

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
December 5, 2023

I. Call to Order

Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on December 5, 2023 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

II. Invocation

Mike Granger 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:

- ✓ Dalton Langford, Chairman
- ✓ Missy Amidon
- ✓ Mike Granger
- ✓ Chad Guidry
- ✓ Ted Thompson
- ✓ Tommy Little

Also present at the meeting were: Airport Director Tim LaFleur, Oliver Schrupf, Joanne Coleman, and Darla Perry.

V. Approval of minutes from November 7, 2023

Chad Guidry offered a motion to approve the minutes of the November 7, 2023 special meeting, 2nd by Ted Thompson. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

VII. Discuss/Approve Change Order No. 7 for T-Hangar Repairs

Change Order No. 7 for T-Hangar Repairs for an increase of \$18,515.61 to fabricate and install trusses for new door structures to support roof and valley gutters at new portal frames for bifold doors.

Mike Granger made a motion to Approve Change Order No. 7 for \$18,515.61 on T-Hangar, 2nd by Tommy Little. Opposed by Ted Thompson. Motion carried.

VIII. Discuss/Approve Change Order No. 5 for Hangars A & C

Change Order No. 5 for Hangars A & C for an increase of \$10,878.98 for additional labor and material due to increasing the wire size resulting from the voltage drop caused by the distance from the panel to the motor which results in larger conduit, fittings, and connectors.

After a brief discussion, Mike Granger made a motion to Approve Change Order No. 5 for \$10,878.98 on Hangars A & C with the stipulation that the airport pursues reimbursement from the party found to be responsible for the error, 2nd by Missy Amidon. No opposition. Motion carried.

IX. Discuss/Approve Change Order No. 4 for Hangar B

Change Order No. 4 for Hangar B for an increase of \$5,478.00 for additional labor and material due to increasing the wire size resulting from the voltage drop caused by the distance from the panel to the motor which results in larger conduit, fittings, and connectors.

After a brief discussion, Mike Granger made a motion to Approve Change Order No. 4 for \$5,478.00 on Hangar B with the stipulation that the airport pursues reimbursement from the party found to be responsible for the error, 2nd by Ted Thompson. No opposition. Motion carried.

X. Review Recommendations on contract rates effective 1/1/2024; Legal, Accounting, Recording Secretary

Darla Perry presented the board with the current contract rates effective, the cost-of-living increased rates, and the proposed contract rates effective 1/1/2024.

XI. Review Recommendations on manager salary review

Darla Perry presented the board with the current manager salary, the cost-of-living increased rates, and the proposed manager salary effective 1/1/2024.

A motion was made by Chad Guidry to approve a 4% increase for the Legal, Accounting, and Recording Secretary contracts and a 4% increase for the airport manager, 2nd by Mike Granger. No opposition. Motion carried.

XII. Discuss/Approve to extend CSRS contract

Darla Perry stated that the amended CSRS contract is to extend the contract closing date to January 18, 2025.

A motion was made by Missy Amidon to approve CSRS contract extension for January 18, 2025, 2nd by Tommy Little. No opposition. Motion carried.

XIII. Finance Report

Darla Perry stated that her financial report would be distributed via e-mail.

Ms. Perry also reported that the airport was assigned a new State Applicant Liaison (SAL) who visited the airport today. She feels like this liaison will be helpful if they have any issues.

Chad Guidry offered a motion to accept the Finance Report as presented, 2nd by Mike Granger. No opposition. Motion carried.

XIV. Director's Report

Tim LaFleur reported that the hangar work for the T-hangars is going well. He is waiting on Angelico to finish, which is due to be complete in March.

The temporary office buildings were moved, which went smoothly. They had some issues with the electrical work due to permitting and inspection.

After a brief discussion, Mike Granger made a motion to accept the Director's Report as presented, 2nd by Tommy Little. No opposition. Motion carried.

XV. Engineer's Report

There was no engineer's report at this time.

XVI. Old Business/New Business

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

XVII. Public Comments

There were no public comments at this time.

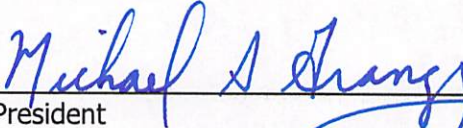
XVIII. Chairman's Update

There was no Chairman's update at this time.


XIX. Adjournment

Ted Thompson offered a motion to adjourn the meeting, 2nd by Mike Granger. No opposition. Motion carried.

The meeting was adjourned at approximately 5:05 p.m.



President



Secretary