

Minutes of a meeting of the Plaquemines Parish Council, as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District, held in Pointe-a-la-Hache Council Chambers, 18055 Hwy. 15, Pointe-a-la-Hache, Louisiana on Thursday, April 24, 2025 at 4:20 p.m., pursuant to notice to all members with a quorum present as follows:

PRESENT: Commissioner Ronnie Newsom, Vice-Chairman
Commissioner Tyrone Edwards
Commissioner Brian Champagne
Commissioner Patricia L. McCarty
Commissioner Carlton M. LaFrance, Sr.
Commissioner Mitch Jurisich
Commissioner Mark Cognevich

Kim M. Toups, Secretary

ABSENT: Commissioner Chris Schulz, Chairman
Commissioner Stuart Guey

Charles Tillotson and the Port Staff were present.

The following items were deferred:

- Item 2, “Executive Session” Item 2b, “Executive Session pursuant to LRS 42:17(A)(2) or the purpose of receiving attorney-client privileged information regarding potential litigation involving Donnie Sexton-The Kullman Firm”;
- Item 6b, “An Ordinance to amend the 2025 Manpower Structure and Operating Expenditure budget for the reallocation of positions within the Ferry and Rescue Boat Departments and otherwise to provide with respect thereto”;
- Item 6c, “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”; and
- Item 6d, “A Resolution authorizing and directing the Port’s Executive Director, Charles Tillotson, to enter into and execute a Cooperative Endeavor Agreement (CEA) between the Plaquemines Port Harbor & Terminal District (Port) and Louisiana Department of Transportation and Development (LADOTD) to coordinate grant funding and project management of the Walker Road Bridge project; and otherwise to provide with respect thereto”.

Agenda Item 6g, “An Ordinance to amend the Plaquemines Port, Harbor & Terminal District 2025 Manpower Structure and Operating Expenditure Budget to un-fund the Secretary position in the Ferries Division; and otherwise to provide with respect thereto” was withdrawn.

Commissioner Newsom moved to Agenda Item 2, “Executive Session”. Without objection, so ordered.

RESOLUTION NO. 25-113

On motion of Commissioner Newsom, seconded by Commissioner McCarty, and on roll call all members present and voting “YES”, except Commissioners Guey and Schulz who were “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 resolves itself into Executive Session at 4:21 p.m. on the following matters: Executive Session to receive attorney-client privileged communications to potential litigation regarding a WSP USA, Inc. lien pursuant to LRS 42:17(A)(10)-Dwyer Cambre & Suffern.

BE IT RESOLVED BY THE PLAQUEMINES PARISH COUNCIL AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT THAT it hereby came out of Executive Session at 4:31 p.m. with no final or binding action taken.

Commissioner Schulz moved to Agenda Item, Item 3, “Status Report by Executive Port Director”. Without objection, so ordered. The following was reported by Mr. Tillotson:

Water Booster Station Update:

- Final Phase 3 contract awarded connecting the water line to Port Sulphur;
- Clarification on Port’s Water Booster Station and line social media post as Water Plant --PPHTD/PPG discussed the Port seeking “Port Specific” grant funding for the Water Plant;
- PPHTD funded \$18M for the Water Booster Station and feed line through a Port Priority Grant;
- PPG Will finalize The Planning and Funding of the next water plant;
- The Port is amending its 2024 CIP removed the Water Plant reference.

Financial Update-April 24, 2025:

Net/Position \$114,803,811

Unrestricted Fund Balance \$6,236,918

Land Fund Restricted Fund Balance \$2,115,433

25 Budgeted Revenue \$35,455,071

25 Actual Revenue \$7,944,282

25 Budgeted Expenses \$35,412,744

25 Actual Expenses \$8,290,447

Port Ferry Landing Projects:

PALH Ferry Landing Emergency Repair \$5.1M

- Final acceptance punch list underway

PALH Landing Replacement \$18.6M Grant

- DOTD H&H contract signed
- Awaiting design from DOTD & NTP
- Existing landing conversion for Rescue Boats

Port Ferry and Rescue Boat Projects:

Plaquemines Pride

- Thoma-Sea Marine Shipyard
- May 31, 2025

Port Authority I & II

- Estimated completion April 30, 2025

New Build Ferry (Diesel Electric) \$26.5M

- Estimated completion 12/2028
- Conceptual Design Phase
- Meeting on May 13, 2025

Container Milestones:

- Peters Road Bridge Update
- 11-Mile Extension Update
- Container Port Land Purchases
- Peters Road Rail By-Pass Update

There were no matters to address under Agenda Item 4, “Bids and Advertisements”; therefore Commissioner Schulz moved to Agenda Item 5, “Introduction of Ordinances and Resolutions”. Without objection, so ordered. The following legislation was introduced:

1. A Resolution adopting revisions to the Port’s Civil Service Employee Handbook for the Plaquemines Port Harbor & Terminal District d/b/a Louisiana Gateway Port’s Policies and Procedures; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
2. A Resolution authorizing the Executive Director of the Port, Charles D. Tillotson to enter into and execute an agreement between Venable, LLP and Plaquemines Port, Harbor and Terminal District d/b/a Louisiana Gateway Port (“the Port”) to review the Infinity Engineering Consultants (“IEC”) design of the rail extension on behalf of Surface Transportation Board (STB) to the proposed Plaquemines 11-Mile Rail Extension; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ

3. A Resolution authorizing the Executive Director of the Port, Charles D. Tillotson to enter into and execute an Independent NEPA Review between Freese and Nichols, Inc. (“FNI”) and Plaquemines Port, Harbor and Terminal District d/b/a Louisiana Gateway Port (“the Port”) to review the Infinity Engineering Consultants’ (“IEC”) design of the rail extension on behalf of the Surface Transportation Board (STB) to the proposed Plaquemines 11-Mile Rail Extension; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
4. An Ordinance to authorize Executive Director, Charles D. Tillotson, of the Plaquemines Port, Harbor & Terminal District d/b/a Louisiana Gateway Port to award a contract for the removal and replacement of the Port’s administration building roof and to amend the 2025 Plaquemines Port, Harbor and Terminal District Capital Improvement Budget; and otherwise to provide respect thereto. COMMISSIONER SCHULZ
5. A Resolution to authorize the signatories on all Plaquemines Port, Harbor and Terminal District (“The Port”) bank accounts at Regions Bank; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
6. A Resolution to authorize the signatories on all Plaquemines Port, Harbor and Terminal District (“The Port”) bank accounts at Hancock Whitney bank; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
7. A Resolution to adopt a Cooperative Endeavor Agreement (CEA) between the Plaquemines Port, Harbor and Terminal District d/b/a Louisiana Gateway Port and Plaquemines Parish Government for the purpose economic development collaboration; and authorizing Port Executive Director, Charles D. Tillotson, to enter into a CEA Plaquemines Port, Harbor and Terminal District d/b/a Louisiana Gateway Port and Plaquemines Parish Government for the purpose economic development collaboration; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
8. An Ordinance to reclassify the \$50,000 increase in the contract amount which was approved with Ordinance 25-56 from Plaquemines Port, Harbor and Terminal District Fund, 2025 Operating Expenditure Budget, line-item Professional Services - General; to the 2025 Five-year Capital Improvement Budget – Economic Impact Analysis where the project; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
9. An Ordinance to amend the Plaquemines Port, Harbor and Terminal District d/b/a Louisiana Gateway Port (LGP) 2025 Manpower Structure and Operating Expenditure Budget for the unclassified position of Director of Communications; and otherwise provide with respect thereto. COMMISSIONER SCHULZ
10. 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, Phase I, identified as Lots 18-26 (currently owned by a third party), 27-29 (currently owned by a third party), and 30 (currently owned by a third party), and additionally, Tract A (currently owned by a third party) from Flood Plain (FP) District to Heavy Industrial (I-3) District; and otherwise to provide with respect thereto. COMMISSIONER SCHULZ
11. A Resolution authorizing and directing the Executive Port Director, Charles D. Tillotson, or his designee, to prepare and send mailouts to inform Plaquemines Parish residents and businesses of the Port’s progress and work being on a yearly or twice a year basis; and otherwise to provide with respect thereto. COMMISSIONER LAFRANCE
12. An Ordinance to amend the 2025 Manpower Structure and Operating Expenditure budget for the reallocation of positions within the Ferry and Rescue Boat Departments 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.

Commissioner Newsom filled in the blanks for Item 6e:

ORDINANCE NO. 25-76

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

An Ordinance to authorize the Executive Director of the Port, Charles Tillotson to construct a generator bypass for the Port’s administration building and to amend the 2025 Plaquemines Port, Harbor and Terminal District Operating Expense Budget; and otherwise to provide respect thereto.

Digest: The Port must construct a generator bypass to its administration building for redundancy and in case of a generator failure. *The digest is for informational purposes only and is superseded by the language of the actual Ordinance.*

WHEREAS, it is necessary to amend the 2025 Plaquemines Port, Harbor & Terminal District Operating Expense Budget to allocate funds for the construction of a generator bypass to enhance operational reliability; and

WHEREAS, the Port’s administration building houses the Maritime Security Operations Center, Plaquemines Parish Emergency Operations Center, and Venture Global; and

WHEREAS, the generator bypass costs \$133,894.88 and will take 15 weeks to construct; and

WHEREAS, the generator bypass will be constructed by Optimum Air Solutions, LLC;

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 the Executive Director of the Port, Charles Tillotson to authorize the construction of a generator bypass for the Port’s administration building.

SECTION 2

The 2025 Port, Harbor and Terminal District, Operating Expenditure Budget, Equipment-Generators is amended by appropriating \$133,900 from the Unrestricted Fund Balance as follows:

Fund: 445 Port Harbor Fund			
Dept/Div: 490-2460 General Operations			
Object	Description	Inc/ Dec	Amendment
565.003	Equip-Generators	Inc	\$133,900

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.

Commissioner Cognevich 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, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., Mitch Jurisich and Mark Cognevich

NAYS: None

ABSENT: Commissioners Chris Schulz and Stuart J. Guey

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 24th day of April, 2025.

Commissioner Newsom filled in the blanks for Item 6e:

ORDINANCE NO. 25-77

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

An Ordinance to amend the Plaquemines Port, Harbor and Terminal District 2025 Manpower Structure to un-fund the vacant HR Supervisor position and to create and fund one full-time Human Resource Analyst position; and otherwise to provide with respect thereto.

DIGEST: An ordinance to amend the 2025 Manpower Structure by un-funding the vacant Supervisor position and creating and funding one full-time Human Resource Analyst position in the General Operations Division. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, after a review of the manpower needs of the Plaquemines Port, Harbor and Terminal District, General Operations Division, it has been recommended to defund the HR Supervisor position and fund one full-time Human Resource Analyst position;

NOW, THEREFORE:

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

SECTION 1

The 2025 Manpower Structure is amended by un-funding the vacant Supervisor position and creating and funding one full-time Human Resource Analyst position in the General Operations Division at an annual salary of \$52,181 plus benefits.

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 LaFrance 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, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., Mitch Jurisich and Mark Cognevich

NAYS: None

ABSENT: Commissioners Chris Schulz and Stuart J. Guey

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 24th day of April, 2025.

RESOLUTION NO. 25-114

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

A Resolution approving and authorizing Chris Schulz, Port Chairman and Charles D. Tillotson, Port Executive Director to execute a Louisiana Compliance Questionnaire to Camnetar and Company, CPA’s; and otherwise, to provide with respect thereto.

DIGEST: The Louisiana Compliance Questionnaire must be executed in order for the Port to stay in compliance. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, in connection with the audit of financial statements as of December 31, 2024, the Office of the Legislative Auditor of the state of Louisiana has requested Plaquemines Port Harbor & Terminal District complete and adopt a Louisiana Compliance Questionnaire; and

WHEREAS, the Port Administration has assured the Parish Council as the governing authority of the Plaquemines Port, Harbor & Terminal District that the Louisiana Compliance Questionnaire has been completed in accordance with law and that all answers are true and correct to the best of its belief and knowledge;

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 approves and authorizes Chris Schulz, Port Chairman and Charles D. Tillotson, Port Executive Director to execute a Louisiana Compliance Questionnaire to Camnetar & Co., CPA’s, in connection with the audit of financial statements as of December 31, 2024, and for the year then ended.

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.

ORDINANCE NO. 25-78

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

An Ordinance authorizing Charles D. Tillotson, Executive Director, to initiate a Navy Business Case Analysis and amend the 2025 Five-Year Capital Improvements Budget, to appropriate funding for the Project; and otherwise to provide with respect thereto.

DIGEST: A Navy Business Case Analysis is needed to continue the growth of the Port and will include an update every five years. This will be a guide to aid Legislators to evaluate the value of these projects as they relate to the State’s priorities. An amended budget is required for the project because it was not included in the 2025 Adopted Five-Year Capital Improvements Budget. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

WHEREAS, It is in PPHTD’s vital interest to generate a Navy Business Case Analysis to continue its growth in a planned manner, to include an update every five years. It is also of vital importance for PPHTD to use this analysis as an aid for its Legislators to evaluate the value of its projects as relates to the State’s priorities; and

WHEREAS, An amendment to the Five-Year Capital Improvements Budget is required for the project because it was not included in the 2025 Adopted Five-Year Capital Improvements Budget. Phase I of the Business Case Analysis is estimated to cost \$186,698.00; and

WHEREAS, The Port will seek additional funding from the U.S. Navy for Phase II;

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

It hereby authorizes Charles D. Tillotson, Executive Director to initiate a Navy Business Case Analysis Phase I.

SECTION 2

The Five-Year Capital Improvements Budget is amended by appropriating \$186,698.00, a new line-item - Navy Business Case Analysis to the 2025 Adopted Five-Year Capital Improvements Budget from the Plaquemines Port Harbor and Terminal District Unrestricted Fund Balance; funding year 2025 as follows:

Fund: 445 - Port, Harbor & Terminal			
Department: 910 – Capital Improvements			
Division: 9032 – Navy Business Case Analysis			
Object	Description	Inc/Dec	Amendment
532.001	Prof Services-General	Inc	\$186,698.00

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.

Commissioner Edwards 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, Patricia L. McCarty, Ronnie Newsom, Carlton M. LaFrance, Sr., Mitch Jurisich and Mark Cognevich

NAYS: None

ABSENT: Commissioners Chris Schulz and Stuart J. Guey

PRESENT BUT NOT VOTING: None

And the Ordinance was adopted on this the 24th day of April, 2025.

Commissioner Schulz moved to Agenda Item 7, “New Business”; however, there were no matters to address. Therefore, Commissioner Newsom moved to Agenda Item 8, “Approval of minutes”. Without objection, so ordered.

RESOLUTION NO. 25-115

On motion of Commissioner LaFrance, seconded by Commissioner Cognevich, and on roll call all members present and voting “YES”, except Commissioners Schulz and Guey who were “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 March April 10, 2025, regular 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 Cognevich, seconded by Commissioner McCarty, and on roll call all members present voting “YES, except Commissioner Edwards voting “NO” and Commissioners Schulz and Guey who were “ABSENT”, the meeting adjourned at 5:00 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.