

MINUTES of
AIRPORT BOARD MEETING
June 13, 2017
Alaska Room, 6:00 p.m.

- I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 6:00 p.m.
- II. **ROLL CALL:**
Members Present:
Dennis Bedford Dennis Harris Martin Myers (by phone)
David Epstein Joe Heueisen Angela Rodell
- Member Absent:
Jerry Godkin
- Staff/CBJ Present:
Patty Wahto, Airport Mgr. Trinidad Contreras, CBJ Law
Marc Cheatham, Dep. Airport Mgr. Scott Rinkenberger, Airport M&O Sup't
Catherine Fritz, Airport Architect Keith Walker, Fire Department
Ken Nichols, Airport Engineer
- Public Present:
Irene Gallion, DOWL
- III. **APPROVAL OF MINUTES:**
A. *David Epstein moved approval of the minutes of the May 9, 2017, Board meeting as presented. The motion passed by unanimous consent.*
B. *David Epstein moved approval of the minutes of the special Board meeting of May 31, 2017, as presented. The motion passed by unanimous consent.*
- IV. **APPROVAL OF AGENDA:** *David Epstein moved to approve the agenda as presented. The motion passed by unanimous consent.*
- V. **PUBLIC COMMENTS:** None.
- VI. **UNFINISHED BUSINESS:** None.
- VII. **NEW BUSINESS:**
A. **Airport Manager's Report:**
1. **Potential State of Alaska Government Shut-down.** Airport Manager Patty Wahto said there is a potential State government shut-down. Even though we are not a State-run airport, there will still be a lot of impact from anything that shuts down with the State – from government travel through the airport, services, etc. – that impact everyone. She hoped it would get worked out shortly.

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2. LifeMed Alaska Grand Opening – Open House. LifeMed Alaska began operations on May 1, 2017, operating out of the Wings Airways hangar. They will have their grand opening on June 24th from 12:00 to 4:00 p.m. Everyone is invited.
 3. Transportation Networking Company (TNC) Update. After the last Board meeting, the regulation that the Finance Committee and the Board approved for the TNC rates and definition of a TNC went out for the 21-day public comment period. There is a State of Alaska bill that may impede the Airport's ability to assess certain regulation fees; therefore, it is under review by the City Law Department. It may be amended or postponed.
 4. Staff News. Kelsey Thompson is the new Badging Officer. She came from a full-time Dispatcher position at Juneau Police Department (JPD). She is now more full-time at the Airport and will continue working as a Reserve Dispatcher with JPD. Sgt. Chris Burke with JPD retired. He will be working on the Governor's detail. Sgt. Chris Gifford will now head the Airport detail.
 5. Airport Engineer Report (Attachment #1): Airport Engineer Ken Nichols reported there will be a Committee of the Whole in August to discuss the Airport Sustainability Master Plan. The draft of the document should be delivered this week. Gate 5 and the Cargo Hard Stand Projects are not done yet. The rebar is in town and the contractor is supposed to begin installation, with a concrete pour for Gate 5 on Thursday. This will hopefully get Gate 5 back in service next week.
- Proposals on the float pond improvements have been received. As there is an inconsistency in one of the proposals, Contracts is still reviewing them. There are a couple of components to this project. One is the flapper valve that controls the water level by allowing the tide to come in and stopping water from rushing out when the tide goes out is worn out and needs to be replaced. This is planned to be replaced with a positive closure valve that allows the Airport to control the pond from getting too high. The south road is lower than it should be and receives quite a bit of wind and wave action. The floats need to be raised and rip rap placed alongside of the road.
- Mr. Nichols met earlier in the day with several City departments and Bicknell on the Maplesden Access project. The Storm Water Pollution Prevention Plan (SWPPP) has been modified to indicate the Airport will be using a new deicer. By changing deicer chemicals and after a certain number of events where the Airport does not have events with the urea indicator in the samples, one of the sampling requirements can be dropped. The new deicer is on hand.
6. Airport Architect Report (Attachment #2): Airport Architect Catherine Fritz reported staff has been very busy, primarily on the ARFF (Aircraft Rescue and Fire

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Fighting) Building and the SREB (Snow Removal Equipment Building). The ARFF Building has reached substantial completion for most areas, with a couple of areas that lag. There was a really difficult performance by a subcontractor late in the job and it has had a trickle effect of affecting everything. The ARFF crew is very excited to have the facility. Unfortunately, they will not be parking the ARFF trucks inside for a few weeks, because the vehicle exhaust system that was specified was not correct. Staff is trying to reconcile what the contract documents had in them, what the contractor should have provided versus what the Airport needs them to provide now. Correcting the error is taking some time to resolve. The ARFF trucks are parked on the secure side, but not inside the building. The project has gone very well. The change order (but for two) have all been approved by the Federal Aviation Administration (FAA). The change order percentage is less than one percent of the project.

The SREB structural steel and concrete foundation were constructed in May. It is very exciting to see the building growing out of the ground. The ducking is on, which means the facility is basically undercover now. A lot of underground piping work is going on in the slabs of the main floor. The next piece will be the structural slabs themselves and a lot of the electrical and mechanical will start falling into place. A sewer line issue is being resolved hopefully by this week. Then the contractor will be able to go forward with relocating the City's force main that is on the Airport's property.

Staff formed a concept for the next phase of work for the SREB. It will include a wash bay and another maintenance bay (called the lube and oil bay), which are the critical pieces next in line. The drawings will be done early this summer, the bids will go out in the fall and the construction will occur next spring.

The Passenger Boarding Bridge contract was awarded to the second team. A planning meeting was held to get a clear scope of what is wanted for a new Gate 2 Passenger Board Bridge. A construction documents contract is now under way. The documents are being pulled together very quickly so that a bid can go out in late July. Construction will start in the spring, maybe late winter. It is expected this will take about a year. When asked when Alaska Airlines would cease using Gate 2 for cargo operations, Mrs. Wahto replied they would stop using cargo/combi planes at the end of 2017.

The electrical panels work will be starting soon. A preconstruction conference was held in May. The work is being scheduled once all of the materials are in town and on hand, so that once this begins, it will be a very intense night effort so that operations are not affected.

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The bid documents for the radio coverage project are in Engineering and have been let for bid. The exterior "Juneau International Airport" sign contract has been signed by the contractor. The Projects Office is very busy.

7. Airport Superintendent Report (Attachment #3): Airport Superintendent Scott Rinkenberger reported the Airfield Division volunteered for a consultation/inspection by OSHA. The inspector is actually a consultant, who does have enforcement powers; however, this was a confidential consultation. Only three City departments have participated in this voluntary safety consultation: CCF/R, some component of City Streets, and the Airport. Overall, the Airfield Division did very well for the age of the building and the housekeeping – maintaining a safe and well-organized work area. There were 11 hazards that were agreed upon as serious in nature. Most of them were somewhat minor, but had a potential for injury. A majority of them were open fluorescent light fixtures with the tube but no plastic sleeve on it. If someone happened to hit the light, the shards would fall all over. Staff purchased and installed the sleeves.

The blow down nozzles used for blowing out debris were considered hazardous because they did not reduce the pressure to 30 psi. According to OSHA, it only takes 19 pounds per square inch to break skin, so the blow down tools were replaced with regulated nozzles. Several breaker boxes had missing conduit where a person could inadvertently get electrocuted. Chatham Electric went through all of the breaker boxes to insure the punch out holes were replaced. Other small items were fixed, as well.

OSHA provided 30 days to rectify the 11 hazards. The repairs were done for under \$3,000. This made the workspace much safer. The close-out letter commended the Airfield crew for their efforts and diligence in rectifying the hazards. Aaron Dean is the de facto Safety Officer and was instrumental in working with the inspector and rectifying these hazards. He made it a very quick and easy inspection for everyone.

Mr. Rinkenberger and Tyler Adams expressed their concerns on revisions to Title 49 at the Wetland Review Board (WRB) in May. They indicated they recognized the spirit of the ordinance and were there to offer any type of suggestions and constructive criticism as far as requesting a variance or some type of permit to trim trees that have continually been a problem in Jordan Creek. He said the ordinance is so restrictive that it does not allow staff to get in and maintain the area or conduct any type of visibility to the area where it is actually creating more harm to the creek than it protects. A lot of the transient trash ends up in the creek. Mrs. Wahto said a WRB meeting will happen this Thursday at 5:15 p.m. at the Valley Library. She intends to attend the meeting. Tyler Adams was trying to get the Habitat Biologist who does the fish and streams to attend the meeting also. He was the one that wrote the report

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backing up trimming the trees for visibility while still allowing protection for the stream.

The Airfield crew has thinned the trees on Berners Avenue along the Airport property line. Several large cottonwood trees were removed. The fence is now visible from the roadway. Additionally, the Airfield crew put a walking path through this area. This has received positive comments from the residents in the neighborhood. Mrs. Wahto said this project helped stop people from living in this area.

An additional dumpster has been added to the EVAR (emergency vehicle access road) as the single dumpster was overflowing and not convenient to dog walkers. This was added at the mid-point and is being well used. These dumpsters are being dumped on a weekly basis. A lot more trash is also being put in the new dumpster.

The summer painting has begun. The Airfield crew is primarily painting the non-movement areas (everything off of the taxiways and runways) and on the inside of the fence. Additionally, the driving lanes in front of the terminal have been painted. Specialized Pavement Marking will be painting the taxiways and runway at night in mid-July.

Recycled Asphalt Product (RAP) is being placed on the airfield in apron areas in front of hangars. RAP was also placed in the Coastal Helicopters pad to help control dust.

Intense targeted maintenance is occurring on each piece of snow removal equipment. Several operators are working with the mechanic. His motto is "if it's installed, it needs to work". The equipment is being prepared for the next season.

Warning beacons are being replaced with new three-color beacons. The Airport is now buying one beacon at a cost of \$480 that take the place of three old beacons at a cost of \$400 each.

An Airfield Training Committee has been established consisting of both Senior Operators, two Operator IIs, a Laborer and the Chief Mechanic. They are going through and re-looking at the training program with regard to winter operations. They are meeting twice a month to hopefully establish a systematic and standardized way of removing the snow. This will get everyone on the same page and enhance the crews' effectiveness next winter.

- VIII. **CORRESPONDENCE** (Attachment #4): Mrs. Wahto said an e-mail was received and printed in the empire regarding the Airport's flag display. It indicated that there was a lack of respect from the City & Borough of Juneau. All of the Terminal Maintenance crew have a complete understanding of flag etiquette. She researched flag etiquette and the Airport does have it correct and are displaying it correctly. U.S. Code is being

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followed. She suggested the Airport look at some sort of direct illumination on the flags that can be run off of the current light poles. The light also needs to be in a direction that does not point at any aircraft. The response sent to Mr. Morris was also attached in Attachment #4

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** None.

B. **Operations Committee:** None.

X. **ASSEMBLY LIAISON COMMENTS:** None.

XI. **PUBLIC COMMENTS:** None.

XII. **BOARD MEMBER COMMENTS:**

A. Dennis Harris complemented Scott for his very comprehensive report. He hoped they would continue to see one every month. As a member of the Operations Committee, he sometimes felt in the dark. He thought this was a good way to keep track of how things are operating and the little glitches. He also thanked the Manager for continuing to communicate with the Board when little incidents occur.

XIII. **ANNOUNCEMENTS:** The Assembly Finance Committee is meeting tomorrow night at 5:30 p.m. in the Assembly Chambers. This is to discuss the GO bond and the 1% sales tax that comes up this fall. The Airport and other departments have submitted their requests for use of the 1% sales tax. There will be a small presentation by the Airport tomorrow. Half of the 1% is being looked at for water/sewer work in the city. The other half equates to approximately \$20 million.

The Airport will have a lot of projects going on over the summer. Although it looks very simple, there is a lot of work and planning that goes into all of the projects before they go out for bid or construction. There are a lot of potential grants that may be awarded before the end of the fiscal year (September 30). There will be a lot brought to the Board and the Assembly.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on July 11, 2017, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** *David Epstein moved that the Airport Board go into executive session to discuss a subject that may tend to prejudice the reputation and character of the Airport Manager, provided the Airport Manager may request a public discussion. The motion passed by unanimous consent. The Board took a five-minute stand down and went into executive session at 6:59 p.m.*

The Board came out of executive session at 8:13 p.m.

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XVI. **ADJOURN**: The meeting adjourned by unanimous consent at 8:14 p.m.