

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

Wednesday, November 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. 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
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. Joe Torres, Million Air of Lake Charles
Mr. Joel Davidson, NAI
Ms. Pam Doucet, O'Carroll Group

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 that there were none to report.

ANNOUNCEMENTS/REPORTS

Mr. Robb reported that Chennault received notice that we were not awarded the Tiger Grant. Mr. Robb reported that the Air Cargo Americas event was the most productive event that we had attended. Mr. Robb reported that AmeriJet is interested in a site visit. Mr. Robb reported that he, Mr. Theunissen, and Mr. Delafield will be attending the Bond Commission Meeting on November 16, 2017.

Mr. Dalgleish reported that the Air Cargo Americas Convention was very impressive and that Chennault booth was very professional.

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 MRS. RAU, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE OCTOBER 18, 2017 REGULAR MEETING AND THE OCTOBER 27, 2017 SPECIAL MEETING.

AIR TRAFFIC CONTROL TOWER ELEVATOR REPAIR

Mr. Robb stated that the Air Traffic Control Tower elevator has been a problem for some time and has become a safety hazard. Mr. Robb stated that the items to be replaced are the Controls/all wiring/buttons everything except the cab, doors, rails, cables, and machine. **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 AUTHORIZE THE EXECUTIVE DIRECTOR TO ISSUE A PURCHASE ORDER FOR THE AIR TRAFFIC CONTROL TOWER ELEVATOR REPAIR.**

CHECKING ACCOUNT

Mr. Robb stated that he is requesting to add the Executive Assistant as a signer on the Chennault accounts. **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. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADOPT THE CAPITAL ONE BANK PUBLIC RESOLUTION AUTHORIZING AND DEFINING PERSONS AUTHORIZED TO SIGN ON THE CHECKING ACCOUNTS AND TO OPEN CERTIFICATES OF DEPOSITS EFFECTIVE NOVEMBER 16, 2017.**

LANDLOCKED AVIATION SERVICES

Mr. Robb stated that Landlocked Aviation Services requested a revision to their monthly rent for the next two months (November 2017 and December 2017) Mr. Robb stated they would like to pay \$15,000 instead of \$30,000 for November and December and will make up the difference by paying \$45,000 in the first quarter (January 2018 and February 2018). **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 AUTHORIZE THE EXECUTIVE DIRECTOR TO REVISE LANDLOCKED AVIATION SERVICES MONTHLY LEASE PAYMENTS FROM \$30,000 TO \$15,000 FOR NOVEMBER 2017 AND DECEMBER 2017 AND LANDLOCKED AVIATION SERVICES WILL PAY \$45,000 FOR JANUARY 2018 AND FEBRUARY 2018.**

HANGAR "F" INSULATION REPLACEMENT

Mr. Robb stated that the insulation in Hangar "F" has deteriorated and is separating from the wall of the hangar. Mr. Robb stated that there are also some areas where there is no insulation. **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 PREPARE PLANS AND SPECIFICATIONS AND TO SOLICIT FOR AND TO OPEN BIDS FOR HANGAR "F" INSULATION REPLACEMENT.**

AIR TRAFFIC CONTROL TOWER ROOF REPLACEMENT

Mr. Robb stated that the Air Traffic Control Tower's current roof is a felt roof and is deteriorating. Mr. Robb stated that this is a preventative maintenance for roof leaks. Mr. Robb also stated that along with the roof replacement, there will be drainage improvements done. **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 AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS AND TO SOLICIT FOR AND TO OPEN BIDS FOR THE AIR TRAFFIC CONTROL TOWER ROOF REPLACEMENT.**

CARC PROPERTY

Mr. Robb stated that Joel Davidson is here and he represents CARC on the sale of their property. Mr. Robb states that Chennault has purchased the majority of the property around the CARC property. Mr. Robb stated that the CARC building flooded and the CARC staff is no longer in the building. Mr. Davidson stated that the CARC staff dispersed throughout the community at different properties and are trying to make a decision on whether or not to sale the property or rebuild on the property. Mr. Robb stated that one of the reasons that we wanted to bring it to the Board was to decide whether or not to purchase the property and demolish the building. Mr. Robb stated that the site is 5.6 acres. **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 MR. A. HANKINS, AND CARRIED UNANIMOUSLY TO GET AN APPRAISAL ON THE CARC PROPERTY.

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 5:20 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MRS. DENISE RAU, SECRETARY