

**MINUTES OF THE
BOARD OF COMMISSIONERS
REGULAR MEETING
Wednesday, September 20, 2017
5:00 p.m.**

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

ATTENDANCE

Commissioners Present:

Mr. Charles K. Dalgleish, President
Mr. Andrew D. Hankins, Vice President
Mrs. Denise Rau, Secretary/Treasurer
Mr. James G. Gobert, Commissioner
Mr. Rico Guillory, Sr., Commissioner
Mr. Bill Hankins, Commissioner
Mr. Kenneth W. Nabours, Commissioner

Others Present:

Mr. Randy Robb, Executive Director
Mr. Gerald Theunissen, Consultant
Mr. Robert Kleinschmidt, Legal Counsel
Ms. Loretta Hanks, Director of Finance
Mr. Madwight Gallien, Director of Operations
Mr. John McMullen, Director of Maintenance
Ms. Andrea LaFleur, Executive Assistant/Recording Secretary
Mr. Michael Flatt, Northrop Grumman
Mr. Wejee Lechtenberg, Lechtenberg Consulting
Mr. Joe Torres, Million Air
Mr. Randy Liprie, Liprie Engineering LLC

CALL TO ORDER

President Dalgleish 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 Dalgleish requested additions, deletions, and amendments to the proposed agenda and Mr. Robb announced the same; i.e. **AMEND: Item #13** – Discuss and take appropriate action to authorize the Executive Director to award a contract to the responsible low bidder, Fucich Contracting, Inc., in the amount of \$118,200.00 for the CIAA Fuel Farm Depot Tanks Replacement. **Item #16** – Discuss and take appropriate action to authorize the Executive Director to award a contract to the responsible low bidder, F & W Electrical Contractors, in the amount of \$1,475,820.00 for the Airfield Lighting Rehabilitation – Phase 2. **ADD: Item #20(A)** – Discuss and take appropriate action to adopt a Resolution dedicating the Chennault International Airport Authority’s Board Room in the memory of the former Mayor Ed Watson. **Item #20(B)** – Discuss and take appropriate action to authorize the Executive Director to solicit proposals for and to award a contract for Hangar “F” Chiller System Repairs. **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 MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

ANNOUNCEMENTS/REPORTS

Mr. Robb reported that the Operations Department had conversations with Allen Taylor, LA DOTD, to locate a decommissioned Non-Direction Beacon (NDB), and Dequincy Airport has a system not being used. Mr. Robb reported that Dequincy will allow Chennault to use the equipment until funding is available from DOTD (FY 2018) to upgrade the Non-

Direction Beacon to a more sophisticated system called Distance Measuring Equipment (DME). Mr. Robb reported that all the ongoing projects are on schedule. Mr. Robb reported that he met with Jay Delafield regarding the Bond application submission. Mr. Robb reported that he met with Mayor Nic Hunter and Jay Delafield to firm up the details of the Letter of Agreement for the Economic Development Project.

Mr. Theunissen reported that October 14, 2017 is Election Day and discussed the constitutional amendments that are on the ballot.

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. B. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE AUGUST 16, 2017 REGULAR MEETING.

SWLA ECONOMIC DEVELOPMENT ALLIANCE

Mr. Robb stated that a pledge of \$15,000 per year will assist the SWLA Economic Development Alliance with its 5-year budget. **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 MRS. RAU, AND CARRIED UNANIMOUSLY TO PLEDGE AN ANNUAL AMOUNT OF \$15,000 TO ASSIST THE SWLA ECONOMIC DEVELOPMENT ALLIANCE WITH THE 5-YEAR CAMPAIGN INITIATIVE.**

BECHTEL OIL, GAS & CHEMICALS – AMENDMENT #4

Mr. Robb stated that Amendment #4 is to extend the lease between Chennault International Airport Authority and Bechtel Oil, Gas & Chemicals. Mr. Robb stated that the original fifty-three acres leased will be extended until March 2024 and the additional twelve acres leased in Amendment #2 will be extended until March 2024. Mr. Robb also stated that we have requested a five percent increase in the lease payments commencing January 1, 2019. **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 MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO SIGN AMENDMENT #4 TO THE LEASE BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND BECHTEL OIL, GAS & CHEMICALS.**

CAPITAL OUTLAY

Mr. Robb stated that the Resolution authorizes the Executive Director to prepare and submit applications for State Capital Outlay projects, to execute Cooperative Endeavor Agreements for the Capital Outlay projects as well as request for reimbursements, certifying compliance with items listed on the Request for Facility Planning and Control concurrence in Construction Contract Award form and other documents pertaining to a project. **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. B. HANKINS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PREPARE AND SUBMIT A CAPITAL OUTLAY BUDGET REQUEST FOR FISCAL YEAR 2018-2019 TO THE STATE DIVISION OF ADMINISTRATION AND TO ACT ON BEHALF OF THE CHENNAULT INTERNATIONAL AIRPORT AUTHORITY IN ALL MATTERS PERTAINING TO THE CAPITAL OUTLAY PROJECTS.**

WIRELESS SYSTEM – HANGARS E, F, & G

Mr. Robb stated that the wireless project that was completed for AAR in 2014 was to enhance their system. Mr. Robb stated that when AAR pulled their equipment out, it left our system incomplete. Mr. Robb stated that Landlocked Aviation Services requested assistance with getting the wireless system operational. Mr. Robb stated that the needed equipment has been purchased off the state contract and the installation will be completed by a Cisco vendor-distributor listed on the state contract. Mr. Robb also stated that the same vendor installed the equipment in 2014. **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 MRS. RAU, AND CARRIED UNANIMOUSLY TO RATIFY THE EXPENDITURES FOR THE WIRELESS SYSTEM CAPABILITY AT HANGAR E, F, AND G FOR LANDLOCKED AVIATION SYSTEMS.

HANGAR “F” LIGHTING REPAIRS

Mr. Robb stated that the lighting in Hangar “F” is insufficient for painting because half of the lights are inoperable. Mr. Robb stated that the scope of the contract is to supply lamps and ballast and to replace the inoperable lamps and ballast at approximately 190 locations. **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 MRS. RAU, SECONDED BY MR. A. HANKINS, AND CARRIED UNANIMOUSLY TO ENTER INTO A CONTRACT WITH GREG BLANCHARD ELECTRIC, INC., IN THE AMOUNT OF \$41,900.00 FOR THE REPLACEMENT OF BURNED OUT LIGHTS IN HANGAR “F” FOR LANDLOCKED AVIATION SERVICES.**

AIR TRAFFIC CONTROL TOWER EXTERIOR RENOVATIONS

Mr. Robb stated that three bids were received for the Air Traffic Control Tower Exterior Renovations. Mr. Robb stated that the responsible low bidder is Pat Williams Construction, LLC, in the amount of \$122,000.00. Mr. Robb stated that it is the recommendation of the architect, Vincent-Shows Architects, to award the contract to Pat Williams Construction, LLC. **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. A. HANKINS, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, PAT WILLIAMS CONSTRUCTION, LLC, IN THE AMOUNT OF \$122,000.00 FOR THE PROJECT TO REFURBISH THE AIR TRAFFIC CONTROL TOWER EXTERIOR.**

CIAA FUEL FARM DEPOT TANKS REPLACEMENT

Mr. Robb stated that three bids were received for the CIAA Fuel Farm Depot Tanks Replacement. Mr. Robb stated that the low bidder Rittiner Equipment Co. was the apparent low bidder but due to a technicality, the responsible low bidder is Fucich Contracting, Inc., in the amount of \$118,200.00. Mr. Robb stated that it is the recommendation of the engineer, Liprie Engineering, LLC, to award the contract to Fucich Contracting, Inc. due to Rittiner Equipment Co., Inc. licensing did not comply with the classifications required per the Bid Documents. **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 WITH A MAJORITY VOTE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, FUCICH CONTRACTING, INC., IN THE AMOUNT OF \$118,000.00 FOR THE CIAA FUEL FARM DEPOT TANKS REPLACEMENT WITH MR. B. HANKINS VOTING AGAINST.**

HANGAR “A” LIGHTING UPGRADE

Mr. Robb stated that the responsible low bidder is Montgomery Electric & Maintenance, Inc., in the amount of \$679,000.00 for the Hangar “A” Lighting Upgrade. Mr. Robb stated that it is the recommendation of the engineer, Lechtenberg Consulting, to award the contract to Montgomery Electric & Maintenance, Inc. **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. A. HANKINS, SECONDED BY MR. NABOURS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, MONTGOMERY ELECTRIC & MAINTENANCE, INC., IN THE AMOUNT OF \$679,000.00 FOR THE HANGAR “A” LIGHTING UPGRADE.**

UNDERGROUND UTILITY COMPRESSED AIR LINE REPLACEMENT BEHIND HANGARS “E” & “F”

Mr. Robb stated that the responsible low bidder is Blake D. Hines, Inc., in the amount of \$328,188.00, which is the Base Bid and Alternate #1 for the Underground Utility

Compressed Air Line Replacement Behind Hangars “E” & “F”. Mr. Robb stated that it is the recommendation of the engineer, Liprie Engineering LLC, to award the contract to Blake D. Hines, Inc. **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 MRS. RAU AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, BLAKE D. HINES, INC., IN THE AMOUNT OF \$328,188.00 WHICH IS THE BASE BID AND ALTERNATE #1 FOR THE UNDERGROUND UTILITY COMPRESSED AIR LINE REPLACEMENT BEHIND HANGARS “E” & “F”.**

AIRFIELD LIGHTING REHABILITATION – PHASE 2

Mr. Robb stated that the responsible low bidder is F & W Electric Contractors, in the amount of \$1,475,820.00 for the Airfield Lighting Rehabilitation – Phase 2. Mr. Robb stated that it is the recommendation of the engineer, KSA Engineers, to award the contract to F & W Electrical Contractors. Mr. Robb stated that Louisiana Department of Transportation & Development – Aviation is funding \$1,000,000.00 of the cost of the project. **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 MRS. RAU, SECONDED BY MR. NABOURS AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, F & W ELECTRICAL CONTRACTORS, IN THE AMOUNT OF \$1,475,820.00 FOR THE AIRFIELD LIGHTING REHABILITATION – PHASE 3 WITH THE AWARD OF THE CONTRACT BEING CONTINGENT ON FUNDING AND CONCURRENCE FROM LA DOTD.**

MODULAR OFFICE BUILDING LEASE – LOUISIANA MILLWORK

Mr. Robb stated that Louisiana Millwork’s administration building (Building 1350) flooded during Hurricane Harvey. Mr. Robb stated that Louisiana Millwork requested a temporary building due to mold in the building. Mr. Robb stated that the modular office lease will be for a one year period or until the new administration/warehouse building is completed. **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. A HANKINS, SECONDED BY MR. GOBERT AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO LEASE A 56X60 MODULAR OFFICE FOR LOUISIANA MILLWORK.**

AIR CONDITION RESTROOM TRAILER LEASE – LOUISIANA MILLWORK

Mr. Robb stated that Louisiana Millwork’s administration building (Building 1350) flooded during Hurricane Harvey. Mr. Robb stated that Louisiana Millwork requested a temporary building and restroom due to mold in the building and restrooms. Mr. Robb stated that the restroom trailer is required because there is not a cost effective method for using the restrooms in the modular building. Mr. Robb stated that in order to use the restrooms in the modular building, we would have to bore through 17” of concrete to install a sewer lift station. Mr. Robb stated that the restroom trailer lease will be for a one year period or until the new administration/warehouse building is completed. **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. A HANKINS, SECONDED BY MRS. RAU AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO LEASE ONE AIR CONDITIONED RESTROOM TRAILER FOR LOUISIANA MILLWORK.**

SURPLUS EQUIPMENT – DOUBLE WIDE TRAILER

Mr. Robb stated that the double wide trailer is located near Building 3009 and is no longer occupied by Northrop Grumman. Mr. Robb stated that the trailer’s location hinders the path for aircraft to Hangar “H”. **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**

MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO DECLARE A DOUBLE WIDE TRAILER AS SURPLUS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ADVERTISE, OPEN BIDS AND AWARD A CONTRACT TO SELL THE TRAILER TO THE HIGH BIDDER OR TO NEGOTIATE A SALE IF BIDS ARE DETERMINED TO BE UNREASONABLY LOW.

EXECUTIVE DIRECTOR VACATION THRESHOLD INCREASE

Mr. Robb stated that in 2014 the board members discussed increasing the Executive Director's vacation time from twenty days to thirty days per year during Executive Session, but did not make it to the floor as motion. **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. B. HANKINS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO INCREASE THE ANNUAL VACATION THRESHOLD FOR THE EXECUTIVE DIRECTOR TO THIRTY DAYS VACATION PER YEAR RETROACTIVE FROM 2014 WHEN IT WAS DISCUSSED DURING EXECUTIVE SESSION.**

BOARD ROOM DEDICATION

Mr. Dalglish stated that the dedication of the board room is to show the appreciation for Mayor Ed Watson's contribution in the development of Chennault International Airpark Authority. **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. A. HANKINS, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION DEDICATING THE CHENNAULT INTERNATIONAL AIRPORT AUTHORITY'S BOARD ROOM IN MEMORY OF THE FORMER MAYOR ED WATSON.**

HANGAR "F" CHILLER SYSTEM REPAIRS

Mr. Robb stated that the scope of work is to provide labor, equipment, parts and for chilled water pumps and valves repair/replacement. Mr. Robb stated that the chiller units are part of the painting system and provide the cooling media for the air movers. **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 MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SOLICIT PROPOSALS FOR AND TO AWARD A CONTRACT FOR HANGAR "F" CHILLER SYSTEM REPAIRS.**

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 Dalglish declared the meeting adjourned at 6:00 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MRS. DENISE RAU, SECRETARY