

MINUTES of
AIRPORT BOARD MEETING
June 10, 2021
6:00 p.m. via ZOOM

I. **CALL TO ORDER:** Acting Chair Al Clough called the meeting to order at 6:02 p.m.

II. **ROLL CALL:**

Members Present:

Dennis Bedford	Jodi Garza	Chris Peloso
Al Clough	Jerry Kvasnikoff	Angela Rodell

Member Absent:

Jerry Godkin

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Teresa Bowen, CBJ Law
Scott Rinkenberger, Dep. Airport Mgr.	Ed Quinto, Fire Department
John Coleman, Airport Business Mgr.	Mark Fuelle, Fire Department
Di Cathcart, CBJ Deputy Clerk	

Public:

Bridget Dowd, KTOO

III. **APPROVAL OF MINUTES:** *Chris Peloso moved approval of the minutes of the May 13, 2021, Board meeting. The motion passed by unanimous consent.*

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

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

VI. **UNFINISHED BUSINESS:** None.

VII. **NEW BUSINESS:**

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

1. **Airport Fund Balance (AFB) and Capital Revolving Account Balance** (Attachment #1). The only change was the \$108K for the Float Pond Design approved by the Board at last month's meeting has been put into the Capital Revolving Account balance until the Airport gets reimbursed by Federal funds.

2. **CARES/CRRSAA Fund Balance.** The CARES/CRRSAA Act fund balance noted below includes the total for both funds, everything used or proposed to be used, including the recently approved use of an estimated \$1.56M for the Bag Belt; an estimate of \$600K for Parking Lot Design; and \$50K for the Bagwell Gas Detection Alarm System. Although \$13.5M to \$13.6M is showing as usable, there is \$98K that

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needs to be accounted for concessions rent either MAG or abatements per the grant received.

CARES/CRRSAA Act Use		5/13/2021
25,158,478	Grant awards	
(727,145)	FY20 Operational Expenses	
(1,150,553)	FY21 Tenant Rent Relief	
(602,375)	FY21 Airport GO Bond debt service	
(662,625)	FY22 Airport GO Bond debt service	
(203,028)	TWY Regulator Upgrade (appropriated)	
(1,560,000)	Bag Belt Replacement - Estimate	
(600,000)	Parking Lot Design (max) - Estimate	
(50,000)	Bagwell Gas Detection/Alarm - estimate	
19,602,752	Balance	
	<i>Proposed Use</i>	
(1,150,553)	FY22 Tenant Rent Relief (est)	
(3,043,600)	FY21 Operational Expenses (est)	
(1,838,000)	FY22 Operational Expenses (est)	
13,570,599	<i>Proposed/estimated balance FY22 end</i>	

3. Project List (non-Federally funded). The Board asked staff to provide a list of project wishes that would make sense to put towards CARES Act funds, and even if it is not funded by CARES Act, it would be items that do not receive federal funding and put it in some sort of priority. Staff is in the process of producing this list with cost estimates in the next couple of months. The wish list is longer than the CARES Act funding but the list will be kept up and put into the budget as discussed last month. This will be a fluid list.

4. In-Person Meetings Update. Ms. Wahto said the City & Borough of Juneau (CBJ) Assembly began in-person meetings in May, although they limit the numbers of people that can come into the Chambers. They are still doing the meetings via ZOOM, call in and Face Book Live. There are three options:

- a. Airport Conference Room (Alaska Room) in person and via ZOOM, requires wearing masks while in the airport.
- b. Assembly Chambers in person and via ZOOM on Thursdays.
- c. Continue with Zoom meetings for a few more months until September.

Board Member Jerry Kvasnikoff said he preferred ZOOM meetings for now. Chair Clough agreed that holding ZOOM meetings will be simpler for both attendees and staff. The Board concurred.

5. Aqueous Film Forming Foam (AFFF) Accidental Discharge (Attachment #2). A switch got hit and there was an accidental discharge of AFFF. While it was only about 2.25 gallons of the actual product, it is mixed and they deduced how much was taken by how much was discharged. This was discharged about 20 yards from Jordan

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Creek by the Fire Station. The Department of Environmental Conservation (DEC) was notified and responded to the spill. Attachment #2 is the letter that was received regarding this incident, which says that DEC can recoup their time and money for investigating. A separate letter will be forthcoming addressing the cleanup mitigation and specific actions, including fines. This letter was sent to the Chief and Risk Management for responsibility. Ms. Wahto said this is a different chain of firefighting foam than PFAS. It is not banned, but there is still concern with the firefighting foam.

Ed Quinto, Capital City Fire & Rescue (CCF/R), said they are concerned with PFAS that is readily moveable in water and soil, which is the old molecular chain. The current foam is approved by the FAA (Federal Aviation Administration) and is a six-chain molecule and is not as easy to break down. Other states are getting rid of all kinds of foams. The FAA is doing research right now to replace the current foam. He thought that they will be required to replace this kind of foam in the next five years. This is the only type of foam that puts out Class B or fuel fires. It is only used for real Class B fires. The test equipment that the Board generously approved is used for training.

Chair Clough asked if there was a written checklist to stop future situations. Mr. Quinto replied that they go outside, turn on the pump and flow water. In this case, this was an operator error. The operator accidentally flipped the switch and turned on the water pump. As soon as he noticed the mistake, he turned it off. Even with a checklist, this can still happen. Chair Clough said he hoped the operators understand that these types of events should not happen and they need to be darn careful. If it means more rigorous procedures and cross-checking, a crew resource management type thing, so be it.

6. 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. As requested by the Board, any item that has not changed has been marked “**NO CHANGE**”.

- *COVID Testing and Vaccines at Airports*. Capstone is providing tests for passengers who want to get tested when they come in. They are still getting a few people. They are also offering COVID vaccines seven days a week from 12:30 p.m. through 9:30 p.m. They have the Pfizer and the J&J vaccines. This is open to both travelers and the public.
- *Mask Mandate at Airports*. A federal mandate is in place which requires everyone to wear masks on airplanes, at airports, as well as on other forms of public transportation. **This mandate has been extended through September 13, 2021.**
- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector General Permit (MSGP)*. Ms. Wahto said an Airport-wide tenant meeting was held on May 20th. Anyone who

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has anything to do with SWPPP was invited. Unfortunately only a few attended. This is a requirement to brief people. Notes were sent out to all of the businesses and tenants so they had the information. These notes were posted on the Airport's website. She also gave a reminder that businesses are required to file either a Notice of Intent as a co-permittee or No Exposure. Only a few of these have been received, including the DEC letter. We're trying to follow up with businesses and tenants to get the letter so they are in our records. The Airport is looking into the cost for someone to oversee the whole SWPPP program. There are two parts: 1) writing/updating the plan every year and insuring that all records are in order; 2) testing and reporting. All in all, they are both time consuming.

- *Egan/Yandukin Intersection Improvements Project.* The Alaska Department of Transportation (ADOT) has posted the planning and environmental linkage study for the public to comment on. They are due by close of business on June 16. Ms. Wahto encouraged people to take a look at the program and make comments if they feel they are needed.
- *Runway Visual Range (RVR) Update.* This FAA navigational aid is being replaced on the airport. This unit measures the visibility for instrument approaches of aircraft before they come in. It gives them an idea of what the visibility is at the airport. They will start this work in July. The Airport staff is standing by for escorts in the movement area.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* All of the wells have been drilled. Cox Environmental contacted the property owners in the area and found two wells, which will be added to the water sample testing, as well as the wells that were drilled. They will look at the groundwater and soil parameters.
- *Terminal Reconstruction:*
 - o Construction has taken up a little over a lane of roadway. Because there were a lot of pedestrians going between the North Annex and the Terminal using the road, a walk lane was added using jersey barriers. This was done for safety reasons.
 - o *Coordination for Relocation.* Staff and tenants are poised to move into the new areas of the terminal *August 5*, barring any further change orders or design deficiencies. Staff is also looking at the date that the Alaska Room will be available for meetings again.
 - o *Wayfinding:* The main entry that goes to the old up escalator and old elevator will be closed. There are two other entry points, one by the gift shop and another at the far end by car rentals. Dawson has to build the sheer wall supports before they can take out the elevator, escalator and stairs.
 - o *Change Orders/Design Deficiencies:* Ms. Wahto said there are costs. Some change orders take a project cost up and some reduce the cost. The FAA is checked for eligibility beforehand. There are some change orders and the project had some contingency. There have been some fairly small

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change orders and some larger ones. One was with a system within the elevators that were not designed and need to be brought in. There are differing height conditions. There were a few delays involved. Another one is the telecommunications room demolition. There were a lot of things discovered when moving the communications from this room, which delayed the demolition. Chair Clough thanked staff for the Jersey barrier access for the 135 area to the main terminal. This solution is much more customer friendly. A lot of people are using this.

- *U.S. Customs & Border Protection:* Staff is working with Customs to relocate to the new terminal when the time comes. The Airport does not have a current lease with Customs. Customs has their own specific guidance for being in airport terminals. In the majority of places, they have a lot of operations and federal inspection services. Juneau is small potatoes. It is almost like they are a general aviation type of Customs for the number that they see. Regardless, Customs has demands and requirements for what they require. Staff is working through an agreement with Customs and our Law Department. One of the things the Airport was notified of was a new system that Customs has to have that costs many thousand dollars and then \$40K per year for the contract services. This is in addition to all of the other things. This has been brought up with the D.C. Lobbyist who would like to have a virtual meeting with the Congressional delegation over some of these issues and other issues. These are pretty high demands.
- *Tailwinds:* The pre-security area that has been down since COVID started over a year ago has been occupied as sort of a break and staging area for CCF/R and now Capstone for the COVID testing and vaccine. The Airport is looking to relocate the offices for Capstone and get Tailwind pre-security food and beverage open again. There has been a good demand for pre-security services.
- *Maintenance Program:* Airport staff was on a demonstration today on a system that tracks everything. It is a complete, all-inclusive system. Staff will look at a few more demonstrations.

7. Airport Engineering Projects Report (Attachments #3 and #4). Ms. Wahto showed pictures of the new *Terminal Construction* (Attachment #4). Some delays in the project include elevation differences, delays in demolition of the telecommunications room, etc.

Terminal Fire Alarm Upgrade: Johnson Controls received the notice to proceed in May. They have requested two substitutions, which have been approved. This will decrease the contract by a little more than \$6K. They tested long-range acoustic devices (LRAD). This is a large speaker that enunciates out, rather than having 40 or 50 little speakers everywhere. Acoustically it diffuses it everywhere. They will place

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two LRADs in the area instead of the 50 recessed speakers that would normally be installed. The mass notification system is not required by code.

Sand/Chemical Building: Warranty issues are being continued. They replaced the ground source heat pump and it continues to be operational. The Airport is trying to recover some of the temporary heat costs while that system was down as this was a warranty issue. Staff is trying to get a larger motor for the undersized ground source pump shared between the Sand/Chemical Building and the Snow Removal Equipment Building (SREB). There are a few punch list items – a roof leak, drainage and slope issues.

Sand Shed Demolition: This project is complete and can move to close out. The last piece of fencing was installed last week.

Float Pond Phase II: Staff is working on a contract to extend PND's contract from Float Pond Phase I work. This project will take care of the south road, the dock headwalls, the drainage, the south embankments, and then has two alternates: 1) pave the road; 2) pave the west finger road. This should be worked on fairly soon.

Taxiway Construction: Most of the work has been done. The electrical work is continuing. They are working on the communication cabinets and controls. It should cut over later this year.

Parking Repairs: Staff is looking to put out a Request for Quotes to cover this project by working with the Engineering Department to get this contract out. This has been taken to Public Works so that when it comes to the Assembly for the bid and appropriation, they have already vetted it. It is hoped to bring it back to the Board once the estimates are received. It is hoped to have this project done in the spring of 2022. Staff is also working with Republic Parking as they had come to staff a couple of years ago to request work on the booths and changing them out. Therefore, it is hoped the two projects can be coordinated. Staff continues to patch the pavement in the meantime.

Ramp Lighting Upgrades: This will be a combined effort, rather than separate the west side light, to have the LED fixtures put into the contract. This will be one lighting source/type so that there is not different lighting in different locations.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair Angela Rodell had nothing to report.

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

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

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

XII. **BOARD MEMBER COMMENTS:**

A. Angela Rodell thanked Patty, staff and Board Members. It has been quite the six years that she has had the privilege of serving on the Board. She looks forward to seeing what everyone accomplishes over the next few years. The Airport is in great shape in everyone's hands. Chair Clough told Ms. Rodell that he expects to see her in the future and to enjoy her freedom. Her expertise and level head are going to be greatly missed. Ms. Wahto also thanked Ms. Rodell for her expertise and serving on the Board.

B. Al Clough said that they are rescheduling the Airport Manager's evaluation to the July meeting when Mr. Godkin will be back. He noted that there are vacancies and the Assembly will be interviewing candidates for the vacant Board positions the week of the 22nd. Presumably by the time of the July Board meeting, any and all members will be seated.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on July 8, 2021, at 6:00 p.m. via ZOOM.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *Jerry Kvasnikoff moved adjournment. The meeting adjourned by unanimous consent at 7:00 p.m.*