

West Calcasieu Airport Managing Board Meeting Minutes

July 11, 2017

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 July 11, 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 R. K. Levens and recited by all board members and guests.

IV. Roll call

The following persons were present:

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

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Mayor Chris Duncan, Shawn Chamblee and Sheila Burton.)

V. Approval of minutes of the May 2, 2017 regular monthly meeting

Chairman Langford entertained a motion to approve the minutes of the May 2, 2017 regular monthly meeting. Wilmer Dugas made a motion to approve the minutes of the May 2, 2017 regular monthly meeting, 2nd by R. K. Levens. No opposition. Motion carried. R. K. Levens asked if the budget for May also needed to be approved at this time. Chairman Langford said that they would wait until Darla Perry comes back so she can present it to the Board.

VI. Additions/Deletions to Agenda

Airport Director Tim LaFleur asked to add to the agenda to discuss and take action on appointment of auditor McMullen And Mancuso. Tim explained the annual fee for the last 3 years has been \$8500. The fee for this year is \$8925. Tim stated that Darla said that is a reasonable fee. The Board had a brief discussion regarding the amount of the audit. Dana Keel made a motion to add to the agenda to discuss and vote on the audit increase, 2nd by Wilmer Dugas. No opposition. Motion carried.

VII. Finance Report

Chairman Langford entertained a motion to table the Finance Report until such time that Darla Perry is present. Joe Palermo made a motion to table the Finance Report until such time that Darla Perry is present, 2nd by R. K. Levens. No opposition. Motion carried.

VIII. Director's Report

Airport Director Tim Lafleur reported that a check for \$4,000 has been received from the Calcasieu Parish Policy Jury for a partial payment of the cooperative endeavor agreement to go towards the AvGas truck that was purchased.

Tim stated they received paperwork from the City that Don Chamblee has been re-appointed to the Airport Board by the Industrial Development Board. Tim said he has also received a letter from the Legislative Auditor's office about findings that Chris Funk and McMullen And Mancuso had reported on the audit. Tim told the Board he had to send a rebuttal letter regarding the jet fuel truck that was purchased in an emergency. Tim stated they did not know the Airport was supposed to advertise in the newspaper for 10 days after it was purchased. Tim said he had to explain in the rebuttal letter that now they know what the procedures are and will follow them in the future. There was a brief discussion regarding the procedures and the reasons why the jet fuel truck was purchased.

IX. Surplus Equipment (John Deere Tractor and Bat-Wing Mower)

Chairman Langford asked Don Chamblee what the issue is with the surplus equipment. Mr. Chamblee stated that the Airport no longer needs the surplus equipment, so why do they still have it. Joe Palermo suggested having the City auction it off. There was a brief discussion regarding the disposal of the surplus equipment. Wilmer Dugas made a motion to approve the equipment as surplus, 2nd by R. K. Levens. No opposition. Motion carried. Airport Director Tim Lafleur explained that he will get with the City of Sulphur and provide them with the necessary information. The City will then publicize it on their website and sell it and then give the Airport the check.

X. Shawn Chamblee Boy Scouts of America (Aviation Exploring Post)

Chairman Langford invited Shawn Chamblee to speak before the Board. Ms. Chamblee thanked the Board for allowing her to speak. Ms. Chamblee explained the "Exploring Career Field" program to the Board and the Boy Scouts' interest in having an aviation post within the program. Ms. Chamblee asked the Board if they would consider being a charter organization for the aviation post. Ms. Chamblee further explained that the aviation program would consist of local high school kids interested in aviation would meet once a month at the airport to discuss a topic regarding the aviation field. Ms. Chamblee said they could pick a different topic and different speaker to lead it each month. There was further discussion between Ms. Chamblee and the Board on the topic of offering the Boy Scouts charter aviation organization at the airport for their "Exploring Career Field" program. The Board discussed the shortage of people in the aviation field and the need to get young adults interested in aviation. Chairman Langford suggested forming a committee to research the interest in having the charter organization at the airport for the Boy Scouts program. Ms. Chamblee said she would put out a survey once school started to see what kind of interest there would be in the program, and she would report that back to the Board. Chairman Langford suggested that Ms. Chamblee speak with the Sowela aviation training school. Mr. Langford said they may be willing to sponsor the program and would be more equipped and qualified to run the monthly meetings. Ms. Chamblee thanked the Board for allowing her to speak at the meeting. Chairman Langford and the Board also thanked Ms. Chamblee for her presentation.

{Ms. Chamblee left the meeting at this point.}

The Board briefly discussed the possibility of doing the charter organization for the Boy Scouts' "Exploring Career Field" program.

XI. Engineer's Report

Chuck reported that the T-hangar project is approaching completion. Chuck said they are trying to schedule an inspection with the Fire Marshal's office and a substantial completion inspection, and it should all be done within the next few weeks.

Chuck announced that he found out today that the State will fund the additional project on the fuel farm. Chuck said it is not in concrete yet, but it's very positive. Chuck hopes that by the end of the year they will be able to go out for bids and take care of the other half of the fuel farm.

Chuck reported that they just received formal written authorization this afternoon to receive bids on the taxiway rejuvenation and the apron project. Chuck told the Board they are still waiting for FAA to formally close out the lighting and runway rejuvenation projects.

R. K. Levens asked if there was going to be enough money from the State to complete the fuel farm project. Chuck answered yes, since half of the project had already been done. Chuck estimates the cost will be \$200,000 or less. There was a brief discussion regarding the fuel farm project.

XII. Old Business

There was no old business addressed at this time.

XIII. New Business

Wilmer Dugas made a motion to accept the appointment of auditor McMullen And Mancuso in the amount of \$8925, 2nd by Joe Palermo. No opposition. Motion carried.

XIV. Public Comments

Mayor Chris Duncan thanked Airport Director Tim Lafleur and the Airport for allowing him to go up in an airplane and take pictures. Mayor Duncan said the photos have been very beneficial on some negotiations with Representative Clay Higgins' office and Senator Kennedy's office regarding possible dredging at Bayou Dinde and Choupique. Mayor Duncan encouraged the board members to log on to Google Earth and zoom in on photos of Bayou Dinde and Choupique before and after Hurricane Rita. Airport Director Tim Lafleur explained to the Board that after all of the rain we had received, Mayor Duncan had numerous phone calls regarding the flooding and drainage issues. Tim said he called Mayor Duncan and offered, on behalf of the Airport and Board, to take him up in a plane to view all of the tributaries that were overflowing. Tim stated they went up for about an hour and viewed the area and took photos. Mayor Duncan said he offered to pay for the fuel, and Director Lafleur graciously declined.

XV. Chairman's Update

There was no Chairman's Update at this time.

XVI. Executive Session

There was no Executive Session at this time.

XVII. Adjourn

Chairman Langford entertained a motion to adjourn. Joe Palermo made a motion to adjourn the meeting, 2nd by R. K. Levens. No opposition. Motion carried. Meeting adjourned at approximately 5:15 p.m.

Attn: Lyford
Chairman

Dana Kuel
Acting Secretary