

CHENNAULT



INTERNATIONAL AIRPORT

**MINUTES OF THE
BOARD OF COMMISSIONERS
REGULAR MEETING**

Wednesday, February 15, 2017

5:00 p.m.

CIAA Board Room/ 3650 Sen. J. Bennett Johnston Avenue/Lake Charles, LA 70615

ATTENDANCE

Commissioners Present:

Mr. Charles K. Dalglish, President
Mr. James G. Gobert, Commissioner
Mr. Bill Hankins, Commissioner
Mr. Kenneth W. Nabours, Commissioner
Ms. Denise Rau, Commissioner

Commissioners Absent:

Mr. Jonald J. Walker, III, Vice President
Mr. Andrew D. Hankins, Secretary/Treasurer

Others Present:

Mr. Randy Robb, Executive Director
Mr. Gerald Theunissen, Consultant
Ms. Loretta Hanks, Director of Finance
Mr. Madwight Gallien, Director of Operations
Ms. Andrea LaFleur, Executive/Recording Secretary
Mr. Michael Flatt, Northrop Grumman
Mr. Josh Arnold, Centerra Group, LLC
Mr. Joe Torres, Million Air of Lake Charles
Dr. Neil Aspinwall, SOWELA Technical Community College

CALL TO ORDER

President Dalglish called the meeting to order at 5:00 p.m. Following the Pledge of Allegiance, roll was called and a quorum was established as indicated above.

PROPOSED AGENDA

President Dalglish requested additions, deletions, and amendments to the proposed agenda and Mr. Robb announced that there were none to report.

ANNOUNCEMENTS/REPORTS

Mr. Robb reported the status of ongoing projects. Mr. Robb reported that he met with Martin Associates and CSRS to discuss the planning for a multi-modal air/sea/land cargo concept for Chennault. Mr. Robb reported that he was interviewed by Ron Starner of "Site Selection" magazine with the emphasis of the article is Southwest Louisiana Transportation Infrastructure.

Mr. Theunissen gave a brief summary of the State Budget.

MINUTE APPROVAL

PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JANUARY 18, 2017 REGULAR MEETING.

FUEL FARM TANKS UPGRADE

Mr. Robb stated the Chennault Fuel Farm currently has a capacity of 2,000 gallons (1,000 Offroad Diesel and 1,000 Unlead). Mr. Robb stated that this project would increase the fuel capacity to 4,000 gallons and will have electronic systems for tracking the fuel usage. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR THE FUEL FARM TANKS UPGRADE.**

HANGAR "A" ANNEX FLOORING PROJECT

Mr. Robb stated that Hangar "A" Annex has a moisture problem that causes issues with the flooring. Mr. Robb stated that this project will entail sealing the concrete slab and replacing the flooring. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MS. RAU, SECONDED BY MR. B. HANKINS AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR HANGAR "A" ANNEX FLOORING PROJECT.**

HANGAR "A" RESTROOM EXPANSION

Mr. Robb stated that Hangar "A" restroom quantity does not meet the requirements for the number employees who work in the hangar. Mr. Robb stated that this project will increase the number of restrooms to meet the current code. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR HANGAR "A" RESTROOM EXPANSION.**

REFURBISH THE AIR TRAFFIC CONTROL TOWER EXTERIOR

Mr. Robb stated that the construction of the Air Traffic Control Tower was completed in August 2008. Mr. Robb stated that the exterior of the tower is starting to deteriorate. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. B. HANKINS, SECONDED BY MS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND SOLICIT FOR AND OPEN BIDS TO REFURBISH THE AIR TRAFFIC CONTROL TOWER.**

PURCHASE OF NEW TRACTOR

Mr. Robb stated that the purchase of the new tractor (New Holland T-6.145 Cab, 4WD) will replace Tractor 4 that was purchased in October 2006. Mr. Robb stated that the maintenance of Tractor 4 is becoming costly. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PURCHASE A NEW TRACTOR FROM THE LOUISIANA STATE CONTRACT.**

SELF CONTAINED BREATHING APPARATUS (SCBA) EQUIPMENT

Mr. Robb stated that the Self Contained Breathing Apparatus (SCBA) Equipment exceeded its useful life and is in need of being replaced. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MS. RAU, SECONDED BY MR. NABOURS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR AND ISSUE A PURCHASE ORDER FOR THE PURCHASE OF SELF CONTAINED BREATHING APPARATUS (SCBA) EQUIPMENT.**

LEASE – LUKE’S RV SALES & SERVICE

Mr. Robb stated that Luke’s RV Sales & Service is leasing the concrete slab at Site 1 and up to 100,000 square feet of surrounding grass area and would like to renew the lease for a one year period. Mr. Robb also stated that the National Guard is amenable to the non-military use of the property since there is an out clause written in the lease. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MR. NABOURS, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO ENTER INTO A LEASE AGREEMENT BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND LUKE’S RV SALES & SERVICE.**

LEASE – GREENSCAPE HORTICULTURE

Mr. Robb stated that the lease premises (approximately 1 acre) shall be limited exclusively for a lay down area for various horticulture items. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO ENTER INTO A LEASE AGREEMENT BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND GREENSCAPE HORTICULTURE.**

SURPLUS EQUIPMENT

Mr. Robb stated that the surplus equipment consists of a JLG 800AJ 2WD Drive Hilift which was purchased in September 2001 and a New Holland TSH5A Tractor with Cab which was purchased in January 2006. Mr. Robb stated that there will be a minimum bid amount assigned to the items. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO DECLARE EQUIPMENT AS SURPLUS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ADVERTISE, OPEN BIDS AND AWARD CONTRACT(S) TO SELL THE ITEMS TO THE HIGH BIDDER(S) OR TO NEGOTIATE A SALE IF BID(S) ARE DETERMINED TO BE UNREASONABLY LOW.**

SERVICE AGREEMENT – DBT TRANSPORTATION SERVICES

Mr. Robb stated that the localizer, glideslope and outer markers comprise the Instrument Landing System along with the non-directional beacon and Automated Weather Observation System. Mr. Robb stated that the Nav aids are important systems that must be maintained by the airport. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A FIVE YEAR MAINTENANCE SERVICE CONTRACT WITH DBT TRANSPORTATION SERVICES FOR SERVICES FOR THE LOCALIZER, GLIDESLOPE, OUTER MARKER, NON-DIRECTIONAL BEACON, AND AUTOMATED WEATHER OBSERVATION SYSTEM WITH THREE DISPLAYS.**

ADJOURNMENT

PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING. With no further business to come before the Commissioners, President Dalgleish declared the meeting adjourned at 5:39 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MR. ANDREW D. HANKINS, SECRETARY