

MINUTES of
AIRPORT BOARD MEETING
May 13, 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	Scott Watts
Gordon Evans	Butch Laughlin	Steve Zimmerman
Jerry Godkin		

Staff/CBJ Present:

Dave Palmer, Airport Manager	Catherine Fritz, Airport Architect
Patricia deLaBruere, Dep. Airport Mgr.	Paul Wescott, Airport Engineer
Jerry Mahle, Airport M&O Super't	Merrill Sanford, CBJ Assembly
Ted Anderson, Airport Planner	Keith Walker, CCF/R
Pam Chapin, Admin. Assistant	

Public Present:

Pete Carlson, AOPA/AK Airmen's	Ron Swanson, General Aviation
Mike Wilson, Coastal Helicopters	Tom Carson, Carson Dorn
Ella Rogers, Glacier Restaurant	Kathy Seale, ADA

III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the April 8, 2009, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Dave Palmer asked to add Mitigation Payments under New Business. Dave Heimbigner asked to add a Discussion of Potential Relocation Expenses for the New Airport Manager under New Business. *Steve Zimmerman, Scott Watts seconded, to approve the agenda with the two additions. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** Kathy Seale discussed Attachment #7.

VI. **UNFINISHED BUSINESS:**

A. **Committee Reports:**

1. Airport Manager Search Committee (Attachments #1 and #3): The committee met several times during the month. Thirty-six applications were received on May 1, which were reviewed by the members and discussed at a meeting. Six candidates were chosen to be interviewed by telephone. From those interviews, the list was narrowed down to three candidates that will move onto the next process. The following schedule was noted:

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May 30 - Candidates from outside Juneau will be flown in.

May 31 - Candidates ability to see the town.

June 1 - Interviews with the candidates will be performed in the morning

June 1, 5:00 p.m. - Meet and greet the candidates will be held.

June 2 - The Board will convene and, most likely, go into executive session to make their decision on the next Airport Manager.

The names will be released to the media once background checks are complete.

Chair Godkin said that Ron Swanson volunteered to be on the Search Committee. He accepted the suggestion, but missed noting the appointment at the previous meeting. Mr. Swanson was appointed to the Committee retroactive.

2. Operations Committee (Attachment #2): Committee Chair Steve Zimmerman reported that the Committee met on April 16 and reported on Attachment #2. Items discussed included:

a. Glacier Restaurant Lease. Lease payments will not be reduced at this time. The Airport will let ESS work through the summer and see how well ESS is positioned for next winter.

b. Craig Loken asked to discuss the common wall. He was asked to present his position to the City & Borough Attorney and an explanation of why he thinks the Airport should participate in the cost.

c. Catherine Fritz discussed the new duties of the Construction Assistant.

d. A discussion was held with Airport M&O Superintendent Jerry Mahle regarding Airport signage.

e. A discussion was held with Mike Wilson of Coastal Helicopters regarding the traffic patterns around the airport. No changes are planned at this time.

More meetings will be held on an as-needed basis.

VII. NEW BUSINESS:

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

1. Runway Safety Area (RSA) Project Status: The Corps of Engineers Permit was delivered to the meeting by Tom Carson, Carson Dorn. All permits are in hand for the RSA. A couple of letters are needed from the agencies. The only thing needed is to work on the mitigation obligations. The requirement of the Corps Permit is that no construction may start until the mitigation obligations have been satisfied. Some of the negotiations with the Corps included language that stated the mitigation payments to SEAL Trust would satisfy the Airport's mitigation obligations. SEAL Trust will use this money to purchase the necessary 228 acres to satisfy the mitigation requirements at a cost of

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\$5,715,538. The initial budget was \$5.4 million, therefore, an additional \$325,000 is required. There are two other mitigation requirements:

- a. To pay Trail Mix for pedestrian bridges that will be built over Duck Creek upstream at a cost of \$155,000.
- b. The Airport is required to fund a five-year hydrological study of Duck Creek for \$100,000.

The grand total is \$6,013,538, which comes out of the Runway Safety Area grant. SEAL Trust has already been paid \$500,000. Mr. Palmer requested authorization from the Airport Board to pay the \$6,013,538 in mitigation.

Gordon Evans moved, Butch Laughlin seconded, to authorize the Manager to Pay mitigation obligations totaling \$6,013,538 to SEAL Trust and Trail Mix in mitigation. The motion passed by unanimous consent.

2. When construction of Block O began, several people requested the ability to wash aircraft. It was expected that the Airport would install a hose bib in that area so anyone could access water when it is not freezing. Bob Winters has an end hangar and has said he would install an outside hose bib that is insulated and allow the public use. He has requested a waiver of the \$750 connection fee. Airport Manager Palmer suggested that this offer would also be available on the other side of the field for one person only. *Gordon Evans moved, Steve Zimmerman seconded, to authorize the expenditure of \$750 to have the water connection put in with the proviso that Patty deLaBruere will check with the City to see if the money comes back to the Airport. The motion passed by unanimous consent.*

3. Dust Abatement Near Coastal Helicopters: Coastal Helicopters has requested Little Diggers hydroseed the area between their leased premises and the Alaska Airlines ramp. This will be done for dust abatement.

4. The Airport Layout Plan (ALP) (Attachment #4) has been revised to show the RSA work and submitted to FAA. The Safety Area Project and the Snow Removal Equipment Building Project have to comply with the ALP, which means it has to be updated.

5. New Hires: Two seasonal Laborers have been hired for the field maintenance crew. Three temporary people have been hired for the terminal renovation project. They will direct traffic on the curb. The new Building Maintenance Supervisor is Bobby Dilg. He currently works for Elite Line Service, a contractor to Alaska Airlines. He will begin in another week.

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Ron Swanson suggested that the Seasonal Equipment Operators be kept until the end of March, as this has been a problem the last couple of winters. Airport Deputy Manager Patty deLaBruere said the Airport is working on this and she believes it was currently budgeted.

6. **TSA Badge Requirements:** TSA is requiring a threat assessment for anyone with access to the airport and badged. Therefore, something more than 700 badges will need to be done by June 1.

7. **Alaska Committee:** Mr. Palmer attended a meeting of the Alaska Committee earlier in the day. The Committee is a great supporter of the Airport. The committee is concerned about the restaurant as they had complaints from legislators. They are going to discuss this with Dan Knauss of ESS Support Service.

8. **Airport Projects Update (Attachment #5)**

9. **Terminal Renovation and Snow Removal Facility Updates (Attachment #6):** Airport Architect Catherine Fritz said the existing escalator will be rebuilt as opposed to replaced.

10. The Alaska Committee distributed a 2009 Legislative Session Visitor Satisfaction Survey Results as distributed by the Juneau Economic Development Council, dated May 2009 (copy available by request). JEDC surveyed visitors traveling to and from Juneau, including those traveling by plane. The Airport has plenty of room to improve. There is a 20% dissatisfaction level with airport facilities. Hopefully the work underway and future improvements to the restaurant will help. The legislators and legislative staff were more pleased with the airport facilities than tourists.

B. Relocation Expense Discussion: Dave Heimbigner reported that the City Personnel Rules addresses relocation expenses, with a tremendous amount of latitude. The rule reads "it may not exceed 20% of the employee's base pay." The payment is linked to service, if the person works less than 12 months, the employee is responsible for 100% reimbursement of the relocation expenses, and down to 25% if service is 36 months or greater but less than 48 months. Ms. deLaBruere noted that there is no budget for this expenditure. This will be used as a bargaining tool in the hiring process.

VIII. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford said the budget has passed for the City & Borough. The marine passenger fee for the Airport came up by one or two Assembly members who were concerned about giving the

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Airport the marine passenger fee amount as they thought the last request was a one-time request. He fought this idea by saying that the airport is used by tourists and it deserves money also if it is in accordance with the federal laws. He said there is no guarantee that the marine passenger fees will be available every year. The point will need to be argued and the findings as the funding is limited. Chair Godkin noted that even though there were some dissenting votes for the funding to the Airport, Board members should thank their Assembly member.

IX. **PUBLIC COMMENTS:** Kathy Seale said she did not like the current taxi shelter as it was too small.

X. **BOARD MEMBER COMMENTS:**

A. Dave Heimbigner said the Airfield crew did an excellent job on snow removal on Alex Holden and everywhere else. He asked if road repairs are expected for the Alex Holden road as the road is very bad. Chair Godkin referred this item to the Operations Committee. He said there are also a lot of problems with people speeding on Alex Holden Way.

B. Gordon Evans suggested hanging a sign on the building which states main entrance.

C. Chair Godkin said he and Dave Palmer went to the Mayor and Assembly's work forum. He thought they were there to represent the Airport and discuss the projects that are going on. They were divvied up into different little task forces and listen to ideas that people had that were written down. There were in excess of 300+ suggestions about various things to make Juneau better. Very few of the comments were related to the Airport.

D. Gordon Evans said that he went to the Bar Convention in Juneau the prior week. There were 400 lawyers in attendance. One of the comments made by Supreme Court Justice Alito at the dinner was that it was really great to come into an airport like this and not have any rush or hassles. Airport Manager Palmer said that there were two police cars, two U.S. Marshal cars and his vehicle that met the Justice at the bottom of the stairs when the plane pulled up and whisked him away. They did the same thing when he was leaving.

E. Butch Laughlin said the Board wanted to show the Airport Manager some appreciation for his work at the airport during his three-year term. They presented Mr. Palmer with a sketch of a Wings beaver leaving the float pond.

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- XI. **ANNOUNCEMENTS:** Chair Godkin encouraged Board Members to take part in the final stages of the Airport Manager recruitment process. Most everything will be open to the public and he also encouraged the tenants to participate. All press requests will be fielded by the Chair.
- XII. **TIME AND PLACE OF NEXT MEETING**
A. The next regular Airport Board meeting will be held on June 10, 2009, at 7:00 p.m. in the Aurora Room.
- XIII. **ADJOURN:** *Steve Zimmerman moved, Scott Watts seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:40 p.m.*