

West Calcasieu Airport Managing Board Meeting Minutes

February 7, 2017

I. Call to order

R. K. Levens called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:30 p.m. on February 7, 2017, 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 Don Chamblee and recited by all board members and guests.

IV. Roll call

The following persons were present:

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

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Jackson Schruppf, Francis Andrepont and Sheila Burton.)

V. Approval of minutes of the January 3, 2017 regular monthly meeting

R. K. Levens entertained a motion to approve the minutes of the January 3, 2017 regular monthly meeting. Wilmer Dugas made a motion to approve the minutes of the January 3, 2017 regular monthly meeting, 2nd by Dana Keel. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Chennault Airshow

Attorney Jackson Schrupf announced that the lowest level of sponsorship is \$2500 this year for the airshow. There was a brief discussion about the sponsorship levels and how much the Board wants to give. Wilmer Dugas made a motion to sponsor the Chennault Airshow in the amount of \$2500, 2nd by Dana Keel. R. K. Levens opposed the motion. All other board members present were in favor of the motion. Motion carried.

VIII. Old Jet A Fuel Truck

Airport Director Tim Lafleur said that he and Darla did some research and found that the only paperwork for the truck is a bill of sale. Tim stated that they sent paperwork to Texas DMV and was told that they could provide a title, but it will be a good-faith bondable title that is not recognized in Louisiana. Tim said if they try to get a title in Louisiana, it could take up to a year. R. K. Levens asked if the truck could be taken to Texas and sold. Darla Perry said they discussed donating it to the City of Sulphur so they could use it for parts. Darla asked for a resolution to donate it for disassembling of parts to the City of Sulphur. Don Chamblee made a motion to donate the Jet A fuel truck for the disassembling of parts to the City of Sulphur, 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Finance Report

Darla Perry reviewed the financial report for the first half of the fiscal year, July through December 2016. Darla said the Airport is at a net income of \$270,448.87, which is over the budgeted amount. Darla explained on the December 2016 report that the amount of \$38,567.00 under account 63200 R&M –Terminal was due to the roofing that was done and paid in December to Ferguson Roofing. Darla told the Board that she is still working with FEMA to get the \$63,000 on a grant that was approved. Don Chamblee asked what it was for. Darla explained that it was from damages on Hangar C from Hurricane Rita.

Darla told the Board that she had copies of the Tier 2.1 personal financial reports from last year that they filed. Darla said the new one for the current year needs to be based off of your 2016 income. Darla said you can file online or fill it out on paper and fax it in. Darla briefly explained what is required on the filing of both the Tier 2.1 and the Code of Ethics Training. Wilmer Dugas made a motion to accept the financial report as presented, 2nd by Dana Keel. No opposition. Motion carried.

X. Director's Report

Director Tim Lafleur stated that he was contacted by First Flight to get the Board's input for the annual donations to the local schools. Darla Perry said she has the list from last year and will circulate it to the board members for their review and any changes. Darla said that all of the schools that received donations last year were extremely appreciative. Darla told the Board that the 2 schools in closest proximity to the airport received the largest donations, which were Cypress Cove and Vincent Settlement. There was a brief discussion about the donations. Tim told the Board that they could review the list and wait until next board meeting to vote on it.

Tim announced that there will be a field trip of a home school group on Friday at 9:30 a.m. for anyone wishing to attend. Wilmer Dugas asked if any refreshments or other items needed to be donated. Tim stated that First Flight sets aside \$5,000 per year as part of the school donations to pay for any expenses on school field trips throughout the year. Tim said that First Flight feeds the field trip attendees as well as provides all beverages. Darla Perry said they are hoping to get some publicity and get Heather Regan (White) to do a full story on it. R. K. Levens entertained a motion to accept the Director's Report as presented. Wilmer Dugas made a motion to accept the Director's Report as presented, 2nd by Dana Keel. No opposition. Motion carried.

XI. Engineer's Report

The runway rejuvenation project is in final closeout. Chuck said they did have some final tests that had to be run and approved, and those have been received. Chuck reported that the contractor is still working on the airport lighting project. Chuck said they are down to one bad circuit, which is a circuit on the taxiway. Tim Lafleur stated that he received some news today that the ohm readings are 500 or better now. Chuck said they still have to do a final substantial completion inspection once they are ready, and then they can be in final closeout on that project.

Chuck reported that the T-hangar project is well under construction and will be doing their first pour on the foundation soon. Chuck said the shop drawings on the metal building have been approved, and the building is on order. Chuck stated there will probably be a change-order regarding the foundation and slabs, but he doesn't have much detail now. Chuck said they will be bringing that up at the next board meeting with the full details. There was a brief discussion about the T-hangar project. R. K. Levens entertained a motion to accept the Engineer's Report. Wilmer Dugas made a motion to accept the Engineer's Report, 2nd by Don Chamblee. No opposition. Motion carried.

XII. Old Business

There was no old business addressed at this time.

XIII. New Business

There was no new business addressed at this time.

XIV. Public Comments

Francis Andrepont reported that the request that the Airport made for funding to help finance the T-hangars was denied. Mr. Andrepont said that Tim Lafleur visited with Bryan Beam, and Mr. Beam said the Police Jury could help out with \$25,000 to \$30,000 for any Airport projects in the future. The Board thanked Mr. Andrepont for his efforts and for all of his support he has given to the Airport.

XV. Chairman's Update

There was no Chairman's Update at this time.

XVI. Executive Session

There was no executive session.

XVII. Adjourn

R. K. Levens entertained a motion to adjourn. Wilmer Dugas made a motion to adjourn the meeting, 2nd by Don Chamblee. No opposition. Motion carried. Meeting adjourned at approximately 4:49 p.m.



Chairman



Acting Secretary