

West Calcasieu Airport Managing Board Meeting Minutes

December 3, 2019

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:30 p.m. on December 3, 2019, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Dalton Langford led the invocation.

III. Pledge of Allegiance

Pledge led by R. K. Levens and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
 - ✓ R. K. Levens
 - ✓ Don Chamblee
 - ✓ Wilmer Dugas
 - ✓ Joe Palermo
- (Dana Keel was absent.)

(Others also present at the meeting were: Tim LaFleur, Darla Perry, Chuck Stutes, Jackson Schrupf, Louis Solis and Sheila Burton.)

V. Approval of minutes of the November 5, 2019 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the November 5, 2019 regular monthly meeting. R. K. Levens made a motion to approve the minutes of the November 5, 2019 regular monthly meeting, 2nd by Don Chamblee. No opposition. Motion carried.

VI. Grant for State Project No. H.014203 Rehabilitate Runway 15 ODALS and Runway 33 REILS

Director Tim LaFleur reminded the Board of the issues they have been having with the REILS and ODALS and how the Airport has had to spend \$15,000 on repairs and maintenance thus far. Tim explained that the State sponsors have offered to give the Airport a \$75,000 grant to replace the existing lights. Tim briefly explained the types of lights that will be used to replace the existing lights. Tim said he will have the Resolution attached to the minutes for the Board's review, and the Board will need to pass the Resolution to accept the grant for State Project No. H.014203.

Chuck Stutes further explained that the lighting issues are either due to the equipment or the installation. Chuck said they have some concerns about the wiring to the devices, and he feels they need to check out the wiring to make sure it is ok. Chuck said he also thinks they need to have a good independent testing firm with experience to come in to check the wiring, and possibly they could ask Don Chamblee for a recommendation. Chuck explained how a lot of the wiring is very old and has multiple splices. There was a brief discussion regarding the wiring. Chuck said they will do a preliminary construction cost before they go out for quotes. There was further discussion regarding the wiring.

Joe Palermo made a motion to pass a Resolution to accept the Grant for State Project No. H.014203, 2nd by Don Chamblee. No opposition. Motion carried.

VII. Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

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VIII. Finance Report

Darla Perry reported the Airport is doing quite a bit better than budget for July – October 2019. Bottom line shows the Airport is \$20,513.21 ahead of budget in the first four months of the fiscal year. Darla stated the auditor will be submitting his report to the Louisiana Legislative Auditor before the end of December and will be presenting it to the Board in January.

Chairman Langford entertained a motion to accept the Finance Report. Wilmer Dugas made a motion to accept the Finance Report, 2nd by Joe Palermo. No opposition. Motion carried.

IX. Director's Report

Director Tim LaFleur stated he had nothing else to add to his report, other than the grant that was previously discussed. Chairman Langford entertained a motion to accept the Director's Report. R. K. Levens made a motion to accept the Director's Report, 2nd by Don Chamblee. No opposition. Motion carried.

X. Engineer's Report

Chuck Stutes announced the foundation is complete on the T-hangar project, and they are waiting on the delivery of the metal building. Chuck stated the delivery of the building is expected in January with the erection of the building starting in February and the project wrapping up in March.

Chuck told the Board they had a preconstruction meeting on the rehabilitation project for taxiway B and the T-hangar aprons. Chuck stated they have requested a schedule from the contractor. He hasn't received anything in writing, but he has spoken to him on the phone. Chuck explained the contractor would prefer the majority of their work to be done after the T-hangar project is either wrapping up or complete. Chuck said there is quite a bit of work they can be doing as far as testing and shop drawings prior to that, so after the first of the year they will have a Notice to Proceed so they can start the testing and the shop drawings. Chairman Langford asked if they have a deadline when they need to be finished. Chuck answered no, because they haven't issued the Notice to Proceed yet.

Chairman Langford entertained a motion to accept the Engineer's Report. Wilmer Dugas made a motion to accept the Engineer's Report, 2nd by Joe Palermo. No opposition. Motion carried.

XI. Old Business

Don Chamblee asked Director Tim LaFleur if he has heard anything further from First Flight. Tim answered no, other than they are still paying their rent.

Joe Palermo asked how the Airport's gas prices compared to Lake Charles' gas prices. Tim told Joe the Airport's gas prices are better. Darla Perry commented that the Airport's gas prices are actually quite a bit better. Joe complained about the service at Lake Charles and suggested to Tim that he should send out post cards or some type of communication to clients advertising gas prices and services to drum up business for the Airport. There was a brief discussion regarding ways to advertise for the Airport. Chairman Langford told the Board the he and Tim would look into it.

XII. New Business

There was no new business to come before the Board.

XIII. Public Comments

There were no public comments.

XIV. Chairman's Update

Chairman Langford commented that he feels the service at the Airport is really great, the employees work really hard, and the bottom line is showing that by going up.

XV. Adjourn

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Chairman Langford entertained a motion to adjourn. Don Chamblee made a motion to adjourn the meeting. Meeting adjourned at approximately 4:57 p.m.



Chairman



Acting Secretary