

West Calcasieu Airport Managing Board Meeting Minutes

May 7, 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 May 7, 2019, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Attorney Jackson Schrumpf and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
- ✓ Joe Palermo
- ✓ Don Chamblee
- ✓ Wilmer Dugas

(R. K. Levens and Dana Keel were absent.)

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

V. Approval of minutes of the April 2, 2019 regular monthly meeting

Chairman Langford entertained a motion to approve the minutes of the April 2, 2019 regular monthly meeting. Don Chamblee made a motion to approve the minutes of the April 2, 2019 regular monthly meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

VI. Additions/Deletions To Agenda

There were no additions or deletions to the agenda.

VII. Finance Report

Darla reported on the nine-month, year-to-date, budget-to-actual, along with the profit and loss statement for July. Darla reminded the Board that they do not budget the extra income on the head count from First Flight. Darla stated the Airport has \$123,000 in rentals, which includes the head count revenue that was billed for the first 3 quarters. Darla explained to the Board that the Airport is \$152,000 better than budgeted (gross) revenue. Total expenses for July 2018-March 2019 were \$294,215.26; and most of those items were for repair and maintenance and insurance. Darla stated the interest income is doing better than budgeted because the LAMP account is doing well by earning \$25,770.03 so far, year to date. Darla reported the bottom-line net income so far, year to date, is \$284,687.84; and the bulk of that number is mostly due to the First Flight additional head count.

Darla stated the March fuel sales were much lower than budgeted. The additional rental income of \$41,568 for March is one-quarter of head count for First Flight. Darla reported First Flight is running 430 people in the housing currently, and their capacity is 450. Darla told the Board they had a grass cutting in March by Summit in the amount of \$3385.50, which put them over budget because she did not start budgeting for lawn maintenance until April. Darla reported that the Airport is still doing better than budget year to date.

Darla announced that someone has been kind enough to assist the Board with completion of the Ethics Tier 2.1 reports. Darla thanked Airport Director Tim Lafleur for helping the board members get their reports done. Tim told Darla the only thing left for Board members to do is the one-hour ethics course online. Darla reminded the board members they will need to go on the computer and watch the one-hour ethics video that's required each year. Don Chamblee asked if our state politicians have to do this same ethics course; and Darla answered, "supposedly."

Wilmer Dugas made a motion to accept the Finance Report, 2nd by Don Chamblee. No opposition. Motion carried.

VIII. Director's Report

Director Tim Lafleur announced the new AV gas fuel farm has been installed and is up and running, and the old fuel farm has been removed. Tim told the Board there was approximately 1500 gallons that was left in the bottom of the tank that was contaminated. Darla said she took it off inventory for financial purposes. There was a brief discussion about the new AV gas fuel farm.

Chairman Langford entertained a motion to accept the Director's Report. Don Chamblee made a motion to accept the Director's Report, 2nd by Wilmer Dugas. No opposition. Motion carries.

IX. Engineer's Report

Chuck Stutes told the Board once the Garsite people come check out the new AV gas fuel farm, a substantial completion inspection will be done within the next 2 weeks.

Chuck announced the T hangar project has been completed, and electronic copies have been sent to the State. Chuck said he had a meeting with Tim today to go over a few details, things like where he would like the construction entrance and the laydown yard for materials. Chuck said as soon as the State releases it, it will be out for bids.

Chuck said he should have the plans and specs ready within a week and sent over to the State to get approval to go out for bids on the last phase of the pavement rejuvenation project on the taxiway B and the T hangar aprons.

Chairman Langford asked Director Tim Lafleur if there is anything that could be placed on the asphalt to fix the indentations made by airplanes that get parked over a period of time. Tim said they have a filler for cracks, but he is not sure if that will work. Chuck said he thinks they do have an epoxy-type product for that. There was a brief discussion regarding products to use to fix the indentations. Chuck recommended talking to the next contractor that comes out about it because that's what they do for a living, and they could probably recommend a product.

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

X. Old Business

Darla Perry mentioned the receivable from S&S. Tim stated it has been taken off the books, but there were some old products left at the airport, like an old yellow tub. Tim said he tried calling him, but all of the numbers he had on file were disconnected. Attorney Oliver Schrumpf said he sent him a letter asking him what his intentions are, but it is not worth spending any more money trying to collect it. Darla asked if he could sign a waiver. Mr. Schrumpf stated that if he will sign it over, he will prepare a document and have him sign it over to the Airport. There was a brief discussion about the items left at the Airport.

Don Chamblee asked if the per diem for board members is a done deal. Darla explained that the West Calcasieu Port Board met today and voted in favor of the per diem and the district change. Mr. Schrumpf stated that if one more sponsor approves it, it will be an amendment to the Joint Service Agreement. There was a brief discussion about the amendments to the Joint Service Agreement and when the terms are coming up for the board members.

XI. New Business

There was no new business to come before the Board.

XII. Public Comments

There were no public comments.

XIII. Chairman's Update

There was no Chairman's Update given at this time.

XIV. Adjourn

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Chairman Langford entertained a motion to adjourn. Don Chamblee made a motion to adjourn the meeting, 2nd by Wilmer Dugas. Meeting adjourned at approximately 4:50 p.m.



Chairman



Acting Secretary