

West Calcasieu Airport Managing Board Meeting Minutes

May 3, 2016

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:35 p.m. on May 3, 2016, 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 Chris Perry and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
 - ✓ Don Chamblee
 - ✓ Wilmer Dugas
 - ✓ R. K. Levens
 - ✓ Joe Palermo
- (Dana Keel was not present.)

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Chuck Stutes, Jackson Schrupf, Brad Hensley, Paul Perry, Chris Perry and Sheila Burton.)

V. Approval of minutes of the April 5, 2016 regular monthly meeting (and also the April 13, 2016 special meeting)

Chairman Dalton Langford entertained a motion to approve the minutes of the April 5, 2016 regular monthly meeting and the April 13, 2016 special meeting. R. K. Levens made a motion to approve the minutes of the April 5, 2016 regular monthly meeting and the April 13 2016 special meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Ask Calcasieu Parish Police Jury to reappoint Joe Palermo to the West Calcasieu Airport Managing Board

Wilmer Dugas recommended and then made a motion for the members of the Board to send a letter to the Police Jury asking to please reappoint Joe Palermo to the West Calcasieu Airport Managing Board, 2nd by R. K. Levens. No opposition. Motion carried.

VIII. Introduce the new mechanic on-field (Brad Hensley)

Airport Director Tim Lafleur introduced Brad Hensley, the new mechanic on-field, and reported that he has already started operations. Chairman Langford welcomed Mr. Hensley to the Airport. Mr. Hensley gave the Board a brief background of his work history and all of his experience with airplanes. Tim told the Board that Mr. Hensley actually has a plane that's based at the airport. Tim said he's already sent all of the insurance paperwork to Darla. Tim said Mr. Hensley has two planes he's working on plus a few oil changes, so word is getting around. Chairman Langford asked if Mr. Hensley is able to do BFR checks. Mr. Hensley answered no, he is not able to do those; but he can do engine overhauls, light avionics work like insulation, composites, windows. The Board briefly discussed what work Mr. Hensley will be doing. Chairman Langford told Mr. Hensley they were happy to have him at the airport.

IX. Finance Report

Darla Perry reported the Airport had budgeted a net of \$35,000 for March; and it came in at \$29,000. Darla said they would have been better than budget if the Chennault money would have been there. Darla reported the year to date shows the Airport is \$26,000 better than they had budgeted. Darla said they are still running under on repairs. R. K. Levens asked why they are over on salary. Darla answered there has been some overtime on salaries that was not in the budget. Chairman Langford entertained a motion to accept the financial report as presented. Wilmer Dugas made a motion to accept the financial report as presented, 2nd by R. K. Levens. No opposition. Motion carried.

X. Director's Report

Director Tim LaFleur introduced Chris Perry to give an update on the Eagle Scout projects. Chris explained to the Board the duck blind display is finished and has been placed in the Airport lobby area. Chris said the t-shirts have been designed and showed the polo shirts, t-shirts and the caps that were designed. Paul Perry told the Board the logo has been given to City Stamp & Sign so they can have the logo available for the Airport to use on other items around the Airport. Chris stated they came in with 1500 shirts and hats and have already ran out of some of the sizes. So they might have to reorder some soon. Chris said he has a plaque that was made showing all of the sponsors

of the duck blind. The budget for the duck blind was \$1000 and they only had to spend \$240 due to all of the donations. Chris thanked First Flight for donating all of the wood, which saved them a lot of money. Jackson Schrupf complimented Chris on how great the shirts look. Darla told the Board that also on the duck blind there are brochures showing local activities. Tim said he has received nothing but positive remarks from people coming in and seeing the duck blind exhibit.

Tim said the fuel truck has been delivered. As soon as things are set up to fix the monitor vessel that needs to be replaced, they will move the truck to a repair shop in Lake Charles to get it serviced.

Tim reported there was another meeting this morning regarding the lighting rehab. They are still waiting on some approval from FAA on some of the other project on how the markings will be. Tim said the first phase beginning on May 9th will be the ohms and reels. Tim said at nighttime all of the lights will be back operational. Tim said the next phase will be displacement portion, which will be a partial runway closure. Tim said it is tentatively scheduled to go through the end of June, but they are hoping they will get extra help so it will take a shorter period of time. Tim said the runway will only be closed at night. Daytime operations will continue.

Tim announced Elton Elementary will be coming out for a field trip on May 12th. First Flight's kitchen provides the food for the kids while they are here. Tim announced the ACE Camp will be June 20-24. Tim said they are getting all of the rooms scheduled for the teachers. First Flight will be providing room and meals to the teachers, and the campers will be provided lunch while they are here. Tim said he has visited all of the local schools to let them know about the camp, and he has 5 applications so far. Wilmer Dugas made a motion to accept the Director's Report as presented, 2nd by R. K. Levens. No opposition. Motion carried.

XI. Engineer's Report

Chuck Stutes reiterated what Director LaFleur spoke about regarding the runway and said it will be shut down at night or during inclement weather, but it will be open during normal daylight hours. Chuck said the contractor has agreed to look at his schedule to try to do some overtime work at night so he can shorten the time the runway will be closed.

On the reroofing of Hangar A, Chuck said they are waiting for the contractor to return all of the documents that were sent to him, along with the bonds. Chuck said once the documents have been returned, he will get with Tim to schedule moving the aircraft out of the hangar. R. K. Levens asked how long the project will take. Chuck answered it will be about a two-month period. Tim said the aircraft will be moved to another hangar. Chairman Langford entertained a motion to accept the Engineer's Report as presented. R. K. Levens made a motion to accept the Engineer's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

XII. Old Business

Joe Palermo asked if the blacktop road coming into the airport is restricted to executives or certain people in the First Flight lease. Jackson Schrupf said he doesn't have the contract with him, and he does not remember. Mr. Palermo said he doesn't feel there should be employees going up and down the blacktop road. There was discussion regarding who has authority to use the road. Mr. Palermo suggested reviewing the contract to see who is supposed to have authority to use the road to keep the repairs down. Mr. Schrupf said he will look into it and get back to the Board.

XIII. New Business

R. K. Levens said he thinks his appointment will be coming up soon and wanted to know what he needed to do, if anything. Darla Perry stated he will need to get reappointed. Wilmer Dugas announced Dana Keel was just reappointed to the Airport Board by the West Calcasieu Port Board during their meeting earlier today. There was a brief discussion regarding the reappointments of board members. Darla Perry reminded the Board to file their Ethics Report.

Joe Palermo made a motion to send letters to the Industrial Board and City Council requesting that R. K. Levens be reappointed to the Airport Board, 2nd by Wilmer Dugas. No opposition. Motion carried.

Joe Palermo made a motion to send a letter to the appropriate entity requesting Don Chamblee be reappointed to the Airport Board, 2nd by R K. Levens. No opposition. Motion carried.

Director Tim Lafleur announced that First Flight has invited the Board and staff to a crawfish boil tomorrow afternoon at 5 o'clock.

XIV. Public Comments

There were no public comments at this time.

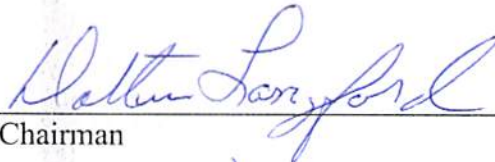
XV. Chairman's Update

Chairman Langford told the Board he has not contacted anyone to come refurbish the well. Mr. Schrupf stated that while he was in a trial in Shreveport, Richard Ieyoub called his office and left a message. Mr. Schrupf said when he called Mr. Ieyoub back, Mr. Ieyoub told him the Airport will need to cap the well. Mr. Schrupf said he asked Mr. Ieyoub if there was something else that could be done to save the well. Mr. Ieyoub said he would check with his staff and get back to him. There was a brief discussion regarding the well. Wilmer Dugas read a portion of a letter he received from Mr. Ieyoub's office where it was suggested to either getting a second estimate from a licensed water well driller for capping the well or to put the well back into working order. Wilmer said the letter also gives the names of several water well drillers in the area to contact for estimates. Wilmer Dugas said he feels they need to be told who complained about the

water well and turned the Airport. Mr. Dugas demanded that they find out who complained about the water well. There was further discussion regarding the water well. Mr. Schrupf suggested getting at least 2 estimates for getting the water well fixed. Chairman Langford said he told the Board he would check into this, and he will start the process the first of next week and report back to the committee. Mr. Schrupf said they have an extension until August 4th.

XVI. Adjourn

Chairman Langford entertained a motion to adjourn the meeting. R. K. Levens made a motion to adjourn the meeting, 2nd by Wilmer Dugas. No opposition. Motion carried. Meeting adjourned at approximately 5:10 p.m.



Chairman



Acting Secretary