

West Calcasieu Airport Managing Board Meeting Minutes

April 7, 2015

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 7, 2015, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Tim Dougherty 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
- ✓ Tim Dougherty
- ✓ Don Chamblee
- ✓ R. K. Levens
- ✓ Dana Keel

(Joe Palermo was not present at the meeting.)

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Darla Perry, Francis Andrepont, Mayor Chris Duncan, Jackson Schrupf, Heather White, Ed Jones, Kip Coltrin, Wayne Steve Thompson, Dewayne Bruette and Sheila Burton.)

NOTE: Rhett Phillips entered the meeting during the Engineer's Report.

V. Approval of minutes of the March 3, 2015 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the March 3, 2015 regular monthly meeting. R. K. Levens made a motion to approve the minutes of

the March 3, 2015 regular monthly meeting, 2nd by Tim Dougherty. No opposition.
Motion carried.

VI. Additions/Deletions to Agenda

Tim LaFleur stated that Steve Thompson contacted him after the agenda was sent out and asked if they could address the Board at today's meeting. Chairman Langford said they would add it to the new business towards the end of the meeting.

VII. Financial Report

Darla Perry gave the financial report. Darla reported that for February the Airport did better than budget bottom line by \$3,000. Darla deferred to Francis Andrepont so he could give a report on the project they have been working on.

Francis Andrepont explained that there was a request made by the Board to the Police Jury for \$300,000 to assist with some projects for the airport. Mr. Andrepont stated he had given \$250,000 to the West Cal Port; and he would like to stay consistent. Mr. Andrepont said there was a meeting to discuss the projects of the airport, and it was agreed to afford the Airport a grant to replace the roof of the airport facility. Mr. Andrepont explained to the Board the grant will not have to be paid back. Mr. Andrepont said that next year they will discuss again how much money the Police Jury can assist the Airport with on other projects they will be working on. Darla Perry told the Board it was through Mr. Andrepont's efforts that the grant is being provided. Chairman Langford and all other board members thanked Mr. Andrepont for his efforts.

Darla reiterated how well the Airport did in February. Darla said Tim LaFleur has been working with QuickBooks and is emailing most of the statements now. Tim Dougherty makes a motion to approve the financial report, 2nd by Don Chamblee. No opposition.
Motion carried.

VIII. Director's Report

Director Tim LaFleur reported that Darla has the paperwork showing the tower beacon work has been completed. Tim said it was \$9700; and the grant was for \$9,000. Tim stated DOTD wants him to submit that to them so the Airport can get the \$9,000 back.

Tim stated he had a conference call with Chris Kelly and Danielle (Gaylor of DOTD). The Airport lighting has been approved as well as the runway rehab.

Tim said a couple of field trips to the airport have been scheduled. Fairview Elementary will be here April 29th, and Vincent Settlement's after-school care will be here June 11th.

Tim reported the bush hog should be ready by Friday.

IX. Engineer's Report

Chuck reported the Legislature is expected to meet in about a week, and they should know something by June on the Capital Outlay projects. Chuck said there are 2 projects being funded by FAA and DOTD. The first is the air field lighting with the construction project being approximately \$600,000. Chuck said their goal was to finish the plans and submit them to DOTD and FAA on May 1st. Chuck stated they are awaiting some comments from Mr. Taylor with DOTD on some specifics of equipment on the lighting. Chuck said he feels they should be able to meet the deadline.

With regards to the air field rehabilitation of surfaces and painting, there was some confusion as to exactly what was included in the program. Chuck said that Director Tim LaFleur and Chris Kelly from Meyer & Associates spoke with Danielle Gaylor, the new DOTD representative; and she told them that DOTD would fund the project, which was strictly the runway, and not include the taxiway or aprons at this time. Chuck said he thinks the stub taxiways are in there. Chuck said that next year they will get the rest of the air field. Chuck stated they are working on the plans and specifications and hope to have it to FAA & DOTD by May 1st. Chuck estimated the construction costs will be around \$100,000. Chuck explained the DOTD's process of getting the project approved, and he estimated it will be June or July before the airport goes out for bids for the full \$700,000. Chuck told the Board this is the first FAA money that has been spent in several years, so that is the reason why they were able to receive so much.

Tim Dougherty asked about the ALP workshops that the board was supposed to be having. Chuck said they are moving forward on it; and Tim LaFleur will be giving the Board the dates, which will likely be in May or June.

Don Chamblee asked Mr. Stutes if there was some way to use the taxiway as a runway while the work was being done. Mr. Stutes said they can make a request to see what they say.

Chairman Langford asked Rhett Phillips to give the Board an update on First Flight. Mr. Phillips reported things are going well, and they have been verbally awarded the bid pending final contract negotiations that are ongoing at this time. Mr. Phillips expects to receive the final notice to proceed around May 1st. Mr. Phillips stated he brought a \$5,000 check to give to Darla for First Flight's next extension. There was further discussion regarding First Flight. Mr. Phillips thanked the Board for their patience.

X. Old Business

There was no old business at this time.

XI. New Business

Chairman Langford turned the floor over to Mr. Steve Thompson and Mr. Dewayne Bruette. Mr. Thompson introduced himself as a member of the Para Pokes Sky Diving Team. Mr. Thompson gave the Board a background of his work history. Mr. Thompson

explained the purpose of the Para Pokes Sky Diving Team and told the Board they are searching for a place locally to have a local aircraft and a place to land and repack. Mr. Thompson said they would expect to use the airport's facilities once a month or once every other month. Mr. Thompson explained they would make as small a footprint as possible, if it's convenient, and not inconvenience anyone at the airport. The Board asked Mr. Thompson and Mr. Bruette questions about their jumps and the facilities they would need at the airport to accommodate their team. There was further discussion between the Board and Mr. Thompson and Mr. Bruette. Chairman Langford said they would need to consult with the airport's attorney first before a decision was made to allow Para Pokes Sky Diving Team to use the airport's facilities. Darla Perry added they will also need to check with Arthur Gallagher on the airport's insurance. Chairman Langford suggested getting a couple of board members to meet with Tim LaFleur to draw up some parameters and discuss with Mr. Thompson and Mr. Bruette to get their input to come up with a possible plan to bring to the Board for approval.

XII. Executive Session

Chairman Dalton Langford entertains a motion to call the Board into Executive Session to discuss personnel issues with Tim LaFleur. Tim Dougherty makes a motion for the Board to go into Executive Session to discuss personnel issues with Tim LaFleur, 2nd by Don Chamblee. No opposition. Motion carries.

{At this time, the Board goes into Executive Session from approximately 4:50 pm until 5:10 pm.}

Chairman Dalton Langford entertains a motion to call the Board out of Executive Session. R. K. Levens makes a motion for the Board to come out of Executive Session, 2nd by Don Chamblee. No opposition. Motion carries.

R. K. Levens makes a motion for the Board to go back into regular session, 2nd by Don Chamblee. No opposition. Motion carries.

XIII. Public Comments

Mr. Rhett Phillips brought up to the Board that their agreement talks about being interested in a hangar; but if the Airport has other priorities where they are having trouble getting funded because of FAA or someone else, Mr. Phillips said they are open for discussion on it. Mr. Phillips stated they are not tied to a specific hangar, if it will help the airport. Chairman Langford and the Board thanked Mr. Phillips for his understanding and cooperation.

XIV. Adjourn

Don Chamblee makes a motion to adjourn the meeting, 2nd by Tim Dougherty. No opposition. Meeting adjourns at approximately 5:14 p.m.


Chairman


Acting Secretary