

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
March 7, 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 March 7, 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
- ✓ Wilmer Dugas
- ✓ Mike Granger
- ✓ Tommy Little
- ✓ Ted Thompson

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

V. Approval of minutes from February 7, 2023

Ted Thompson offered a motion to approve the minutes of the February 7, 2023 regular monthly meeting, 2nd by Mike Granger. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

Tommy Little offered a motion to amend Item 11 to read Ratify contract amendment #2 for West Calcasieu Airport and Meyers and Associates, Inc. on fencing – for modification to Federal EEOC clause, payments to Engineer due to contract price reduction, and additional inspection services provided by Engineer, 2nd by Wilmer Dugas. No opposition. Motion carried.

VII. Discuss and Approve to Advertise for Bids on New Hangar B

Chuck Stutes stated that they have been authorized by FEMA and CSRS to go out for bids on hangar B. Plans are ready, so they will be ready to open for bids next week.

Tommy Little offered a motion to approve advertising for bids on new Hangar B, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Discuss and Approve to Advertise for Bids on New Terminal Building

Chuck Stutes stated that this was place on the agenda because they were hoping to have received authorization from FEMA and CSRS to go out for bids on the new Terminal Building, but they have not yet received that approval.

After a brief discussion, Missy Amidon offered a motion to approve advertising for bids on new Terminal Building, contingent upon FEMA approval, 2nd by Tommy Little. No opposition. Motion carried.

IX. Ratify contract amendment #1 for West Calcasieu Airport and Meyers and Associates, Inc. on New Terminal Building, amendment #2 on T-Hangars and Maintenance Building repairs – for modification to Federal EEOC Clause

Darla stated that CSRS left off three paragraphs of the EEOC Clause for the contracts and they need a motion to ratify the amendment.

Mike Granger offered a motion to ratify amendment #1 for West Calcasieu Airport and Meyers and Associates, Inc. on New Terminal Building, amendment #2 on T-Hangars and Maintenance Building repairs – for modification to Federal EEOC Clause 2nd by Tommy Little. No opposition. Ted Thompson abstained. Motion carried.

X. Ratify contract amendment #1 for West Calcasieu Airport and Meyers and Associates, Inc. on Hangars A, B, and C – for modification to Federal EEOC clause, payments to Engineer due to Bid Award, Curve B

Darla stated that this amendment is the addition of the EEOC clause and a modification in the engineering fee to Meyer & Associates.

Missy Amidon offered a motion to ratify contract amendment #1 for West Calcasieu Airport and Meyers and Associates, Inc. on Hangars A, B, and C – for modification to Federal EEOC clause, payments to Engineer due to Bid Award, Curve B, 2nd by Tommy Little. No opposition. Ted Thompson abstained. Motion carried.

XI. Ratify contract amendment #2 for West Calcasieu Airport and Meyers and Associates, Inc. on fencing – for modification to Federal EEOC clause, payments to Engineer due to contract price reduction, and additional inspection services provided by Engineer.

Darla stated that this amendment is the addition of the EEOC clause and a modification in the engineering fee to Meyer & Associates.

Tommy Little offered a motion to ratify contract amendment #2 for West Calcasieu Airport and Meyers and Associates, Inc. on fencing – for modification to Federal EEOC clause, payments to Engineer due to contract price reduction, and additional inspection services provided by Engineer, 2nd by Mike Granger. No opposition. Ted Thompson abstained. Motion carried.

XII. Grant Authority to Tim LaFleur to sign any amendments to contracts for no cost compliance that may be requested by FEMA/GOHSEP

Mike Granger offered a motion granting authority to Tim LaFleur to sign any amendments to contracts for no cost compliance that may be requested by FEMA/GOHSEP, 2nd by Missy Amidon. No opposition. Motion carried.

XIII. Discuss and take action giving Tim LaFleur approval to engage appraisal on commercial property

Darla stated they were looking at making an offer on some property and, if approved, they will move forward on the necessary wetlands assessment and property appraisal.

Mike Granger offered a motion approving Tim LaFleur engage appraisal on commercial property, 2nd by Tommy Little. No opposition. Motion carried.

XIV. Finance Report

Darla Perry reported that July through December 2022 they budgeted \$367,250 revenue and they are at \$445,668. The total expenses were budgeted at \$272,674 and they are at \$309,667. The difference from budget to actual is primarily due to insurance and equipment repair and maintenance. The net ordinary income was budgeted at \$30,076 and they are at \$8,243. She will watch the next few months to see if the budget needs to be amended.

After a brief discussion, Ted Thompson made a motion to approve the Finance Report as presented, 2nd by Tommy Little. No opposition. Motion carried.

XV. Director's Report

Tim LaFleur reported that they had some recent wild hog activity mainly on the west side of the airport. He has ordered an electric solar paneled fence to install into the canal.

He also stated that they met with some FEMA representatives that want to utilize the airport for a distribution center. They are looking at putting PODS and maybe some other sort of trailers. They were really excited about the location in the event of a future disaster in the area.

Mr. LaFleur also reported that they had been contacted by representatives from some local hotels wanting to offer a discount to people that fly into the area, both in Hackberry and in Sulphur. Enterprise Car Rental also wants to work out an arrangement.

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

XVI. Engineer's Report

Chuck Stutes reported there are some hangups from FEMA on Hangars A & C. They will start advertising Hangar B. T Hangar repair is about 45% complete, and the work is going well. There have been some materials issues on Hangar E, but the goal is still to have it ready for April 7.

He also reported that they are still working with the FAA with regard to the apron expansion. They have agreed to work with the airport on a change order for any materials price increases.

After a brief discussion, Wilmer Dugas offered a motion to accept the Engineer's Reports as presented, 2nd by Mike Granger. No opposition. Motion carried.

XVII. Old Business/New Business

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

XVIII. Public Comments

There were no public comments at this time.

XIX. Chairman's Update

There was no Chairman's update at this time.

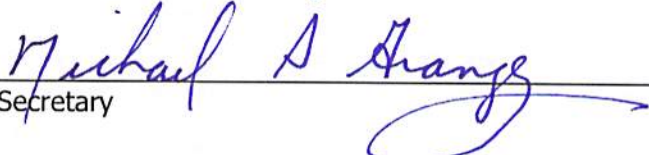
XX. Adjournment

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

The meeting was adjourned at approximately 5:02 p.m.



President



Secretary