

MINUTES of
AIRPORT BOARD MEETING
February 11, 2020
Glacier Fire Department Training Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:00 p.m.

II. **ROLL CALL:**

Members Present:

Dennis Bedford
Al Clough

Jerry Godkin
Dennis Harris

Chris Peloso

Members Absent:

Jodi Garza

Angela Rodell

Staff/CBJ Present:

Patty Wahto, Airport Mgr.
John Coleman, Deputy Airport Mgr.

Catherine Fritz, Airport Architect*
Rob Edwardson, CBJ Assembly
*via phone

Public Present:

David McDermott, TSA
David Epstein, Public

J.D. McComas, USDA Wildlife Biologist

III. **APPROVAL OF MINUTES:** *Chris Peloso moved approval of the minutes of the January 14, 2020, Board meeting. The motion passed by unanimous consent.*

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

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

VI. **UNFINISHED BUSINESS:**

A. Aqueous Film Forming Foam (AFFF) Polyfluoroalkyl Substances (PFAS) Contamination Testing Update (Attachment #1). Airport Manager Patty Wahto said Attachment #1 is the most recent information. There is a draft report out that has gone over the soil samples and groundwater samples. This will be submitted to the Alaska Department of Environmental Conservation (ADEC) for their review and to formulate a plan. Last month one soil sample came back from near the Fire Hall that had contamination levels. The groundwater samples show notable contamination in three sites: MW3 (near the EVAR (emergency vehicle access road), but directly out from the east finger), MW4 (at the far end of the EVAR almost past the float pond) and MW6 (near the Fire Hall). The results indicate these three sites exceed the clean-up level that is required for the various types of PFOS (perfluorooctane sulfonate) and PFOA (perfluorooctanoic acid). All numbers are preliminary.

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Ms. Wahto is also working with the CBJ (City & Borough of Juneau) Manager's Office and Engineering, who is working at the training center site for contaminated soil. This is a developing story. This will also investigate anyone still using wells in the area. The chemicals are things that stay and may continue through the food chain. The Airport is concentrating on the PFAS from the firefighting foam. PFAS are found in a lot of things, plastics, pans, etc., with non-skid coats. They are no longer manufactured in the USA, but people may still have them. Because of the quantities that were put into one area through the foam, she thought this is why it is starting with airports and foam. The City is working with Cox Environmental to disseminate this information to the public. Ms. Wahto has contacted the FAA (Federal Aviation Administration) regarding the ability to use AIP (Airport Improvement Program) dollars for cleanup. AIP dollars cannot be used. This has been forwarded to the DC Lobbyist because it is a big thing nationwide.

VII. NEW BUSINESS:

A. **Airport Manager's Report:**

1. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balance (Attachment #2). Attached are the monthly AFB and CIP balances. Funding for the Terminal Project is now in place. In April 2019, the Airport approved the transfer of \$675,000 from the CIP Revolving account to forward fund some of the pre-construction work and remaining design work for the Terminal. This was not needed and can be transferred back to the CIP Revolving account. CBJ Finance Department is still working on crediting the revolving account (CIP account restored to \$819,246). Staff has also removed the \$136,000 commitment of AFB for the FY19 operation budget; no longer needed. The calculations for AFB are still pending Finance Department review, so the slight revenue overage in FY19 is not shown at this time.
2. Honsinger Pond Access. Bicknell is working with the State of Alaska Department of Transportation for access to this property. The public meeting scheduled for February 25 at 7:00 p.m. in the Assembly Chambers will be to develop plats of the area and has nothing to do with the access. Staff will add comments and make sure that the covenants are in any plats or sales of the property.
3. Chris Childers, Airfield Senior Equipment Operator and Supervisor for night shift, has accepted a job in Homer. His last day was February 7. He will leave a big void in the Airfield crew. He was wonderful to have on staff. We wish him the best of luck in his new adventures with the Homer Airport. The position will not be filled, but some of the senior Operators will split the time to be supervisors in the department.
4. Hot Topics. The following is a list of ongoing topics that staff is working on in addition to the regular Architect and Engineering Project Reports:

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- *FAA Compliance Land Use/Financial Letter (January 2019)*: The Airport is working on the demolition of the old sand shed, which works hand-in-hand to possibly purchase the adjoining property.
- *FAA Disabilities Compliance and Title VI Review*. The plan has been finalized in house and is being reviewed with the downtown ADA coordinator, which is the Deputy City Manager. Once that is complete, the plan will be submitted to the FAA with the remaining compliance issues and hopefully close out that compliance letter that goes back to 2017.
- *TSA (Transportation Security Administration) will be cancelling janitorial contracts at airports nationwide*. This will show up in the budget. TSA is still paying for utilities for their equipment. This will impact the Airport budget by \$54,000 per year. The DC Lobbyist has been brought into this also. This includes the supplies and time for cleaning. This will begin after the current fiscal year that ends on September 30. This will be for the public areas of bag and passenger screening. Offices and the break room are leased to TSA.
- *Alaska Occupational Safety & Health (AKOSH) citation mitigation and safety purchases of \$34,000 in-lieu of penalties* were approved by AKOSH. The items that were ordered came in less so staff is looking to get approval to buy \$4,000 more in safety needs.
- *Terminal Reconstruction*:
 - o New Generator and Electrical feed are being tested and transferred over this week. This will be a phased transfer.
 - o Temporary relocation of space for affected parties is almost complete. Finalizing move for Alaska Air Operations and Wildlife Services.
- *Notice of Default for hangars* have all been rechecked and are good. Staff is working through the tie downs on a case-by-case basis.
- *Exit Lane System*. Notice to Proceed has been given to Island Contractors. A meeting was held with the manufacturer of the system to look at some of the pre-programmed operation options – lock out systems, how the door would function in different modes. This will take a while to manufacture, but just over two weeks for installation.

5. Airport Engineer Report (Attachment #3): Ms. Wahto said the *Snow Removal Equipment Building (SREB)* and the *Sand/Chemical building* have related items. International Door, the manufacturer and installer of the doors, is on site at this time to repair some roller bearings on the auto doors, which were incorrectly installed. This is a self-recall that they are taking care of. This should be done by February 18. While they are here, staff is working to have them repair the wash bay siding that was impacted by one of the pieces of equipment going into the building. This will save money on travel costs. The cost is expected to be \$4,000. Risk Management has been contacted regarding insurance for this accident.

The Airport is working with ECI, the designers of the SREB, to design heavier wash bay grates due to heavier equipment. This will go out for Request for Quotes.

The Taxiway (TWY) A Rehabilitation notes the general contractor, SECON, has already worked with Community Development regarding a Conditional Use Permit to operate a temporary asphalt batch plant on Airport property. Community Development will continue the permit and allow it to be used for the taxiway project. A pre-construction meeting will be held in late March. The startup for this project is April 1.

6. Airport Architect Report (Attachment #4): Airport Architect Catherine Fritz reported the punch list items continue for the Sand/Chemical Building and get final training complete. The project will not be finalized until late spring due to the failed heat pump.

ECI Architects is working with PND Engineers to design the solution to bring the sand shed down. Ms. Fritz asked Sean Carlson to look at their schedule to determine when they would like to get started on the design documents, recognizing that the construction will not begin until October 2020 to minimize the impact to Coastal Helicopters. This will be a combination of meetings with the Lokens, and how the demolition will be approached. She thought preliminary meetings and some as-builts in more detail will be done by early April.

The Terminal Construction is going fast and furious. Notice to Proceed was issued on Friday. Dawson is officially on board at this point. All of the subcontractors are in place. The pre-construction conference has been scheduled for February 19. It is expected that the temporary fencing and dividers in the terminal will be going up shortly after that meeting. Everyone has pretty much been moved into their temporary quarters. The Police office, the Terminal Maintenance staff, the Wildlife Officer (over to the SREB), and the FAA equipment transfer are all going very well. Staff is extremely pleased with the electrical service project. The new generator is beautiful, in place and fully operational. The terminal is fully on the new service at this point. The remaining fiber connections are to relocate the airfield lighting control to the first floor of the tower, so they will be out of the demolition zone and out of the FAA equipment room. This will be totally segregated now by what is owned by the Airport and what is owned by the FAA.

The meeting with the FAA was held with three people (Project Manager Pat Zettler, Grants Manager Brad Garland, and our Planner Jonathan Lindquist) to look over the AIP program. The plans for the terminal were discussed, as well as the eligible and ineligible components. They totally agreed with what staff presented. The agreement is 71.6% eligibility for FAA AIP, with 28.4% ineligible. This is slightly better than

the 70/30 ratio that the financial model was built around, which means the project is in good shape financially moving forward.

Ms. Wahto said Kristi Warden and her Deputy stopped in today and they were able to see the construction in the terminal. They were pretty thrilled about this project moving forward. Ms. Fritz said the FAA has located possible discretionary funding for either the Terminal or other AIP projects. They are very keen to the Airport's needs and the fact that the entitlements will be tied up for four years with the terminal. They are sensitive to seeing if there is any way to get discretionary funds to either free up the PFC (Passenger Facility Charge) money, if it is for the terminal, or perhaps fund some other projects that are on our list for the next few years. Ms. Wahto said that as the Airport goes between small hub and non-hub (which is where the Airport is currently), there is eligibility for discretionary funds. The fact that the Airport is using four years of AIP dollars, but that does not cover all of what would be AIP eligible, and, therefore, the Airport is using PFC funds.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** Ms. Wahto reported the Finance Committee will meet Friday, February 21, 2020, at 2:00 p.m. in the Glacier Fire Station Training Room.

B. **Operations Committee:** Committee Chair Al Clough had nothing to report.

X. **ASSEMBLY LIAISON COMMENTS:** Rob Edwardson, CBJ Assembly Liaison, discussed the side boards for an empowered board's manager's authority compared to what is the power of the City Manager for procurement, etc. The Airport Board went to the Assembly for authorization for something and they didn't give it. Behind the scenes, Mr. Edwardson was arguing with the City Attorney's office that the Airport Board Manager does not have to go to the City Manager for it. He will continue to argue this as he can. Mr. Edwardson said when he came to the City he was not a big fan of empowered boards. He is more so now. He has not been blindly loyal to empowered boards. For some of the boards there are some ordinances. For some of the boards there are some empowering regulations, but there are rules to follow. The thing that was contemplated was that empowered boards were going to run a portion of the City's government for the City with oversight by the Assembly. Although the City did not agree with him, he said he will take another stab at it as he has time. With every empowered board, the manager answers to the board and then the board answers to the Assembly and there is no intervening authority. There are for specific things set out in law or ordinance, but in general, if the Board checks the boxes, then basically the Board answers to the Assembly, not the City Manager. He said this is a torch that he will carry forward and try to either get consensus or not, with some sort of satisfactory answer of why it isn't the case. He believed the managers work for the board and the board works for the Assembly. He believed that when the ordinance or regulations read "manager" of the board it means the

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department manager, not the City Manager. He thought given appropriate time, this could be cleared up. It had caused some problems where it should not have.

Chair Godkin asked if Mr. Edwardson thought that at the future meeting with the Assembly to discuss the budget or mini get together, that maybe that topic would be a good one to discuss. He said he had seen the full gambit of very little input from the Assembly and this Assembly, more so than any other one, has taken an interest in what boards are doing. He didn't think there had been as much oversight from the Assembly nor from the City. The Board strives to have the manager work with the City on all levels and he liked the cohesiveness. He said if this needs to be discussed with the Assembly at a later date, or maybe that should be a topic on the list for all boards. Mr. Edwardson said he thought it would be appropriate at the beginning of each year until about a third of the way through the year when the Assembly meets in joint board meetings with the empowered boards. He thought if there was a resolution before that, the Assembly could talk about it with the boards. He agreed that there needs to be some sort of adhesive between the board and City staff, but he did not think it should be at the expense of the independence of the board itself. If the Assembly thinks so, then perhaps they should change the criteria with how they interact with the boards and do it in a public manner; not just necessarily an independent administrative manner.

Board Member Al Clough appreciated Mr. Edwardson looking into it as he had been on both sides of boards and empowered boards. He said in a perfect world there is a very close operating synergy between the agencies and the empowered board and the downtown organization to get on the scale. That is all well and good and that is how it should be, but when an agency such as the airport is hired and rated by this empowered board, but downtown objective is to come in and essentially direct what is going on, it put all of them in a very uncomfortable position that is adversarial and this is not good. He appreciated Mr. Edwardson looking into it and putting on some side boards. What happened a few weeks ago was an unfortunate path that shouldn't have happened. Board Chair Godkin said it is hard to overlap because everyone is trying to do their job and the overlapping causes a lot of consternation, too, as to how the board can best work with downtown.

Mr. Edwardson said the synergistic relationship can be facilitated a lot easier when everyone is approaching all situations with the same understanding, definitions and boundaries. The one thing that concerned him was the relationship between the Assembly and the boards. The boards have a great deal of leeway, but the Assembly has leverage to try to make something happen. The biggest one is the budget. The questions that they can ask and either give or not approval during the budget process. The other is by appointments. That was the way it was envisioned. The Assembly can say they don't like the direction and the board continues to go in that direction, then the Assembly influences that through who they appoint based on people's background and that sort of thing. It is a long-term thing. That is why they are staggered three-year terms. By the time an issue reaches a point where you are thinking a new appointment, then some of the Assembly are

gone. The Assembly really has to think hard about what they don't like and whether or not it is actually in the purview of the specific board or not. That is between the Assembly and the board and he thought that was the way it should stay.

The Assembly budget meeting that addresses the Juneau International Airport will be held on April 8. The Assembly works on the City budget for seven to eight weeks and will continue until about mid-May. The City Manager will submit his proposed budget to the Assembly. If they don't take action on it, the Manager's budget takes effect on July 1. It compels the Assembly to get their budget work done, which he thought was a cool thing. Each of the meetings are public. He urges people to attend the meetings and bring their children.

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

XII. **BOARD MEMBER COMMENTS:** Dennis Harris noted the Manager had listed the ongoing Title 49 issue. He was concerned that spring will be here, the vegetation will erupt, homeless people will camp under the trees and they won't be seen. He suggested that the Chair, with the assistance of the Manager, might write a letter to the Chairman of the Planning & Zoning Commission telling them that this is a crucial issue for us. Even though they have had problems getting quorums for meetings, at the very least the change is necessary for the Airport to trim the trees and still provide shade for the creek. This needs to be taken care of before the growing season starts. He said when he had a conversation with Mr. Haight last fall, he said they were swamped. Mr. Harris told him it was needed and it was not just an issue for the Airport. It is an issue for other public agencies that have to deal with controlling camping by homeless people. Anything that can be done to light a fire under the Planning Commission would be helpful. Chair Godkin said he would refer with the Airport Manager on this subject.

XIII. **ANNOUNCEMENTS:** None.

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

A. The Airport Board Finance Committee will meet to discuss the budget on Friday, February 21, 2020, at 2:00 p.m. in the Glacier Fire Station Training Room.

B. The next regular Airport Board meeting will be held on March 10, 2020, at 6:00 p.m. in the Glacier Fire Station Training Room.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *Dennis Harris moved to adjourn. The meeting adjourned by unanimous consent at 7:00 p.m.*