

# **West Calcasieu Airport Managing Board Meeting Minutes**

November 5, 2019

## **I. Call to order**

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:43 p.m. on November 5, 2019, at the offices of Devall Towing, 2244 Swisco 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:

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

(Others also present at the meeting were: Tim LaFleur, Darla Perry, Chuck Stutes, Jackson Schruppf, Dick Kennison and Sheila Burton.)

## **V. Additions/Deletions to Agenda**

Chairman Langford entertained a motion to amend the agenda to add approval of the minutes from the special meeting held on October 16, 2019. Wilmer Dugas made a motion to amend the agenda to add approval of the minutes from the special meeting held on October 16, 2019, 2<sup>nd</sup> by Joe Palermo. No opposition. Motion carried.

**VI. Approval of minutes of the October 1, 2019 regular monthly meeting and the minutes of the October 16, 2019 special meeting**

Chairman Langford entertained a motion to approve the minutes of the October 1, 2019 regular monthly meeting and the minutes of the October 16, 2019 special meeting. Joe Palermo made a motion to approve the minutes of the October 1, 2019 regular monthly meeting and the minutes of the October 16, 2019 special meeting. Motion was 2<sup>nd</sup>. No opposition. Motion carried.

**VI. Committee Recommendation for Engineer Consultant**

Attorney Jackson Schrupf reported that he, along with Tim LaFleur, R. K. Levens and Wilmer Dugas, met last week to consider the applications of 3 engineering companies: Michael Baker, Meyer & Associates and GD Architecture. Jackson stated they went through the process that the State requires on each one, gave scores on each one, and concluded that Meyer & Associates came out ahead on the evaluation. Jackson told the Board that the Committee recommends Meyer & Associates be approved as engineer consultant. Jackson said he has a copy of the material that each committee member filled out if anyone would like to review it. Airport Director Tim LaFleur further explained how there is a section where the Committee has to enumerate in order the choices, which were Michael Baker in 2<sup>nd</sup> place and GD Architecture in 3<sup>rd</sup> place. Tim told the Board that if something were to happen with Meyer & Associates not being able to fulfill their duties as engineer consultant, it would then go to the 2<sup>nd</sup> place company, which would be Michael Baker. There was a brief discussion regarding the applicants. Tim stated he has all of the qualifications of the applicants if anyone would like to look at them.

Chairman Langford entertained a motion to accept Meyer & Associates as the engineer consultant. Don Chamblee made a motion to accept Meyer & Associates as the engineer consultant, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**VII. Finance Report**

Darla Perry gave the report for September. Darla reported the fuel sales of \$36,960.74 were quite a bit higher than budgeted. Most of the expenses were under budget. The repairs & maintenance – equipment was \$2490.48 over budget due to an invoice for the ODALS.

Airport Director Tim LaFleur told the Board he received an email from Hunter stating that there is still one out today that has been back-ordered for repair. There was a discussion regarding the issues with the runway lights. Tim explained that the Airport has spent over \$10,000 on repairs due to the fact that some of the original lights that were replaced are already needing to be replaced again. There was continued discussion regarding the one-year warranty on the lights and the repair issues with the lights. Chuck Stutes reminded the Board that changing out the ODALS and the REILs are in the 6-year CIP that was accepted in the special meeting last month. Don Chamblee voiced his frustration with the lights constantly going out. Chuck suggested getting the

manufacturer's rep and the electrical engineer out to the airport to try to figure out the problem.

Darla reported the Airport is \$10,809.45 better than budget for the month of September and \$18,449.24 better than budget for year-to-date. Darla told the Board that during the LAMA Conference she and Tim were able to meet with Federal and State funding people, Richard Thompson, who is the new FAA representative that works out of the Fort Worth office; and Danielle Gaylor from DOTD. Darla told the Board it was a great meeting, and they are both pro-Southland Field and want to help get the Airport some funds.

Chairman Langford entertained a motion to accept the Finance Report. Don Chamblee made a motion to accept the Finance Report, 2nd by Wilmer Dugas. No opposition. Motion carried.

### **VIII. Director's Report**

Director Tim LaFleur announced the concrete has been poured for the T-hangar project, and the work is being done on the ramps going into the individual hangars.

Tim told the Board the new tug came in yesterday and is really nice. Tim said it actually has a few features that are better than the old tug, and the guys seem to really like it. There was a brief discussion about the new tug. Tim stated that there is an adapter that is on back-order for the front-wheel pant planes, and it won't be in until the end of the month. Tim and Darla both commented on how the guy they ordered the tug from is very accommodating.

Tim reported that he has been trying to meet with the gentleman that has the property next to the airport where there is an obstruction, but he has not been able to get with him. Tim said that according to the DOTD report he has, there are also some trees on someone else's property to the left of that one. So, he will need to meet with both land owners to discuss the obstructions. There was a brief discussion about the obstructions.

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

### **IX. Engineer's Report**

Chuck Stutes reported that the foundation has been installed for the t-hangar project, but the project will be placed on hold for a couple months waiting for the delivery of the building. Chuck said they are estimating the building to be installed in January with the project wrapping up around mid-March 2020.

Chuck stated there was a pre-construction meeting on the last phase of the pavement rejuvenation of taxiway b and the t-hangar aprons. Chuck said they obtained a schedule from the t-hangar manufacturer, and the contractor on the pavement rejuvenation project

is going to try to work his schedule around the t-hangar project so that there are no conflicts.

Chuck thanked the Board for their vote of confidence in approving them as engineer consultant. Don Chamblee asked Chuck if the finishing schedule of the t-hangar project is set back because they cannot get the metal. Chuck answered it did not affect it much because they are required to finish in March 2020, and they will be finishing in March 2020. Chuck said it will only be delayed about a week.

Tim asked Chuck if he was able to get with Tim Cowart regarding the LED lights. Chuck said he only received an email that was forwarded to him. Tim stated that the email explained that Mr. Cowart's company would be doing the installation, and they would need to coordinate it with Keiland. Chuck said he feels the best way to handle the LED reflectors will be to go out for proposals so there won't be any conflicts on pay estimates and Federal moneys. There was a brief discussion regarding the grants for the LED reflectors and the order of the projects.

Chairman Langford asked if there was still a demand for hangars, and Tim answered yes. Chairman Langford entertained a motion to accept the Engineer's Report. Wilmer Dugas made a motion to accept the Engineer's Report, 2nd by Don Chamblee. 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.

**XIII. Chairman's Update**

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

**XIV. Adjourn**

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Chairman Langford entertained a motion to adjourn the meeting. R. K. Levens made a motion to adjourn the meeting. The motion was 2<sup>nd</sup>. Meeting adjourned at approximately 5:05 p.m.

  
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Chairman

  
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Acting Secretary