

Minutes of the Regular Monthly Meeting of the  
West Calcasieu Airport Managing Board for Tuesday, October 1, 2013

The regular monthly meeting of the West Calcasieu Airport Managing Board met in regular session on October 1, 2013, at Devall Enterprises, 2244 Swisco Road, Sulphur, Louisiana.

Present: Tim Dougherty, R. K. Levens, Joseph R Palermo, Jr., Dalton Langford, Scott Foreman, and Bill Hankins. Also present: Michael McDougal, Airport Director; Oliver "Jackson" Schruppf, acting Secretary/Attorney; Darla Perry, CPA; Chuck Stutes, engineer; Dana Keel, Volunteer; Chris Duncan, Mayor of Sulphur; and Ray Taylor, Calcasieu Parish Police Juror.

The invocation was lead by Tim Dougherty and the Pledge of Allegiance was led by Scott Foreman.

The meeting was called to order at 5:00 p.m. by Chairman, Tim Dougherty.

On motion of Dalton Langford, duly seconded, the minutes for the previous month's meeting were approved as written and distributed by email.

On motion of Dalton Langford, duly seconded and approved, the agenda was amended for the Board to consider to authorize the Chairman to sign a Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury.

On motion of R.K. Levens, duly seconded and approved, the agenda was amended to allow a presentation by Dana Keel regarding advertising brochures.

In regular business, Bill Hankins moved that Tim Dougherty be authorized as Chairman of the West Calcasieu Airport Managing Board to sign the Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury. The motion was seconded and approved.

R. K. Levens moved to approve the financial report which had been sent by Darla Perry by email to all board members. This was seconded and approved.

On motion of Dalton Langford, duly seconded and passed unanimously, the written manager's report which was supplied by Michael McDougal by email to all members of the board was approved.

On motion of Joseph R. Palermo, Jr., seconded and passed, the board authorized Michael McDougal to purchase an auxiliary power unit for the best of three offers being \$10,000.

The engineer's report was given by Chuck Stutes. He advised that the fuel farm was completed by the contractor. The inspection is scheduled for the following week and a punch list will be made. Acceptance will be brought up at the next regular meeting.

Chuck Stutes also reported that the FAA requires under the Airport Improvement Program that a capital improvement plan be made every 5 years. The current application is due on November 1st. He suggested that we propose that we have a special meeting to approve a Capital Improvement Plan. Oliver Schruppf was directed to send out a notice for special meeting probably to be held October 22, 2013.

Dana Keel reported that the information that she had compiled was sent to Healthy Image to produce brochures, a draft will be ready in the next several weeks and will be emailed to board members to be brought up for board approval at the November meeting.

All board members expressed their thanks and appreciation to Dana Keel for her volunteering to contribute time and effort to preparation of the brochure and to Citgo for its assistance.

Next on the agenda was election of officers for the coming year. On motion of Dalton Langford, Oliver Schrupf was nominated to serve as Secretary and Bill Hankins was nominated as Chairman. Joseph R. Palermo, Jr., nominated R.K. Levens to serve as Vice Chairman. R.K. Levens then moved that the nominations be approved by unanimous consent. This was seconded and passed.

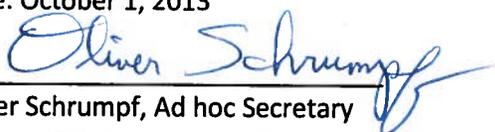
Chairman Tim Dougherty called for public comment. There was none.

Chuck Stutes added to his report that before the State will pay for an instrument landing system the runway must be widened to 100 feet and this would require additional property to the West and to the South. Joseph R. Palermo, Jr., commented that it would benefit the airport to have an instrument landing system.

On motion of Dalton Langford, seconded and approved the meeting was adjourned.

The members of the board then attended a dinner hosted by Devall Towing, Inc., at the Devall Towing Facility.

Date: October 1, 2013

  
Oliver Schrupf, Ad hoc Secretary