October 27, 2022 – Regular Meeting Minutes

1. The Ascension-St. James Airport and Transportation Authority met on October 27, 2022, at the Louisiana Regional Airport with Chairman Rick Webre presiding. Commissioners Stafford, Amato, Boughton, and Landry, were all present and Airport Director, Jason Ball, was also in attendance.
2. A motion by Commissioner Amato seconded by Commissioner Stafford to approve the meeting minutes from September as presented; motion carried unanimously.
3. Presentations- None
4. Finance- Mr. Ball presented the finance report. Insurance was discussed because it was so high. Rent is on track. Expenditures will even out as the year progresses. Still waiting for Business Interruption payment. Commissioner Landry moved to approve finance report, seconded by Commissioner Boughton. Motion carried
5. Legal- Everything recorded for purchase of Hangar 25
6. Engineering:
   1. Master Plan – Submitted to FAA and DOTD for approval
   2. CIP- Submitted to FAA and DOTD by the deadline
   3. Box Hangar- Design is at Parish for approval
   4. Fuel System- Fuel system may not qualify for BIL funding.
   5. Terminal Apron Construction- about 60% design finished.
7. Operations- When fuel contract is renewed look at leasing an Avgas truck. Avgas sales are still high for the month. Fuel sales are almost at 50% increase in the first quarter.
8. Chairman: Ahead of schedule for hangar 25 repair. First Pay App will be submitted to test the payment system for this grant. Need quotes for Hangar 22 repair and Dennis Hymel will be removing all debris from Hangar 25 repair.
9. Airport Manager: Jason was at the LAMA conference all this week. We will be having a call with her and the new engineering firm to discuss the status of current projects and funding for planned projects.
10. Old Business:
    1. Corporate Hangar- Talked about in engineering
    2. Master Plan- updated in engineering
    3. CIP- submitted for approval
    4. Fuel System- this will have to be requested as a new grant.
11. New Business
    1. Results of RFQ- Two firms responded, Digital Engineering and Infrastructure Consulting and Engineering (ICE). ICE scored the highest and a motion was made by Commissioner Boughton to authorize the chairman to sign all documents related to entering into an MSA with ICE. Seconded by Commissioner Amato. Motion carried.
12. Next meeting scheduled for Tuesday November 16, 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Richard Webre, Chairman Kevin Landry, Secretary