

WHEREAS all proposals were prepared professionally and provided to the Executive Staff in-depth information needed to make a recommendation on future PPHTD opportunities; and

WHEREAS, after careful consideration, the Port Executive Staff hereby recommends to the Plaquemines Parish Council to approve a contractual task order for the Bridges Group to develop a 2023 Market Analysis as the first step to replace the existing outdated 2010 Master Plan needed to develop a Port Master Plan for Plaquemines Parish;

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

The Five Year Capital Improvements Plan is amended by appropriating \$100,000 to the 2023 Master Plan Project from the Unrestricted Fund Balance, funding year 2023, for the specific purpose of payment of the contract with the Bridges Group

SECTION 2

It hereby authorizes the PPHTD Executive Director, Charles Tillotson as governing authority of the PPHTD, to execute said contract with Bridges Group.

SECTION 3

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.

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 Tyronne Edwards, Brian Champagne, Chris Schulz, Stuart J. Guey, Patricia McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., Mitch Jurisich and Mark Cognevich

NAYS: None

ABSENT: None

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 11th day of May, 2023.

ORDINANCE NO. 23-60

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

An Ordinance to amend and as amended, readopt the Plaquemines Parish Port, Harbor & Terminal District 2023 Operating Budget of Revenue and Expenditures; and otherwise to provide with respect thereto.

DIGEST: Plaquemines Port Harbor & Terminal District has a need to amend the 2023 budget to perform avionics system safety and navigational upgrades to the helicopter shared through the CEA with the Sheriff's office. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, additional funding is needed for Operating Services of the Aviation Budget for Maintenance of the Helicopter; and

WHEREAS, the 2023 Operating Budget of Revenue & Expenditures is amended to reflect the cost for avionics system safety and navigational upgrades; and

WHEREAS, the Plaquemines Parish Port, Harbor & Terminal District 2023 Operating Budget of Revenue and Expenditures is amended to reflect the additional avionics system safety and navigation upgrades for the Port Helicopter that is shared with the Plaquemines Parish Sheriff's Office by appropriating \$40,705 from the Port's Unreserved/Undesignated Fund is requested;

NOW, THEREFORE:

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

SECTION 1

Plaquemines Parish Port, Harbor & Terminal District 2023 Revenue and Expenditure Budget is hereby amended by transferring \$40,705 from the Port's Unreserved/Undesignated Fund balance to Aviation Operating Services – Maintenance – Helicopter Expenditure Budget as follows:

445 Plaquemines Port, Harbor & Terminal District Fund

490 PPHTD

2465	Aviation	528.150	Maintenance-Helicopter	INC \$40,705
------	----------	---------	------------------------	--------------

SECTION 2

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.

Commissioner Champagne seconded the motion to adopt the Ordinance.

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

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

NAYS: None

ABSENT: None

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 11th day of May, 2023.

Commissioner Guey moved to Agenda Item 7, "New Business". Without objection, so ordered.

MOTION TO ADD AN ITEM TO THE AGENDA

Commissioner Guey offered a Motion to add an item to the agenda for consideration at this meeting, titled "A Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed necessary to protect its interest in all matters; and otherwise to provide with respect thereto". The motion was seconded by Commissioner Edwards and on roll call all members voting "YES" except Commissioners Jurisich and Cognevich who voted "NO", the motion FAILED by a vote of 7-2.

Commissioner Guey reverted back to Agenda Item 5, “Introductions of Ordinances and Resolutions”. Without objection, so ordered. The following legislation was introduced:

1. A Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed necessary to protect its interest in all matters; and otherwise to provide with respect thereto. COMMISSIONER GUEY
NOTE this item was adopted later in the meeting. Please see Res. No. 23-140 below

MOTION TO ADD A DISCUSSION TO THE AGNEDA

Commissioner Guey then offered a Motion to add an item to the agenda for discussion relative to a Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed necessary to protect its interest in all matters. The motion was seconded by Commissioner Champagne and on roll call, all members present voting “YES”, the motion was adopted by a vote of 9-0.

Mr. Tillotson addressed the Commission stating that there were only four weeks left in the 2023 regular session and the decision to hire Cornerstone was strategic which was crucial for the Economic Development of the Port. Also, the Port Administration believed it was important to have one voice in regard to the three bills regarding ports and the APM project. Mike Enlow addressed the Commissioner regarding the firm and its qualifications.

MOTION TO RECONSIDER

Commissioner Cognevich offered a Motion to Reconsider the Suspension to add an item for consideration at today’s meeting titled, “A Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed necessary to protect its interest in all matters; and otherwise to provide with respect thereto”. The motion as seconded by Commissioner LaFrance and on roll call, all members present voting “YES”, the motion a was adopted by vote of 9-0.

Under Agenda Item 7a, “Resolutions wherein suspension is being sought”, the following was adopted:

MOTION TO SUSPEND THE RULES

Commissioner Guey offered a Motion to suspend the rules for the resolution titled, “A Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed necessary to protect its interest in all matters; and otherwise to provide with respect thereto”. The motion was seconded by Commissioner Newsom and on roll call, all members present voting “YES”, the motion to suspend the rules was adopted by a vote of 9-0.

RESOLUTION NO. 23-140

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

A Resolution authorizing the Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, for a period of one year to represent the Plaquemines Port Harbor & Terminal District in any occurring and upcoming sessions of the Louisiana State Legislature, or any other meetings, etc., deemed

necessary to protect its interest in all matters; and otherwise to provide with respect thereto.

Digest: To protect the Legislative interests of the Port, the Port seeks to retain the services of a State Lobbyist that can offer Legislative guidance and support. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, the Plaquemines Parish Council as the sole governing authority of the Plaquemines Port Harbor & Terminal District deems it necessary to hire a Louisiana State lobbyist to protect the interest of the Plaquemines Port Harbor & Terminal District and keep it informed of Federal Legislation, which may impact the Port; and

WHEREAS, sufficient funds are available in the current Port Budget;

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 Executive Director of the Port, Charles Tillotson to enter into and execute a contract with Cornerstone Government Affairs, replacing The Chesapeake Group, Lobbyist, to represent the Port in any occurring and upcoming sessions of the Louisiana State Legislature; or any other meetings, etc., deemed necessary protect its interest in all matters.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT THAT the term of the said contract shall be for one year, not exceeding \$72,000 per year payable at \$6,000 per month. The terms of the said contract were approved via Ordinance 23-34.

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

RESOLUTION NO. 23-141

On motion of Commissioner LaFrance, seconded by Commissioner McCarty, 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 April 27, 2023, regular 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 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 Schulz, and on roll call all members present voting "YES", the meeting adjourned at 4:22 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 or on YouTube.