

West Calcasieu Airport Managing Board Meeting Minutes

February 2, 2016

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:35 p.m. on February 2, 2016, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field 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
- ✓ Don Chamblee
- ✓ Wilmer Dugas
- ✓ R. K. Levens
- ✓ Joe Palermo
- ✓ Dana Keel

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Chuck Stutes, Jackson Schrupf, Heather White and Sheila Burton.)

V. Approval of minutes of the January 5, 2016 regular monthly meeting and the minutes of the January 26, 2016 special meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the January 5, 2016 regular monthly meeting and the minutes of the January 26, 2016 special meeting. Wilmer Dugas made a motion to approve the minutes of the January 5, 2016 regular monthly meeting, 2nd by R. K. Levens. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Approval of the ALP (Airport Layout Plan)

Chuck Stutes stated that Steve Marshall asked him to apologize again for him being ill at the special meeting on January 26th. Chuck said that he spoke with him after the special meeting, and Mr. Marshall recommended that the Board take no official action now. Chuck said the special meeting was basically a progress meeting where Mr. Marshall wanted to present the documents so that everyone could see them. Chuck said Mr. Marshall plans on making a few minor adjustments, one being adding the fuel farm back into the cost estimate. Chuck explained the reason Mr. Marshall recommended delaying any formal action is because it's possible when he submits it to the State, they or FAA might have some comments; and it may have to get revised again. Mr. Marshall will submit it; and then once it's officially approved by FAA, then he will get the Board to take action by formally approving it as approved by FAA.

VIII. Discussion of abandoned water well

Director Tim Lafleur said he included the letter from the State of Louisiana Department of Natural Resources in the packets handed out to the Board before the meeting. Tim said he is in the process of trying to get some quotes or bids for repairing or plugging the water well. Attorney Jackson Schrumpf stated he asked Mr. Gearen to come out to look at the well, but he hadn't heard back from him. Chuck Stutes said he contacted a Mr. Romero with the State regarding the issue, and Mr. Romero sent Kris Kelly the details of the well as far as the depth, how big the casing is, screen information. Chuck said he will get Kris to send it to Tim so he will have the information when Mr. Gearen shows up. Chuck stated the well is 550 feet deep. Chuck said that when it was built in the 1950s, it was rated at 2500 gallons per minute. Chuck stated that comes out to be over 3 million gallons a day that ran 24 hours. Mr. Schrumpf stated that the property where the well is located was donated to the airport by Citgo. There was further discussion regarding the water well and the letter received regarding the well. Chairman Dalton Langford asked Attorney Jackson Schrumpf if he would write a response letter to the State regarding the well, and Mr. Schrumpf stated he would. Joe Palermo suggested the Board to try and do everything they could to try to keep the well.

Mr. Schrumpf told the Board he will send a letter stating that the plan is to get an estimate on either making the well operational or capping it as soon as possible and to request an extension. Don Chamblee suggested also informing the State that Southland Executive Airport runs off of an annual budget and they will need an extension to add this to the budget for next year. Mr. Chamblee also asked Mr. Schrumpf to question why this issue was being brought up now when this water well has been in existence since 1951. Mr. Schrumpf said he would take care of it.

IX. Finance Report

Darla Perry gave the financial report for the month of December 2015. Darla said they had budgeted the bottom line to be \$23,000; and they actually came out with \$31,347.08. Darla said the reason for that is because the expenditures were less than budgeted. Darla reported the gross profit was up \$3,000 due to hangar leases.

Darla reported on July through December 2015, the Airport was \$45,807.38 better than budgeted. Darla said she may have to amend the budget before the fiscal year ends based on the Chennault revenue because of having a variance of greater than 5% of what was budgeted. Dana Keel asked about the Chennault funds. Darla answered that she has not been given a definitive answer. Darla said since the joint services agreement states, "for the 2016 tax collection," it could probably be interpreted either way. Darla suggested having a meeting with Jackson Schrumpf, Dalton Langford and the Chennault Board to see if the payment could start this year. Darla stated that if they decide to go exactly by the joint services agreement, then they will have to give the Airport 11 payments instead of 10. Darla said the Mayor's opinion is that it would start collection January of 2016. Darla said the tax was passed in 2012. Darla stated Chennault has cut a check for \$200,000 and told her to pick it up, but she has not picked it up. Darla said she would like the Board to give them the authority to have the suggested meeting with the Chennault Board. R. K. Levens made a motion to give Darla Perry, Jackson Schrumpf and Dalton Langford authority to have a meeting with Randy Robb and/or the Chennault Board regarding the payments under the joint services agreement.

Dana Keel made a motion to accept the finance report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

X. Director's Report

Director Tim Lafleur reported he received a couple of grants from the State for the ceilometer upgrade. Chuck Stutes said it was his understanding that the State was providing the parts for the ceilometer. Tim agreed. Tim explained that the AWOS was hit by lightning again, and that is why the wind speed is out. Jackson Schrumpf asked if the Airport had insurance to cover it. Darla stated they do have insurance on equipment. Tim stated he hasn't received the bid yet, so he doesn't know whether it's enough to make a claim. There was further discussion regarding the ceilometer. Chuck explained the State is buying the part and then will contribute \$8,000 to install it. Tim explained the ceilometer is working right now for the altitude; it's the wind speed and direction that got hit by lightning. Darla said she won't make a claim with the insurance unless they know it's going to be over the deductible. Tim said the State has already ordered the part at a cost of \$23,757.25 and then they will contribute \$8,000 to install it.

Chairman Langford entertained a motion to accept the Department of Transportation's Resolution regarding the ceilometer upgrade. Wilmer Dugas made a motion to accept the Department of Transportation's Resolution regarding the ceilometer upgrade, 2nd by Joe Palermo. No opposition. Motion carried.

Tim announced that Kaough & Jones is starting to bring supplies out to the airport to begin the lighting rehab. Tim estimated the project should begin sometime this month.

Tim said he is also looking into getting a new fuel truck for the airport.

XI. Engineer's Report

Chuck Stutes reported a notice to proceed has been issued to the contractor for the lighting project, and the contractor should be calling Tim any day to begin the work. Chuck said the sealing of the runway has been postponed until after the lighting project is complete, which should be in the spring.

Chuck stated the estimate for the repairs of the roof, gutters, downspouts and misc. painting and possibly some insulation comes to \$135,000. Chuck said it is below the cap to do official bids, so they will be sending out requests for proposals to several contractors and they should be ready for the next board meeting.

Chairman Langford stated the siding on the south side of the building is in terrible condition and asked what should be done about it. Chuck said it will need to be addressed separately. Chuck suggested getting the contractor for the roofing job and then see what it would cost to repair the siding on the building. Chuck said if the amount falls below \$150,000 total, then the work can be done then without having to go out for formal bidding. Chuck told the Board that the roof project will probably take 4 to 6 weeks, so they will need to find a place for the aircraft to be moved while the work is being done. Don Chamblee asked if there was a time limit for the work to be done. Chuck answered that he hadn't seen any time limit. There was further discussion regarding the roof project.

XII. Old Business

Joe Palermo announced he will be calling a meeting on the property issue with the committee next week. Tim Lafleur announced that all of the Board and Staff names are on a list at the kitchen at First Flight to eat any time they would like. Tim said he will have a monthly menu that can be requested.

XIII. New Business

Don Chamblee brought up the retention ponds as you drive in to the airport, as well as one located on the south end with the same problem. Don said there may be plans to fix the problem that the Board is unaware of, but he wanted to state on the record that he would like to have some comment from First Flight pertaining to the standing water in those areas. Don said the water is supposed to drain within 24 hours after a 30-hour period past the last rain. Don said the water never drains. There was further discussion regarding the standing water issue.

Mr. Chamblee also stated that there are no lights in the parking lots and was wondering about the liability. Tim Lafleur said he spoke with Rhett Phillips, and he said that they have given Entergy the authorization for the lighting. Tim said the lighting will not be detrimental to the airport runway, that it will be focused on the parking lot area with lights eliminating straight down. Tim said the lights that will be adjacent to the fence line

on the north and south end will have red indicator lights for obstruction. Tim said that is not a requirement but it will be a good added feature. Tim said there will also be lights around the baseball/soccer fields. Don asked if they mentioned anything about street lighting. Tim said he doesn't know how far out the lighting will go.

Don said there are no markings on the street and no center line; so those issues may need to be addressed, also. Joe Palermo asked who would be liable if someone was injured on the road. Mr. Schrumpf said a court would decide that later, but the lease says First Flight holds the Airport harmless of liability. Darla said she has received 2 calls from people that live on Johnny Jones Road and they were complaining that the lighting in the village area was blinding. Tim Lafleur stated the lights are temporary lighting that move up and down, and they have been redirected. Don Chamblee said the issue has been resolved.

Chairman Langford reminded the Board that First Flight is still in the construction stage, and they have told Tim they would work with the Board any way they could. Tim announced they will be moving some of the temporary fencing on the apartment side (northwest portion of the airport) and will be installing barbed wire perimeter fencing on top of the Airport's fencing to go adjacent to the property they have leased. R. K. Levens asked if the units are fully furnished when they are delivered. Tim answered yes, they are fully furnished, except for the linens.

Tim told the Board if they have any suggestions for donations to let him know and he will pass it on to First Flight. There was further discussion regarding ideas for the donations. Joe Palermo suggested also doing some community service projects at the Airport like feeding those in need during the holidays. Tim told the Board that First Flight also has volunteered to provide food and snacks for the children that come out to the Airport on field trips.

XIV. Public Comments

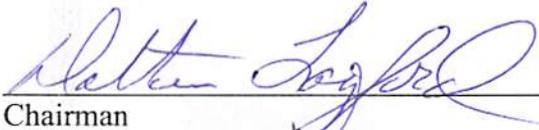
There were no public comments at this time.

XV. Chairman's Update

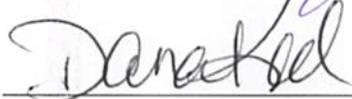
Chairman Langford suggested putting the need for a fuel truck on the agenda for next month's meeting. There was a brief discussion regarding the fuel truck issue. Wilmer Dugas reminded the Board that if something important comes up that needs to be addressed, the Board can call a special meeting at any time during the month so that it doesn't have to wait until the regular monthly meeting.

XVI. Adjourn

Chairman Langford entertained a motion to adjourn the meeting. Joe Palermo made a motion to adjourn the meeting, 2nd by R. K. Levens. No opposition. Motion carried. Meeting adjourned at approximately 5:30 p.m.



Chairman



Acting Secretary