

MINUTES of  
AIRPORT BOARD MEETING  
November 8, 2016  
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 6:01 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Dennis Harris	Mal Menzies
Jerry Godkin	Joe Heueisen	Martin Myers

Member Absent:

Angela Rodell

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Scott Rinkenberger, Airport M&O Sup't
Marc Cheatham, Dep. Airport Mgr.	Ken Nichols, Airport Engineer
Catherine Fritz, Airport Architect	Keith Walker, Fire Department

Public Present:

Irene Gallion, DOWL

III. **APPROVAL OF MINUTES:** *David Epstein moved, Jerry Godkin seconded, approval of the minutes of the October 11<sup>th</sup> Board meeting as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Patty Wahto made sure that everyone received the addendum as Attachment #3. *David Epstein moved to approve the agenda as augmented by Patty with Addendum #3. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:** None.

VII. **NEW BUSINESS:**

A. **Bag Well Electrical Panel Work.** Airport Manager Patty Wahto said there are two very large electrical panels that serve the east end. With the additions and more things being added on, overload problems are being experienced. They are filled to capacity and are 1985 circuitry. This will be part of the terminal work, but staff will also see if Airport Improvement Program (AIP) dollars could reimburse the project. The estimate given for the electrical portion of changing out these panels is roughly \$100,000. Airport Board buy-in is needed for this project. Staff would like to do this as part of the terminal project, but get reimbursed with AIP funds if allowed. Architect Catherine Fritz said staff is looking at multiple funding sources for the next major phase – the North End

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Replacement. Full funding plan is not in place. It is part of the scope that will be addressed in the next phase, unlike the elevator that is hoped to continue to work. This piece should be done sooner than later. If AIP funding is not available, then it will come from another source (one of which is \$6.9 million approved by the voters and possible future Passenger Facility Charges (PFCs)). The design work has not been done and, therefore, a solid estimate is not available. This is an eligible item within the scope of terminal renovation. Ms. Fritz felt there was enough time to do the work during the slower terminal use period. If the Board was comfortable with this work in concept form at this time, it can be brought back to the Board at the next meeting. A few additional circuits would be added for future use, but the majority of the work will be an upgraded set of panels. *Dennis Harris moved, David Epstein seconded, to hold this matter over until the next regular meeting. The motion passed by unanimous consent.*

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

1. Marine Engineers Benefit Association (MEBA) Union Negotiations. The new three year agreement is in place and ratified. A summary of the substantive changes are: a lump sum payment of \$950 for current fiscal year (rather than a wage increase) for each full-time employee, and pro-rated for less than fulltime; paid parking for employees (no direct effect on the Airport costs since we already provide parking); and a re-opener clause for economic purposes only.
2. Juneau Airport History Presentation. On November 3, 2016, Juneau Airport staff as well as City staff participated in a public presentation of "*Capital City Landmarks: Stories from the Ground Up*" at the Juneau Douglas City Museum. Three different City departments presented. There were approximately 80 people in attendance. The Airport received help with research from several people including Marc Cheatham, Kris Ritter from our Project Office, as well as Mal Menzies and Joe Heueisen. We all learned a lot, but the history was just the tip of the iceberg. This will be presented to the Board at the December meeting.
3. Airfield Staff. With the retirement of long-time employee Mark Lykins last month, we had a vacancy in one of the Senior Equipment Operator positions. After recruitment and interviews, Aaron Dean from our Airfield staff was promoted. We will now have to back-fill Aaron's old position.
4. Airport Engineer Report (Attachment #1): Airport Engineer Ken Nichols reported the Airport Operations Committee met earlier in the day to discuss the newest planning project. Progress is being made on several other items. The Cargo Hard Stand will go out to bid soon. Storm water sampling will occur this week. The FAA has said they will put the float pond improvements into the Airport's 2017 Capital Improvement Program.

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There is a public information meeting tomorrow night on the Emergency Vehicle Access Road (EVAR) extension. It basically takes the roadway from where it currently ends at the turn around and creates a road on the top of the berm from that point all the way to the east end of the float pond. This will take out all of the trees on the top of the berm. The current trail is on the wetlands on the south side of the berm. The top of the berm will be flattened and a fence installed on the inside. This will serve a few purposes: provide emergency access from one end to the other on the outside; it will provide the fence, which will hopefully decrease the amount of dogs that get lost from their owners; it will also decrease the amount of wildlife that comes in from the wetlands side. The feasibility of installing a fence in the wetlands where the tidal influence is located is really difficult. When asked about fencing the entire airport, Mrs. Wahto said the only fencing that could be continued would be on the south side where it gets around to approximately where the east end meets up again and then it drops down to the wetlands. The natural water barrier is relied upon as the barrier. Mr. Nichols reported staff is moving forward with the waste dump site, which will have a water wash down at the facility.

5. Airport Architect Report (Attachment #2): Airport Architect Catherine Fritz reported the ARFF (Airport Rescue & Fire Fighting) Building project is actively under construction. Everything is progressing well. There have been a couple of deductive items. One change order required the contractor to excavate in a slightly different location because there was a dimensional bust in the drawing. Overall, there is a negative balance on the change orders.

The groundbreaking was held for the SREB (Snow Removal Equipment Building). There was a pre-construction conference on October 20. They presented a tentative schedule. They have not been able to get into the ground quite as quickly as they hoped. There are a lot of preliminary documents that have required a bit of coordination. Coogan Construction, a subcontractor, has three pieces of equipment on site ready to dig. We are close to giving them the green light.

There are several maintenance projects going on around the terminal, including improved lighting, menu changes by the food concessionaire, and a new concession (a massage bar) in the secure side and downstairs. The new concession will be a trial for one year to decide whether or not it is a viable option for a larger concession fee in the future. A meeting was recently held with the new advertising concessionaire, so there will be new advertising in the terminal soon.

The Airport used to have a sign on the front of the airport that said Juneau International Airport. As the new wall cants out, there were some challenges with the metal signing and attaching a signing system to it. The decision was made to do a free-standing sign, which is in place now. Different types of signage can be discussed. If there is an interest in having the signage on the side of the building,

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staff can come up with that. Chair Heueisen said he would like to get some kind of signage in place. Board Member Dennis Harris would like to have signage on both sides of the building. Ms. Fritz said there is a sign at Gate 1 for the small air carriers. Chair Heueisen said some kind of signage should be inside, as well, stating “Welcome to Juneau International Airport, a department of the City & Borough of Juneau”. He thought that half of the Legislature does not know this is not a State-owned airport. The Board concurred needing a sign. Ms. Fritz said she would look into it and get some rough costs.

**C. Acceptance of BP Exploration Aircraft Rescue and Fire Fighting (ARFF) Truck (Attachment #3).** Mrs. Wahto said she has been working with Chief Ed Quinto on this item. BP Exploration in Prudhoe Bay has a used 3,000 gallon Oshkosh ARFF truck. It is older, but in very good shape. It has 330 hours versus our truck that has well over 2,000 hours. They are also willing to pay roughly two-thirds of the shipping to get it to us. For \$3,000 and a paint job, the Airport will have a fairly new 3,000 gallon truck. The tires are brand new and worth a lot of money. The new ARFF building will be able to house this unit. She was asking the Board’s concurrence. One of the older, smaller trucks would be put out for surplus. She thought it would also be housed with the new ARFF vehicle in the interim construction phase. Captain Keith Walker said it is expected to cost \$2,000 to \$3,000 to paint and \$600 for signage. Board Member Jerry Godkin said he was struggling with this as the Airport would get rid of a crash truck that is a year older. Captain Walker suggested keeping the old truck as a reserve to be able to meet the requirements.

Mr. Godkin said that the Fire Department used to have everyone proficient in ARFF and now there are just a certain number of people proficient with ARFF. They are spinning those expensive tires off of them. He was having a hard time with the fact that even though the price is right, it is the technology and the time aspect of it. He called Scott Reid, the mechanic, and no one from our department has gone up and kicked the tires. He thought it might not have to be painted as it would not be purchased with FAA money. Captain Walker said he thought it would not have to be painted. They will follow up with the FAA.

Mrs. Wahto said the Airport is slated to get another new vehicle to replace the other old vehicle in the fleet. She was unsure of the exact year. Mr. Godkin was concerned with the age and cost of maintenance for a 1991 vehicle. Mrs. Wahto said the index requires the Airport to have a total of 3,000 gallons. If a vehicle goes out of service, the Airport can meet the requirement by having two trucks with 1,500 gallons. If the Board decides to accept this truck, she felt one of the vehicles needed to go. *Mal Menzies moved, Jerry Godkin seconded, that the Board accept the donation of BP Exploration’s 1991 OSHKOSH T-3000, 3000 gallon water ARFF truck.* Mr. Menzies said it was his intent that if the truck did not meet the standards, that the Airport would try to sell it or give it away to a needy community. *The motion passed by unanimous consent.*

VIII. **CORRESPONDENCE**: As a follow-up to last month's correspondence regarding **free WiFi in the airport**, on October 31, 2016, Richard Monkman wrote the following: "Today's the first chance I've had to try the airport wireless. The GCI TurboZone connection looks good, but as it turns out one needs a GCI wireless phone account (we have GCI internet and cable at home but ATT for the phone). So not helpful for me or, I suspect, for anyone visiting from Outside, since GCI is limited to Alaska and this connection won't work for other carriers' customer.

"But – at least today, the free wireless is working much better than ever. I was able to connect to the internet quickly and easily, and our office VPN seems to be working at a good clip. Did GCI do some improvements? If so, they seem to have worked."

IX. **COMMITTEE REPORTS**:

A. **Finance Committee**: Committee Chair David Epstein wished everyone a happy Thanksgiving. There was no report.

B. **Operations Committee**: Committee Chair Mal Menzies said the public presentation by Patty and Marc was very good. He said Scott Rinkenberger did an excellent job giving a presentation on breaking conditions in winter operations. He said his only disappointment was that there were more FAA people in attendance than pilots or concerned operators.

Mr. Godkin asked if it was the Committee's intent or the Chair's intent to proceed with the request form CCFR (Capital City Fire/Rescue) and Airfield Maintenance regarding the designation of the hangars in the proper numbering/lettering so that they can be identified in the event of an EMS/ARFF security incident. He thought it was a no brainer and should be made to happen quickly. Mr. Menzies said he thought this should be made through the Chair as it will affect the whole Airport Board. He said the Operations Committee would like to pass it on to the Board with a recommendation to follow-up with it. Mr. Godkin suggested this be put off for a month, but reaching out to the tenants during this time. He expected a high percentage of buy-in from the tenants as they realize the importance of it. He asked the Manager to put a notice out to tenants to let them know that this was planned as an action item for the next Board meeting.

X. **ASSEMBLY LIAISON COMMENTS**: None.

XI. **PUBLIC COMMENTS**: None.

XII. **BOARD MEMBER COMMENTS**:

A. Dennis Harris reiterated that the presentation was really great. He thought the Manager does a great job with presentations and he would love to see her get on KTOO and KINY and provide more information to people about their airport. The more the

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public knows or at least perceives the Airport is reaching out to them, the fewer complaints will be had.

B. Mal Menzies asked if there would be anything posted on the web regarding the access road. Mr. Nichols has asked for some materials to be placed on line to gather public comments. He said he thought this could be distributed to the Board, as well.

- XIII. **ANNOUNCEMENTS:** Jerry Nankervis requested the Airport do a 15-minute presentation to the Assembly just prior to the Committee of the Whole meeting on December 12, 2016. The Airport will also give a presentation on the Master Plan at the Committee of the Whole meeting. She is still trying to work all of this out. Chair Heuelsen asked the Board Members to please try to attend this meeting.
- XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on December 13, 2016, at 6:00 p.m. in the Alaska Room.
- XV. **EXECUTIVE SESSION:** None.
- XVI. **ADJOURN:** *Marty Myers moved, duly seconded, to adjourn. The meeting adjourned by unanimous consent at 7:07 p.m.*