

West Calcasieu Airport Managing Board Meeting Minutes

April 3, 2018 ~

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:30 p.m. on April 3, 2018, 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 Karen Wade 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
 - ✓ Dana Keel
- (Board Member Joe Palermo was absent.)

(Others also present at the meeting were: Tim LaFleur, Jackson Schrupf, Chuck Stutes, Karen Wade and Sheila Burton.)

V. Approval of minutes of the March 6, 2018 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the March 6, 2018 regular monthly meeting. R.K. Levens made a motion to approve the minutes of the March 6, 2018 regular monthly meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Sulphur Industrial Board – Interest in the board dissolving and two (2) members being assigned from the City

Chairman Langford told the Board that this topic was discussed. Wilmer Dugas and R. K. Levens both stated that it had not been discussed but that it had just been brought up. Attorney Jackson Schrumpf stated that he received a call from Randy Farr saying that since the Industrial Board is no longer active and only meets once a year that the City is considering doing away with it. Mr. Farve asked Mr. Schrumpf if there would be any difficulty in amending the joint service agreement to allow the City of Sulphur to take the place of the Industrial Development Board. Mr. Schrumpf said that he saw no problem with it and that it had already been amended once to bring the Parish in as a one-third party.

Mr. Schrumpf told the Board that he did not see any problem with making an amendment to the joint service agreement. R. K. Levens asked what the next step would be. Mr. Schrumpf stated that he did not think the Board needed to do anything at this time and that he thought the City of Sulphur needs to decide what they are going to do and then the Airport can tell them they are okay with it.

VIII. FFH School Donations for 2018

Jackson Schrumpf told the Board the list is on the last sheet of the package. Director Tim Lafleur explained that the sheet shows the donations from last year. Tim stated he made some suggestions to some of the board members earlier and explained that the breakdown doesn't necessarily show the schools that have attended field trips at the airport. Tim told the Board his recommendation would be to bring some of the monetary amounts down on some of the schools that have been invited but have not attended and to bring up the amounts to the schools that have shown interest and have attended. The Board discussed with Director Tim Lafleur the schools that have come to the airport for field trips and monetary amounts to be given to the different schools. R. K. Levens asked when a decision needed to be made. Tim told the Board he would like to have the amounts as soon as possible to turn in to First Flight because this is normally the month that First Flight likes to disburse moneys to the schools.

Chairman Langford suggested putting a committee together to decide on the monetary amounts and the Board could give the committee authorization to make the decision on behalf of the Board and present it to First Flight before the next meeting. Chairman Langford asked Dana Keel if she would be on the committee, and she agreed. Wilmer Dugas made a motion to appoint a committee and give them authorization to make the decision on behalf of the Board regarding how to disburse the monetary amounts to the schools and to present it to First Flight before the next meeting. The motion was 2nd by

IX. Finance Report

Chairman Langford announced that Darla Perry is absent. Dana Keel mentioned the email that Darla attached saying, "Budget to Actual year to date looks great, but I did send a follow-up memo to First Flight on head count. They have only made one payment to back invoices." Director Tim Lafleur explained that that is due to moneys they receive from their client so that they pay their head count. Don Chamblee confirmed that they are behind only on the head count. There was a brief discussion regarding the amount due for First Flight's head count. The Board reviewed the Finance Report. Wilmer Dugas made a motion to accept the Finance Report as presented, 2nd by Don Chamblee. No opposition. Motion carried.

X. Director's Report

Director Tim Lafleur told the Board that Don Chamblee and Karen Wade helped out tremendously on the 2 field trips at the end of March. Tim told the Board that KPLC came out and did a news release on the field trips, and he has a copy of it saved if anyone would like to review it. Tim announced that they received the courtesy car from the City. Tim said he picked it up today. It is a black Taurus, and it is real nice. Chairman Langford entertained a motion to accept the Director's Report as presented. R. K. Levens made a motion to accept the Director's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

XI. Engineer's Report

Chuck Stutes reported that the FAA has not appointed a project manager yet. Chuck told the Board they still have 2 projects waiting to be closed out. Chairman Langford said that some of the money should be coming to the Airport. Chuck agreed and explained that it will be money reimbursed for payments made to contractors and the engineering firm. Chairman Langford asked if both contractors were paid or just one. Tim answered that only one has been paid.

Chuck reported that they have submitted plans and specs to the State for the fuel farm project and waiting for approval. Chuck said there was a preconstruction meeting on the rejuvenation of the pavement on the apron and taxiway, and the contractor is going to advise the airport of a start date based on other projects he has. Chuck stated that the contractor has been making submittals to their office for approval on materials that will be used. Chuck projects the work should begin in April.

Chairman Langford entertained a motion to accept the Engineer's Report as presented. R. K. Levens made a motion to accept the Engineer's Report as presented, 2nd by Don Chamblee. No opposition. Motion carried.

XII. Old Business

Don Chamblee asked for an update on the School Board issue. Chairman Langford said he spoke with Rhett, and Rhett told him the Board could send a letter but asked that they not go to the School Board and make a presentation.

Wilmer Dugas asked for an update on Rita Fontenot's plane. Director Tim Lafleur reported that her first bill was sent this month.

XIII. New Business

There was no new business to come before the Board.

XIV. Public Comments

Karen Wade announced that she will be attending the board meetings on a regular basis since she has been helping with the field trips. Ms. Wade said her organization, the Ninety-Nines, have asked to be more involved at the airport. Ms. Wade told the Board that she reached out to someone she knew on the School Board and asked about the legal issue with First Flight and she was told by the School Board member that she thought the issue was only in committee and that the whole board was not aware of the issue with First Flight. Ms. Wade also stated that someone she knows has connections in Baton Rouge that could possibly help with the FAA issues.

XV. Chairman's Update

Chairman Langford recognized Karen Wade for her participation in helping Director Tim Lafleur with all of the field trips and thanked her for her service. Ms. Wade commended Director Lafleur for all of his work reaching out to the kids in the community. Ms. Wade said she feels like it benefits everyone and would encourage the Airport to continue to get the youth involved in programs they otherwise may not have known about. Chairman Langford told Ms. Wade that the Airport Board was a genius for hiring Mr. Lafleur as the Airport Director and should be applauded.

R. K. Levens asked what the head count is currently at First Flight. Director Tim Lafleur announced it was 670. Dana Keel asked what the number needs to be to break even, and Tim answered he was not sure. Mr. Schrupf stated that they are better than breaking even already. Tim told the Board that he was told they are looking at removing approximately half of the apartment sections and bringing in the singular occupancy units in their place. Tim said that will help them out because the per diem is much higher.

Don Chamblee announced that the zoning was passed the other day, no thanks to the local Police Jury members voting against it. Chairman Langford noted that that needs to be remembered.

XVI. Adjourn

Chairman Langford entertained a motion to adjourn. Wilmer Dugas made a motion to adjourn the meeting. No opposition. Motion carried. Meeting adjourned at approximately 4:55 p.m.


Chairman


Acting Secretary