

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

June 2, 2020

## **I. Call to order**

Chairman Dalton Langford (via conference call) called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:44 p.m. on June 2, 2020, 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:

- ✓ Chairman Dalton Langford (via conference call)
  - ✓ Wilmer Dugas
  - ✓ R. K. Levens
  - ✓ Don Chamblee
- (Joe Palermo and Missy Amidon were absent.)

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

## **V. Approval of minutes of the May 5, 2020 regular monthly meeting and May 20, 2020 special meeting**

Chairman Langford entertained a motion to approve the minutes of the May 5, 2020 regular monthly meeting and May 20, 2020 special meeting. Darla reported there were revisions made to the minutes for both the regular meeting and the special meeting. Attorney Jackson Schruppf explained the check amount for the First Flight account was \$290,000 instead of the reported \$190,000 on the special meeting minutes. Darla explained it was noted in the regular meeting minutes that Airport Director Tim LaFleur had signed as the authorized representative for the Cares Grant, which will be ratified at today's meeting. Copies of the revised minutes for May 5, 2020 and May 20, 2020 were

provided to the board members for review at the meeting. Wilmer Dugas made a motion to approve the revised minutes of the May 5, 2020 regular monthly meeting and May 20, 2020 special meeting, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

**VI. Ratify the Authority for the CARES GRANT for Tim LaFleur based on discussion at the May 5, 2020 meeting**

R. K. Levens made a motion to ratify the authority for the Cares Grant for Tim LaFleur to sign as the authorized representative, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.\_

**VII. Additions/Deletions to Agenda**

There were no additions or deletions to the agenda.

**VIII. Financial Report**

Darla Perry presented the Financial Report for July 2019 through April 2020. Budgeted amount was \$130,853. Net income was better than budget totaling \$157,458.71. Darla explained the bulk of the additional income was due to the additional Chennault revenue that she requested to be increased due to the assessments. Darla stated she and Tim are working on requesting \$30,000 in funds on the Cares Grant and also sending in request for supply reimbursement from DOTD for approximately \$8,000.

Chairman Langford entertained a motion to accept the Financial Report as presented. Wilmer Dugas made a motion to accept the Financial Report as presented, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.\_

**IX. Director's Report**

There was no Director's Report given at this time.

**X. Engineer's Report**

Chuck Stutes reported an informal walk-through was done about 2 weeks ago with the contractor on the T-hangar project, and the electricity is now hooked up. Chuck stated they gave the contractor around a half dozen items to take care of, and most of them were related to the overhead doors. The contractor will contact Chuck when the list is complete. Chuck said the project is 99% complete and should be done any day now. Darla asked if the final pay request has been done. Chuck answered the only thing left is the retainage, which will be a couple months away.

Chuck said they are in the process of wrapping up the plans and specs for the lighting project. DOTD will have to check off before it will be ready for bid. Chuck thinks things should be moving forward within a few weeks.

Wilmer Dugas made a motion to accept the Engineer's Report as presented, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

**XI. Old Business**

There was no old business to come before the Board.

**XII. New Business**

There was no new business to come before the Board.

**XIII. Public Comments**

There were no public comments.

**XIV. Chairman's Update**

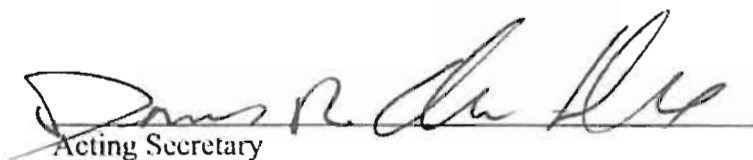
Chairman Dalton Langford apologized for forgetting about the meeting and having to be present by phone.

**XV. Adjourn**

- a.
  - i.
    - 1.

Chairman Langford entertained a motion to adjourn. R. K. Levens made a motion to adjourn the meeting, 2<sup>d</sup> by Don Chamblee. Meeting adjourned at approximately 4:50 p.m.

  
Chairman

  
Acting Secretary