

MINUTES of
AIRPORT BOARD MEETING
March 11, 2009
Aurora Room, 7:00 p.m.

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

II. **ROLL CALL:**

Members Present:

Laurie Berg	Dave Heimbigner	Steve Zimmerman (via phone)
Gordon Evans	Butch Laughlin	
Jerry Godkin	Scott Watts	

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	Pan Chapin, Admin. Assistant

Public Present:

Larry DePute, General Aviation	Ron Swanson, Tenant
Pete Carlson, Tenant	Ella Rogers, Glacier Restaurant

III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Scott Watts seconded, the adoption of the February 11, 2009, regular monthly meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Gordon Evans moved, Laurie Berg seconded, to approve the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VIII. **UNFINISHED BUSINESS:** None.

IX. **NEW BUSINESS:**

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

1. Airport Manager Dave Palmer read his letter of resignation. His last day at work will be June 5, 2009. Chair Jerry Godkin said there are no regrets in hiring Mr. Palmer and hoped that the examples he has shown in leadership and communications will be a good foundation for the next Airport Manager. He visited with the Human Resources Manager who explained the hiring process. He noted that Kelly Mercer from Human Resources was in attendance to answer any questions the Board may have. A committee will be formed, of which Mr. Godkin will chair, and include Dave Heimbigner and Steve Zimmerman. A report will be made at the next Board meeting with the direction to proceed and some time frames. This process will take approximately 12 weeks. As this is a

AIRPORT BOARD MEETING

March 11, 2009

Page 2

partially exempt position, there is a lot of latitude in how the Board hires the next Airport Manager.

2. A Terminal Remodel preconstruction meeting was held with Chuck McGraw, McGraw's Custom Construction, and the subcontractors on Monday, March 9, 2009.

3. Admiralty Construction will be doing the dirt work for the addition and is the prime contractor for the well field project and sidewalk and work on the rental car parking lot. The goal is to move the rental cars out as soon as possible and enable the dirt work to begin.

4. Geothermal well field work will likely begin in mid-April. The driller is Gregory Drilling. We expect two drill rigs to be here for about a month. Harri's Plumbing is the subcontractor for piping work. The goal is to get in and get the project done.

5. The above noted projects are huge. The Airport has never been staffed to do projects like this. The current badging position (Office Assistant) is one-half time. It is being changed to a full-time position and will be split between badging and work in the project office.

6. Project management offices are being moved from the project house to the vacated LAB office space. If this space is needed for aviation use, a project trailer will be necessary.

7. Another position has been created for the terminal work – a Construction Inspector. This person will be an interface between the contractor, tenants and TSA. This will be someone who knows operations and can see when the contractor goes sideways with a security issue, etc. This is a full-time temporary position that is tied to the project.

8. MALSR Update. Work continues to get the Runway 26 MALSR system built. This would provide lead-in lights for approaches down the channel. It was decided that Chairman Oberstar and Don Young are going to write a joint letter to the FAA telling them that it would be a good idea to get that built. Things look good for the MALSRs at this time.

9. Permits: The ADF&G permit is in hand. The DNR permit is imminent. The Corps has received all comments from Anchorage. It is unknown what the Corps permits will say at this time, but may include some changes to the mitigation requirements. Paul Wescott is working on the final plans for the Runway Safety Area making sure that the final design looks like the permit applications that were submitted one and one-half years ago. The permits were based on a concept. We are amending the contract with Carson Dorn because the permitting process has extended for so long.

10. Winter seasonal staffing levels dropped back to normal levels in March. The crew did (and continues to do) their usual exceptional job of snow removal for winter operations. The winter staff was brought back in a temporary capacity

AIRPORT BOARD MEETING

March 11, 2009

Page 3

for snow removal purposes. There are no benefits associated with their work. It was suggested that their separation should have been extended and benefits continued.

11. Restaurant Update. The restaurant currently opens from 10:00 a.m. to 3:00 p.m. Many people have been laid off due to the loss of the Alaska Airlines catering and school lunch program. Food has been added at the coffee shop downstairs. It is expected the restaurant will reopen during normal hours on May 1. Concerns are being noted by the Alaska Committee regarding complaints from legislators coming through the airport. Ella Rogers said that they will open for delayed flights and at other needed times. Butch Laughlin said the more the restaurant is closed, the less people will rely on it being open. *Butch Laughlin moved, Dave Heimbigner seconded, to direct the Airport Manager to write ESS a letter stipulating the restaurant will be open at 7:00 a.m. The motion was withdrawn.* Chair Godkin said that the restaurant understands the Board's sentiment about the image to the public and what is wanted. He noted the restaurant is a good tenant and is a viable function of the airport. He hoped that the Airport will have some discussions with the Operations Committee that included what is needed to attract the citizens of Juneau to frequent the restaurant. This will be discussed at the next meeting.

12. The TSA fine will be \$5,000 (one-half of what they proposed for one violation). This was TSA people sneaking through the exit lane. The Airport still disputed the fact that the exit lanes should have been monitored by TSA. This payment will settle everything that is on the TSA books against the Airport.

13. Recently TSA had more undercover people trying to break through the exit lane. After they came off the plane, one guy stood and opened the door while another guy went the other way. That set off the alarm, and Patty deLaBruere and Airport Security caught them.

14. Mike Roggenkamp was injured on the job. He had his arm crushed while changing broom tufts. He was off the job for three days and is back now. This has changed the way broom tufts will be changed in the future. A loader will be used to support the tufts, in addition to the brake.

15. The tentative schedule for dredging the float pond will be late May or June through two summers at most. The bids will not occur before all permits are received and the next AIP grant.

16. Chair Godkin presented a pin and certificate to Patty deLaBruere for ten years of dedicated service to the people of Juneau, Alaska. He also noted that Catherine Fritz received a pin and certificate for 25 years of dedicated service to the people of Juneau, Alaska.

17. Airport Projects Report (Attachment #1)

18. Terminal Renovation and Snow Removal Equipment Facility Updates (Attachment #2)

AIRPORT BOARD MEETING

March 11, 2009

Page 4

- X. **ASSEMBLY LIAISON COMMENTS:** None
- XI. **PUBLIC COMMENTS:** Ella Rogers, Glacier Restaurant, said that the Alcohol Board had been doing stings and the restaurant passed with no problems.
- XII. **BOARD MEMBER COMMENTS:** Laurie Berg said that she had received comments from the public about the smoking outside of the doors at the airport. She asked if the Airport enforced the smoking rules. Airport Manager Palmer said the rule is ten feet and it is a problem with the wind.
- XIII. **ANNOUNCEMENTS:** None.
- XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on April 8, 2009, at 7:00 p.m. in the Aurora Room.
- XV. **ADJOURN:** *Gordon Evans moved to adjourn the meeting. The meeting adjourned by unanimous consent at 8:20 p.m.*