

HOUMA – TERREBONNE AIRPORT COMMISSION

MINUTES

March 7, 2024

1. A meeting of the Houma-Terrebonne Airport Commission was held on Thursday, March 7, 2024, 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 A. Casey (Chairman); Mr. Joshua J. Alford (Vice-Chairman); Ed Marmande (Secretary-Treasurer); Mr. Vincent Celestin; Mr. Derrick Miller; and Dr. Kristine Strickland. Commission Member(s) absent was: Mr. Christopher Ellender. Also present were: Mr. Mert Pellegrin, Executive Director; Ms. Heather Boudreaux, Deputy Director; Ms. Andrea Dupre, Director of Business Development; Mr. Earl Hicks, Director of Special Projects; 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. Alford and seconded by Mr. Celestin to approve the minutes for the month of February 2024. The motion carried.
3. After discussion, it was motioned by Mr. Marmande and seconded by Dr. Strickland to approve payables, through March 7, 2024. The motion carried.
4. Uncrewed Aircraft Systems (UAS) effort on the HTA –
 - a. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Celestin to approve payment to COTS Technology, LLC in the amount of \$13,523.40. The motion carried.
 - b. After discussion, it was motioned by Mr. Alford and seconded by Mr. Miller to approve payment to COTS Technology, LLC in the amount of \$3,522.48 for reimbursable travel to HAI. The motion carried.
 - c. After discussion, it was motioned by Mr. Alford and seconded by Mr. Celestin to approve payment to The Pelican State Partners in the amount of \$2,000.00, for February 2024. The motion carried.
 - d. After discussion, it was motioned by Dr. Strickland and seconded by Mr. Alford to approve payment to The Padina Group, in the amount of \$10,000.00, for December 2023.
 - e. After discussion, it was motioned by Mr. Alford and seconded by Mr. Celestin to approve of \$3,415.00, to The Padina Group, for reimbursable travel expenses to Montreal for ICAO (RPAS) Panel 23rd Meeting. The motion carried.
5. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. After discussion, it was motioned by Mr. Marmande and seconded by Dr. Strickland to approve payment to All South Consulting Engineers in the amount of \$39,978.50. The motion carried.
6. Update regarding the Houma Air Traffic Control Tower. After discussion, it was motioned by Mr. Alford and seconded by Mr. Marmande to approve payment in the amount of \$16,800.00, to fix plumbing issues. The motion carried.
7. After discussion, it was moved by Mr. Alford and seconded by Mr. Miller, to defer action on a new negotiated lease for Acadian Ambulance Service/Air Med Services until the next meeting.
8. After discussion, it was motioned by Mr. Celestin and seconded by Mr. Alford to table training of HTAC's Ops & Maintenance Technician.
9. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Alford to table leasing a portion(s) of Rocky Breaux's building to store electrical equipment.

10. After discussion, it was motioned by Mr. Celestin seconded by Dr. Strickland to approve of the Deputy Director, and Director of Business Development, to attend the Loretta Scott, A.A.E. Accreditation/Certification Academy in Denver, Colorado, July 7-12, 2024. The motion carried.
11. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Alford to defer action, on P3 Global Personnel, LLC regarding their request, to purchase the building on their lease No. W-1-72 (REV). The motion carried.
12. At this time, it was motioned by Mr. Alford and seconded by Dr. Strickland to convene into Executive session, to discuss: The character and competency of Deanne Benoit-Webb. The motion carried.
13. It was motioned by Mr. Marmande and seconded by Mr. Alford to return to regular session at 8:14:00 p.m. The motion carried.
14. After discussion it was motioned by Mr. Alford and seconded by Dr. Strickland to enter into a contract with Ms. Deanna Benoit-Webb. The motion carried.
15. There being no further business to discuss, a motion was made by Mr. Alford and seconded by Dr. Strickland that the meeting adjourn. The Chairman asked if anyone had more comments. No comments were made. The motion carried.

Approved,

Respectfully submitted

Carlton A. Casey
Chairman

Edward L. Marmande
Secretary-Treasurer