

MINUTES of
AIRPORT BOARD MEETING
August 9, 2016
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:

David Epstein	Joe Heueisen	Martin Myers*
Jerry Godkin	Mal Menzies	Angela Rodell
Dennis Harris		*via phone

Staff/CBJ Present:

Patty Wahto, Airport Manager	Ken Nichols, Airport Engineer
Marc Cheatham, Deputy Airport Mgr.	Catherine Fritz, Airport Architect
Scott Rinkenberger, Airport M&O Sup't	Keith Walker, Fire Department

Public Present:

Tom Williams, Ward Air	Sam DeGrave, Juneau Empire
Irene Gallion, DOWL	Sam Roche, Alaska Seaplanes
Kathy Smith, Alaska Airlines	

III. **APPROVAL OF MINUTES:**

A. *David Epstein moved, duly seconded, that the of the July 7 meeting minutes be approved as presented. The motion passed by unanimous consent.*

B. *David Epstein moved, Marty Myers seconded, that the minutes of the special July 28 meeting be approved as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Angela Rodell moved, Marty Myers seconded, the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **ELECTION OF OFFICERS:** *A vote was taken on electing officers by slate or by seat. It passed with one vote to elect by seat. A vote was taken on electing officers by seat. It failed with one vote only. Dennis Harris moved, Marty Myers seconded, to retain the same officers and chairman that have been in place for the last year. The slate includes Joe Heueisen as Chair, David Epstein as Vice Chair, and Angela Rodell as Secretary. The motion passed by unanimous consent.*

VII. **UNFINISHED BUSINESS:** None.

VIII. **NEW BUSINESS:**

A. Aircraft Rescue and Fire Fighting (ARFF) Building Modification State

Matching Grant. Airport Manager Patty Wahto reported the Airport received a grant from Alaska Department of Transportation (ADOT) in the amount of \$73,344, which is a match for the recently appropriated Aircraft Rescue and Fire Fighting (ARFF) Building Modification Airport Improvement Project (AIP) grant. This grant needs to be forwarded to the Assembly for appropriation. *David Epstein moved, Marty Myers seconded, to approve the appropriation of a State of Alaska Department of Transportation grant in the amount \$73,344 to the Aircraft Rescue and Fire Fighting Building Modification Capital Improvement Project #E16-146 and forward on to the Assembly for final appropriation. The motion passed by unanimous consent.*

B. Airport Snow Removal Equipment Building (SREB) Phase 1A State Matching

Grant. Mrs. Wahto said the Airport has submitted a request for ADOT match in the amount \$479,427 for the recently awarded Snow Removal Equipment Building (SREB) Phase 1A AIP grant. This grant is anticipated within the next couple weeks and will be forwarded to the Assembly for appropriation. The federal grant has not yet been received. If there is any change, it will be brought back to the Board. *Angela Rodell moved, David Epstein seconded, that they approve the appropriation of a State of Alaska Department of Transportation grant in the amount \$479,427 to the Snow Removal Equipment Building Phase 1A Capital Improvement Project #BE16-254 and forward on to the Assembly for final appropriation. The motion passed by unanimous consent.*

C. Air Cargo Hardstand Bid Review (Attachment #3 - Addendum of bid summary).

Construction bids for the Air Cargo Hardstand project (contract BE 17-035) opened on August 5, 2016. All bids came in over the Engineer's Estimate (just under \$300,000) for the project. The low bid came in at \$461,000. Staff recommends pulling this item as the money is not available. Staff will be reviewing the Engineer's Estimate for each actual line item, or if there was a significant impact on getting this out so late in the season that it may have affected the cost. It will probably be put out again this winter. Airport Engineer Ken Nichols said a couple of factors include the Engineer's Estimate and the timeframe that was given to the contractors, basically September, which is not a great time to do concrete work. He thought that better bids will be received if it is put out early in the season and do the work earlier in the spring. The cost per cubic yard was estimated at \$200 per cubic yard, but the bids ranged from \$800 to \$1,100 per cubic yard.

D. Food and Drug Administration - Department of Health and Human Services (FDA-HHS) Inspection of Lavatory Dump Station.

The Airport had a surprise inspection of the Airport lavatory dump station ('biffy' dump) by the FDA on Friday, August 5. The Airfield crew immediately worked on this site by cleaning it up and shutting the area down with a jersey barrier. In the interim, there are a lot of things that do not meet the Code of Federal Regulations. The two companies that provide the services on field have made arrangements through the City through some of their dump

AIRPORT BOARD MINUTES

August 9, 2016

Page 3

sites. The requirements include the placement on an impervious concrete port which is probably the easiest of them all. The bigger cost is getting water and warm water for hand sanitation. The current spot is obviously not the spot that will be used since water lines, warm water and housing units are needed. Other areas will be looked at. The letter has been answered. She hoped that the quick actions of the Airport speak for themselves and that any fines can be mitigated. The Airport will move forward in some way. In the future, the Airport will need to charge for this service.

E. Airport Manager's Report:

1. Airport Domestic Hot Water Tank. The domestic 300-gallon hot water tank sprung a major leak. The Terminal Maintenance crew and Behrends Mechanical jumped on this. A temporary patch was done. They are checking on a tank replacement, whether in-line with the boiler system or whether something is done as an electric hot water heater. More will be known in the future.
2. CBJ Draft Juneau Community Energy Plan. The Juneau Commission on Sustainability, along with their consultant Stantec, has released a draft Community Energy Plan and seeks feedback to the draft plan. There is both a plan and executive summary. Feedback is requested by September 2, 2016. The plan can be found at: http://www.juneau.org/sustainability/energy_plan.php. The Airport will be reviewing the plan for integration of the Airport Sustainability Master Plan. If anyone has any comments on the Airport's plan, please let staff know. Airport Engineer Ken Nichols said several items have been presented on parts of the plan and those items are closed for comment. Two items are left for comment: the Airport Layout Plan and the financial analysis chapter. Those will be published for comment, as well as the overall plan, before it goes to the Federal Aviation Administration (FAA) for final approval. Mrs. Wahto said the City has asked about the economic development plan and how it will be fit in. The timing has been discussed and staff will make sure that they at least bring it back to the Board for approval, and possibly an Assembly Committee of the Whole meeting for an update in October. If everything goes according to plan, it would go to the FAA for final review and approval and then come back to the Assembly for adoption.
3. Union Negotiations. The Airport has been involved with the negotiations between the City and Marine Engineers Beneficial Association (MEBA) Union for the past several months. A tentative three-year agreement has been reached. The details of the agreement will be disseminated once it has been ratified. Board Member Jerry Godkin said he was glad the Airport had a member on the negotiating team.
4. Airport Live "Wheels Rolling" Emergency Drill. Airport Maintenance & Operations Superintendent Scott Rinkenberger said the Airport is in the preliminary stages of getting the logistics together for the live full-scale emergency drill on September 17, 2016. Another planning meeting is scheduled for Thursday at 1:00

AIRPORT BOARD MINUTES

August 9, 2016

Page 4

p.m. in the Alaska Room. The Airport is looking for 150+ roll-playing victims. Bartlett Hospital will also conduct their annual mass casualty incident exercise simultaneously. The plan is to physically transport all mock victims to the hospital. Other volunteers needed will be evaluators and facilitators. A volunteer address is at volunteer@jnuairport.com. It is expected that volunteers will be needed for four to five hours. Mrs. Wahto said information will go out to Juneau Empire and other media to request help.

5. Eagle Perches In-Use. The eagle perches installed by USDA Wildlife Services and Airfield crew are seeing use. This is an effort in *habitat modification* to offer eagles alternative perching sites away from the runway safety areas and runway approaches.



6. Airfield Projects.



HazMat Spill Response Trailer



HazMat Spill Response Trailer

Unfortunately the trailer has been used a few times. There was an Alaska Airlines spill of approximately 25 gallons and one smaller spill. The Airfield staff has done a nice job on this trailer.

AIRPORT BOARD MINUTES

August 9, 2016

Page 5



Jordan Creek Debris



Jordan Creek drugs/paraphernalia

The Airfield crew continues to clean-up the creek and area. One day, 410 pounds of trash went to the dump. Staff has updated CBJ Community Development Department on the issues in the Jordan Creek corridor. This is not moving forward and something needs to be done as this is a problem. Board Member Dennis Harris suggested Airport Board Members speak during public comment at a Planning Commission meeting about this, which might make them want to do something. He also suggested bringing this before the Assembly. He also hoped the Officer assigned to the Airport would occasionally go through that area and flush people out. Chair Heueisen said he will personally meeting with Mr. Jones to come up with a plan of attack.

7. Preliminary 2015 Enplanements. Calendar year 2015 preliminary enplanements for Juneau are at 403,538, which are up from 375,828 in 2014. The 2015 numbers put us in line with where we were in 2007 (403,825).

8. Airport Engineer Report (Attachment #1): Airport Engineer Ken Nichols reported the economic impact report was released, which was a separately funded portion that will be an appendix of the Airport Master Plan. Many of the tenants who provided information wanted to see a copy of the report when it was done.

The Runway Safety Area Phase 2B is out to bid. It has significantly changed in scope based on FAA funding. A pre-bid meeting was held earlier in the day. There is a lot of flexibility in scheduling the work, which will hopefully help the Airport out.

The Runway Rehabilitation project recently had a group of representatives on field on a shortened runway to take care of what the Airfield crew called “a pimple” on the runway. A hole was drilled into it, which released some gas in the pavement and the pavement bump is now flat. This will be filled with a crack seal material. Mrs. Wahto said the interesting part of this was when it developed and in bringing in the team of Secon and Jonathan Limb, the team said they had seen them on Egan as well. They didn’t know if it had something to do with the new type of cover they put down

AIRPORT BOARD MINUTES

August 9, 2016

Page 6

before they apply a lift. Mr. Limb said it had to do with the mix or oil base that was so tight as far as a seal that it could have trapped something in there.

Mr. Nichols said the Hard Stand Project bid is being rejected as it was too high. Chair Heueisen asked Kathy Smith with Alaska Airlines to speak about their freighters. Ms. Smith said the combi-aircraft are scheduled to be out of the fleet in 2017. The combis provide both passenger and cargo services to the smaller communities. To fill in for the cargo business, three 700 aircraft have been converted into full freighters. When they come back, there will be a testing period. When they are all on line, it will give them a total of four freighters that will operate in the state of Alaska and back and forth to Seattle. To replace the passenger service, the 700 aircraft will also be used but will be passenger only. They are also validating that 800 aircraft can come into places like Wrangell and Petersburg and actually fit at their terminals. The hard stand should not impact their operations at all. They will travel through in much the same manner as they do today. If the hard stand is retimed, it should still be done in time.

Board Member David Epstein asked about the regional jets. Ms. Smith said that Alaska Airlines has announced they are moving away from the Q400 for Horizon service and going to an E175 (76 passengers). She has asked her planning department and noted at this time, there are no plans for the E175 in Southeast Alaska mainly because the same navigation is needed on their other equipment. It is fully intended that they would upgrade those aircraft to have the navigation equipment. It is not off the table. She said they do not want to endanger their operational performance here.

9. Airport Architect Report (Attachment #2): Architect Catherine Fritz reported they have been busy getting the ARFF Building Modifications and the SREB through the bidding process. She was happy to say they are both through and very good bids were received. The State grant discussed earlier is the last step for full funding for the ARFF. Staff is 99.99% ready to issue the notice to proceed, but for one minor technical document that the Engineering Department is waiting for. She hoped to be able to contact the contractor and set up a pre-construction conference for the ARFF and get moving on it very soon. The ARFF staff is already removing everything they want to keep from the walls and anything that needs to be stored as much as possible to prepare for the project. One of the first steps will be to set up a new temporary security system so that the trucks will be able to be moved into what is currently the non-secure area, which will be retrofitted in a temporary way. The gate will move and some fencing will change for the period of construction. That will allow them to isolate the project for security purposes and will allow them to begin the demolition. Staff has been successful in finding homes for the bigger things, rather than taking them to the dump. The ½ ton overhead crane will go to the City-wide recycling program. The columns and the glue-lam beams will be going to Parks and Recreation

AIRPORT BOARD MINUTES

August 9, 2016

Page 7

for some kind of a shelter. It feels good that some of the bigger components will be recycled and used somewhere in the City. As that portion of the building comes down, the contractor will get foundations in the ground fairly quickly. The steel shop drawing will take some time, but will hopefully go quick enough to start putting up the steel by late fall. The contractor is Dawson and the local superintendent on the job will be the same person who was on the job for the terminal building addition. His boss was the superintendent on the re-roof of the older portion of the terminal building.

The SREB is right behind it. Staff is setting up a project budget, getting the consultant projects in place, but has not yet gone through the Assembly with the appropriations yet. Once the grant is received, it will be appropriated, which will allow staff to start talking to the contractor and set up pre-construction meetings. A Dispute Resolution Board (DRB) will be needed for this project, but will be done after the contract is signed. This board will include three people: one selected by the owner, one person selected by the contractor, and the third person selected by those two people.

The final roof inspection will be done on August 10. This will allow the City to accept the roof and put the warranty in place. The building is being used with no problems to date. The ARFF truck paperwork has been received and staff is close to finalizing this project.

Additionally there are three large electrical panels in the bag well that are over capacity. The biggest problem is how to replace them and maintain operations. An electrical engineer will take a look at that. Staff is scoping a new passenger jet bridge off of Gate 2, which is partly in response to Alaska Airlines' discontinuation of the combi-aircraft. There are several options on how to do that. There are different lengths of passenger boarding bridges (PBB) that would be needed depending on the type of aircraft served (Item #31, with a cost of \$2 million on the Capital Improvement Program handed out in July).

A good meeting was held with the new Advertising Consultant. A contract has not been signed with them at this time. Discussions were held about existing equipment in the building, replacement of the furthest north portion of the terminal and how that will affect what areas are available for advertising. They have some good fresh ideas and staff is excited to see how it all transpires and works in the terminal.

IX. **CORRESPONDENCE:** None.

X. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair David Epstein said a meeting was held last month and the Capital Improvement Plan was discussed. There are no meetings scheduled at this time.

AIRPORT BOARD MINUTES

August 9, 2016

Page 8

B. Operations Committee: Committee Chair Mal Menzies said a meeting is possibly scheduled for this Thursday.

- XI. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Loren Jones said the Assembly Finance Committee will meet on Thursday evening regarding the Governor's veto. They will start the process of how to deal with \$4.8 million in deficit. The budget that was passed is that far in the whole with the Governor's vetoes, primarily around the School Bond Debt Reimbursement (\$3.5 million of bonds that have to be paid that weren't budgeted for). There are two pots of money: the fund balance of \$10 million, and then a budget reserve with a set of criteria to be used that is roughly \$14 million. To access that reserve, there has to be a repayment plan. If the fund balance is used, it is not sustainable. It is the Governor's intent to not pay the School Bond Indebtedness over the next two or three years. Two years ago they put a moratorium on that, but they had budgeted to pay back the previous debt, which was vetoed by the Governor.

Public comment is open for the Energy Plan until September 2. The City Manager is scheduling public meetings and meetings with all of the Enterprise Boards over the next couple of months. There probably won't be any Assembly action until probably October or November.

Regarding union negotiations, the settlement has not been briefed with the Assembly yet. A meeting of the Committee of the Whole will be held on the 15th, at which time they might hear about it or perhaps not until the 22nd. This will depend on MEBA's schedule for ratifying the contract with its own personnel. He said he will talk to the Attorney about some of the issues. The land issue will not be a quick fix as these are anadromous streams and the City has to deal with Fish & Game. The City does not have the ability to go less than the State. He said going to the Planning Commission probably will not work. He said he will sit down with the Attorney and City Manager. He thought it was more of an issue with the Police.

- XII. **PUBLIC COMMENTS:** None.

- XIII. **BOARD MEMBER COMMENTS:**

A. Angela Rodell said she will not be available (by phone or person) for the September 6 Board meeting.

B. Jerry Godkin said Mr. Menzies had noted a possible Operations Committee meeting. He asked if the Chair had determined Committee Assignments. Chair Heueisen said everyone will stay in their Committee Assignments, with Mr. Godkin taking the place of Mr. Swanson on the Finance Committee.

C. Dennis Harris said that with Jordan Creek, staff does not want to cut the trees down, it wants to get rid of the lower limbs for visibility. The need for the trees is understood. If there is some subtle way that the code can be interpreted or changed to deal with that

AIRPORT BOARD MINUTES

August 9, 2016

Page 9

without violating State law, that is what is needed. This would make it easier to manage and harder for people to camp there.

XIV. **ANNOUNCEMENTS:** None.

XV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on September 6, 2016, at 6:00 p.m. in the Alaska Room.

XVI. **EXECUTIVE SESSION:** None.

XVII. **ADJOURN:** *David Epstein moved to adjourn the meeting. The meeting adjourned by unanimous consent at 7:10 p.m.*