

MINUTES of
AIRPORT BOARD MEETING
May 14, 2008
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Ron Swanson called the meeting to order at 7:00 p.m.

II. **ROLL CALL:**

Members Present:

Gordon Evans	Butch Laughlin	Steve Zimmerman
Eric Forrer	Bill Peters	
Jerry Godkin	Ron Swanson	

Staff/CBJ Present:

Dave Palmer, Airport Manager	W. Lamar Riddle, Airfield Maint.
Patricia deLaBruere, Dep. Airport Mgr.	Brandon Ridle, Airfield Maint.
Jerry Mahle, Airport M&O Super't	John N. Hales, Airfield Maint.
Ted Anderson, Airport Planner	Michael Roggenkamp, Airfield Maint.
Pam Chapin, Admin. Assistant	Charles Gerbi, Airfield Maint.
Catherine Fritz, Airport Architect	Paul Swanson, Airfield Maint.
Paul Wescott, Airport Engineer	

Public Present:

Ella Rogers, Glacier Restaurant	Greg Brown, Weather Permitting Alaska
Mookie Patel, Alaska Airlines	Douglas Ward, Weather Permitting Alaska
Mike Wilson, Coastal Helicopters	Chris Andree, Alaska Airlines
Ed Kiesel, Ward Air	Cristina Grande, ABC
Tom Williams, Ward Air	Lorene Palmer, JCVB
Bob Jacobsen, Wings of Alaska	Ben Goldrich, MEBA
Jeremy Millsaps, Wingnut	Pete Carlson, AOPA-Alaska Airmen's
MaryLou Gerbi, Public	Greg Skinner, Juneau Empire

III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the April 9, 2008, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Dave Palmer asked to move Item C.3., Report on Organizational Cultural Survey for CBJ Departments, before Item A. under New Business. *Gordon Evans moved, Steve Zimmerman seconded, to approve the agenda as amended. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None

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VI. UNFINISHED BUSINESS:

A. **Rates and Fees Regulation** (Attachment #1): At the April 9, 2008, Airport Board meeting, the Board accepted the recommendation from the Finance Committee to forward the proposed Rates and Fees Regulation through the public process. The regulation was advertised and open for public comment period from April 13, 2008, through May 6, 2008. During that time, the Airport received no public comments. There are no further changes to the proposed Rates and Fees Regulation at this time. However, in light of the April 16, 2008, power outage and electrical crisis in Juneau, the Airport will continue to monitor electrical consumption and costs as they affect the budget. The Airport will assess the impact, and if necessary, bring any proposed interim fee increases or electrical surcharges before the Board. *Steve Zimmerman moved, Gordon Evans seconded, to continue the regulation process and forward the proposed Rates and Fees Regulation (Attachment #1) to the Assembly for consideration at their June 2, 2008, Assembly meeting, for an effective date of July 1, 2008. The motion passed by unanimous consent.*

VII. NEW BUSINESS:

A. **Report on Organizational Cultural Survey for CBJ Departments** (Attachment #2): The CBJ conducted surveys of departments to measure teamwork, morale, information flow, employee involvement, supervision, meetings and customer service. Surveys were completed by employees anonymously. The Airport's scores are the highest of any city department in this survey.

B. **Request to Extend Seasonal Position at Field Maintenance:** (Attachment #3): Airport Manager Palmer said that most of the Airfield crew, both seasonal and full-time, were in attendance at this meeting. All winter, vacations are restricted due to the minimal staff employed for snow removal. If a person is on vacation and another is out sick, it creates a hardship on completing scheduled projects or projects that may require four or more people to complete. *Gordon Evans moved, Steve Zimmerman seconded, to give the Manager the permission to extend the seasonal position as requested. The motion passed by unanimous consent.*

C. **Alaska Airlines Letter** (Attachment #4): Mookie Patel read a prepared statement, which replaced the earlier letter published with the Board packet. Discussion was held by Board members stating their frustration at the previous letter and appreciation for the new statement. Bob Jacobsen, Wings of Alaska, stated that airlines cannot just keep raising the price of air fare because people cannot afford to fly. The industry is concerned about rising costs and wants to continue talks on ways to cut airport costs. Chair Swanson said that the Airport has requested a portion of the cruise ship passenger fees from the Assembly. This will open the door as a source of revenue. Discussions have also been held with the State, who felt the matches for the airport

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improvement projects would be their total contribution to the airport. Jerry Godkin said staff made a statement when requesting the cruise ship passenger fees that said the City expects the Airport to balance the budget on the backs of the tenants and it was noted that little help comes from the City and the Assembly to run the airport.

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

1. Airport Energy Issues: Responding to the dramatic increase in power costs, the Airport has taken the following actions:

- a. Rescinded a letter of agreement with the FAA to allow operation of runway and taxiway lights on demand, and when aircraft are known to be in the area. Both AFSS and ATC personnel are reminded to turn lights off when not needed.
- b. Reduced temperatures in the passenger terminal
- c. Cut interior lighting to minimum levels
- d. Turned off the escalator
- e. Turned off airfield exterior lighting and parking lot lighting reduced to minimum levels
- f. Turned off appliances and as much accessory equipment as possible
- g. Shut down most, but not all, vending machines.

Tenants are doing their part. Illuminated advertising signs are off. The restaurant has shut down freezers, heated food tables, turned off lights, and generally makes efforts to conserve.

TSA is turning off lights when the checkpoint is not in operation and using lights only when conditions require.

The Airport is the second highest consumer of electricity in the CBJ system, our goal is to conserve the most. The Airport will pay the bills when they come in and will bring it before the Board for a supplemental to the budget when it is needed.

2. RSA Permitting: Ron Swanson and I attended a public hearing on April 24 and provided testimony and comments to ADFG and DNR related to the permits and conveyance of Refuge lands to the airport for the runway safety area. The agencies should be issuing findings. Some mitigation issues with the agencies are being worked through, but the permits should be ready by the time the plans are ready.

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3. Weed Harvester: We have purchased a used aquatic weed harvester for \$17,500 to remove the weeds in the pond. If, when dredging is complete and it appears we don't need the harvester, it is likely we can sell it for what we paid.
4. Cruise Passenger Funds: Our request has been presented to the CBJ's Finance Committee and is on their list of pending items.
5. Projects:
 - a. Terminal Renovation and Airfield Maintenance Facility (Attachment #5): The Art Committee met the evening before the Board meeting and reviewed 17 proposals. The process is ongoing so information cannot be discussed at this time.
 - b. Airfield Projects (Attachment #6)

E. **Greg Brown Presentation Regarding Energy Alternatives**: Chair Swanson said Greg Brown came to him to discuss his energy alternatives and wanted to present the same to the Board. Mr. Brown introduced his partner Doug Ward. They both live in Juneau and are primarily retired. He is the president of an alternative energy company based in California. There is a tremendous amount of biomass available as an alternate energy – wood byproducts, the dump, cardboard, the amount of paperwork from the government, saw dust, pallets, etc.

He used biomass in Europe in 1985 and has converted his home in Juneau to biomass, which has reduced oil costs by 40%. He provided samples of biomass at the meeting – cardboard and wood chips, sawdust, woodchips, cardboard and paper, municipal waste, and sawdust. Many places in Europe have stopped using oil and are heating with pellets. The pellets are moved in a vehicle like an oil truck and fed into the hopper. Biomass is also being used to produce electricity at approximately \$.20 per kilowatt hour. He is working with the City to find a space for a plant and looking for customers. *Eric Forrer moved, Gordon Evans seconded, that the Airport Board direct Airport management to engage in preliminary discussions with Mr. Brown to consider his technology in keeping with the current construction and repair of the airport and to bring back an informational proposal. The motion passed by unanimous consent.*

VIII. **ASSEMBLY LIAISON COMMENTS**: None.

Gordon Evans asked if there was a chance of asking the Assembly to change the liaison. Mr. Stone has yet to make a meeting of the Airport Board. Perhaps the Assembly could assign someone who is not scheduled for other meetings on Wednesday meetings and could attend the Airport Board meeting. He asked the Manager to make this request.

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IX. **PUBLIC COMMENTS:**

A. Mookie Patel, Alaska Airlines, introduced Chris Andree as the new Facilities Project Manager for Juneau. Mr. Andree lives in Ketchikan. He owned his own construction business and knows a lot about project management.

B. Catherine Fritz noted there will be a consultant workshop for the Snow Removal Equipment Facility on Tuesday, May 20, 2008, from 4:00 p.m. to 5:00 p.m. in the Aurora Room.

X. **BOARD MEMBER COMMENTS:**

A. Ron Swanson urged everyone interested in the airport to apply for the Airport Board. Eric Forrer and he will be leaving the Board after the June meeting and applicants are needed. He noted that Gordon Evans had recommended that the election of officers be held in June. Mr. Evans said that this would provide for a smooth transition to the next Chair of the Board and would allow the new Chair to meet with the Manager and staff during the month of June. No one objected to scheduling the elections for the June meeting.

B. Eric Forrer noted that he will not be reapplying for his current position as his personal schedule will cause him to miss more than 50% of the meetings in the foreseeable future. As the sole representative of the committee of one, he noted the bird flu is still out there with a little flare up in Korea. The virus has not mutated nor is it contagious to humans.

C. Jerry Godkin thanked the employees and administration on the culture report. This is always something to strive to do better. He also thanked the tenants and Airport staff on the electrical savings they are striving for.

XI. **ANNOUNCEMENTS:** None.

XII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on June 11, 2008, at 7:00 p.m. in the Aurora Room.

XIII. **ADJOURN:** *Gordon Evans moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:30 p.m.*