

West Calcasieu Airport Managing Board Meeting Minutes

October 2, 2018

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:12 p.m. on October 2, 2018, at the offices of Devall Towing, 2244 Swisco Rd., 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:

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

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Jackson Schrupf, Francis Andrepont and Sheila Burton.)

V. Approval of minutes from August 7 and September 4, 2018

Wilmer Dugas made a motion to approve the minutes from August 7 and September 4, 2018 meetings, 2nd by R. K. Levens. No opposition. Motion carried.

VI. Fee increase for Perry & Co.

Chairman Dalton Langford asked what the increase would be for Perry & Co. Director Tim LaFleur reported to the board the increase is from \$1750 to \$2075 per month. Tim pointed the Board to the correct page in their packet showing the report from Perry & Co. Wilmer Dugas praised Darla for the work she has been doing and said he felt it was

worth her getting the raise. Director Tim Lafleur explained to the Board how much help Darla has been in assisting him with various items. Wilmer Dugas made a motion to approve the fee increase for Perry & Co. from \$1750 per month to \$2075 per month, 2nd by R. K. Levens. No opposition. Motion carried.

VII. Chennault Airshow Donation for 2019

Don Chamblee asked Director Tim Lafleur what his thoughts were on this issue. Tim explained to the Board that Chennault has increased the amount to \$300,000 from \$200,000 per year to the airport. Chairman Langford suggested donating \$5,000. Attorney Jackson Schrupf announced that the Canadian Snow Birds will be performing at the show. Also, a request was made for the Blue Angels to perform; and they will give their answer by the end of this year. Tim said he has been speaking with people at Chennault, and they have said that they can now take in B52s since the taxiway is wide enough. Don Chamblee made a motion to donate \$5,000 to the Chennault Airshow for 2019, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Additions/Deletions to the Agenda

Director Tim Lafleur asked to add to the agenda making a resolution to accept and sign a grant application from DOTD in the amount of \$40,000 for LED taxiway lighting and the apron. There was a brief discussion about the LED lighting. R. K. Levens made a motion to make a resolution to accept and sign the grant application from DOTD in the amount of \$40,000 for LED taxiway lighting and the apron, 2nd by Don Chamblee.

R. K. Levens asked to add to the agenda to discuss the board members receiving compensation for board meetings. Police Juror Francis Andrepont explained that since the Board was created by the City of Sulphur and the West Cal Port, they will need to put the issue in motion for the Airport Board to receive compensation. Mr. Schrupf suggested what needs to happen is an amendment to the joint service agreement from those that created the Board, which are the City of Sulphur, West Cal Port, and the Industrial Development Board. There was a brief discussion on the issue. Wilmer Dugas made a motion to request counsel for the airport to gather information to see what steps need to be taken to request compensation for the board members of the airport, 2nd by R. K. Levens. No opposition. Motion carried.

VI. Financial Report

Director Tim Lafleur read portions of an email from Darla Perry where she stated that the airport is doing \$7186 better than budget. Tim told the Board that if anyone had any questions for Darla, she said she can be reached on her cell phone. Wilmer Dugas made a motion to accept the Financial Report as presented, 2nd by R. K. Levens. No opposition. Motion carried.

VII. Director's Report

Don Chamblee asked Tim what the count is for First Flight, and Tim answered the count is presently 375. Tim said the count went down due to some requirements on some of the overseas workers. There was a brief discussion about First Flight and Driftwood LNG.

Director Tim Lafleur reported that the taxiway and ramp rehab is still underway due to the weather delays. Tim said the apron will be completed today with the overlay solution, and then tomorrow the remainder of the taxiway will be done. Tim stated that he sent emails to a lot of the residents of the airport to let them know the progress to get in and out of the airport.

Tim reported that he has had more planes to come in, and they are now full. Tim said he was going to get with Chuck on the T hangars and the fuel farm. There was a brief discussion about First Flight's contract and when it expires.

Tim told the Board that there will be another field trip on the 11th of this month with Hope Christian School. Tim invited everyone to attend and reminded everyone that First Flight provides lunch. Chairman Langford entertained a motion to accept the Director's Report. R. K. Levens made a motion to accept the Director's Report, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Engineer's Report

Chuck Stutes reported that FAA has advised the Airport that they have received all of the close-out documents, and everything is okay on the airfield lighting project. FAA said to go ahead and send in the last draw on the project. Chuck stated the same thing goes for the pavement rejuvenation. The FAA has all of the close-out documents and has said to send in the last draw for that project, as well.

Chuck announced that they have finally received full approval from FAA on the ALP (Airport Layout Plan) documents. Chuck said they are now putting together the close-out documents for that.

The fuel farm contracts have been filed at the courthouse, and Chuck said he is now in the process of setting up a preconstruction conference. Chuck informed the guys that they could go ahead and prepare their shop drawings and all of the equipment, send it to Meyer & Associates so they can start reviewing it. Chuck announced that there should be a preconstruction meeting within the next couple of weeks.

Chuck reported that they are in the process of finalizing the bid documents for the T hangars. Chuck explained that after advertising for 30 days, hopefully they will be receiving bids by the end of the year. Chairman Langford told the Board that they are getting a new hangar, and it is already full. Chairman Langford stated that Director Tim Lafleur has been to several different airports to see different types of T hangars. Chairman Langford suggested that the Board needs to look into finding T hangars that don't cost as much as the ones they have now so they can provide more space for smaller planes. Director Tim Lafleur said he has been keeping documentation/photographs of the

ramp when it's full, which happens quite often, to send to Danielle Gaylord with the State and Kim Harris with FAA for justifications to help get money from the Omnibus Funds. There was a brief discussion about open hangars and whether they would be beneficial at the airport.

R. K. Levens made a motion to accept the Engineer's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Old Business

There was no old business to come before the Board.

X. New Business

There was no new business to come before the Board.

XI. Public Comments

There were no public comments made at this time.

XII. Chairman's Update

There was no Chairman's Update given at this time.

XIII. Adjourn

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Chairman Langford entertained a motion to adjourn. Wilmer Dugas made a motion to adjourn the meeting, 2nd by Don Chamblee. No opposition. Motion carried. Meeting adjourned at approximately 4:44 p.m.


Chairman


Acting Secretary