

Minutes of a meeting of the Plaquemines Parish Council, as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District, held in the Pointe-a-la-Hache Council Chambers, 18055 Highway 15, Pointe-a-la-Hache, Louisiana on Thursday, November 12, 2020, at 3:00 p.m., pursuant to notice to all members with a quorum present as follows:

PRESENT: Commissioner Richie Blink, Chairman
Commissioner John L. Barthelemy, Jr.
Commissioner Corey Arbourgh
Commissioner Stuart J. Guey
Commissioner Benedict Rousselle
Commissioner Trudy Newberry
Commissioner Carlton M. LaFrance, Sr.
Commissioner Mark Cognevich

Kim M. Toups, Secretary

ABSENT: Commissioner W. Beau Black

Sandy Sanders, Paul Matthews and Christie Nielsen were present representing the Port.

The Prayer was said and the Pledge recited.

The following items were deferred:

- 6e, “A Resolution authorizing the Plaquemines Port, Harbor and Terminal District ("Plaquemines Port") to dispose of disused movable property. Specifically, to dispose of a 2008 Chevrolet Suburban and a 2012 Ford F-250 Utility truck, on an as-is, where-is basis and in accordance with Louisiana statutes governing the disposal of movable property owned by a political subdivision of the state; and otherwise to provide with respect thereto” and
- 6f, “A Resolution adopting the amendments to the Plaquemines Port, Harbor & Terminal District's (the Port) Accounting Policy and Employee Handbook”.

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

- Mr. Sanders announced, with great sadness, that David Atwell passed away. Mr. Atwell was employed by the Port as a Rescue Engineer since 2006. He will be sadly missed by the Port;
- The Administration is preparing for the 2021 Budget Hearings set for Tuesday, November 17, 2020;
- A meeting was held with David Vitter and Kyle Ruckert to identify the areas of concentration for 2021 and we are still having weekly updates with our carrier; and
- The Port Administration and employees completed diversity training and sexual harassment training is being set up.

Commissioners asked the following questions of Port Administration:

- Commissioner Rousselle asked for a 6-month due diligence study updated and Sanders said he believes this matter is best discussed confidentially and he will set up a meeting for this matter to be discussed.
- Commissioner Barthelemy asked if there was any damage to Port vessels due to Hurricane Zeta and was told there were no damages to vessels.
- Commissioner Newberry expressed her condolences regarding Mr. Atwell’s death. She asked if there was someone who will be taking over his position and was told by Mr. Matthews that interviews were being conducted by Donald Durr. Commissioner Newberry also asked if the position had to be filled and was told that it is a necessary position or the boat will be shut down.

Under Commissioner Rousselle’s item, “Discussion and update on the Executive Calendar”, he said that this item had been on the agenda for quite some time, with no progress being made. The calendar was not reflective of current meetings and it was not active on a regular basis. Mr. Sanders said the Commissioner’s concern was noted and that Ms. Sherman is aware of the issue.

Commissioner Rousselle asked when this matter would be addressed and Sanders stated it has been but not to his or Commissioner Rousselle's satisfaction.

Commissioners asked the following questions:

- Commissioner Cognevich asked if the employees were still working from home due to COVID and he was told by Mr. Matthews that most are back in the office; however, due to COVID and virtual learning in schools they are allowed to work from home. There is a rotation of employees in the office every day.
- Commissioner Newberry asked if Ms. Shermann was the only person in charge of the Executive Calendar and she was told yes. She then asked if Ms. Shermann has access to the calendar from outside the office and she was told yes; however, Mr. Sanders and Mr. Matthews were the only ones to request changes to the calendar.
- Commissioner Rousselle stated he has gone to the Port offices and the doors have been locked with no one there. Paul Matthews said he knows when Mr. Rousselle was there and that was the day the Port Administration and staff were attending Diversity Training at the GNO Inc. building. Commissioner Rousselle said that was not the only time the offices were locked up with no one present.

There being nothing to report under 3a, "Financial Report/Budget to Actual" and no matters under Item 4, "Bids and Advertisements", Commissioner Blink 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 the Plaquemines Parish Port, Harbor & Terminal District 2020 Operating Budget of Revenue and Expenditures; and otherwise to provide with respect thereto. COMMISSIONER BLINK
2. A Resolution authorizing and directing the Plaquemines Port, Harbor and Terminal District's Executive Director, Maynard "Sandy" Sanders to apply for a Foreign Trade Zone designation for Plaquemines Port, Harbor and Terminal District, from the Foreign Trade Zones Commission. COMMISSIONER BLINK
3. A Resolution authorizing Maynard J. "Sandy" Sanders, Executive Director of the Plaquemines Port, Harbor & Terminal District to extend the current agreement for Professional Services with Dwyer, Cambre and Suffern for the provision of legal counsel; and otherwise to provide with respect thereto. COMMISSIONER BLINK
4. An Ordinance adopting the Original Operating Budget of Revenues and Expenditures for the Plaquemines Port, Harbor & Terminal District for the fiscal year beginning January 1, 2021, and ending December 31, 2021, and otherwise to provide with respect thereto. COMMISSIONER BLINK
5. An Ordinance adopting the Original Capital Improvement Budget for the Plaquemines Port, Harbor & Terminal District for the five-year period beginning January 1, 2021, and ending December 31, 2025, and otherwise to provide with respect thereto. COMMISSIONER BLINK

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

There were no items under 6a.

RESOLUTION NO. 20-274

On motion of Commissioner Blink, seconded by Commissioner Newberry, and on roll call all members present and voting "YES", except Commissioner Black who was "ABSENT" the following Resolution was adopted:

A Resolution to Provide Insurance for the Plaquemines Port, Harbor and Terminal District for a period of January 1, 2021 through December 31, 2021; and otherwise to provide with respect thereto.

WHEREAS, the best quotes were received and reviewed for the Port's insurance needs and, it is the recommendation of the Executive Director of the Port that the Council authorize acceptance of the following insurance coverage's;

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 of the quote of:

Hanover Insurance Company for Hull and Machinery, at a cost of \$ 91,780.00,
Hanover Insurance Company for Protection & Indemnity, at a cost of \$ 112,500.00,
XL Specialty Insurance/Endurance for Excess Liability insurance, at a cost of \$ 62,000.00;
Safe Harbor Insurance Company for Vessel Pollution Insurance, at a cost of \$ 3,775.00,
Hanover Insurance Company for General Liability insurance, at a cost of \$ 16,500.00,
AGCS Marine Insurance Company for Equipment Floater at a cost of \$ 15,500.00,
LWCC for Worker's Compensation insurance for an estimated cost of \$ 10,135.00,
Imperium Insurance for Commercial Automobile insurance, at a cost of \$ 58,039.97
Lloyd's Underwriters for Commercial Property insurance at a cost of \$ 3,613.45, and
Lloyd's Underwriters for Terrorism Coverage at a cost of \$ 5,672.39.

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 NO. 20-275

On motion of Commissioner Blink, seconded by Commissioner Barthelemy, and on roll call all members present and voting "YES", except Commissioner Black who was "ABSENT" the following Resolution was adopted:

A Resolution to provide Port employee's group coverages consisting of Health, Dental, Vision and Life for the policy period of January 1, 2021, through December 31, 2021; and otherwise to provide with respect thereto.

WHEREAS, the best quotes were received and reviewed for the Port's Health Insurance needs and it is the recommendation of the Executive Director of the Port that the Council authorize acceptance of the following insurance coverage's:

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 of the recommended quote of:

Blue Cross Blue Shield of Louisiana for Medical Insurance at a cost of \$ 59,850.00 per month or \$ 718,200.00 per year;
Blue Cross Blue Shield of Louisiana for Dental Insurance at a cost of \$ 2,743.63 per month or \$ 32,923.56 per year;
Blue Cross Blue Shield of Louisiana for Vision Insurance at a cost of \$ 577.52 per month or \$ 6,930.24 per year;
Southern National Life/Blue Cross Blue Shield of Louisiana for Life Insurance at a cost of \$ 458.70 per month or \$ 5,504.40 per year;

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING OF THE PLAQUEMINES PORT, HARBOR AND TERMINAL DISTRICT THAT it hereby authorizes the acceptance of Blue Cross of Louisiana for health, vision and dental insurance coverage and SNL/Blue Cross of Louisiana for life insurance coverage to provide the group insurance for the policy period January 1, 2021, to December 31, 2021, on an employer/employee contributory basis of 83%/17% respectively for health, dental, vision and life coverage.

BE IT FURTHER RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING OF THE PLAQUEMINES PORT, HARBOR AND 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 NO. 20-276

On motion of Commissioner Blink, seconded by Commissioner Newberry, and on roll call all members present and voting "YES", except Commissioner Black who was "ABSENT" the following Resolution was adopted:

A Resolution authorizing Maynard J. "Sandy" Sanders, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter into a Professional Services Agreement with Environmental Science Services, Inc. (GS2) for GIS Acquisition and Implementation for the Plaquemines Port, Harbor & Terminal District); and otherwise to provide with respect thereto.

WHEREAS, the Plaquemines Port, Harbor & Terminal District has advertised for bids for; GIS Acquisition and Implementation for the Plaquemines Port, Harbor & Terminal District); and

WHEREAS, on March 27, 2020, sealed bids were opened and GS2 was the selected bidder for these 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 implement the Port's IT Surveillance Cameras and Security objectives, specifically with regards to contracting for these professional services with GS2;

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 Maynard J. "Sandy" Sanders, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter into the Professional Services Agreement with Environmental Science Services, Inc., (GS2) for the specific purpose of Additional Surveillance Cameras and Port-Dedicated Wireless Backhaul Network for the Plaquemines Port, Harbor & Terminal District.

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.

There being no matters under Agenda Item 7, "New Business", Commissioner Blink moved to Agenda Item 8, "Approval of Minutes". Without objection, so ordered.

RESOLUTION NO. 20-277

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

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL THAT it hereby approves the minutes of the October 22, 2020, Port Meeting, as recorded by the Secretary of this Council.

Commissioner Blink reverted back to Agenda Item 6d and filled in the blank.

RESOLUTION NO. 20-278

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

A Resolution authorizing Maynard J. “Sandy” Sanders, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter Memorandum of Understanding for Curatorial Services University of New Orleans; and otherwise to provide with respect thereto.

WHEREAS, Plaquemines Parish Port, Harbor and Terminal District (the "Port") acquired certain property (the “Property”) previously owned by RAM Terminals, L.L.C., pursuant to Resolution No. 18-313; and

WHEREAS, the Port, as lessor, and pursuant to the same resolution, entered a lease with Plaquemines Liquids Terminal L.L.C (“PLT”), and PLT as tenant is to build and construct certain infrastructure and improvements on the Property; and

WHEREAS, certain artifacts from the Rosalie Plantation, which was once on the Property, have been found, and need to be relocated in order to be preserved and to facilitate the PLT construction efforts, as provided in the lease between the Port and PLT; and

WHEREAS, the Port seeks to preserve and have these artifacts maintained for the benefit of the public, including for research as well as for exhibition, if appropriate, and the University of New Orleans, Department of Anthropology is willing to catalogue and preserve the integrity of these artifacts; and

WHEREAS, it is now the desire of this Council, as the sole governing authority of Plaquemines Port, Harbor and Terminal District, to authorize the Executive Director of the Port to execute the appropriate memorandum of understanding with the University of New Orleans in order to assure the proper preservation, housing, and safekeeping of the artifacts;

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 Maynard J. “Sandy” Sanders, Executive Director of the Plaquemines Port, Harbor & Terminal District to enter into a Memorandum of Understanding for Curatorial Services with University of New Orleans.

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.

There being no further business to come before this Council, on motion Commissioner LaFrance, seconded by Commissioner Cognevich and on roll call all members present and voting "Yes", except Commissioner Black who was "ABSENT", the meeting adjourned at 3:38 p.m.

Chairman

Secretary

