

West Calcasieu Airport Managing Board Meeting Minutes

August 3, 2021

I. Call to Order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:25 p.m. on August 3, 2021, at the offices of Southland Executive Airport, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Chairman Dalton Langford and recited by all board members and guests.

IV. Roll Call

The following persons were present:

- ✓ Chairman Dalton Langford
- ✓ Missy Amidon
- ✓ Wilmer Dugas
- ✓ Tommy Little
- ✓ Ted Thompson
- ✓ John Wells

Others also present at the meeting were: Airport Director Tim LaFleur, Chuck Stutes, Darla Perry, and Joanne Coleman.

V. Approval of minutes from July 6, 2021 regular monthly meeting

Wilmer Dugas offered a motion to approve the minutes of the July 6, 2021 regular monthly meeting, 2nd by Tommy Little. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

Darla Perry called for an amendment to add Discuss and take action on the recommendation of the scoring committee on the Statement of Qualification for Surveying and Geotech for the airport projects.

Chuck for an amendment to item 8 to add "and award construction contract to HD Truck and Tractor"

VIa. Discuss and take action on the recommendation of the scoring committee on the Statement of Qualification for Surveying for the airport projects.

Darla reported that 5 packets that qualified were received. They were scored by committee and Morrison Surveying was ranked highest. The committee recommended that the board adopt a resolution engaging Morrison Surveying for the hurricane Laura recovery survey projects.

A motion was made by Tommy Little to adopt a resolution engaging Morrison Surveying for the hurricane Laura recovery survey projects, 2nd by Wilmer Dugas. No opposition. Motion carried.

VI. Discuss and take action on the recommendation of the scoring committee on the Statement of Qualification for Geotech for the airport projects.

Darla reported that 5 packets, one of which did not qualify because it was not received timely nor was a hardcopy received. Submissions were scored by committee and Tu Lunay-Wong was ranked highest. The committee recommended that the board adopt a resolution engaging Tu Lunay-Wong for the Geotechnical services for the hurricane Laura recovery projects.

A motion was made by Wilmer Dugas to adopt a resolution engaging To Lunay-Wong for the Geotechnical services for the hurricane Laura recovery projects, 2nd by Missy Amidon. No opposition. Motion carried.

VII. Discuss and take action on Auditor's recommendation for fiscal year ending 6/30/2021.

Darla Perry reported that a proposal was received from Steven M. Derouen, LLC to continue as auditor at the same audit fee of \$10,000. She made the recommendation that the board continue using Derouen as auditor for the June 30, 2021 fiscal year end.

Wilmer Dugas made a motion to accept Steven M. Derouen, LLC as the auditor for the June 30, 2021 fiscal year end audit. 2nd by John Wells. No opposition. Motion carried.

VIII. Approve grant offer and resolution authorizing Tim Lafleur, Manager, to sign and execute the grant offer from FAA for Airport Improvement Project No. 3-22-0080-023-2021 and award construction project to HD Truck and Tractor

Chuck reported that they received 3 bids on the apron expansion project. The bids were sent with the application form to the FAA. They received a grant offer for construction for \$1,089,200. This will be a fully funded FAA project, covering engineering, construction, and inspection.

After a brief discussion, Missy Amidon made a motion to approve the grant offer and to authorize Tim Lafleur, manager, to sign an execute the grant offer from the FAA. 2nd by Ted Thompson. No opposition. Motion carried.

Chuck the reported that the low bid was HD Truck and Tractor in the amount of \$1,017,655 for the apron expansion project.

Ted Thompson made a motion to accept the bid and award the apron expansion construction project to HD Truck and Tractor for \$1,017,655. 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Approve appropriate change order #2 on ODAL Project

Chuck reported that EP Breaux has been working on the ODALS & REILS project. They were experiencing project with the ODALS. The electrical engineer has been in contact with all parties and came to the conclusion that the regulator is incompatible or defective. The recommendation was made to remove the regulator and replace it with a compatible 7.5KW regulator. The cost to remove the old regulator, and purchase and install a new regulator is \$15,785. They are recommending a change order #2 in the amount of \$15,785 to EP Breaux.

Chuck also reported that the roof in the electrical room leaked during Hurricane Laura and that could have caused damage to the regulator. Darla stated she will request funds from FEMA to help with the cost of replacing the regulator.

After a brief discussion, Ted Thompson made a motion to authorize change order #2 for \$15,785 to EP Breaux, 2nd by Missy Amidon. No opposition. Motion carried.

X. Finance Report

Darla Perry gave the financial report for July through June, stating that the revenue for the year end was better than what was budgeted.

Darla also reported that the expenses were \$72K over budget, due to Laura expenses. These amounts will change once she received numbers from FEMA and additional insurance monies. The audited financial statements will look different.

Wilmer Dugas made a motion to accept the Finance Report as presented, 2nd by Missy Amidon. No opposition. Motion carried.

XI. Director's Report

Airport Director Tim LaFleur reported that the board had already discussed the ODELS lighting project, and he had passed around the response to his correspondence from Washington delegation, which seemed to be falling on deaf ears.

XII. Engineer's Report

Chuck Stutes reported that he and Tim met with the DOTD and FAA project managers and discussed CIP for the next 6 years. They will be submitting a draft, due October 1. He also reported that the architect on the Laura projects came out and are putting together their initial packets.

After a brief discussion, a motion was made by Wilmer Dugas to accept the Engineer's Report as presented, 2nd by Missy Amidon. No opposition. Motion carried.

XIII. Old Business

No old business at this time.

XIV. New Business

No new business at this time.

XV. Public Comments

No public comments were given at this time.

XVI. Chairman's Update

Chairman Langford had no report for the Board.

XVII. Adjournment

Tommy Little made a motion to adjourn the meeting at approximately 4:50 p.m, 2nd by Wilmer Dugas. No opposition. Motion carried.



President



Secretary