

MINUTES of  
AIRPORT BOARD MEETING  
November 9, 2011  
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:04 p.m.

II. **ROLL CALL:**

Members Present:

Pete Carlson	Jerry Godkin	Ron Swanson
Tamara Cook	Butch Laughlin (6:15 pm)	Steve Zimmerman
David Epstein		

Staff/CBJ Present:

Patty deLaBruere, Deputy Airport Manager	Marc Cheatham, Airport Special Projects Officer
Catherine Fritz, Airport Architect	Keith Walker, CCFR
Jerry Mahle, Airport M&O Superintendent	
Tom Carson, Airport Engineer	

Public Present:

Irene Gallion, DOWL/LEPC	Ella Rogers, Glacier Restaurant
Nick Borchert, Wildlife Services	Richard Cole, Wings of Alaska

III. **APPROVAL OF MINUTES:**

A. *Steve Zimmerman moved, Ron Swanson seconded, the adoption of the September 14, 2011, regular monthly meeting minutes. The motion passed by unanimous consent.*

B. *Steve Zimmerman moved, Ron Swanson seconded, the adoption of the October 12, 2011, minutes with changes. Mr. Zimmerman noted the following changes on page 10:*

1. On the last sentence in the first paragraph should read Laurie “Craig” as Laurie Berg was not at that meeting.
2. In paragraph three, the beginning of the second sentence reads “Discussion then surrounded on the number of things ....” It should say “Discussion then centered on the number of things ....”
3. In the fifth line up from the bottom of the page is a sentence that says “It was not necessarily unanimous.” That sentence should be removed because the sentence before that says “There were two in favor and one opposed, with one abstention. So the sentence needs to be taken out. *The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Ron Swanson moved, Steve Zimmerman seconded, to approve the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

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### VI. UNFINISHED BUSINESS:

A. **Frequency of Wildlife Hazards Working Group Meetings** (Attachment #1): Acting Airport Manager Patty deLaBruere reported that this change to the Resolution Serial No. 2010-01 “A Resolution Clarifying the Membership, Function and Responsibilities of the JNU Wildlife Hazards Working Group (“WHWG”) and Distinguishing it from the JNU Wildlife Hazard Advisory Group” (Attachment #1) was requested by the Airport Board. Section 3. Regular Meetings presently reads in part “The Wildlife Hazards Working Group shall meet at least quarterly.” One of the items brought up was changing the frequency of the meetings from quarterly to two times per year or as necessary. Staff did not make a recommendation as this is a policy issue.

Group Chair Steve Zimmerman said the Wildlife Hazards Working Group considered this at the request of Airport Manager Jeannie Johnson who wanted to know if the group could possibly reduce their workload by having semi-annual meetings or as needed. The Group considered the issue and the vote was two in favor, one was opposed and one abstained. One person was absent. At the meeting, Ron Swanson pointed out that it is up to the Board to determine the frequency of the meetings. *Ron Swanson moved, Butch Laughlin seconded, to amend Section 3 of Resolution 2010-01 to read “The Wildlife Hazards Working Group (WHWG) shall meet at least two times per year or more frequently as needed.” Tam Cook moved, David Epstein seconded, to amend the motion by dropping the words “as needed” and adding “as determined by the Airport Board, the WHWG Chair, or the majority of the voting members of the WHWG.” The amendment passed by unanimous consent. The motion as amended passed by unanimous consent.*

### VII. NEW BUSINESS:

#### A. **Airport Manager’s Report:**

1. Economic Contributions of Juneau International Airport (Attachment #2): Alaska DOT generously included JNU in an economic impact study of 12 Alaskan Airports conducted by Northern Economics. JNU staff has worked with Northern Economics for the past year to make certain they received detailed information from those using JNU. Copies were provided to you as well as the Mayor, Assembly and City management. This will become a very valuable tool for JNU. This study updated the economic study done by McDowell Group in 2000. An article was written by the Juneau Empire on November 3.
2. Annual Airport Certification Inspection Takes Place the Week of November 14: This will be a week long inspection of JNU Airfield, training records of JNU staff, ARFF (Airfield Rescue and Firefighting) staff and all Fixed Base Operator Fueling personnel. This is just a brief list. A debrief of Maverick Douglas’ findings will be held on Friday, November 18. Some items remain to be done from last year’s inspection, but the delay is due to the Runway Safety Area (RSA) construction. These will be carried forward and updates will be provided to the FAA as available.

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3. New Assembly Liaison: Ruth Danner was welcomed as the Airport's new Assembly Liaison. Ruth was traveling for the November meeting but will hopefully be able to join us for the December meeting.
4. The October 27<sup>th</sup> JNU field trip with visiting dignitaries was a huge success and very enlightening to those in attendance. We did a pre-tour briefing in the Airport Manager's office followed by a tour of the RSA project, the Field Maintenance Shop and the site for the new SREF. Those in attendance were Christa Fornarotto, FAA Associate Administrator for Airports, Byron Huffman, FAA Alaska Region Airports Division Manager, John Lovett, FAA Alaska Region Airports Lead Civil Engineer, Steve Hatter, Alaska DOT Deputy Commissioner of Aviation, Mike Coffey, Alaska DOT Division Operations Manager, Tom Carson, JNU Airport Engineer, and Jeannie Johnson, Airport Manager. It was Ms. Fornarotto's first visit to Alaska. She had the opportunity to travel to Anchorage, Nome, Kotzebue, Juneau, Gustavus and Angoon. She was enthusiastic and very engaged. It was also helpful to have Alaska DOT staff on the tour as we are all in the same business and can support each other. Airport Engineer Tom Carson said the group observed environmentally sensitive things like Duck Creek, Jordan Creek and showed them the pond. The maintenance shop was on the tour which was good to have them see the equipment shoved into small bays and sitting outside. They drove onto the footprint of the future Snow Removal Equipment Facility (SREF).
5. Airport Engineer Report (Attachment #3): Airport Engineer Tom Carson reported that AIC dredged two shifts per day in October and were doing so through the Jordan Creek culverts. It is estimated that 60,000 cubic yards were moved by dredge and some stockpiles were moved around the airport. It is estimated that by the end of October, somewhere around 800,000 cubic yards have been removed from the pond. The elevation in the pond ranged from 16'10" to 14'11".

AIC installed a storm drain around the perimeter of the northeast development area. This was important as AIC diverted Jordan Creek into it and it flowed out to the Zig Zag Creek. AIC hauled and spread top soil on the east RSA as a dust control measure. Phase 2 will provide long-term dust control. TEMSCO had a roof drain that was lost when the road was done earlier. This drain has been connected into the wetlands east of TEMSCO. AIC finished the work around the perimeter of the east RSA and extended taxiway.

The fencing subcontractor completed all the fence work in October. As part of that, a security fence was put in along the north bank of Duck Creek. It is separated 12 feet from the existing property line fence, which is right against neighboring property. Junk vehicles, snow removal, etc., have been tough on the original fence. Therefore, it was decided to put the security fence 12 feet away

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from the property line. A road needed to be built for this installation and it will be good for future maintenance. Ms. deLaBruere said the perimeter fence on the property line will remain to keep the other property owners back and the six foot setback for security issues will be maintained with the new fence.

Board Member Butch Laughlin asked why the fencing stopped at the woods on the Emergency Vehicle Access Road (EVAR). Mr. Carson replied the EVAR will be fully fenced during Phase 2. The river launch ramp was completed in October. It will be useable during tides of 12.5 feet and up. North Pacific installed the trash racks where the security fence crosses Duck Creek. Secon finished all paving.

Work continued with the FAA on the design of 08 and 26 MALS. Work also continued with DOWL on Phase 2 of the RSA, with a 30% submittal coming tomorrow. The target is to advertise Phase 2 in April 2012.

AIC has earned \$30,004,731.68, which is 92% of the contract (including the 21 change orders). The total contract is \$32,516,682. To date, 90 days have been added to the contract deadline, for a March 30, 2012, deadline. The dredge pipes were pulled last weekend because Jordan Creek needs to be done before freeze up because the regulatory stipulations for Jordan Creek are tight for the spring. AIC has 10,000 CY to dredge from the pond and will dredge some high spots to a stock pile area at the south end of the west finger. They will truck this to the Northeast development. The contractor wants to do two things before freeze up: Jordan Creek and all of the dredging.

6. Airport Architect Report (Attachment #4): Airport Architect Catherine Fritz reported the front entry renovation is moving forward. The first meeting was held with the contractor, who is working on scheduling their submittals, ordering their materials, and moving equipment into their staging areas. They are taking the preliminary time seriously so they can hit the ground running in early February. The contract allows the contractor to start demolition and some of the work scope early if it does not impact anything regarding operations. The gift shop and the restaurant areas will not be closed until the first of February. Work has started in the north wing on the vestibules. The first door repairs were done a few weeks ago and the door people will be back in a couple of weeks. It is already better. Since the doors are being worked on, Greg Jerue has ripped the fabric off the walls of Gate 1 and painted. New flooring is coming and the vestibule around Gate 1 will look a lot better. Work has started on the welcome sign. Some display cases and other amenities for the departure lounge are being worked on. Signage is on order. TSA has been installing new equipment and should be done in the next day or so.

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The Board requested a summary of the costs for bidding the terminal front entry renovation project. She read the memo (Attachment #5) to the Board. There are a lot of assumptions that had to be made. McGraw had to pay the Department of Labor \$5,000 for the new contract; this would not have been paid if the contract had been amended. Some costs are tangible and others are guesstimates. She noted that no bid had been received from McGraw for a negotiated change. All of the prices assumed it would have been a fair price that comes close to what the bid was. Some generalizations and assumptions were made to come up with the figure of \$76,900. The Board should also consider the costs of the bidders that did not successfully get the bid.

Chair Godkin said the Assembly Liaison Merrill Sanford made a comment that said that a supplemental had been done before, and a City staff member agreed it had been done before, but they had to be supported by the Manager and the Assembly and weighed out to determine if they meet criteria. Chair Godkin said when Ms. Johnson took the proposal to the Manager, he and Merrill Sanford attended the meeting and the supplemental was not something the Manager could support based on criteria he had gotten from the Assembly in how to proceed on these issues. The Manager said the Assembly was very firm in their guidelines to him and he could not support it. One of the things was to get the \$1 million back out in the community to give others a shot at the contract. He noted that a local contractor was within \$8,000 of getting the bid. Also, the \$76,900 falls well within an accepted range that is allowable for these costs. Board Member Ron Swanson said he was the one that asked for this information because if you give \$77,000 here and \$77,000 there, pretty soon it adds up to some money. This number is tossed around like chickenfeed, which it is compared to the whole project, but he was very much in support of doing a supplemental and it seems that it got left out of the minutes. That is why he wanted Ms. Fritz to come back with a more realistic appraisal of what it cost extra not to do a supplemental.

A progress meeting for the SREF was held in October. Adjustments have been made to the design based on the re-siting of the building and some changes in the circulation and access onto the site. She has received the 98% documents for the site infrastructure – the access road and utilities. This will be ready to bid within the next week or two. The exact timing of the work will be based on the completion of AIC's work in the adjacent area. The bid can be let, advertised, awarded and then specify a contractor start date after March 30, 2012. The idea is to get it out on the street and show the FAA the Airport is serious about spending the money. The contractor can be on board, order materials and have this project be the first one out in the spring. When it is done, it will allow the Airport to start on the SREF building if the Airport is successful getting the needed funds.

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- VIII. **CORRESPONDENCE**: None has been received. Chair Godkin said he received a call from a lady during the World Series week. She said she had flown into our airport the night before and when she got to her destination, she got up and called our airport and the airport transferred her to him. He said she was very unhappy about how unpatriotic the airport was by not having the World Series in the departure lounge. He told her that if she would like to pursue this any further that she could either come to a Board meeting or send some correspondence. Ms. deLaBruere said the Airport tries to be very neutral on what is shown on the TV such as the Food Channel and the Weather Channel. Ms. deLaBruere said the TV belongs to the Airport. When it is turned to anything other than news, staff has to be very careful of what comes on late at night as the content may not be appropriate for all audiences. Ron Swanson said when the Super Bowl is on, the Airport ought to have it on. Chair Godkin said she said those two things – the World Series and the Super Bowl – were the two American pastimes.
- IX. **COMMITTEE REPORTS**:
- A. **Wildlife Hazards Working Group**: None.
- B. **Finance Committee**: None.
- C. **Operations Committee**: Committee Chair Butch Laughlin said a meeting would be held in the last week in November. Ms. deLaBruere suggested public participants for a meeting about the float pond fingers may be out of town due to holidays. As there is not immediacy, she suggested waiting until after the new year. Mr. Laughlin agreed that this would be a great idea to wait until the middle of January.
- X. **ASSEMBLY LIAISON COMMENTS**: None.
- XI. **PUBLIC COMMENTS**: None.
- XII. **BOARD MEMBER COMMENTS**:
- A. Ron Swanson said he would not be at the next Airport Board meeting, but will call in.
- B. Butch Laughlin said he will not be at the December meeting and will not call in.
- XIII. **ANNOUNCEMENTS**: None.
- XIV. **TIME AND PLACE OF NEXT MEETING**: The next regular Airport Board meeting will be held on December 14, 2011, at 6:00 p.m. in the Alaska Room.
- XV. **ADJOURN**: *Steve Zimmerman moved, David Epstein seconded, to adjourn. The meeting adjourned by unanimous consent at 7:06 p.m.*