

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

**Wednesday, April 18, 2018**

**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. 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. Gerald Theunissen, Consultant  
Mr. Robert Kleinschmidt, Legal Counsel  
Ms. Loretta Hanks, Director of Finance  
Mr. John McMullen, Director of Maintenance  
Ms. Andrea LaFleur, Executive Assistant/Recording Secretary  
Mr. Jonathan Farmer, KSA  
Mr. Mitch O'Neal, Operations Specialist  
Mr. Josh Arnold, Centerra Group  
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 Mrs. LaFleur announced the same; i.e. **ADD: Item #16 (A) – Discuss and take appropriate action to authorize the President to sign a Quitclaim Deed between the City of Lake Charles, the Calcasieu Police Jury, Chenault International Airport Authority, and the State of Louisiana for the use and benefit of the Board of Supervisors of the Louisiana Community and Technical College 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. NABOURS, SECONDED BY MRS. RAU, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

**ANNOUNCEMENTS/REPORTS**

Mr. Theunissen reported that he had a conversation with Col. Melton and was very impressed with all the things he is planning to do. Mr. Theunissen reported that he acquired from the State a document that lists every elected official in the State from the lowest level of officials to the highest along with two other documents that lists Legislatures and all the officials in State Government for Col. Melton. Mr. Theunissen reported that there are couple of events coming up, the Donkey Romp and the Elephant Stomp.

**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. A. HANKINS,**

**AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MARCH 19, 2018 SPECIAL MEETING, MARCH 21, 2018 REGULAR MEETING, MARCH 27, 2018 SPECIAL MEETING, AND APRIL 5, 2018 SPECIAL MEETING.**

***CHECKING ACCOUNT***

Mrs. LaFleur stated that the resolution will authorize the newly appointed Executive Director to sign on all checking accounts. **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 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 APRIL 30, 2018.**

***CREDIT CARD***

Mrs. LaFleur stated that Capital One Bank required that a Resolution be adopted authoring the issuance of a credit card for W. Kevin Melton to use when traveling on Chennault business. **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 ADOPT A RESOLUTION AUTHORIZING THE ISSUANCE OF A CAPITAL ONE CREDIT CARD.**

***SPECIAL TAX***

Mrs. LaFleur stated that the CIAA millage rate is 5.45 mills. Mrs. LaFleur stated that the resolution and affidavit must be adopted by the Board of Commissioners to levy the special tax. **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, TO ADOPT A RESOLUTION LEVYING THE SPECIAL TAX OF 5.45 MILLS ON THE DOLLAR OF ASSESSED VALUATION ON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE LIMITS OF CALCASIEU PARISH, STATE OF LOUISIANA, FOR TAX YEAR 2018, WITH THE FOLLOWING ROLL CALL VOTE:**

**YEAS:** CHARLES K. DALGLEISH  
DENISE RAU  
ANDREW D. HANKINS  
RICO GUILLORY  
JAMES GOBERT  
BILL HANKINS  
KENNETH W. NABOURS

**NAYS:** NONE

**ABSTAINING:** NONE

**ABSENT:** NONE

***ENVIRONMENTAL ASSESSMENT  
MALLARD COVE PROPERTY***

Mrs. LaFleur stated that the Environmental Assessment is a requirement of the FAA for any property that Chennault acquires that will be incorporated in our Airport Layout Plan. **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. A. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO TASK ORDER WITH KSA ALLIANCE TO PREPARE AN ENVIRONMENTAL ASSESSMENT FOR LAND ACQUISITION PROJECT (MALLARD COVE PROPERTY).**

***EQUIPMENT SHED***

Mr. McMullen stated that Chennault has been using the GSE Building to store our equipment. Mr. McMullen stated that our new tenant has leased the GSE Building, therefore we no longer have a covered area to protect our equipment. Mr. McMullen stated that we are requesting to construct a 26,000 square foot Equipment Building over the old tennis court slabs. **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 ADVERTISE FOR AND OPEN BIDS FOR THE CONSTRUCTION OF AN EQUIPMENT SHED.**

***FIREWATER PUMPHOUSE #1 & #2 –  
INSPECTION OF THE INTERIOR TANKS***

Mr. McMullen stated that the four tanks will be inspected and it is also a 5 year NFPA 25 requirement. **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 MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT TO INSPECT THE INTERIOR OF THE TANKS AT FIREWATER PUMPHOUSE #1 & #2.**

***FIREWATER PUMPHOUSE #1 & #2 –  
RECOAT THE INTERIOR TANKS***

Mr. McMullen stated that the four tanks will be cleaned out and recoated on the interior. **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. GUILLORY, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND TO ADVERTISE FOR AND OPEN BIDS FOR FIREWATER PUMPHOUSE #1 & #2 INTERIOR TANK RECOAT PROJECT.**

***HANGAR “E” PAINT HANGAR UPGRADE***

Mrs. LaFleur stated that bids were received for Hangar “E” Paint Hangar Upgrade. Mrs. LaFleur stated that it is the recommendation of Liprie Engineering to award the contract the responsible low bidder, Alfred Palma, LLC, in the amount of \$2,893,200.00 for Hangar “E” Paint Hangar Upgrade. **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 MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE PRESIDENT TO AWARD A CONTRACT TO THE RESPONSIBLE LOW BIDDER, ALFRED PALMA, LLC, IN THE AMOUNT OF \$2,893,200.00 FOR HANGAR “E” PAINT HANGAR UPGRADE.**

***UTILITY RIGHT OF WAY –  
LOUISIANA MILLWORK ADMINISTRATION/  
WAREHOUSE BUILDING***

Mrs. LaFleur stated that Entergy needs a right of way for the utility corridor for the Louisiana Millwork Administration/Warehouse Building for an electrical utility pole. **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. A. HANKINS, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO ENTER INTO A SERVITUDE AGREEMENT WITH ENTERGY GRANTING A RIGHT OF WAY FOR THE UTILITY CORRIDOR FOR THE LOUISIANA MILLWORK ADMINISTRATION/WAREHOUSE BUILDING.**

***BUSINESS DEVELOPMENT CONSULTING SERVICES***

**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 RENEW THE CONTRACT WITH GERALD THEUNISSEN FOR A ONE YEAR**

**PERIOD BEGINNING JULY 1, 2018 FOR BUSINESS DEVELOPMENT CONSULTING SERVICES.**

***QUITCLAIM DEED***

Mrs. LaFleur stated that the purpose of the Quitclaim Deed is to allow SOWELA to overlay a portion of Merganser Street within the SOWELA campus. **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. A. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE PRESIDENT TO SIGN A QUITCLAIM DEED BETWEEN THE CITY OF LAKE CHARLES, THE CALCASIEU POLICE JURY, CHENNAULT INTERNATIONAL AIRPORT AUTHORITY, AND THE STATE OF LOUISIANA FOR THE USE AND BENEFIT OF THE BOARD OF SUPERVISORS OF THE LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM.**

***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 5:23 p.m.

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MR. CHARLES K. DALGLEISH, PRESIDENT

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MRS. DENISE RAU, SECRETARY