

MINUTES of
AIRPORT BOARD MEETING
December 12, 2007
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	Jerry Godkin	Ron Swanson
Eric Forrer	Butch Laughlin	Steve Zimmerman

Member Absent:

Fred Gaffney

Staff/CBJ Present:

Dave Palmer, Airport Manager	Ted Anderson, Airport Planner
Patricia deLaBruere, Dep. Airport Mgr.	Paul Wescott, Airport Engineer
Jerry Mahle, Airport M&O Super't	John Coleman, Airport Business Mgr.

Public Present:

Pete Carlson, AOPA/Tenant	Tom Williams, Ward Air/R&L Leasing
Connie DePute, General Aviation	Ella Rogers, Glacier Restaurant
Jeremy Millsaps, Wingnut Aviation	Kerry Lemke, General Aviation

III. **APPROVAL OF AGENDA:** Chair Ron Swanson added Item B under Unfinished Business as Airport Manager's Pay Raise. *Butch Laughlin moved, Gordon Evans seconded, to approve the agenda as amended. The motion passed by unanimous consent.*

IV. **PUBLIC COMMENTS:** None.

V. **UNFINISHED BUSINESS:**

A. **Wildlife Hazards Working Group Appointments:** Steve Zimmerman said he thought he would be appointed chair and suggested Jack Hodges, Bob Armstrong, Richard Carstensen, Laurie Craig, Eric Eriksen. Chair Swanson appointed these people to the Wildlife Hazards Working Group.

B. **Airport Manager's Pay Raise:** Chair Swanson said that Human Resources gives pay raises by steps. The Board does not have the authority to give a pay raise, but does have the authority to give a bonus equivalent to the 3% pay raise, which amounts to \$3,100. The Board either has to negate the pay raise or give the bonus. Butch Laughlin said this needs to be tied to this year or it might obligate the Board to give the Airport Manager a raise every year. Gordon Evans noted that Dave is not paid retirement benefits. Mr. Palmer said that is correct, nor does the City pay his health benefits. *Steve Zimmerman moved, Gordon Evans seconded, to give a 3% bonus equating to*

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\$3,100 for the evaluation period October 2006 through 2007. The motion passed by unanimous consent.

VI. **NEW BUSINESS:**

A. **Special Meeting - January 17, 2008, 11:00 a.m., Aurora Room:** John Roots will be in Juneau in January. A tentative meeting time of 11:00 a.m. on January 17th in the Aurora Room has been set. *Gordon Evans moved, Steve Zimmerman seconded, to call a special meeting for January 17, 2008, at 11:00 a.m. in the Aurora Room. The motion passed by unanimous consent.* Steve Zimmerman noted that he would be out of town but would like to call into the meeting.

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

1. Airfield:

a. A letter was received from R&L Leasing (Attachment #1). The topographical work shows that Lots 1 through 8 can be leased now without any grading or drainage problems, but the hangars' floor elevation would be staggered in elevation by an inch or two and probably in pairs. Lots 1 and 2 would be an inch or so lower than Lots 3 and 4, etc. which matches the topography. These would be executive style hangars. The R&L Leasing letter pointed out that Lots 9 and 10 restricted access to their hangar on Block H, Lot 7. Based on Advisory Circulars, the proposed plat has been modified. The other lots will require drainage and taxiway construction prior to being leased. This will be added to an AIP list. With Board approval, the surveyor will complete the plat, it will be recorded, and Lots 1 through 8 will be leased. Lots 9 and 10 would be smaller. Tom Williams appreciated the Airport's response to the letter. *Eric Forrer moved, Jerry Godkin seconded, to authorize the Airport Manager to proceed with the plat for Lots 1 through 19 on the Block Q draft, and lease Lots 1 through 8. The motion passed by unanimous consent.*

b. Jane Sebens, Law Department, has been working on Airport leases over the last few days, trying to reconcile the lease that has been used with the code. She has been comparing JNU's lease to other airport's leases and added some security items. Leases for six new hangar lots on Block "O" on the East side should be signed and effective by January 1, 2008. The lease will be presented to the Board for their review.

c. Leases for hangars are for the purpose of aircraft storage. In cases where hangar owners are found to utilize hangars for the storage of boats, heavy equipment, inventory, or other non-aviation uses to the exclusion of aircraft, letters are being or have been issued. Presently two hangars fall into this category.

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2. Runway Safety Area Permitting: Carson Dorn continues to work with various agencies to advance the permits for the runway safety area, and more recently, permits for the 08 MALSRs. Alaska Coastal Management Program (ACMP) is ready to “start the clock” on December 24, 2007, on the permitting review after we held a meeting with representatives from the Corps of Engineers, ACMP, Fish and Game, Coast Guard and the Smith family regarding impacts of the 08 MALSRs on navigation in the Mendenhall River. The permits are expected by March or April

Dowl Engineers have completed the borings for the geotech analysis in the pond and surrounding area. They continue to work on the design for the runway safety area.

We are in contact with lobbyist John Roots in an effort to revive the FY 01 \$1.5M earmark for the 26 MALSR system. We are poised to apply for permits for the system, but the FAA’s funding lapsed. We are coordinating our effort with Alaska Airlines and anticipate a meeting with the Congressional delegation soon.

Dowl Engineers are also beginning to work on updating the airport layout plan. Ted Anderson and Paul Wescott will be working on this as well.

3. Terminal Renovation: See Catherine Fritz’ memo (Attachment #2) regarding the terminal project status and schedule. Of note is the analysis by Jim Rehfeldt. It appears feasible and beneficial to convert the terminal’s heating and cooling system to a ground source heat system, increasing our electrical demand, but virtually eliminating heating fuel expense and systems. Early analysis indicates that even with added size to the building, new efficiencies and mechanical systems could result in a reduction of overall energy costs. Over a 25-year life, this heating system saves about \$1 million. This will take the building off of diesel-fueled heat to an electric basis. It is a much more efficient operation.

Catherine continues to work with Alaska Airlines and TSA regarding facility needs; coordination between baggage processing needs and equipment costs and available space.

4. Snow Removal Equipment Building: Catherine Fritz will be developing the documents needed to solicit proposals from architects for the design of the building. This work is scheduled for January and February.

5. Business:

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a. The Law Department is preparing a contract for Goldbelt Security to assume security work at the Airport. We are awaiting insurance before signing a contract. A training plan is being developed. Goldbelt employees are undergoing the TSA security reviews, and we expect to have Goldbelt under contract and on the job by the first of January.

6. Ted has been working the FAA on a couple of issues. While researching the fleet equipment replacement list and budget and looking for a mower, Ted came up with the idea that if it had a blade on the front of it, it would be a snow removal equipment and, therefore, AIP eligible.

VII. **ASSEMBLY LIAISON COMMENTS:** None.

VIII. **PUBLIC COMMENTS:** None.

IX. **BOARD MEMBER COMMENTS:**

A. Butch Laughlin said he has run into people in the community that are not aware of what is happening at the airport. He wanted to get more public awareness of about what is happening. Chair Swanson suggested getting the newspaper interested in the latest project with pictures. Gordon Evans said newspapers are content to work with handouts and will print them word for word. Mr. Laughlin said the article does not need to be in depth. It needs to be a list of points and an approximate time line.

B. Jerry Godkin wished the staff and fellow Board members Merry Christmas and a happy new year.

C. Butch Laughlin noted that David Lendrum would not be moving onto airport property. Airport Manager Palmer said that an e-mail from Mr. Lendrum said that the property he is moving to has more public visibility. The FAA verbally approved non-aviation use, but not a permanent conversion.

D. Steve Zimmerman thanked staff for sending out the annual Board meeting schedule.

X. **ANNOUNCEMENTS:** None.

XI. **TIME AND PLACE OF NEXT MEETING:**

A. The next regular Airport Board meeting will be held on January 9, 2008, at 7:00 p.m. in the Aurora Room.

B. A special Airport Board meeting with the Washington, D.C., lobbyist will be held on January 17, 2008, at 11:00 a.m. in the Aurora Room.

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- XII. **ADJOURN**: *Steve Zimmerman moved, Jerry Godkin seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:00 p.m.*