

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

Wednesday, October 18, 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. James G. Gobert, Commissioner
Mr. Rico Guillory, Sr., Commissioner
Mr. Bill Hankins, Commissioner
Mr. Kenneth W. Nabours, Commissioner

Commissioners Absent:

Mr. Andrew D. Hankins, Vice President
Mrs. Denise Rau, Secretary/Treasurer

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
Dr. Neil Aspinwall, Sowela Technical Community College
Mr. Wejee Lechtenberg, Lechtenberg Consulting
Mr. Tony Guillory, CPPJ

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 #8** – Discuss and take appropriate action to authorize the Executive Director to award a contract to the responsible low bidder, Pat Williams Construction, LLC, in the amount of \$2,514,000.00 for Louisiana Millwork Administration/Warehouse Building. **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. NABOURS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

ANNOUNCEMENTS/REPORTS

Mr. Robb reported that the Operations Department met with David Darbone, SOWELA, to discuss moving SOWELA's newly painted 727-200 from Hangar "F" to SOWELA's parking lot for the November 2nd Ribbon Cutting Ceremony. Mr. Robb reported that the ongoing projects are on schedule and within budget. Mr. Robb reported that we submitted the TIGER Grant Application for the Multi-Modal Warehouse to be located at Site 5. Mr. Robb reported that he attended the Aerospace Conference in New Orleans, sponsored by the Aviation Alliance.

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. GOBERT, SECONDED BY MR. NABOURS, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE SEPTEMBER 20, 2017 REGULAR MEETING.

***CHENNAULT FACILITY MAIN SWITCH
GEAR UPGRADE***

Mr. Robb stated that three bids were received for the Chennault Facility Main Switch Gear Upgrade. Mr. Robb stated that the responsible low bidder is Lake Charles Electric Company, LLC, in the amount of \$799,723.00. Mr. Robb stated that it is the recommendation of the engineer, Lechtenberg Consulting, to award the contract to Lake Charles Electric Company, 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. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, LAKE CHARLES ELECTRIC COMPANY, LLC, IN THE AMOUNT OF \$799,723.00 FOR THE CHENNAULT FACILITY MAIN SWITCH GEAR UPGRADE.**

***LOUISIANA MILLWORK ADMINISTRATION/
WAREHOUSE BUILDING***

Mr. Robb stated that six bids were received for the Louisiana Millwork Administration/Warehouse Building. Mr. Robb stated that the responsible low bidder is Pat Williams Construction, LLC, in the amount of \$2,514,000.00. 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. B. HANKINS, SECONDED BY MR. GOBERT, 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 \$2,514,000.00 FOR THE LOUISIANA MILLWORK ADMINISTRATION/WAREHOUSE BUILDING.**

HANGAR "F" HVAC CONTROLS UPGRADE

Mr. Robb stated that the project scope is to upgrade the HVAC controls to a modern system. **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. NABOURS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND SOLICIT FOR AND OPEN BIDS FOR HANGAR "F" HVAC CONTROLS UPGRADE.**

HANGAR "B" TAIL DOOR REPLACEMENT – BAY 3

Mr. Robb stated that the tail door set screw mechanism failed, causing the door to release and free fall. Mr. Robb stated that the door must be repaired and 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 MR. B. HANKINS, SECONDED BY MR. NABOURS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS AND TO SOLICIT FOR AND TO ENTER INTO A CONTRACT WITH THE RESPONSIBLE LOW BIDDER FOR HANGAR "B" TAIL DOOR REPLACEMENT – BAY 3.**

***BACKFLOW PREVENTERS THROUGHOUT
THE FACILITY***

Mr. Robb stated that the City adopted Ordinance No. 17916 on August 2, 2017 to meet the regulatory requirement of the LAC 51: Part XII, Chapter 3. Mr. Robb stated that pursuant to State requirements and City policy, all residential or commercial owners with domestic or irrigation services one and a half (1 ½) inches or larger, and owners of any size fire service are required to have or install a testable backflow prevention device downstream of the service. **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 INSTALLATION OF BACKFLOW PREVENTERS THROUGHOUT THE FACILITY.

SWEEPER TRUCK REPAIRS

Mr. Robb stated that the engine in the sweeper truck burned up from constant use and must be replaced. Mr. Robb stated that the sweeper truck hours of operations are at least five days a week for eight hours. **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 SOLICIT PROPOSALS FOR AND TO ISSUE A PURCHASE ORDER TO THE LOW BIDDER FOR THE SWEEPER TRUCK REPAIRS.**

KSA INC. – AIRFIELD LIGHTING REHABILITATION – PROJECT 2

Mr. Robb stated that the amendment to Task Order #CWF.006 is for the construction administration, construction surveying, resident project representative, construction materials testing and commissioning services for the Airfield Lighting Rehabilitation – Project 2. **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. GUILLORY, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AMENDMENT #1 TO TASK ORDER #CWF.006 WITH KSA ALLIANCE FOR THE CONSTRUCTION ADMINISTRATION, CONSTRUCTION SURVEYING, RESIDENT PROJECT REPRESENTATIVE, CONSTRUCTION MATERIALS TESTING AND COMMISSIONING SERVICES FOR THE AIRFIELD LIGHTING REHABILITATION – PROJECT 2.**

DOTD – AIRFIELD LIGHTING REHABILITATION – PHASE II

Mr. Robb stated that the Resolution will authorize the Executive Director to accept the grant, submit reports, and sign reimbursement requests for the Airfield Lighting Rehabilitation – Phase II. **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 ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT A GRANT OFFER FROM THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT FOR THE AIRFIELD LIGHTING REHABILITATION – PHASE II, AND TO SIGN ALL APPLICATIONS, FORMS, GRANT AGREEMENTS, ASSURANCES, REPORTS AND REIMBURSEMENT REQUESTS ASSOCIATED WITH THE GRANT.**

EXECUTIVE SESSION

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. NABOURS, AND CARRIED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION TO DISCUSS EMPLOYEE MATTERS PERTAINING TO RANDY ROBB. The commissioners began the Executive Session at 5:22 p.m.

REGULAR SESSION

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. NABOURS, AND CARRIED UNANIMOUSLY TO RECONVENE THE REGULAR SESSION. The Regular Session was reconvened at 6:09 p.m. with no action taken during the Executive Session.

CHENNAULT PERSONNEL & PERSONNEL

POLICIES COMMITTEE

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. GUILLORY, AND CARRIED UNANIMOUSLY TO ESTABLISH A COMMITTEE TO REVIEW CHENNAULT PERSONNEL AND CHENNAULT PERSONNEL POLICIES.

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. GUILLORY, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING. With no further business to come before the Commissioners, President Dalglish declared the meeting adjourned at 6:12 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MRS. DENISE RAU, SECRETARY