

MINUTES of
AIRPORT BOARD MEETING
March 11, 2021
6:00 p.m. via ZOOM

I. **CALL TO ORDER**: Chair Jerry Godkin called the meeting to order at 6:04 p.m.

II. **ROLL CALL**:

Members Present:

Dennis Bedford
Al Clough

Jodi Garza
Jerry Godkin

Chris Peloso
Angela Rodell

Member Absent:

Jerry Kvasnikoff (notified Chair Godkin of Absence)

Staff/CBJ Present:

Patty Wahto, Airport Mgr.

Scott Rinkenberger, Dep. Airport Mgr.

John Coleman, Airport Business Mgr.

Di Cathcart, CBJ Deputy Clerk

Greg Smith, CBJ Assembly Liaison

Sherri Layne, CBJ Law

Teresa Bowen, CBJ Law

Public:

Mike Wilson, Coastal Helicopters Laurie Craig, Public

III. **APPROVAL OF MINUTES**: *Jodi Garza moved approval of the minutes of the February 18, 2021, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA**: *The agenda was approved as submitted.*

V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**: Laurie Craig complimented the amazing work done by the Airport on behalf of the eagle rescue. She said the effort was well coordinated, cooperative and worked fast. She said JD McComas climbed up a long, scary, wobbly ladder and plucked the bird out of the tree. He was spectacular. She also complimented Scott Rinkenberger on how swiftly and carefully it was organized. They moved snow using two front-end loaders so the Fire ladder truck could be backed in. It was amazingly smooth and she got to witness a remarkable rescue. She thanked them and said it was overshadowed as the eagle was euthanized. She said the effort between the Airport, the Fire Department and the Juneau Raptor Center was pretty spectacular and she wanted to compliment them. Chair Godkin thanked Ms. Craig for her involvement with the Airport trail. He said she is a person who knows a lot of history about the area and the Board is glad she is looking out.

VI. **UNFINISHED BUSINESS**:

A. Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-Sector General Permit (MSGP) Inspection Final Determination. Airport Manager Patty Wahto said this is for the original permit that ran from 2015 until July 2020. During the inspection, ADEC noted several violations

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on paperwork and that paperwork was received in November. The Airport has been working with the Airfield crew and administrative staff to insure that any reports due – either monthly or quarterly – are done and that this does not happen again. A few meetings were held with ADEC and their folks in Compliance as well as their Law Department to discuss the Compliance Order by Consent (COBC). The final fines of \$31,450 were issued on February 23, 2021. Staff tried different things to decrease the fines but no reduction was allowed. The State offers a 10% reduction in fines for prompt payment. There are now layers between Ms. Wahto, Airfield crew and Pam Chapin to make sure the documentation is done on a regular basis and does not wait until the end of the month. Ms. Wahto submitted the year-end documents early. At this point, the Airport will pay a reduced fine of \$28,533.74 for the timely close-out. The Airport will abide by the COBC.

Board Member Al Clough asked if Ms. Wahto was confident that these type of clerical errors are nipped in the bud and staff or all management is abiding by the rules of the road as someone charged with the public trust and operating with public funds flushing \$28K down the proverbial drain was a very bitter pill for him to swallow. Mr. Clough said he knows that the Airport has been doing this for a long time and knows how to do it right. He hoped that everyone realizes that it has to be done and done right. There needs to be consequences if we don't get rid of this kind of nonsense. Ms. Wahto said all of the above. Everyone involved has been taken to task. It is no different than plowing the snow. Anything done with any of the agencies is taken very seriously. When the inspection was occurring, the Airport noted that the Airport did not have all of the reports. It is being taken seriously. There is a wall calendar to know what is due each and every month.

Chair Godkin thanked Ms. Bowen and Ms. Wahto for the countless hours that it took to try to mitigate it. It is appreciated.

VII. NEW BUSINESS:

A. Federal Aviation Administration (FAA) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Grants. Ms. Wahto said the Airport received a second round of grants from the CRRSAA. The Airport was eligible for another two grants for \$3.4M. The first grant is \$3,323,788 that can be used for a lot of the same things that the CARES Act is being used for. A second grant in the amount of \$98,347 for concession assistance was received, which is for the Airport if it gives any concessionaires any type of rent relief or relief from the minimum annual guarantee (MAG). The Airport has to come up with a formula to divide it equally between the concessionaires. Similar to the first grant, the grants expire after four years, which takes the money into March 2025. Board Member Jodi Garza asked how long the \$98K would provide rent relief for the concessionaires. Ms. Wahto said this may equate to one month through a pro-rata share and provided as relief to the concessionaires.

B. Airfield Lighting Regulator Upgrades (Taxiway (TWY) Project Ineligible Cost).

As the Airport got into the lighting issues and figuring out why the lights would go out on the airfield, it was found that the regulators were overpowered for the new LED lights. As they looked at the regulators and discussed them with the contractor SECON and the lighting personnel with DOWL, they realized that the controls with the regulators would not be supported with ADB Safegate. In order to make the controls work with the new system, the Airport would have to upgrade to the ACE3 and the Airport currently has ACE2. When the FAA was asked about upgrading the nine regulators, the FAA said they would not replace the regulators and they do not pay for upgrades as that is considered maintenance. The quote that SECON received is \$118,814 for all regulator upgrades. It is unfortunate it is not FAA eligible. The FAA concurred that this is eligible with CARES Act. Staff is requesting the Board's concurrence for this upgrade. *Dennis Bedford moved to approve the ACE3 upgrades to the airfield lighting system regulators for the Taxiway Project, at a cost not to exceed \$118,814, funds covered by the Airport's FY21 Operations Budget/CARES Act funds. The motion passed by unanimous consent.*

C. Hangar Flooding/Issues. The Airport received a complaint for flooding along the Block M hangars. Airport Superintendent Scott Rinkenberger said the complaint was battling with issues of water infiltration under their hangar doors and into the hangars for several years. There was an unseasonably cold snap in February, which created a frost heave. The hangar owners allowed Mr. Rinkenberger and Project Manager Mike Greene to view the area with the hangar doors open, which allowed staff to look at the asphalt transition to the concrete floor. The asphalt had frost heave above the level of the concrete hangar floor. Water would hit the ground and roll towards the hangar door and into the hangar. With the warmer weather, the frost-heave has been reduced to almost level areas.

He noted a lot of the hangars are in disrepair. Some hangar doors have frayed rubber seals that allow the water to infiltrate from not only the ground but also the sides. Some tenants have installed flaps that now have tears or missing sections. There are some contributive acts from basic upkeep that may be contributing to the hangar flooding. Some of the hangar owners are subletting their hangar to another tenant so they are not monitoring the state of or repair status of their hangars. After a snow event, the Airfield Maintenance crew can only get so close to hangar doors with the equipment. Technically the small areas (three to four feet from the hangar doors) are part of the leased area. Therefore, there is a berm of four to six inches wide in front of hangar doors, which is the responsibility of the hangar owner to remove. With this berm of snow, the water melting on the roof, drips off of the eve and as there is no eve-drops or gutters, it falls between the hangar doors and the berm and eventually infiltrates into the hangar.

Ms. Wahto said part of this report is to address some of the issues. Frost-heave is not up to the owners, but maybe some items need to be addressed in the Minimum Standards document. This was discussed a number of years ago. If these hangars are falling apart

and owners are not in town, what does the Airport have outside of the lease? It should be more generic and point to a minimum standards document that they may need to be cleaned or checked for frayed items to stop water infiltration. She would like this item sent to the Operations Committee. Chair Godkin suggested this go to the Operations Committee for a meeting when more hangar owners are in town. That would allow more people to attend this meeting.

D. Airport Manager's Report:

1. Airport Maintenance & Operations Superintendent Position. Ms. Wahto reported that Phillip Adams has accepted the position of Superintendent. Mr. Adams is currently working as a supervisor on the airfield at Jackson Hole Airport. A lot of the duties Mr. Adams has been doing allowed him to be familiar with all aspects of the Superintendent position. His start date is planned to be April 5. The Airport looks forward to Mr. Adams starting within the month.
2. Eagle Rescue. As Ms. Craig stated earlier, an eagle was observed in distress in the trees. An all-out effort was made to rescue it, but unfortunately it did not make it. Ms. Wahto was glad that everyone got together and got the eagle down. She thanked Mr. Rinkenberger, the Fire Department, JD McComas and the Raptor Center. She also appreciated Ms. Craig's call.
3. Airport Fund Balance (AFB) and Capital Revolving Account Balance (Attachment #1). The Airport Fund Balance has been updated and reflects the FY21 and FY22 budget amounts on the first page and the proposed use of CARES Act funds rather than Fund Balance. The Capital Revolving Account has not changed.
4. Financial Model Update. Another meeting will be held with Frasca tomorrow. The consultant is working on historical reconciliation and visibility. They have completed the first phase of the project, but there is still more to do in getting through the reconciliation to make sure that everything matches up before it is brought back before the Finance Committee. She also reminded the Committee that there would need to be a discussion on allocations.
5. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineering Project Reports:
 - *COVID Updates*. The most recent information from the State may be found on the **Alaska Travel Portal at: www.alaska.covidsecureapp.com**. Additionally, more information may be found at the CBJ's website as that is the most up-to-date COVID information.

The State is currently paying Capstone Clinic for the testing services at the Juneau Airport. A traveler still needs to register and do a declaration on the State website.

Vaccines are now open to everyone in the state. Hopefully a lot of people will get vaccinated and make it easier to travel. One of the things for future travel for overseas that has been discussed is showing proof of vaccination, which will become difficult if second, third or annual shots are required.

- *Bag Conveyor Update.* The Airport plans to go out for the whole system. Staff is working with downtown and Engineering to get some procurement together, getting an idea of how to get the documents together to go out. Hopefully this will go out to bid in the next couple of months.
- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector General Permit (MSGP).* Ms. Wahto said a second meeting will be added for an airport-wide tenant meeting. The Airport is also doing best practices in June as part of the Compliance Order by Consent.
- *Disadvantaged Business Enterprise (DBE)/Airport Concession Disadvantaged Business Enterprise (ACDBE) Consultant.* The solicitation went out and the bids were received on February 25. Business Manager John Coleman reported that DOWL is the apparent contractor, but he was not sure if the protest period had ended.
- *Passenger Counts.* Ms. Wahto reported that the difference compared to a normal year is starting to close. There are still some days that are down 50% and other days down into the 20% range. A full load came in on Monday's morning flight. The numbers of positive COVID people in Juneau is staying down. Mr. Clough noted that the schedule is still very much truncated.
- *Air Traffic Control Tower (ATCT) COVID Level II Cleaning.* The Federal Aviation Administration (FAA) has requested this cleaning to continue. Mr. Coleman has worked out some contract issues with the FAA and this will begin again next Monday.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* When talking with Cox Environmental, they were expecting the last permit this week. They are finalizing the contact with residents and finalizing the report that is expected to be done in April before they start drilling. They are also coordinating the time the drillers will be in Juneau this spring. They plan to drill an additional 15 wells in April or May and then monitor them.
- *Terminal Reconstruction.* Staff continues to work on way finding signage. Staff is also working with the artists who have a connection in the 1% for Art and has been working with Dawson to get this in place. This artwork was a decision made by a committee about two years ago. They chose four artists. Some of these projects will be 'part of the furniture'. Because the Airport was able to incorporate one in the stairwell and escalator area as a barrier, it will be paid for through the grant. There are a lot of moving parts and coordination. There are several dates of completion for construction. Dawson was looking at mid-May for moving into the offices. Because of some work with communications, Dawson has requested an additional 28 days, which will push it into mid-June. Once people have moved over, the demolition of the up escalator, the upstairs and the old elevator will occur. Then they will shift and

tear down the old north end. All of it was supposed to end at the end of the year, but it may be pushed into January or so.

6. Airport Project Manager Report (Attachment #2): Ms. Wahto showed a slide show of Terminal Project work.

A heating system went down in the Sand/Chemical Building. The heat pumps are fully operational now. Daikin has sent two brand new compressors for backup. Commission of the ground source heat pump continues. These have undersized pumps for both buildings so larger pumps will be ordered. Some warranty deficiencies are being worked on: the 10,000 gallon tank for gasoline has some issues in that the exterior pump failed and allowed water infiltration to contaminate the fuel. There were questions whether or not JNU had manipulated it, which was not the case. This is a warranty issue. Gasoline is currently coming from off-site. There is also a leak in the roof, some heating problems and an issue with one of the doors.

The Demolition of the Sand Shed Project is moving along. The panels are up on the old Channel Flying hangar. They are working on the flashing and wall-based flashing right now. They still have the roof panel connection to work on and working on where the permanent fence will be. It is hoped that this project will conclude by the end of March.

The Taxiway Project continues airfield work on the Airfield Lighting Regulator Vault (ALRV) next to the Snow Removal Equipment Building. They are finishing up on the electrical, HVAC, fire suppressant system and the heating pump systems. Staff is looking at the move of the lighting control system in May.

VIII. **CORRESPONDENCE:**

- A. Letter from Glory Hall being worked on by Community Development, the Law Department and the Airport. This cannot be discussed at this time.
- B. A Board Member 101 Training is being put on by the City in March.

IX. **COMMITTEE REPORTS:**

- A. **Finance Committee:** No report. It is hoped to hold a meeting within the next month.
- B. **Operations Committee:** Committee Chair Al Clough suggested deferring the next Operations Committee meeting to after the normally scheduled April Board meeting.

X. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Greg Smith reported the Assembly issued \$22M in bonds approved by the voters for repair of the schools, parks, streets and other public infrastructure, including Centennial Hall. The Assembly adopted a downtown property tax abatement and an emergency ordinance for testing and traveling to Juneau, thinking it was going to be a short-term fix. There is some action on this at the Legislature. There is a sunset date on the ordinance of May 1. The Assembly is looking for a more consistent and uniform policy across the state versus patchwork. He thanked the Airport

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and the contractor for being flexible. The Assembly is kind of preparing for a potential GO (General Obligation) Bond by the State or maybe an infrastructure program. They are looking at some projects for consideration by the Legislature. The new Federal stimulus bill was signed today. They are waiting to hear more about it, but there was money for schools, \$350B for states and municipalities, etc. The cruise ship season is a big question mark.

XI. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

XII. **BOARD MEMBER COMMENTS:** Al Clough noted it is worth highlighting that the sand shed is finally being put to bed. It has been going on for a long, long time and it is very gratifying seeing it be resolved and resolved properly in putting both sides of that property to good use. Congratulations for finally getting that thing done. Good work.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:**

A. The next regular Airport Board meeting will be held on April 8, 2021, at 6:00 p.m. via ZOOM.

B. The Assembly Finance Committee meeting for the Airport budget presentation is scheduled for 5:30 p.m. on April 21, 2021, via ZOOM. This meeting will follow a Special Assembly meeting scheduled for 5:00 p.m.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *Chris Peloso moved to adjourn. The meeting adjourned by unanimous consent at 7:26 p.m.*