

**West Calcasieu Airport  
Managing Board Meeting Minutes**  
7000 Southland Field Road, Sulphur, LA 70665  
October 4, 2022

**I. Call to Order**

Mike Granger called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on October 4, 2022 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

**II. Invocation**

Wilmer Dugas led the invocation.

**III. Pledge of Allegiance**

The Pledge of Allegiance was led by Oliver Schrupf and recited by all board members and guests.

**IV. Roll Call**

The following persons were present:

- ✓ Wilmer Dugas
- ✓ Ted Thompson
- ✓ Tommy Little
- ✓ Missy Amidon
- ✓ Mike Granger

Also present at the meeting were: Airport Director Tim LaFleur, Darla Perry, Oliver Schrupf, Chuck Stutes Penny Bellow, Nerv Thomas, with Swift Service Company, and Elizabeth McLaughlin, Field Representative for Congressman Clay Higgins.

**V. Approval of minutes from September 13, 2022 regular monthly meeting**

Wilmer Dugas offered a motion to approve the minutes of the September 13, 2022 regular monthly meeting, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

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

Darla Perry stated that they need to vote to amend the CSRS contract from "not to exceed \$200,000" to "not to exceed \$450,000". A motion was made by Mike Granger to Add Item 6a. Amend CSRS contract to not exceed \$450,000, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

Chuck Stutes stated that Item 6b. CIP and resolution needed to be added to the agenda. A motion was made by Mike Granger to add Item 6b. CIP and resolution, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**VIa. Amend CSRS contract**

A motion was made by Missy Amidon to amend the CSRS professional services agreement from not to exceed \$200,000 to not to exceed \$450,000, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

**VIa. CIP and resolution**

Chuck Stutes stated that this was an annual plan that has to be submitted to the state. Mr. Stutes summarized the resolution for the board.. A motion was made to approve the resolution for the CIP by Tommy Little, 2<sup>nd</sup> by Missy Amidon. No opposition. Motion carried.

**VII. Approve State Grant H.015249 Airport Masterplan Update**

Tim LaFleur stated that the Airport Masterplan Update grant was for \$4,000.

Tommy Little offered a motion to approve State Grant H.015249 Airport Masterplan Update, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**VIII. Approve Change Order request for Taxiway B and T-Hangar taxiways (\$39,181.32)**

Chuck Stutes stated that this was a pavement rehabilitation for taxiway B and T-Hangar taxiways. This project was bid before hurricane Laura. The work has been on suspension at the request of the airport. The contractor, Keelan Construction, has requested a change order due to increased material costs. A motion was made by Missy Amidon to approve change order request for Taxiway B and T-Hangar taxiways (\$39,181.32), 2<sup>nd</sup> by Ted Thompson. No opposition. Motion carried.

**IX. Approve RFP for inspector for FEMA large projects**

Darla reported that CSRS stated that FEMA will determine using Meyer & Associates as the project inspector to be a conflict of interest, so the airport has to hire an independent inspector.

Wilmer Dugas made a motion to approve RFP for inspector for FEMA large projects, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried.

**X. Swift Service Company – Lease Portion of Airport Property**

Nerv Thomas, President of Swift Service Company, stated that they would like to lease property for parking for the Cameron LNG project to begin in 2024. The project duration is 3.5-4 years from 2024. He would like to lease 10-30 acres to construct parking for 800-1,000 workers. Darla stated that, as a public entity, the board was not able to give him the information he requested immediately, but that they were interested in an agreement and would gather the data and get it to him as soon as possible.

**XI. Finance Report**

Darla Perry reported that the net ordinary income budget amount for August 2022 was \$18,293, actual is \$12,529. She stated they are under-budget due to a down payment on insurance and maintenance expenses. They are still working on the open FEMA projects and making progress.

Wilmer Dugas made a motion to approve the Finance Report as presented, 2<sup>nd</sup> by Ted Thompson. No opposition. Motion carried.

**XII. Director's Report**

Tim Lafleur reported that they were still waiting on Angelico. They have had some materials and a forklift delivered, but he hasn't seen any work yet. He also stated that they found the beacon light out this morning and, by having his crew change the light, they saved quite a bit of money.

Wilmer Dugas made a motion to approve the Director's Report as presented, 2<sup>nd</sup> by Ted Thompson. No opposition. Motion carried.

**XIII. Engineer's Report**

Chuck Stutes reported that the fencing project is complete. They are taking care of punch list items, and will report when they are finished with the list for final inspection.

He also reported that there has been progress on the T Hangar on the backend and anticipate starting the onsite project next week.

Mr. Stutes stated that on Hangars A & C and Hangar B slab, they have a final bid package at CSRS waiting for approval and expect it any day. They are also working on final plans for the terminal building.

After a brief discussion, Wilmer Dugas offered a motion to accept the Engineer's Reports as presented, 2<sup>nd</sup> by Tommy Little. No opposition. Motion carried

**XIV. Old Business/New Business**

There was no old business/new business at this time.

**XV. Public Comments**

Elizabeth McLaughlin, Field Representative for Congressman Clay Higgins, stated that the board should reach out and let them know how they can help expedite things.

**XVI. Chairman's Update**

There was no Chairman's update at this time.

**XVII. Adjournment**

The meeting was adjourned at approximately 5:19 p.m.

  
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President

  
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Secretary