

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

Wednesday, May 16, 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
Mr. James G. Gobert, Commissioner
Mr. Bill Hankins, Commissioner
Mr. Kenneth W. Nabours, Commissioner

Commissioners Absent:

Mrs. Denise Rau, Secretary/Treasurer
Mr. Rico Guillory, Sr., Commissioner

Others Present:

Mr. Kevin Melton, Executive Director
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
Ms. Haley Maynor, Administrative Clerk
Mr. Mitch O'Neal, Operations Specialist
Mr. Jonathan Farmer, KSA
Mr. Kurt Bruchhaus, Northrop Grumman
Mr. Byron Owens, CI2
Mr. Josh Arnold, Centerra Group
Mr. Joe Torres, Million Air
Mr. Joel Davidson, NAI
Mr. Joe Bonite, Rampart Completions LLC
Dr. Neil Aspinwall, SOWELA Technical Community College
Ms. Pam Doucet, O'Carroll Group
Mr. Peter O'Carroll, O'Carroll Group
Ms. Emily Fontenot, O'Carroll Group
Mr. Damon Balch, Landlocked Aviation Services

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. Melton announced that there were none to report.

ANNOUNCEMENTS/REPORTS

Mr. Melton thanked the Board for allowing him to be here. Mr. Melton reported that he met with the entire staff to introduce himself and gave a presentation. Mr. Melton reported that monthly tenant meetings will be scheduled. Mr. Melton gave a presentation focusing on the public. Mr. Melton reported that a tour will be provided to the McNeese Kids Camp on June 5th.

Mr. Cortez Gallien announced his retirement effective July 9, 2018.

Mr. Theunissen reported that he, Mr. Melton, and Mr. Dalgleish attended the Chamber Southwest Day at the Capitol. Mr. Theunissen reported that they attended the reception for those that were involved with the Chamber Southwest Day and we were able to introduce Mr. Melton to a host of individuals. Mr. Theunissen reported that they introduced to the entire delegation and met with the president of the Senate. Mr. Theunissen reported that they had lunch with Louisiana Department of Economic Development, Don Pierson.

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. A. HANKINS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 18, 2018 REGULAR MEETING.

ALLIED UNIVERSAL SECURITY SERVICE

Mr. Melton stated that this contract will provide two guards at a common gate for all tenant deliveries to access. Mr. Melton stated that tenants utilizing this gate will be Landlocked Aviation Services, Northrop Grumman and Rampart Completions. Mr. Melton also stated that the cost for the guards will be reimbursed to Chennault by Northrop Grumman and Rampart Completions. **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 AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ALLIED UNIVERSAL SECURITY SERVICES FOR TWO GUARDS.**

HANGAR "F" CHILLER REPLACEMENT

Mr. Melton stated that the chiller unit in Hangar "F" that needs to be replacement is original to the hangar (30+ years). **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 TO OPEN BIDS FOR HANGAR "F" CHILLER REPLACEMENT.**

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 5:37 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MRS. DENISE RAU, SECRETARY