

MINUTES of
AIRPORT BOARD MEETING
February 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 | Mal Menzies | Angela Rodell |
| Dennis Harris | Martin Myers | Ron Swanson* |
| Joe Heueisen | | *via phone |
- Staff/CBJ Present:
- | | |
|---------------------------------------|------------------------------------|
| Patty deLaBruere, Airport Manager | Catherine Fritz, Airport Architect |
| Marc Cheatham, Deputy Airport Mgr. | Ken Nichols, Airport Engineer |
| Scott Rinkenberger, Airport M&O Sup't | Keith Walker, Fire Department |
- Public Present:
- | | |
|------------------------------|----------------------------------|
| Irene Gallion, DOWL | Mike Kruse, Alaska Airlines |
| Kathy Smith, Alaska Airlines | Mike Wilson, Coastal Helicopters |
- III. **APPROVAL OF MINUTES:** *Dennis Harris moved, David Epstein seconded, approval of the minutes of the regular monthly meeting of January 12, 2016. The motion passed by unanimous consent.*
- IV. **APPROVAL OF AGENDA:** *Marty Myers moved, Mal Menzies seconded, to approve the agenda as presented. The motion passed by unanimous consent.*
- V. **PUBLIC COMMENTS:** None.
- VI. **APPOINTMENT TO FINANCE COMMITTEE:** Chair Heueisen appointed Ron Swanson to the Finance Committee.
- VII. **UNFINISHED BUSINESS:** Airport Manager Patty deLaBruere said the Project Office staff is working on the **JEDC sign**. This will be discussed under the Architect's Report.
- VIII. **NEW BUSINESS:**
A. **Jetbridge 5 Failure.** On Sunday, January 31, 2016, a local power interruption (brown-out followed by an outage) is *presumed* to be the culprit for the jetbridge 5 control failure. Staff is working with Jetbridge America and a local company, RMC Engineering, to run diagnostics. As a starting point, a 'motherboard' was replaced, but it still did not work. This is a component that should be kept on-hand regardless. A couple more small fixes will be attempted, but the next step may be getting Jetbridge America up here to possibly replace a large purchase item (\$6,000 to \$7,000 for a program logic

AIRPORT BOARD MEETING

February 9, 2016

Page 2

control board, plus personnel costs to reprogram it). Staff will be researching ways to provide expedited local repairs, as well as prevent future failures during similar power interruptions. This ultimate long-term solution/reconfiguration could cost upwards of \$30,000 to \$40,000. At this time, staff would like approval for the next level of repair, since the 'motherboard' did not fix the jetbridge. This would be the PLC unit, Jetbridge America personnel, and RMC diagnostics, at a cost not to exceed \$15,000. Board Member Dennis Harris suggested that the jetbridge should have an uninterruptable power supply system so that this won't happen again. Ms. deLaBruere said she had asked this question also. She said it has protectors on it, but not something that would protect against this type of outage. Kathy Smith, Alaska Airlines, said they would like to help figure out what was different with the Alaska bridges than the Airport's bridge. She said they fully support getting the bridge fixed for the long-term. When Delta's plane is in the position and not to the jetbridge, Alaska Airlines is unable to use their position 6, the ground load position. It will not work in the summer. They support whatever amount of money it takes to get the bridge up and running on a regular basis. *Dennis Harris moved for the approval of the immediate repair of jetbridge 5, at a cost not-to-exceed \$15,000. Repair costs to be funded from the FY 16 Airport Maintenance & Operations Fund Balance/Reserves. The motion passed by unanimous consent.* Ms. Smith said Alaska Airlines pays 85% of the airport, so anything that the Board agrees to put in the rates and charges, they will support and pay for. They will not object to it being in the maintenance fund. However, if the Airport wants Alaska Airlines to bring in their vendor, AMS, they will also be willing to do that because it is important to their operation. How that is divided with the red tail [Delta] because they also use the jetbridge can be worked out. Board Member Angela Rodell suggested further expenditure discussions might be held at the Finance Committee meeting. She suggested calling a special meeting if the funding needs to go up as she was not comfortable without having good information. Ms. deLaBruere said this was a good idea.

B. Airport Manager's Report:

1. 2015 Preliminary Enplanements. While the total enplanements for 2015 will not be released until fall 2016, the air carrier (Part 121) enplanements show a 5.5% increase over 2014. This is good news.
2. Kristi Warden, Deputy Division Manager (and Acting Manager in Byron Huffman's absence) of Alaska Region FAA, Airports Division, came through Juneau on January 27. She met with JNU staff to get a familiarization of the Airport, projects and a tour of the airfield. Prior to working for the FAA, Ms. Warden's background was working airport operations. She thoroughly enjoyed her JNU tour and could relate on the airport-level. Ms. Warden was impressed with all of the improvements at JNU and our small staff.
3. Employee (x2) Accident. On January 28, 2016, two of our airfield mechanic/operators were involved in a work-related injury in the shop. While troubleshooting

AIRPORT BOARD MEETING

February 9, 2016

Page 3

an electrical fault on the Case Skid Steer/Loader, the equipment engaged and lunged forward, rolling over one employee and hitting the other employee. One employee is back to work this week. The second employee will have a follow-up on the 23rd to see how he is progressing and when he will be able to return to work. An investigation is being conducted by the CBJ Risk Management department.

4. Airport Engineer Report (Attachment #1): Airport Engineer Ken Nichols reported the Master Plan Technical Advisory Committee meeting will be held on March 8th and the Assembly Committee of the Whole on March 14th to talk about development alternatives. Staff is moving forward with the RSA (Runway Safety Area) 2B project and working on closing out the Runway Rehabilitation project. He hoped to talk to the Operations Committee about the air cargo hard stand and aircraft positioning and temporary parking. There are exceedances of bench mark guidelines (which are the limits set in the permit) for the storm water program. DEC is asking the Airport to take a look at the operations to try to reduce the discharge of those things below the limits, but they are not violations.

In discussing the runway safety area grading, the grading is steeper in some places than it should be. The locations are not drastically different than what the design criteria are and everyone expects things to settle over time. Staff needs to work with the FAA and find out if they expect the Airport to do some repairs. An extreme example is an area that is required to be 3% and the actual grade is 7%. With a naked eye, it is hardly visible but it is different than the requirements. The frangible equipment – VASIs, PAPIs, and the electrical boxes next to them, RVRs – has grading that is steeper than what is recommended in the latest engineering brief (January 2016).

5. Airport Architect Report (Attachment #2): Airport Architect Catherine Fritz reported a lot of activity in January proceeding with ARFF (Aircraft Rescue and Fire Fighting) and gearing up with the SREF (Snow Removal Equipment Facility) projects. Approval has been received by the FAA for the design report, which is a milestone. This incorporates the planning process to date, the size of the building to be improved, preliminary cost estimate, and the categorical exclusion for environmental issues has been approved.

The professional services contract for the SREF projects, which will be multiple projects over many years expected in the northwest quadrant, will be with ECI Hyer, the same consulting team and subprime as what was done for the SREF at the east end. She thanked the committee members for their work. The next step is to write the contract, which is very close to being done. The categorical exclusion for the SREF project was endorsed by the FAA.

An in-house project is the toilet room renovation located in the knuckle part of the building. These rooms are in very sad shape. Staff is waiting for the contractor's price to come back to ensure they are within the limits for term contracts (which limit is up to \$50,000 worth of work). The demolition work will be done by the Airport crew and the new partitions will be purchased and installed by the Airport post-construction.

A contractor has been selected for the new overhead door into the bagwell. The bid went to Island Contractors. There have been problems with this door due to the driving rain and wind of the easterly exposure. This is expected to cost around \$15,000.

The shop roof replacement project bids are due on the 12th. She said there was a good pre-bid conference with good questions from contractors and good interest. The TSA is still interested in some lease space, which would be some of the former dining room space. Staff continues to work with website updates and other small projects, including advertising for a new concession within the next 12 months.

A conversation was held with a woman at JEDC. The request was to try to figure out to display this award and incorporate the Airport's awards that have been received. She said the Airport now has two AML awards – the AML award of excellence that was received for the Runway Safety project and the Geo Thermal award that was received a few years ago. Staff is trying to establish a format so that these can be together and make sense somewhere in the terminal. They asked the format of the award and they have to figure out where it can go. Staff is working on trying to find a place that makes sense for all of the community recognition type awards to go together.

IX. **CORRESPONDENCE:** None.

X. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair David Epstein said a meeting will be held on Thursday at 9:30 a.m.

B. **Operations Committee:** No report.

XI. **ASSEMBLY LIAISON COMMENTS:** Chair Heueisen said the new Assembly Liaison is tied up in Assembly meetings. The Board looks forward to having him at future meetings.

XII. **PUBLIC COMMENTS:** None.

XIII. **BOARD MEMBER COMMENTS:** None.

AIRPORT BOARD MEETING

February 9, 2016

Page 5

XIV. **ANNOUNCEMENTS:** None.

XV. **TIME AND PLACE OF NEXT MEETING:** Ms. deLaBruere said a special Board meeting may be held for the jetbridge and budget before the March meeting. The next regular Airport Board meeting will be held on March 8, 2016, at 6:00 p.m. in the Alaska Room.

XVI. **EXECUTIVE SESSION:** None.

XVII. **ADJOURN:** *The meeting adjourned by unanimous consent at 6:43 p.m.*