

West Calcasieu Airport Managing Board Meeting Minutes

November 4, 2014

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:34 p.m. on November 4, 2014, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

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

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Darla Perry, Chris Funk of McMullen & Mancuso, Mayor Chris Duncan, Thomas Bourgeois and Sheila Burton.)

V. Approval of minutes of the October 7, 2014 regular monthly meeting and the October 29, 2014 special meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the October 7, 2014 regular monthly meeting and the October 29, 2014 special meeting. R. K. Levens made a motion to approve the minutes of the October 7, 2014 regular monthly meeting and the October 29, 2014 special meeting, 2nd by Joe Palermo. No opposition. Motion carried.

VI. Financial Report

Darla Perry introduced Chris Funk of McMullen and Mancuso to give the presentation of the audit. Chris Funk introduced himself to the Board and reviewed the audit with them. Chris reported that they issued an unmodified opinion on the financial statement, which is the highest level of opinion. Chris said it was a great audit with no comments and no findings. R. K. Levens asked what the term is on the long-term bonds. Darla Perry answered that one has been paid off, and the other will be due 2017. There was further discussion about the bonds. Chris Funk continued to review the audit with the Board and reiterated that it was a good audit. The Airport is in a good position with no findings. Chris thanked Tim LaFleur and Darla Perry for their assistance. Don Chamblee asked Chris if he had any recommendations for the future. Chris answered no, from an audit perspective. Chris said there will need to be an acceptance of the audit; and, with that, he will need to get some signatures on some letters. Tim Dougherty made a motion to accept the audit as presented by Chris Funk, 2nd by Don Chamblee. No opposition. Motion carried.

VII. Director's Report

Tim LaFleur reported on the homeschool field trip of October 17th and said everything has been posted to the website. Tim stated the Ford Explorer has been sold at the city auction. The check for \$480 should be sent to Darla's office soon. Gravity Drainage has been coming out and spraying the ditches.

Tim said First Flight called, and they expect to have their signatures done in the next couple days. First Flight has also begun surveying the property. CIP items have been sent to Tina Wilson with DOTD and to John Dawson with FAA. Tim reported that there is only one t-hangar available with two potential clients.

Tim stated that he has 3 bids that the Board will need to approve for the Beacon Tower. The first bid is for \$9,702.35 by Imcon. The second bid from Blue Sky Towers is for \$12,445. The third bid from Foust Company separated the items into two separate bids: tower structure bid is \$10,335 and beacon light bid is \$7,738. Tim stated the grant that the Airport has is for \$9,000. Tim also stated that the painting is included in all bids. There was discussion between the Board and Tim about the differences in the 3 bids. Joe Palermo makes a motion to accept the low bid, 2nd by Tim Dougherty. No opposition. Motion carried.

Tim reported that the phone system for the Airport is completely dead. The switch box in the electrical room shorted out; and since the phone system is so old, they cannot warranty any of the parts. Tim said a new one is on order now. The first option is \$73 a month for a 36-month lease. The second option is for \$800-\$850 to replace the whole thing. The Board discussed the two options. Joe Palermo made a motion to accept the option of the outright purchase for \$800-\$850; 2nd by R. K. Levens. No opposition. Motion carries.

VIII. Engineer's Report

Chuck Stutes reported that since the items were passed on the AIP/CIP program at the special meeting, they will now move forward with the 2 projects that were on the list, in addition to the painting project mentioned. There will be a meeting next Wednesday with the company that will be assisting with the airport layout plan.

IX. Old Business

Don Chamblee reported that they have looked at the location and the type of trailer that Omega Protein is requesting. Don said Ray White, the manager at the airport for Omega Protein, agreed verbally to everything the Airport asked for. The verbal agreement consisted of \$150 per month rental with the Airport furnishing water and parking. Don said it will be located in front near maintenance barn. Don said he feels like it will be a win-win situation. The Board discussed the location and appearance of the trailer. Landscaping and a privacy fence were options discussed to hide the appearance of the trailer. Don Chamblee made a motion to allow Omega Protein to place a mobile home on the airport property, 2nd by Tim Dougherty. No opposition. Motion carries.

X. New Business

No new business was brought before the Board.

XI. Public Comments

Joe Palermo asked about the fuel sales. Mr. Palermo complained about the poor service at Vision. There was further discussion about the fuel sales and fuel services.

XII. Chairman's Update

Chairman Langford brought up the issue of the roofing repair and when it needs to be addressed. Chuck Stutes stated the FAA program will not handle roofs or existing hangars. Chuck said DOTD does have a program for fuel farms and hangars, and they may do rehabilitation of roofs. Chuck said if they don't, they may be able to give some suggestions. There was further discussion about the condition of the roof.

XIII. Adjournment

Chairman Langford entertains a motion to adjourn. R. K. Levens makes a motion to adjourn the meeting, 2nd by Joe Palermo. Meeting adjourns at approximately 5:12 p.m.

Mattie Taylor
Chairman

Jim Doughty
Acting Secretary