

MINUTES of
AIRPORT BOARD MEETING
November 18, 2021
6:00 p.m. via ZOOM

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

II. **ROLL CALL:**

Members Present:

Dennis Bedford
Al Clough

Jerry Godkin
Dan Spencer

Chris Peloso
Jodi Garza

Members Absent:

Jerry Kvasnikoff

Staff/CBJ Present:

Patty Wahto, Airport Mgr.

Wade Bryson, CBJ Assembly Liaison

Scott Rinkenberger, Dep. Airport Mgr. Mike Greene, Airport Project Manager

John Coleman, Airport Business Mgr.

Public:

Aral Loken, Channel Flying

Mike Wilson, Coastal Helicopters

III. **APPROVAL OF MINUTES:** *Jerry Godkin moved approval of the minutes of the October 14, 2021, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Mr. Peloso moved approval of the agenda. The motion passed by unanimous consent.*

V.

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

VII. **UNFINISHED BUSINESS:** Aral Loken, Channel Flying, asserted that an Airport loader had damaged an interior wall of the Channel Flying hangar prior to the demolition of the sand shed. Mike Greene, Airport Project Manager, said that an element of the new hangar wall that the Airport constructed was a better interior finished wall. Ms. Loken and Mike Wilson, Coastal Helicopters, disputed that the interior wall was replaced. Dennis Bedford, Airport Board, said that the new wall was not suitable for office space, and the Airport had a financial obligation. Jerry Godkin, Airport Board, said that the City has a process for disputes, and the Airport should not make a commitment until after that process. Dan Spencer, Airport Board, said there appeared to be a miscommunication between the parties early on. He said he had a lot of experience with this kind of dispute, and agreed that the process should be followed, and a third-party recommendation would be helpful. Mr. Bedford said the City process is unacceptably slow, and should have Board oversight. Al Clough, Board Chair, said going through the CBJ Contracts Office to hear the dispute may not be beneficial to anyone. *Mr. Godkin moved to refer the matter to Staff and the Lokens*

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to review the issue and timeframe, and the Airport Manager report findings to the Board. Motion passed with no objections.

VIII. **NEW BUSINESS:**

A. Airfield Forklift Acquisition. Patty Wahto, Airport Manager, said that there are some items from the CARES Grant “wish list” that should come to the Board prior to the budget meetings. She said there are 3 grants termed “CARES,” and that the Board had expressed that the priorities should be keeping the Airport solvent, helping tenants with rent relief, and 2 years of GO Bond payments. She said some high priorities from the list are being addressed now—first, instead of renting a forklift for about \$900/month, Staff would like to acquire one outright. Mr. Godkin asked if the loaders are too big for the sand shed. Scott Rinkenberger, Deputy Airport Manager, said they are too big to maneuver in the sand/chem building, won’t fit into the delivery van, and are tough on the new finished-concrete floors. He said the forklift is well-used for the deicing chemicals, as well as other commodities delivered on pallets, such as broom refills. Wade Bryson, Airport Board Liaison, said he wanted to be sure the proposed purchase was the appropriate equipment. Mr. Rinkenberger said the multi-use equipment is too large for the operational setting. Mr. Bedford said that he would like more detail and economic justification—cost of maintenance etc. and hesitated to put it ahead of other needs. Jodi Garza, Airport Board, said she would also like to see more economic justification. *Mr. Bedford moved to refer the matter back to Staff for more detail, study, and recommendation. The motion passed with no objection.*

B. Snow Removal Building (SREB) Circulation Pump Upgrade. Ms. Wahto said that upgrading the ground source heat pumps are also a priority, due to issues including loss of heat in the SREB and SCAB. She said the cost estimate is \$115K to replace the two pumps. Mr. Bedford said the same problem occurred in the terminal, and the designer may have some financial liability in this. Ms. Garza asked if there’s any recourse. Mr. Greene said his priority is to get the buildings back up and running, and hasn’t had time to investigate the liability of the designer. *Mr. Godkin moved to approve the purchase and installation of two 25hp pumps and associated system drives for the snow removal equipment building heat pump system at a cost not-to-exceed \$115,000; funding from the Juneau Airport CARES Act grant. The motion passed with no objection.*

C. Sand/Chemical Building Backup Boiler. Ms. Wahto said that a redundant heat system was not included in design due to the urgency of the grant process, but has become a major concern because a temporary boiler was rented last year when the heat failed. Mr. Greene said there have been problems with the Sand/Chem system since it was installed. He said it is a finicky system, and a small electric unit is all that is needed to keep from freezing. *Mr. Peloso moved to approve the design, purchase and installation of an electric back-up boiler system for the Sand/Chemical building at a cost not-to-exceed \$175,000; funding from the Juneau Airport CARES Act grant. Mr. Bedford said the redundancy should have been designed in. The motion passed with no objection.*

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Mr. Godkin suggested that the CARES requests go through the Finance Committee for vetting prior to the full Board.

D. Civil Air Patrol Rent Request. Ms. Wahto introduced the letter from the Alaska Wing of the Civil Air Patrol requesting approval for continued rent waiver. *Dan Spencer moved to approve the five-year continuation of the one-dollar per year nominal rent for the Civil Air Patrol leased area. The motion passed with no objection.*

E. Airport Manager's Report:

1. Airport Certification Inspection. Ms. Wahto spoke about the Airport Certification Inspection—there were several infractions for fuel truck documentation and ARFF apparatus documentation. Those items were closed out during the inspection, with no letter of investigation.

2. Aircraft Accident October 22. Ms. Wahto said that the FAA Inspector, Randy Kuehler, was on-site at the time of the Alaska Seaplanes accident. There were no reported injuries. He thought the response was handled well; the investigation is handled by FAA and NTSB. Ms. Garza said the response was superb, and the preliminary NTSB report is out.

3. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) Ms. Wahto said the FY21 year-end CAFR are now reflected on the Airport Fund Balance tracking sheet. An additional \$266,210 of expenses was identified by the City at year-end final closeout. She said the additional CARES drawdown will be deposited in FY22.

4. CARES/CRRSAA Fund Balance. Ms. Wahto said the table is a handy tool. She said the FY21 CARES drawdown was approximately half-a-million less than previously projected.

5. Title 49 Variance Request. Ms. Wahto identified current safety and security issues related to the restrictions in the Airport's ability to trim vegetation along Jordan Creek. She said that the berm inside Gate K, behind the hangars, is a haven for wildlife; the FAA Inspector wants it removed and levelled. She said there are camps along Yandukin near the Glory Hall, and members of the unsheltered population are coming into the terminal and leased areas. She said there is a spike in criminal and drug activity, as discussed in the October meeting; she let the City Manager know this is a big issue—people are shooting-up in bathrooms and out front, casing parked cars, and creating a general safety concern. Mr. Rinkenberger said he is collecting documentation for a bulletproof variance request, and that FAA can issue an order to have the vegetation removed along Jordan Creek. He said Staff is working with the City Housing Officer, and there is outreach to the Glory Hall management, and Southeast Alaska Watershed Coalition. Mr. Clough asked when the variance request would be ready. Mr. Rinkenberger said sometime in December. Mr. Bryson asked to

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be looped-in to the email correspondence. Ms. Garza asked about funding the work once the variance is granted. Ms. Wahto said it would be Airport operations (O&M) funded.

6. Emergency Vehicle Access Road (EVAR)/Dike Trail Partnership. Ms. Wahto thanked Laurie Craig for her efforts clearing brush along the fence line.

7. 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:

- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring*. Ms. Wahto said that \$145,786 has been spent to-date. She said National Guard is doing some independent testing on their leased area.
- *Oshkosh Plow Trucks*. Ms. Wahto said the plow trucks are up and running, and are being used a lot. She said Oshkosh will send a technician if Seaside Diesel can't respond when needed.
- *Program Updates*. Ms. Wahto said Staff is working with DOWL to update several of the Taxiway diagrams/maps.

8. Airport Engineering Projects Report (Attachment #2): Mr. Greene gave updates on various projects. He said phase 2 of the Terminal project is on track for completion in February 2022. He said the Fire Alarm system upgrade is finally underway. He said a review of the 95% design documents for the Float Pond is pending. He said the final electrical work on the Taxiway is in progress. He said fee negotiations with DOWL are currently bogged down over project scheduling; Ms. Wahto said that the DOWL contract would be for the entire project from pre-design to contract administration and a total of \$600,000 is currently appropriated. Mr. Greene said that the mounts for the Ramp Lighting project are being installed as part of the Terminal project to make sure there is no warranty issue with the roof.

IX. **CORRESPONDENCE**: None.

X. **COMMITTEE REPORTS**:

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

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

XI. **ASSEMBLY LIAISON COMMENTS**: Assembly Liaison Wade Bryson reported that he is the new Chair of Public Works and Facilities, and gave his cell# 723-4109.

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

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- XIII. **BOARD MEMBER COMMENTS:** Mr. Clough apologized for the communications issues he experienced this meeting. Ms. Garza welcomed Mr. Bryson, and again thanked the Airport for their accident response.
- XIV. **ANNOUNCEMENTS:** None.
- XV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on December 9, 2021, at 6:00 p.m. via ZOOM.
- XVI. **EXECUTIVE SESSION:** None.
- XVII. **ADJOURN:** *Mr. Peloso moved to adjourn. The meeting adjourned by unanimous consent at 8:06 p.m.*