

# **West Calcasieu Airport Managing Board Meeting Minutes**

October 6, 2020

## **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 October 6, 2020, at Southland Executive Airport, Temporary Building, 7000 Southland Field Road, Sulphur, Louisiana.

## **II. Invocation**

Wilmer Dugas led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Jackson Schrupf and recited by all board members and guests.

## **IV. Roll call**

The following persons were present:

- ✓ Chairman Dalton Langford
  - ✓ Wilmer Dugas
  - ✓ Tommy Little
  - ✓ Don Chamblee
- (Missy Amidon and John Wells were absent.)

(Others also present at the meeting were: Tim LaFleur, Jackson Schrupf, Byron Racca, Darla Perry, Dwayne Buchanan, Bobby Waters and Sheila Burton.)

Chairman Langford welcomed Byron Racca to the meeting.

## **V. Approval of minutes of the August 4, 2020 regular monthly meeting**

Chairman Langford entertained a motion to approve the minutes of the August 4, 2020 regular monthly meeting. Wilmer Dugas made a motion to approve the minutes of the August 4, 2020 regular monthly meeting, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

## **VI. Additions/Deletions to Agenda**

Don Chamblee requested adding to the agenda to ratify the agreement the Airport has with Entergy. Attorney Jackson Schrupf further explained there was a telephonic poll of board members to approve allowing Entergy to operate from the airport that also involved First Flight, to make sure there was no violation of the lease; but it needs to be ratified to have it on record.

Mr. Schrupf also requested adding to the agenda to go into Executive Session to discuss potential litigation.

There was a brief discussion regarding Entergy's agreement with the Airport. Chairman Langford entertained a motion to add to the agenda ratifying the agreement with Entergy to use the southeast end of the airport as a laydown yard and for parking while working in the area. Don Chamblee made a motion to add to the agenda ratifying the agreement with Entergy to use the southeast end of the airport as a laydown yard and for parking while working in the area, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

Chairman Langford entertained a motion to add to the agenda to go into Executive Session to discuss potential litigation. Don Chamblee made a motion to add to the agenda to go into Executive Session to discuss potential litigation, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

## **VII. Approval of Grant H.014208 (Replace Localizer Antenna)**

Airport Director Tim LaFleur reminded the Board of the grant they received for replacement of the building and the equipment. Tim stated they are now going to order the building and all of the equipment that goes with it. Tim told the Board the cost for the building alone is \$75,000; and the cost for the antenna, localizer and the computer equipment is not to exceed \$300,000. There was a brief discussion regarding the equipment.

Don Chamblee made a motion to approve Grant H.014208 (Replace Localizer Antenna), 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

Tommy asked if there is a time limit on purchasing the equipment. Tim responded, "No, once the grant has been issued, they earmark the money." There was a brief discussion regarding the building.

## **VIII. FFH Lease Extension and FFH Housing Proposal**

Attorney Jackson Schrupf recommended doing the lease extension. Bobby Waters gave an update on potential future business at the airport.

Chairman Langford introduced Dwayne Buchanan to the Board. Mr. Waters discussed putting together a plan to present to the Board at a later date regarding working with Scott Larson on a housing proposal. Mr. Waters stated he would like to do the 60-day

extension. There was a brief discussion on putting in beds at the FFH location at the airport for potential clients. Mr. Buchanan explained how his company owns a factory and can build whatever configuration is in demand, whether it is trailers like the ones that were in place previously or single-family style. Mr. Buchanan said he has been receiving numerous calls regarding companies looking for housing for their employees.

Mr. Waters stated once ADCO removes their buildings, they can move forward with another plan. Mr. Schrupf explained First Flight Holdings is now asking for their third 60-day extension before they resume their regular lease. Darla Perry asked that they be granted their third 60-day extension; however, once they move people back in, they should return to the full rental value. Mr. Waters stated he did not have an issue with any of that. There was continued discussion regarding the lease and the 60-day extensions.

Chairman Langford entertained a motion to extend First Flight Holdings' lease for another 60 days at \$1,000 per month. Wilmer Dugas made a motion to extend First Flight Holdings' lease for another 60 days at \$1,000 per month; 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

#### **IX. Personnel Pay (Hazard Duty)**

Airport Director Tim LaFleur explained how beneficial the linemen were in coming back early, through dangerous conditions, and taking care of the airport. Tim stated he spoke with Darla Perry about this, and he feels the Board should put in place some type of policy in circumstances such as this to provide hazard-duty pay to personnel. Darla said she does not think it can be done retroactively, but she feels it should be implemented going forward. Darla explained how it's handled on other boards she serves on. Once it's a mandatory evacuation on a declared disaster, the workers get time and a half whatever their rate would be.

Tommy Little made a motion to put in place a policy, from this day forward, whereby if a mandatory evacuation on a declared disaster is called by the Parish or State, personnel will get time and a half whatever their regular rate is that is approved by the airport manager until the mandatory evacuation is lifted; motion was 2<sup>nd</sup> by Wilmer Dugas. Tim told the Board that the hours have been reduced for the FBO and for operations at the airport from 7 to 5. Tim assured the Board that during the mandatory evacuation, he would be monitoring the workers' times to make sure no one is abusing the system. No opposition. Motion carried.\_

#### **X. FEMA Package**

Director Tim Lafleur explained that FEMA will pick up 75% of approved costs on whatever the insurance doesn't cover. Tim stated he spoke with the insurance company today, and the preliminary results of the damage at the airport comes to \$3.6 million. Tim said they are not finished with their full determination, but that is the low end of their estimation. There was a brief discussion regarding the insurance and the damages at the airport. Tim told the Board he has been in contact numerous times with Richard Tollefson, the FAA administrator; and he firstly was concerned of how the airport staff was doing personally and also wanted Tim to send him a monetary figure of what was

known thus far so that he could begin putting in the requests for funding for the airport. Darla further explained the chain of resources on funding: insurance, FAA, possibly DOTD, then FEMA. Darla went through the FEMA process in getting funding with the Board.

Don Chamblee asked if the airport was officially open. Tim answered, "Yes." Tim told the Board the airport has been open since the 6<sup>th</sup> or 7<sup>th</sup> day after the storm. Chairman Langford asked how many bids FEMA needs before the bidding process ends. Darla stated she spoke to the representative this morning; and he said the Airport has to do a request for proposals that have to be defined in a quantifying number (like cubic tons of debris), meet the certifications, publish it in the Airport's journal and post it on the Airport's website, take up to a one-week period after this and have a board meeting to assess the bids. There was a brief discussion regarding the bidding process.

Tommy Little asked if the Airport would be able to bring in a scrap crew to buy the debris. Tim said a couple of the proposals stated the recyclable materials could be sold and the money go back to the Airport. There was a brief discussion regarding the bidding process and picking up debris.

Tommy Little made a motion to proceed with RFP for debris removal in compliance with FEMA requirements, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

There was a brief discussion regarding the aircraft and insurance obligations along with removal of the aircraft.

## **XI. Ratify Agreement with Entergy**

Attorney Jackson Schrupf explained how the agreement the Airport executed with Entergy provides that Entergy will have all of the insurances necessary to cover them while at the Airport and will hold the Airport harmless. Darla Perry stated she also thinks the agreement provides that Entergy should return the property to the condition they took it in. Tim told the Board that Entergy has been moving heavy equipment in and out of the Airport and damaging the entrance road. Tim discussed further issues he is having with Entergy.

Chairman Langford entertained a motion to ratify the agreement with Entergy. Don Chamblee made a motion to ratify the agreement with Entergy, 2<sup>nd</sup> by Tommy Little.

## **XII. Finance Report**

Darla Perry announced there is no Finance Report at this time. Darla stated she is working on FEMA, insurance and recovery at the moment. Darla commended Tim on the work he did in getting the temporary building. Darla told the Board they looked at 3 bids, and the temporary building they decided on is leased for 12 months at a very good rate of \$500 per month. Darla stated the computers are up and working, and they were able to salvage 2 of the hard drives. Darla said there will be a Finance Report next month.

### **XIII. Director's Report**

Director Tim LaFleur expressed his frustration in dealing with the State in regards to the hurricane damages and repairs. Tim said he contacted Danielle in the State's office, and then the next day he was contacted by the liaison in the Calcasieu office to see what he needed. Tim announced the debris was cleared off the runway; and after he sent in estimates on the lighting, the State said they would send a grant for approximately \$50,000 along with replacing the PAPI lights with LEDs.

Tim said he spoke with Richard Tollefson, the FAA administrator, regarding the damages at the airport; and he is committed to helping the airport in whatever way he can. Tim gave a brief report on the destruction at Chennault Airport. Tim told the Board that they will be working on getting regular power beginning tomorrow.

Chairman Langford 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 Don Chamblee. No opposition. Motion carried.

### **XIV. Engineer's Report**

Byron Racca reported that a draft was done of the CIP before the hurricane, but that will need to be reviewed to see what modifications need to be made due to the damages from the hurricane. Byron stated there is a spring deadline for the apron expansion that will also need to be looked at in case changes need to be made.

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, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

### **XV. Old Business**

There was no old business to come before the Board.

### **XVI. New Business**

There was no new business to come before the Board.

### **XVII. Public Comments**

There were no public comments.

**XVIII. Chairman's Update**

Chairman Langford commended Director Tim LaFleur on the great job he does as a leader at the airport.

**XIX. Adjourn/Executive Session**

Chairman Langford entertained a motion to adjourn and go into Executive Session. Wilmer Dugas made a motion to adjourn and go into Executive Session, 2<sup>nd</sup> by Tommy Little.

At this time the meeting adjourned at 5:52 p.m. and went into Executive Session.

Wilmer Dugas made a motion to come out of Executive Session and adjourn at 6:00 p.m., 2<sup>nd</sup> by Tommy Little.

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Chairman

  
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Acting Secretary