

MINUTES of  
AIRPORT BOARD MEETING  
August 9, 2006  
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
Fred Gaffney	Joe Heueisen	

Members Absent:

Pete Carlson	Eric Forrer
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Staff/CBJ Present:

Patricia deLaBruere, Acting Airport Mgr.	Pam Chapin, Airport Secretary
Jerry Mahle, Airport M&O Superintendent	Merrill Sanford, CBJ Assembly Liaison
Ben Mello, Airport Planner	

Public Present:

Ella Rogers, Glacier Restaurant	Dick Rountree, Public
Connie DePute, Hangar Owner	Tom Williams, Public
Mookie Patel, Alaska Airlines	Julia Carlisle, KTOO
Jim Wilson, Coastal Helicopters	

III. **APPROVAL OF MINUTES:** *Fred Gaffney moved, Gordon Evans seconded, the adoption of the July 12, 2006, minutes as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Acting Airport Manager Patty deLaBruere asked to add “Damaged Drainage Pipe Repair” as Item E to New Business. *Fred Gaffney moved, Gordon Evans seconded, to adopt the agenda, with the addition of Item E, Damaged Drainage Pipe Repair. The agenda, as amended, was approved by unanimous consent.*

V. **PUBLIC COMMENTS:** Mookie Patel, Alaska Airlines, introduced himself and noted that he is Kathy Smith’s replacement in Corporate Real Estate. He will be the new Airport Affairs Manager for Juneau and all of rural and Southeast stations in Alaska. He is always available to answer any questions.

VI. **UNFINISHED BUSINESS:**

A. **EIS Update:** Acting Airport Manager deLaBruere said that several meetings were held with FAA representatives, the EIS consultants (both FAA and CBJ) and resource agencies on August 2, 2006, to discuss the status and schedule of the FEIS (the last meeting resource agency meeting was held in early April 2006). The FEIS is scheduled to be out for review in the Spring of 2007, with a record of decision issued 30 days later. The reasons for the delay were because: 1) unanticipated RNP analysis; 2) West runway end footprint for the expanded RSA will impact the Mendenhall River (JNU’s preferred alternative-5D and FAA’s preferred alternative-6B).

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West runway end footprint - Airport Planner Ben Mello explained the suggested work for the west end. Over the past few months the FAA and JNU staff have been conducting additional analysis of potential impacts to the Mendenhall River related to the west runway end RSA alternative footprints (both JNU-5D, and FAA-6B, preferred alternatives are the same footprints on the west end). The analysis also showed that there will be a need for more fill into the river than was originally anticipated to conform with FAA design standards for aircraft approach and departure procedures and provide safe access to/from the Float Plane Pond while still maintaining public access to the Refuge via the Dike Trail. It will require some manipulation of the Mendenhall River channel (both east and west banks). This manipulation may also provide some benefits by lessening erosion pressures on the bank near the Float Plane Pond (an area that has seen substantial slumping in the previous year or so), and might help address erosion issues with part of the west end MALSR (another area where erosion is taking place). The changes will keep the river in essentially the same as it is today. It will actually give a little more square footage in a 100-year flood and reduce the velocity by 1/10th of a percent. This will create no problems for neighbors upstream of the work.

Mr. Mello noted that currently when an aircraft is moved on the float pond road, it hangs over the dike trail and over the RSA. The new road is planned to be wide enough to move aircraft and have a car on the road without going into the RSA or over the fence. Ms. deLaBruere noted that the new fence that will be installed will be eight feet high with barbed wire at the top.

Mr. Mello said that Roger Healy will be reviewing the whole river analysis (all the way up to the lake) and will give CBJ's opinion on whether or not there will be any issues with the preferred alternative. Until this happens, the EIS will be pushed back further. Chair Swanson said that if this alternative is chosen, staff needs to do some PR work around the community to explain why it is being done. Jerry Godkin asked if a launch ramp into the Mendenhall River would still be available after the project is done. Mr. Mello said that these are preliminary plans, and it is expected there will be some sort of a boat launch ramp in case of an emergency. Chair Swanson wanted to insure that an aircraft launch ramp would remain for use during float pond freezing.

**B. PFC6 and CIP Issues:** At the July meeting, staff informed the Board that the three remaining projects in PFC application #6 would not be started by the regulatory deadline because they are EIS dependent. Rather than use the collected revenue for lower priority alternate projects, staff recommended closing the PFC application and rolling the funds forward, which would allow the Airport to apply for new PFCs in 2008. The new PFC application will allow funding to stay on track with the CIP. At the meeting, the Board asked staff to investigate reprioritizing two of the PFC6 alternate projects (West GA Paving and Block O Development) instead of rolling the revenue forward.

Airport staff asked CBJ Engineering to develop planning level cost estimates for the two projects requested by the Board. These cost estimates are generally used to help plan the Airport's CIP and are used as guidelines in issuing RFPs. They do not represent actual costs for

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the project, but they do offer a basic understanding of what the costs could be once detailed engineering documents are developed.

1. West GA paving: According to FAA Advisory Circular (required when using AIP/PFC funding), the project consists of excavating out the entire area (4.2 acres) down to five feet, replacing base and sub-base material, installing drainage and paving the entire area. West GA paving cost estimate is \$2,560,000. If after a soil investigation is completed, it is determined that the area is already composed of non-frost susceptible material then the cost estimate could be reduced by \$700,000-800,000. Staff feels that the condition of the paving in this area does not warrant a major project earlier than 2011 or 2012. Dick Rountree said the West GA has been on the burner for a long time. When a project was done previously, the necessary compaction was not achieved and when heavy aircraft are parked in the area, divots appear overnight. He did not think that the area would need to be excavated to five feet. This project has been discussed for almost 20 years. Chair Swanson asked what benefit the Airport or even the GA users would achieve if the area between the tie downs was paved.

Mr. Rountree noted that the Delta 1 project was significantly less than the projected cost for this project. Mr. Mello replied that the Delta 1 project is two acres at approximately \$1.2 million and the West GA would be four acres. Dick Rountree said it is a case of drilling holes to see what the material is and how much the project will cost. Fred Gaffney said he is still interested in answering some questions. Chair Swanson asked what it would take to get a core driller to find out what the soils are in the area and see how much actually needs to be done. Ms. deLaBruere said there are two parts to this: one is the soil samples and the second would be getting a waiver from the FAA (for less paving depth than required by Aircraft Circular). Mr. Mello noted that an area of 100 square feet was tested earlier in the year at a cost of \$2,000. He said this cost could be a considerable amount of money. *Joe Heueisen moved, Fred Gaffney seconded, to ask staff to move forward and get the questions answered before the Board can make a decision. The motion passed by unanimous consent.*

2. Block "O": Construction of aircraft parking area, taxi lane, and hangar lease lots south of the Jordan Creek dike and east of Taxiway D-2: Work will include filling to grade, construction of a taxi lane to access the parking area, drainage, lighting, etc., as necessary. Because this project includes areas that are revenue producing, the FAA will not fund those portions. The total estimate to complete the project is \$1,809,683 with \$971,689 being eligible for FAA dollars and \$837,994 ineligible. Since the Airport does not have the funds to develop this area, the funding would have to come from the hangar developers (owners). Staff estimates that the hangar owners would receive a reduced rate on their leases for the foreseeable future. *Gordon Evans moved, Fred Gaffney seconded, that PFC#6 dollars not be used on this project because the Airport currently does not have the funds available to complete this project; also the Airport would not receive very much benefit from this project because lease rates on the land would be reduced for the foreseeable future and building these hangars could jeopardize the EIS with respect for the need to fully develop the Northwest Quad. The motion passed by unanimous consent.*

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PFC #7 Summary: PFC#7 authorizes JNU to "Collect and Use" \$63,158 to match a future AIP grant to "**Rehabilitate West GA Area.**" As PFC #6 would fully fund the project if the Board determines it wants to do that; staff will not submit an AIP request for funding. Staff recommends deleting this project from PFC#7. We don't need to consult with air carriers, or get public comment (158.37b1(ii)) to complete this action. According to the DRAFT CIP, this project will not be started until FY 2011. *Fred Gaffney moved, Joe Heueisen seconded, that this project be deleted from PFC #7, and scheduled for 2011 or 2012. The motion passed by unanimous consent.*

**C. Airport Manager Search Committee Report:** Committee Chair Fred Gaffney stated the Committee is made up of himself, Joe Heueisen and Ron Swanson. He worked with CBJ Personnel to post the position. Advertisements for the job were posted in a variety of trade publications and newspapers within Alaska at a cost of approximately \$1,500. The recruitment closed at 4:30 p.m. earlier in the day. Twenty-two applications were received. The Committee will get together on Friday at 3:00 p.m. to go through the submitted resumes and applications to narrow it down to three or four individuals who will be invited to Juneau to interview. He asked for Board member comments on the planning for the interviews, to include a certain set of dates, who will participate in what portions (all or some of the recruitment process), what it may entail, and how long the process will take.

He noted the last recruitment was basically a two-day process. He assumed there was a day that preceded the two days for a reception, etc. It included four exercises: 1) a subordinate meeting; 2) a written exercise; 3) an oral presentation of the written exercise based on a question that was provided to each of the candidates; and 4) a meeting with the public. The classic interview was held the last day. He noted the work started a month before the interviews.

In discussions with Kelly from the Personnel Department, a number of recent examples like this recruitment include the Parks and Recreation Director, Fire Chief, etc. These recruitments have used a multi-day scenario-based systems. If the Board was trying to move this as quickly as possible, the earliest interviews could be conducted would be right after Labor Day or the following week. There would be a day of travel as only one applicant is from Juneau. He assumed there would be at least a day or part of day of introduction of the town, the airport, the lay of land, discussion of the weather (two or three times), etc., followed by one or two assessments done during the middle of the week, and the raters getting together to rate the scenarios that are done, and then a presentation where the candidates would sell themselves, followed by a reception. This would be followed with a full-Board interview. Perhaps the Board would have a final decision by early afternoon. The candidates could be dismissed on Thursday afternoon, with checking resumes of the final selectees. Hopefully an offer could be made the first part of the week.

Joe Heueisen asked if there was a budget for this and what it was. Ms. deLaBruere said this is not in the budget. Mr. Gaffney replied that there is a vacancy factor. Ms. deLaBruere said items such as how many people, hotel and other costs need to be reviewed. Mr. Heueisen said that he felt it is important that spouses come to Juneau. He said the list can be reviewed but it

cannot be assumed that they will all be dying to work here. Although they have applied, people may just decide they do not want to do it or it is just an excursion.

Chair Swanson suggested the Committee get together, go through the applications, come up with some suggestions how the interview process may go, and then have a Committee of the Whole meeting to present it to the whole Board. Mr. Heuelsen said that the last interview process was way over board and hoped that this process would be halfway between.

Committee Chair Gaffney said he was pleased with the applications they have received and is encouraged by them.

VII. **NEW BUSINESS:**

A. **Letter From Boeing and Airbus on Chemical Use** (letter distributed by AAAE, Attachment #1): The Airport is currently using Urea on our runways for deicing, which is less costly than other chemicals at this time, but is becoming a scarce commodity on the market; and due to anticipated changes in EPA standards, may be unusable in the near future. Alternate deicing chemicals, such as those mentioned in the Boeing/Airbus letter, are extremely expensive and are now under scrutiny of aircraft manufacturers. The concern of corrosion with these chemicals is not only for aircraft parts, but on runway deicing equipment and runway lighting. This is a huge safety concern for airports and airlines. Staff will continue working with AAAE, airlines and the airport industry to see where this deicing dilemma will go next. The Airport may want to consider going on record (resolution or letter) in the future with regard to the use of the “new” corrosive chemicals at JNU, and the ultra-low effluent standards that may be imposed by EPA. Mookie Patel, Alaska Airlines, said that they have not weighed in on this yet, but expect to do so in the future. He will share this opinion with the Board when it is available. Airport Maintenance & Operations Superintendent Jerry Mahle said that he had heard from airports using the more corrosive deicer, who have said that this chemical causes the bolts on the centerline lights to weaken.

B. **CBJ Boards/Commissions Rules of Procedures:** The Clerk’s Office sent each Board and Commission member a copy of the Assembly Rules of Procedures. The CBJ is looking at standardizing all public meetings borough-wide. Comments are due back to the Clerk’s Office by August 16 and will be discussed at the August 21, 2006, Human Resources Committee (HRC) meeting (6:00 p.m.). All Board members are encouraged to comment and attend the HRC meeting.

Chair Swanson was concerned about the Mayor’s statement that “recently at an Airport Board meeting, we made a mistake which caused an appeal,” which would be the Gissell Appeal. The Gissell Appeal has absolutely nothing to do with the procedural mistake. Gissell did not agree with what the Board was doing and contended that what the Board did contravenes a City ordinance. Gordon Evans said that he had reviewed the information and the Board is doing about 9/10 of everything they do already. Some subtle differences occur:

1. The Assembly does not require seconds; the Board requires a second.
2. The Assembly requires five members of the Assembly to take any action; it would be four for the Board.

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3. The Assembly requires a 2/3 vote on certain items, which would be five of seven for the Board.

4. The Assembly has the public participation only at the beginning of an issue; the Board allows public participation throughout;

5. The Assembly says a motion for reconsideration can be made by anyone; the Board has used a motion for reconsideration must be made by someone on the prevailing side.

Mr. Evans said he liked the way the Board handles public comment, but liked the way the Assembly handled motions for reconsideration.

A break was held from 8:35 p.m. to 8:40 p.m.

C. **Exit Lane Funding:** Earlier this year, the Board approved the "Exit Lane Security Enhancements" to be funded from the Capital Reserve Account. Staff would now prefer to charge the project costs against remaining local funds in the "Departure Area Security Improvements" project, as was done with the Customs facility renovation. These are local funds that have already been appropriated for construction of this nature. The advantage is that we won't need to spend down the revolving account, which would need to be reimbursed. The Board previously approved up to \$50,000 for this project. Staff anticipates that the total cost for all work, including a second set of doors, will be approximately \$30,000. *Joe Heueisen moved, Fred Gaffney seconded, to change the funding source for "Exit Lane Security Enhancements" from the Capital Reserve Account to the remaining funds in the "Departure Area Security Improvements" project account.* Jerry Godkin noted that it was nice to see a project come in under budget, as they normally come in over budget. In discussing the doors, Ms. deLaBruere noted that no further breaches have occurred. She noted that TSA had tested the system and was pleased with Airport staff's action. This resulted in a minor infraction, which was fixed that day. *The motion passed by unanimous consent.*

D. **Grant Closeouts:** Staff received one grant closeout letter from the FAA:

1. AIP 42 "Construct Taxiway Extensions" closed with an amendment of \$186,625.20 (the maximum allowable) which must be appropriated. This FAA appropriation allows staff to reimburse \$114,247.64 to the Capital Reserve Account, which forward funded cost overruns in the amount \$202,592.00. Since we have amended the FAA grant to the 15% limit, the remainder of the forward funding will be reimbursed later from a PFC7 amendment. If approved by the State DOT, the increase to State matching funds will be \$4,911. *Gordon Evans moved, Fred Gaffney seconded, to appropriate an FAA grant amendment in the amount of \$186,625.20, and transfer \$114,247.64 to Airport Revolving Capital Reserve Account to partially reimburse forward funding. Also, appropriate the increase to State matching funds, if approved by the State DOT. The motion passed by unanimous consent.*

2. Solutions To Hangar Flooding Problem: At the previous two Board meetings, staff informed the Board about a flooding issue that has been occurring at the Middleton hangars. Airport staff has determined through a series of tests that the soil in front of these hangars is frost-susceptible. This means that it is prone to frost heaves that change the pavement in front of the hangars causing it (the pavement) to rise and sink over time. Combined with the

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rain runoff from the hangar roof, this causes flooding in some of the hangars. In order to rectify this problem, staff suggests that a local contractor remove the frost-susceptible material, replace it with non-frost-susceptible material and then repave the area in front of the hangars. Furthermore, the Airport has determined that the hangar flooding is exacerbated by roof runoff and the lack of gutters along the north side of the building and it is therefore highly recommended that gutters be installed by the hangar owners. Staff believes that the combined solutions of the repaving and the gutter installation will prevent further hangar flooding.

Staff has received approval from the FAA to use Delta One (AIP Grant number 43) monies to fund this project. It is estimated (CBJ Engineering estimate) that the total cost of the project will be approximately \$80,000 dollars. The Delta One project grant will have approximately \$50,000 remaining after all project costs for Delta One, Gate K and this project are expended. Ron Swanson recused himself from the discussion as he may have a conflict of interest in that his neighbor owns one of the hangars. Gordon Evans accepted Mr. Swanson's decision. Mr. Mello said that staff anticipates getting R&M Engineering on board to provide a cost estimate for the work. The pavement will solve a lot of the hangar-owners' problems, but during a hard rain, the water comes off the roof, hits the side of the building and then hits the pavement in front of the building. Staff suggested that gutters be installed at the owners' cost. *Fred Gaffney moved, Joe Heueisen seconded, to proceed with hiring a local contractor to remove the frost susceptible material, replace it with non-frost susceptible material, repave the area in front of the Middleton Hangars, and use remaining funds from the Delta One project to cover the estimated costs. Staff needs to work with hangar owners to require the owners to install a roof gutter system, at which time the Airport will move forward with full funding of the paving project. The motion passed by unanimous consent.* This will be brought back to the Board at a future meeting.

E. **Damaged Drainage Pipe Repair:** At the July 2006 Airport Board Meeting (Manager's Report), the Board was informed of a damaged drainage pipe located between the Charlie interlink and the Part 121 parking ramp. Dowl Engineering has been working on the repair and reconstruction design, which should be completed soon. Due to its location, this is considered an emergency repair and will need to be fixed before the end of this construction season. The only funding-feasible solution would be to amend the Delta One project to include this repair. On Friday (August 4, 2006), staff received FAA approval to amend Seccon's contract using Delta One project funds to fund this repair. The estimated cost for the pipe repair and ramp patch is \$15,000. *Gordon Evans moved, Fred Gaffney seconded, to repair the drainage pipe located adjacent to the Charlie Interlink and the Part 121 parking, and amend the Delta One project by \$15,000 to fund this repair. The motion passed by unanimous consent.*

F. **Airport Manager's Report:** Acting Airport Manager deLaBruere reviewed the Airport Manager's Report (Attachment #2).

8. Joe Heueisen asked the status of the Gissell Appeal. Chair Swanson said the Assembly has heard the appeal. They have 45 days to render a draft of their decision. This was delayed due to the road access issue that came before the Assembly. The Board will be notified when that is available.

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9. Land Acquisition: The City continues to try to get an appraiser for the Airport.
- VIII. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford said he will take the enplanement numbers to the Assembly to ensure they know the numbers in the modeling for terminal renovation were true. Chair Swanson said the Mayor has assured him that nothing will be on this election for sales tax for the Airport, but the terminal renovation project may need to be resurrected after that.
- IX. **PUBLIC COMMENTS:** Dick Rountree asked about the roof repair that was discussed some time ago. Mr. Mello replied that Coogan Construction repaired the roof and noted that the current roof will last three to five years. Ella Rogers, Glacier Restaurant, noted that they have had no further leaks.
- X. **BOARD MEMBER COMMENTS:** Gordon Evans said he saw that someone in the City recommended to the State the second crossing be located at Sunny Point. He thought this was the worst place to pick because of the approach for jets coming in from down the channel. He said the Board should let DOT or the City know that it opposes that location. Joe Heuelsen said he was on the original oversight committee and it was noted that would not have an adverse effect on anything – even the MALSR lights. Mr. Evans said the same thing was said about the bridge in Washington, D.C., which was proven wrong. He thought this location was the wrong choice. Joe Heuelsen volunteered to be a committee of one to get more in tune with the issue. Chair Swanson so appointed.
- XI. **ANNOUNCEMENTS:** The Selection Committee will meet on Friday at 3:00 p.m. in the Airport Manager's Office.
- XII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on September 13, 2006, at 7:00 p.m. in the Aurora Room.
- XIII. **ADJOURN:** *Gordon Evans moved, Fred Gaffney seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 9:23 p.m.*



## ATTACHMENT #2

### JUNEAU INTERNATIONAL AIRPORT MANAGER'S REPORT

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1. **Airport Liability Risk Survey.** September 18-20, the Airport will be involved in a comprehensive survey and assessment of our liabilities and risks at the Airport. The CBJ insurance underwriter (ACE USA) performs these periodic assessments which actually helps define risks and address potential liabilities before they can occur.
2. **Ward Air Accident.** On Monday, July 31, 2006, Ward Air's turbine Otter went down in Berner's Bay shortly before noon. All seven people on the aircraft (pilot plus six passengers) were rescued with only a few minor injuries reported. The accident remains under investigation with the NTSB and FAA.
3. **NAVAIDS Work:** The FAA (ANI Division-NAVAIDS) has been planning a project that would directly impact work that is planned in the EIS, more specifically the Northeast Quad. Staff is requesting the FAA delay completion of portions of the project that are EIS related of this proposed project. Staff will keep the Board informed on this project as it moves forward.
4. **Float Pond Weed.** In July, staff notified float pond users of developments relating to the pond weed problem. Field Maintenance has made this their top priority and hired two temporary Summer employees to expedite weed clearing. Two other options were evaluated: Chemicals are expensive, and require a lengthy permit process; the weed mower in use at ANC cost \$100,000 and is not AIP eligible. Staff still believes dredging is the best option. The pond survey in progress will allow dredging to begin ASAP following the FEIS.
5. **Enplanements:** Alaska Airlines enplanements for the month of July are 1.7% higher than July 2005. Year-to-date enplanements are 2.27% higher than last year.
6. **Construction Report.**
  - A. Delta-1 Ramp Construction: The project is complete. Concrete ramps will be installed at Gate K as a part of this project. The Construction Administration firm will be notifying all the tenants and others using the Gate that the work will begin on August 15 or 16. We are trying to provide the Fire Chief and staff sole use of the manual gate adjacent to Gate K, and will be asking all other users to use Gate M, a manually operated gate, during the three weeks we anticipate Gate K being closed.
  - B. Main Ramp Improvements: A 95% design meeting is scheduled for August 16. The cost to camera and flush the existing drainage, including extra work to locate existing structures in the vicinity of the Alaska Air Cargo facility was about \$40,000. One damaged pipe has been located between the "Charlie" interlink with the parallel taxiway and the terminal parking gates. DOWL is working with the Airport and Engineering staff to provide construction documents for the repair.
  - C. Float Pond Dredging Survey: No change: the topographical survey of the float plane pond area and bathymetric survey of the pond bottom is well underway. The survey work and preliminary geo-technical report should be complete late summer or early fall.
7. **Terminal Maintenance Staff Vacancy:** A member of the Terminal Maintenance staff has resigned. The recruitment process is currently under way.

