

MINUTES of
AIRPORT BOARD MEETING
September 9, 2021
6:00 p.m. via ZOOM

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:02 p.m.

II. **ROLL CALL:**

Members Present:

Dennis Bedford	Jerry Godkin	Chris Peloso
Al Clough	Jerry Kvasnikoff	Dan Spencer

Member Absent:

Jodi Garza

Staff/CBJ Present:

Scott Rinkenberger, Dep. Airport Mgr. Phillip Adams, Airport Superintendent
John Coleman, Airport Business Mgr. Teresa Bowen, CBJ Law

Public:

Luke Canady, Wings Airways Kent Craford, Alaska Seaplanes
Meagan Rinkenberger, Public

III. **APPROVAL OF MINUTES:** *Dennis Bedford moved approval of the minutes of the August 12, 2021, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Chair Godkin asked to remove Item VI. Committee Appointments from tonight's agenda and move it to October's meeting. *The agenda was approved as amended.*

V. **ELECTION OF OFFICERS:** Discussion was held on the election of officers. It was decided by unanimous consent that the following members would serve in the following capacities:

Al Clough, Chair
Jerry Godkin, Vice Chair
Jodi Garza, Secretary

Board Chair-elect Al Clough asked Mr. Godkin to continue as Chair for this meeting.

VI. **APPOINTMENT TO COMMITTEES:** Removed from agenda.

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

VIII. **UNFINISHED BUSINESS:**

A. **Computerized Security Badging Office Automation Follow-Up:** Acting Airport Manager Scott Rinkenberger said staff is conducting extensive outreach to tenants with regard to the automation platform as to what it does and what it could potentially do for

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them operationally. Staff is still getting in touch with the general aviation population before staff can provide the Board the findings with the tenants. The major tenants of the airport – Alaska Airlines, Delta Air Lines, Alaska Seaplanes and more of the year-round tenants – have found it to be very inviting. One of the most attractive things about it is a two-year renewal versus a one-year renewal. Staff will continue to provide outreach and provide the Board with a detailed report of the findings.

B. PFAS Update (Attachment #1): The comprehensive report from Cox Environmental has been attached. One of the more important things in this report is that none of the Mendenhall Wetlands well sites are indicating anything above the containment ratios. There were two well sites off of the projected area: Mendenhall Auto and a private residential area. There were PFAS detected in both samples, but were well below the U.S. Environmental Protection Agency (EPA) Lifetime Health Advisory (LHA). The LHA is not an enforcement level but it is under the Safe Water Act from the EPA. The Alaska Department of Environmental Conservation has adopted the same groundwater clean-up levels that are in tune with the EPA's order.

IX. NEW BUSINESS:

A. Title 49 Variance Request (Attachment #2): Staff is putting together an application to request a variance under Title 49. The Airport has identified an area inside the Airport perimeter specifically with regard to wildlife management hazard mitigation that is between the Alaska Seaplanes complex and the Glacier Fire Station #3, just south of Yandukin at the Jordan Creek culvert. That area is a protected fish habitat under Title 49, but has been identified where large mammals (deer and bear) were found to be loitering and bedding down. Deer have crossed the taxiway and runway and swam across the float pond. All of this is very hazardous to aircraft. Staff is working with the City & Borough of Juneau (CBJ) Community Development Department to get this variance. Most Title 49 requests taken before the Planning Commission are denied. Staff is working to make sure everything is shored up before the application is submitted. Attachment #2 is a letter from JD McComas, Wildlife Biologist, with U.S.D.A. Wildlife Services. Mr. Clough thanked staff for getting this squared away. He was there when the deer were being hazed and it was going nowhere in a big hurry.

B. Airport Manager's Report:

1. Jordan Creek Greenbelt – Increased Crimes. This area has seen an increase in nefarious activity that has involved the Airport Police and Juneau Police Department (JPD). There was an armed robbery at knife point of some campers in there. There has also been an attempted sexual assault. There is a section south of the new Glory Hall that is close enough to the creek that no mitigation can be done with the vegetation because it falls within the no disturbance/no development zone from Jordan Creek (a protected fish habitat). The Airport is trying to roll this into a variance. The Airport Police are doing walk-throughs and the Airfield crew comes over to remove the camps. Chair Godkin asked how it is down in the parking lot by

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the Sewage Treatment Plant. Has that area quieted down? Mr. Rinkenberger said this area has quieted down.

2. Derelict Aircraft: Staff are contacting owners of derelict aircraft. Some aircraft have not flown for many years, are not air-worthy, nor insured. The Airfield crew is double-checking these tie downs during wind events. Last month L.A.B had the majority of their derelict aircraft on the 135 ramp salvaged by a company out of Palmer. Chair Godkin asked about the L.A.B. building itself. Mr. Rinkenberger said their intention is to keep the building as they have aircraft inside.

3. Fly Zolo: Zara Rutherford is a 19-year-old woman from Belgium who is attempting to be the youngest woman to fly around the world solo and the first to fly around the world in a microlight aircraft. This is an ultralight but composite aircraft with retractable landing gear, and a constant speed propeller with an off-the-shelf range of 1,000 nautical miles. They put an 80 liter fuel bladder, which extended the range another 400 nautical miles. She plans to stop in Juneau on or about September 18th. KTOO and a local attorney are handling all of the media. Ward Air has donated hangar space for her. An anonymous airport tenant will donate the fuel for the trip to Anchorage. A local couple will host her overnight at their residence.

4. Airport Fund Balance (AFB) and Capital Revolving Account Balance (Attachment #3). No change.

5. Federal Airport COVID Relief Grants. The Airport received an Airport Rescue Grant (ARG) on August 17 in the amount of \$5,430,992. This has been entered into the next item.

6. CARES/CRRSAA/ARG Fund Balance. The breakdown of CARES Act/CRRSAA/ARG total funds used and proposed to be used/proposed to-date is detailed below. The used/proposed is based on May Board motions for parking lot pavement design, outbound baggage belt conveyor, and bag well gas detection alarm system (all estimates until bid award).

CARES/CRRSAA/ARG Act Use		8/25/2021
30,590,133	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	
25,034,407	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)	
19,002,254	<i>Proposed/estimated balance FY22 end</i>	
*\$98,347 concession relief requirement		

7. Project List (non-Federally funded). In May the Airport Board asked staff to prepare a list of projects that could potentially be funded by some of the COVID funding. The list is still ongoing and staff is looking at various costs. This will be a list that will be presented to the Board at an upcoming meeting.

8. 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:

- *Tailwind – Restaurant Concessionaire*. The pre-security area has been reopened. Due to the construction, this kitchen had to be reconfigured so they are unable to provide hot food service. Beer, alcohol and refrigerated items are available. Hot food service remains available in the departure lounge.
- *Taxiway A Rehabilitation and Construction Project*. Secon is working on punch list items and warranty work with regard to the asphalt joints on Taxiway A and E. There have been many complaints about a bump in the asphalt, which is being worked on to make it more suitable for aircraft operations. Some of the runway safety areas are also being worked on regarding drainage and better vegetation control.
- *Mask Mandate*. The Transportation Security Administration (TSA) has issued a security directive that extends the mask mandate on public transportation and in airports from September 13 until January 18, 2022. Failure to abide by the mask

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mandate can result in removal from the airport, fines by the TSA and stricter punishment (including being banned from certain airlines).

- *COVID Updates.* The most recent information from the State may be found on the **Alaska Travel Portal** at: www.alaska.covidsecureapp.com. Additionally, more information may be found at: <https://covid19.alaska.gov/travelers/> and FAQs: <https://covid19.alaska.gov/faq/>. Mr. Rinkenberger said he read an article that the Miami Dade Airport has deployed a first ever COVID detection dog team to the airport. Passengers hold up their masks for the dog to sniff. If it detects COVID, it will alert on that by sitting down and the passenger is sent for testing.
- *Oshkosh Plow Trucks.* All three trucks were reported broken down at the last Board meeting. The mechanic is due back next week to look at the trucks. Seaside Diesel has been give the contract by Oshkosh to be the service provider in Juneau. Phil Adams is working with both Oshkosh and Seaside to have a priority scheme in place so that if one of the trucks go down, it will be placed in priority service.

Mr. Clough said he was concerned if it is the same mechanic that worked on the equipment before and they broke down before he left. He asked if Oshkosh is taking it serious and sending their best and brightest to resolve this or are they just shining the Airport on? Mr. Rinkenberger said he shared Mr. Clough's ambivalence to Oshkosh and their response to warranty issues and their responsiveness has not been as attentive as he thought it would be for the monetary value that the trucks cost. The Airport has expressed to Oshkosh that this is their final attempt to make it right. Otherwise, the City Attorney's office and Purchasing have been contacted to say both the Airport Manager, Deputy Airport Manager and Superintendent that the unreliability that these trucks have exhibited, staff wants to potentially send them back to the factory for a full refund to the Airport and subsequently to the Federal Aviation Administration (FAA). One of the questions is that the grant that paid for these trucks sunsets this year. Staff is working with the FAA Airports Division to see if some kind of a waiver can be received to reallocate the funds.

Mr. Clough asked if the FAA is working on this or just letting the Airport handle it. Mr. Rinkenberger said the funds were allocated to the Airport. They have been providing guidance with regard to giving Oshkosh the opportunity to make this right. The FAA is very well aware of this problem at this and other airports. Board Member Chris Peloso asked if the FAA had given any kind of indication that they are amenable to extending the grant. Business Manager John Coleman said the quick answer is "no." So far the communication has been the Airport advising the FAA of the situation. It is not unusual for the FAA not to get involved until the Airport has exhausted all of the avenues, which it is still doing.

Chair Godkin asked about the contingencies for this winter. Airport Superintendent Phil Adams has reached out to Eaglecrest who potentially has two

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trucks. Gene Cheeseman still had two trucks that he said he would be willing to lease to the Airport. The Airport is still reaching out to other sources for lease of vehicles. The Airport could operate with at least two trucks for the winter. He said Seaside Diesel currently has Unit #72. Units 73 and 74 were the ones that were worked on and are currently down. Ken Williamson is the lead mechanic for Oshkosh and he will be here again. There is a contingency in place.

- *Honsinger Pond and Access.* Mr. Rinkenberger noted the development of this area is taking shape. They have had their access approved by the Alaska Department of Transportation. Airport staff has been brought in for the development of the property due to the proximity of the helicopter operations. The first structure that has potentially been approved is a gas station.
- *Terminal Reconstruction:*
 - The old up escalator and elevator are being demolished and removed. The main front doors are closed and fenced off for safety reasons.
 - One of the two new elevators is in use for the up/down function between the first and second floors. It is just off of the Alaska Airlines ticket counter area.
 - The down escalator located near the rental car operations remains working.
 - The Airport has a protocol for if an elevator is out of service for a projected amount of time. It provides a means to get people to and from the first and second floors.
 - Coordination for Relocation. Staff and tenants are beginning to move into the new areas of the terminal as of August 6. All tenants (weather, Airport Police, Tower management and the majority of the Manager's Office and Projects Office) have moved into their respective space with the exception of CAPSTONE.

Mr. Clough asked what the access will be between the new building into the air carrier side of the terminal. Mr. Rinkenberger said the temporary fencing in place on the ramp will be removed tomorrow. Access to the new Gate 1 will be available. Mr. Clough asked if the passenger were going to have to go outside to get to the 121 side. Mr. Rinkenberger said they will still need to go outside temporarily. Mr. Clough said Alaska Seaplanes staff said there will be an established corridor that will be available on September 15. He asked staff to get back to the Board.

Chair Godkin asked how the Alaska Room was coming. Mr. Rinkenberger said he did not have an answer, but will update the Board when more is known.

- Baggage Belt Frame outs for Small Carriers. The Airport and design team (MCG) are looking at the frame outs for bag belts in the small carrier

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space (leased space is built out by tenants), even if tenants do not install immediately.

- *COVID Testing.* Testing is available at the airport free of charge only if someone is asymptomatic. If symptoms are exhibited or a person feels they are positive, they ask that people make other arrangements with the CCF/R test site at the Fire Training Center.

9. Airport Engineering Projects Report (Attachment #4): Mr. Rinkenberger said the Airport received a temporary beneficial occupancy certificate for the new area on August 5, which tripped the trigger for everyone to move into the terminal. The brown bear display has been moved into the new section. Security fencing on the air side will be removed tomorrow. The plan is to return Alaska Seaplanes to their original aircraft parking spaces. The only new development is Alaska Seaplanes has requested and taken ownership of the old canopy that is currently in front of the north terminal. They will incorporate this into their new building.

Fire Alarm Upgrade Project has stalled with Johnson Controls. There are issues with the Disadvantaged Business Enterprise (DBE) FAA requirement. Johnson Controls had a subcontractor that was a DBE business that left the project and another contractor (not a DBE) was brought in subsequently. This has stalled the project. The Board will be updated once that develops. A meeting will be held tomorrow with Contracts and the FAA Office of Civil Affairs.

The Sand/Chemical Building and the Fueling Station contractor is still working on some closeout items. The ground source heat pump problems continue to be worked on with Meridian Controls and the design team.

Sand Shed Demolition is complete. There is some easement access work that is being done by the Lokens with regard to preparing an easement for their access point between where the old sand shed used to be and the existing hangar.

Phase II of the Float Pond Improvement Project – PDC Engineers submitted the 65% set of design bid documents for the project on August 26. This was sent to the FAA and staff is waiting to hear back. Grant money is being rolled over to Federal Fiscal Year 2022 to facilitate the bid schedule.

Taxiway A Project – Ever Electric is working with Morris Engineering for taking the regulators from the old vault to the new vault. Mr. Adams and the light technician have been working with Morris Engineering and Ever Electric today regarding the lighting cutover preparation work. There are a number of NOTAMs out due to lighting issues with the cutover. Due to the uncertainty of when the FAA will finish the Runway Visual Range (RVR) Project, the Airport does not want to have a three-

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week outage of the RVR. JNU has decided to delay the activation of the existing lighting vault until spring of next year. This is an operational delay for the changeover but staff feels that it is a safe trade off to have the RVR operational throughout the winter.

Parking Lot Pavement Work – Staff is waiting for estimates for full or phased lot repairs. Mr. Rinkenberger is concerned about the ADA (Americans with Disabilities) compliance with parking spaces. The Airport is not currently in compliance. The Airport is looking at changing the location of the ADA spots for the long- and short-term lots in coordination with Republic Parking. This was mainly going to be repainting. Staff will make sure that ADA compliance is part of the design contract.

10. Airport Superintendent – Airfield Report (Attachment #5): Airport Superintendent Phil Adams said the Airfield staff is working on the wooden float pond landing lane markers. They were recently replaced with reflective steel markers to enhance visibility and to reduce future maintenance.

The float pond road on the south side of the east finger has been lifted, rap added, graded and compacted. A berm was added around the edge of the east finger to improve the safety of the area and awareness of the useable roadway.

The annual table top exercise was completed on July 21, 2021. It was a focused Airport Emergency Plan (AEP) review, with an emphasis on an active shooting scenario. The outcome will be a future update to the AEP.

The landside painting in the employee, rental car parking lots, lane markings and crosswalks in front of the terminal is done. The non-movement area painting has been completed, except for the terminal area fenced in area, which will be removed tomorrow and painted on the next sunny day.

Tree limbing has started on the Airport property near the Glory Hall area for the issues discussed earlier. The 50' offset was verified with the Southeast Watershed Coalition.

Float pond ramp project is close to completion. There is a small issue of the sloping when it was recently used by some of the tenants. It is hoped to have that operational soon.

The lead-in lines at Taxiway E have not been hydro blasted as hoped as SPM's (Specialized Pavement Management) machine is booked through next year. It is currently blacked out and will be continuously monitored.

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Mr. Clough asked about using the weeding machine in the float pond and how successful staff has been using it. Mr. Adams said the machine has had some operational issues. The mechanic has worked on that and staff is currently working on removing the weeds. Mr. Clough said he uses the east ramp frequently and they pick up a remarkable amount of monophyl out of that area.

X. **CORRESPONDENCE**: None.

XI. **COMMITTEE REPORTS**:

A. **Finance Committee**: None.

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

XII. **ASSEMBLY LIAISON COMMENTS**: None.

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

XIV. **BOARD MEMBER COMMENTS**: Chair Godkin said his parking pass had been expired. He noted that new parking passes are available through Pam. He noted that Mr. Spencer could check with Mr. Rinkenberger if Mr. Spencer should choose to get a SIDA badge for higher access around the airport.

XV. **ANNOUNCEMENTS**: None.

XVI. **TIME AND PLACE OF NEXT MEETING**: The next regular Airport Board meeting will be held on October 14, 2021, at 6:00 p.m. via ZOOM.

XVII. **EXECUTIVE SESSION**: None.

XVIII. **ADJOURN**: *Dan Spencer moved to adjourn. The meeting adjourned by unanimous consent at 7:08 p.m.*