

# HOUMA-TERREBONNE AIRPORT COMMISSION

## MINUTES

August 3, 2023

1.) A meeting of the Houma-Terrebonne Airport Commission was held on Thursday, August 3, 2023, at the Airport Commission office. When the Chairman called the meeting to order at 6:00 p.m., the Pledge of Allegiance was recited, and roll call was conducted. Commission Members present were: Mr. Carleton Casey (Chairman); Mr. Joshua Alford (Vice-Chairman), Mr. Edward L. Marmande (Secretary/ Treasurer); Mr. Vincent Celestin; and Mr. F. Jeffrey “Jeff” Teuton. Commission Member(s) absent were: Christopher Ellender; and Mr. Derrick Miller. Also present were: Ms. Heather Boudreaux, Deputy Director; Mr. Earl Hicks, Director of Special Projects; Mr. Kyle Highstreet, Director of Operations/Maintenance; Mr. Karl Beattie, Security Manager; and Mr. David J. Norman, III, HTAC Legal Counsel. Note: Unless otherwise noted, all motions are passed unanimously among those present, and the Chairman only votes in the case of a tie.

2.) After discussion, it was motioned by Mr. Teuton and seconded by Mr. Celestin to approve payables through August 3, 2023. The motion carried.

3.) Update regarding the expansion of the Aviation Area and Unmanned Aircraft Systems (UAS) effort on the HTA. After discussion, it was motioned by Mr. Alford and seconded by Mr. Teuton to approve payment to COTS Technology, LLC for monthly fee as per written contract in the amount of \$13,885.38. The motion carried. After discussion, it was motioned by Mr. Alford and seconded by Mr. Marmande to approve payment to COTS Technology, LLC for the monthly fee for reimbursable travel expenses in the amount of \$746.66. The motion carried. After discussion, it was motioned by Mr. Celestin and seconded by Mr. Marmande to approve payment to The Padina Group, Inc. for monthly fee for June 2023 in the amount of \$10,000.00. The motion carried. After discussion, it was motioned by Mr. Alford and seconded by Mr. Teuton to approve payment to Pelican State Partners for monthly fee for July 2023 in the amount of \$2,000.00. The motion carried.

4.) Taxiway Echo. After discussion, it was motioned by Mr. Celestin and seconded by Mr. Teuton to approve payment to Infrastructure Consulting & Engineering for Invoice No. 2204309 in the amount of \$41,925.30. The motion carried. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Alford to approve the payment to Infrastructure Consulting & Engineering for Invoice No. 2004310 in the amount of \$64,291.61. The motion carried.

5.) Reconstruct Taxiway F. After discussion, it was motioned by Mr. Alford and seconded by Mr. Marmande to approve payment to Providence Engineering and Environmental for Invoice No. 0061041 in the amount of \$5,992.57. The motion carried.

6.) After discussion, it was motioned by Mr. Marmande and seconded by Mr. Celestin to approve a new negotiated lease with Moreau Properties- Global X-Ray in the amount of \$431.00 per acre, per month for approximately 2.163 acres of land to be designated as Lease No. GXT-1-03 A&B for a primary term of one year, with nine, one-year options to continue its business. The motion carried.

7.) After discussion, it was motioned by Mr. Alford and seconded by Mr. Marmande to authorize the Executive Director to sign an Intergovernmental Agreement between the HTAC and Terrebonne Parish Consolidated Government regarding a gas line replacement along Highway 24. The motion carried.

8.) After discussion, it was motioned by Mr. Ellender and seconded by Mr. Miller to authorize Kyle Highstreet to install culverts at three different locations of security fence along LA-24 for \$40,000.00 and to contract engineering services from All South Consulting Engineers, LLC for about \$6,600.00. The motion carried.

9.) After discussion, it was motioned by Mr. Alford and seconded by Mr. Celestin to authorize reimbursement to Ms. Andrea Dupre in the amount of \$2,319.00 as per the HTAC's continuing education policy for the May 2023 term. The motion carried.

10.) There being no further business to discuss, a motion was made by Mr. Celestin and seconded by Mr. Marmande that the meeting adjourn. The Chairman asked if anyone had any more comments. No comments were made. The motion carried.

Approved,

Respectfully submitted,

Carleton A. Casey  
Chairman

Edward L. Marmande  
Secretary-Treasurer