

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

September 4, 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 September 4, 2018, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

## **II. Invocation**

Chairman Langford led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Jackson Schrupf and recited by all board members and guests.

## **IV. Roll call**

The following persons were present:

- ✓ Dalton Langford
  - ✓ Don Chamblee
  - ✓ Dana Keel
  - ✓ R. K. Levens
  - ✓ Joe Palermo
- (Board Member Wilmer Dugas was absent.)

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

## **V. Additions/Deletions to the Agenda**

There were no additions or deletions at this time.

## **VI. Financial Report**

Darla Perry reported the Airport budgeted \$86,837.50 in revenue for July 2018, and the actual was \$115,335.99 due to fuel sales. Darla briefly explained some of the expenses. Darla reported the net total is \$48,149.19, which is \$10,271.69 better than budget. Darla told the Board she has additional financials available if anyone would like to review

them. Darla stated she sent to all of the directors a request for Perry & Co. services to increase their monthly fee. Darla said she is asking for the request to be placed on the October agenda since she will not be able to attend the meeting.

Mr. Jackson Schrupf announced that the Chennault International Air Show will be held May 10-12, 2019. Mr. Schrupf stated that in an informal conversation with one of the Board of Directors for Chennault International Airport Authority, who is also a former member of the Southland Field Airport Board, it was suggested that Southland Field Airport should consider donating \$5,000 instead of the regular \$2500 donation. There was a brief discussion regarding the donation to Chennault International Air Show. Airport Director Tim Lafleur stated that he received a letter that is attached to the agenda packet on the last page regarding the request for donation.

## **VII. Director's Report**

Director Tim Lafleur reported that the work on the ramp and taxiway had to be cancelled this week due to the weather, but they should be back next week to start the rejuvenation process.

Tim stated the paperwork that was signed earlier had to do with the fuel farm project. Tim reminded the Board that Keiland Construction, LLC was awarded the contract, and now all of the paperwork has to be sent to the company that will actually be making the fuel farm. Tim estimates the project is still a couple months out before it will be ready to begin.

Tim said the T hangars have all been approved. They are just waiting for the paperwork to come back from the State for the grant application portion to be completed.

Darla Perry told the Board that they finalized 2 of the projects that she, Chuck and Tim had been working on. Darla said the FAA finally finalized the projects 2 years beyond the close-out time. Darla stated that she made the final draw, and it brought in about \$78,000 between mid-July and last week on the airfield lighting and the runway rehab. Darla reminded the Board that the vendors were already paid, but the Airport didn't receive the reimbursement from FAA for over 2 years. Tim said he had an assistant director come in today from FAA to introduce himself and look at the airport, and he apologized for the delay. Tim said that the ALP that the Board reviewed should have been finalized 2 years ago, and it still has not been finished on the FAA side. The assistant director told Tim that the ALP should be completed in October, but there shouldn't be any additional fees on that. Darla said the Airport should be receiving \$40,000 from the FAA when the ALP is finalized.

Don Chamblee asked Tim if the plans have been put out for bid for the new T hangars. Tim answered, "No, not yet." Mr. Chamblee confirmed that the money has been approved. Tim stated that the Airport is waiting for the grant application, and then they can go out for bids.

Mr. Chamblee also asked about the parking lot. Tim said there will be enough rejuvenation supplies left and there may be a small fee, but they will be putting it in with the process of the ramp and taxiway work. Mr. Chamblee asked if they will be able to re-stripe it, and Tim answered there will be enough material for all of it. Mr. Chamblee commended Tim for his work to get the parking lot fixed.

Chairman Langford entertained a motion to accept the Finance Report and the Director's Report. Don Chamblee made a motion to accept the Finance Report and the Director's Report, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

**VIII. Engineer's Report**

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

**IX. Old Business**

There was no old business to come before the Board.

**X. New Business**

There was no new business to come before the Board.

**XI. Public Comments**

There were no public comments made at this time.

**XII. Chairman's Update**

Chairman Langford told the Board that a car was donated to the Airport, and the insurance is outrageous. Chairman Langford asked the Board if they had any suggestions on what to do with the car. Darla said she has reached out to a local broker to put it on a separate policy and she is waiting on the quote, but the insurance on the '07 Ford Taurus is \$3400 a year. Darla said the insurance is more than what the car is worth. There was a brief discussion regarding the insurance and other options on the car. Airport Director Tim Lafleur suggested getting rid of one of the vehicles and buying a bigger vehicle due to the amount of people that are now coming into the airport. There was continued discussion on the donated car. Chairman Langford told the Board that he will get Tim to check on some options and bring them back to the Board at the next meeting.

**XIII. Adjourn**

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Chairman Langford entertained a motion to adjourn. Don Chamblee made a motion to adjourn the meeting. No opposition. Motion carried. Meeting adjourned at approximately 4:45 p.m.

  
Chairman

  
Acting Secretary