

West Calcasieu Airport Managing Board Meeting Minutes

May 1, 2018

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 May 1, 2018, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

R. K. Levens 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:

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

(Others also present at the meeting were: Tim LaFleur, Darla Perry, Jackson Schrupf, Chuck Stutes, Karen Wade and Sheila Burton.)

V. Approval of minutes of the April 3, 2018 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the April 3, 2018 regular monthly meeting. Wilmer Dugas made a motion to approve the minutes of the April 3, 2018 regular monthly meeting, 2nd by Don Chamblee. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Finance Report

Darla Perry presented the Finance Report for July 2017 through March 2018. Darla explained the year to date shows \$23,455.30 over budget on expenses, which is a good thing; and the net income is \$347,490.37. Darla told the Board the net income is over budget at \$238,060.87 due mostly to the head count for First Flight. Darla stated she is working with Rhett and Chad at First Flight on getting the back payments from the head count. Darla said First Flight is supposed to wire \$102,000 tonight to catch them up through October 2017. That will leave 2 quarters not paid. Darla told the Board she will email the Board tomorrow to verify the payment was received. There was a brief discussion regarding the head count payments.

Darla reminded the Board the Ethics Reports are due on May 15th. Darla said she will send everyone copies of their reports from last year and the link where they need to be sent. Darla told the Board the Ethics video and online test is due by December 31, 2018. The Board is required to do a 1-hour training each year on Ethics. Chairman Langford entertained a motion to accept the Finance Report as presented. R. K. Levens made a motion to accept the Finance Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Director's Report

Director Tim Lafleur told the Board someone from DOTD will be coming to the Airport on Monday to discuss all of the upcoming projects at the airport. Tim said he has shared the paperwork with the Board that was received regarding Rita Rae Fontenot, and it has already been responded to. Tim stated he sent a (response) packet over to Jackson Schrupf's office, and it was then sent over to Mr. Wright's office the following day.

R. K. Levens asked about the current head count. Tim responded that it is approximately 740. Chairman Langford entertained a motion to accept the Director's Report as presented. R. K. Levens made a motion to accept the Director's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Engineer's Report

Chuck Stutes told the Board that there are several projects outstanding for close-out. Chuck said the plans for the fuel farm rehab have been submitted to DOTD, but he hasn't heard anything back. Chuck reported that the contractor is not yet ready to do the work on the construction for the pavement rejuvenation; but all of the upfront paperwork, shop drawings and approvals of materials have been done. As soon as the contractor gives a specific date when he can begin, the project will move forward.

Chairman Langford entertained a motion to accept the Engineer's Report as presented. Don Chamblee made a motion to accept the Engineer's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

X. Old Business

There was no old business to come before the Board.

XI. New Business

There was no new business to come before the Board.

XII. Public Comments

There were no public comments given at this time.

XIII. Chairman's Update

No update given at this time.

XIV. Adjourn

Chairman Langford entertained a motion to adjourn. R. K. Levens made a motion to adjourn the meeting, 2nd by Don Chamblee. No opposition. Motion carried. Meeting adjourned at approximately 4:40 p.m.


Chairman


Acting Secretary