

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON JANUARY 12, 2009, AT 5:30 P.M., AT THE AIRPORT A/D BUILDING**

CALL TO ORDER

The Chair, Jeff Dotseth, called the meeting to order at 5:30 P.M.. The other members present included Duane Kruse, Joe Glenn and Jack Edmonds. Others present: City Council Member/liaison Dick Dobson, City Administrator/Airport Manager Mark Karnowski, Brian Lawrence (Baldwin Township Board), Alden Osvold and Todd Tarvestad. Members/Staff Absent: Gene Stoeckel (called – sick), Airport Engineer Joel Dresel.

SPECIAL ORDER OF BUSINESS – Election of Officers, etc.

Chair. Dotseth asked if there were any nominations for Chair.

EDMONDS NOMINATED STOEKEL. THAT MOTION WAS SECONDED BY GLENN. MOTION CARRIED UNANIMOUSLY.

Vice-Chair. Dotseth's asked if there were any nominations for Vice-Chair.

GLENN NOMINATED KRUSE AS VICE-CHAIR. THAT MOTION WAS SECONDED BY DOT-SETH. MOTION CARRIED UNANIMOUSLY.

Meeting Time/date. Edmonds advised that he has been appointed to the Mille Lacs County Planning Commission and that body also meets on the 2nd Monday of the Month. He requested that the AAB meeting be changed to a different night so he could continue to serve. After a brief discussion, the following motion was made:

EDMONDS MOVED THAT THE MONTHLY AAB MEETING BE MOVED TO THE FIRST MONDAY OF THE MONTH AT 5:30 PM CONTINGENT ON THAT NIGHT WORKING FOR BOTH STOECKEL AND ENGINEER DRESEL. THAT MOTION WAS SECONDED BY GLENN. MOTION CARRIED UNANIMOUSLY.

As the newly elected Vice-Chair, Kruse then assumed the role of the meeting's Chair.

AGENDA ADDITIONS/DELETIONS - none.

APPROVAL OF MINUTES

EDMONDS MOVED, SECONDED BY DOTSETH, TO APPROVE THE NOVEMBER 10, 2008 MINUTES OF AAB AS WRITTEN. MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

A. Hangar Lot Availability

The Administrator reported that the City Council considered the AAB's recommendation in June that the city start charging a fee to be on the Airport Hangar Lot Waiting List. At that time the Council opted to not adopt the recommendation but review that decision in December. At the December 30th meeting, the Council was advised that city staff had mailed a letter to each of the eight folks who were on the hangar lot waiting list and that only two lots were subsequently leased. Further, that the city now has several lots available on a first come, first served basis. The AAB directed that the folks that were on the list be contacted to assure that they understand that it's now a first come-first served basis.

B. ALP Update

The Administrator advised that Dresel called and advised that he was unable to make that night's meeting because of the traffic tie ups. He noted that there was still no action on the part of MnDOT to approve the changes in the ALP pages.

Joel also advised that the FAA funding for entitlement projects in 2009 was tenuous and that if the City went forward with the sealcoating project, we may have to pay a portion of the bill until additional funding is secured. Karnowski advised that, given the problems with State LGA funding, the city does not currently have the resources to fund a large portion of that project. Karnowski advised that Dresel would be available at the February meeting to discuss the options further.

C. Airport Courtesy Car Update

The Board reviewed a memo from the Administrator advising that it appears the city is the recipient of a used vehicle for use as a courtesy car for the airport.

A vehicle was donated by Jerry Rinehart to the Princeton Experimental Aircraft Association (EAA – Chapter 1360) who, in turn, is donating it to the city.

Kruse and Alden Osvold advised that they would be delivering the title to the city on the 13th. Kruse noted that they are planning on putting decals on the car indicating that it is the "Princeton Airport Courtesy Car" – the EAA will be supplying the decals. They are also looking at keeping a book outlining restaurants, etc. in the area who will be listed for a small fee.

The Administrator presented an example of a sign-out sheet used by the city of Baudette at their airport. The AAB agreed that the procedure to be used for the car's use would be to simply hang the key in the A/D building and require that users fill out a form similar to the one Baudette uses. If that system proves to not work, it will be reviewed and amended as necessary.

NEW BUSINESS: - None

E.A.A. REPORT: Kruse noted that they had a holiday breakfast at Kruse's hangar and are planning field trips and events for this spring and summer. They may be sponsoring a food drive. It was suggested that they increase their visibility by putting an article about their club in the City Newsletter and list their events in the Union Eagle (and, maybe, the Chamber's monthly newsletter).

MANAGERS REPORT:

A. Fuel Sales – The fuel sales information was reviewed by the board with little comment.

MISCELLANEOUS: There were several comments about the level of snow plowing this year at the airport – especially noting that the snow piles near the runways and taxiways at too high and need to be knocked down. Karnowski will forward those comments to the Public Works Department.

ADJOURNMENT:

EDMONDS MOVED, SECONDED BY STOEKEL TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:20 PM.

Respectfully Submitted,

Mark Karnowski, Airport Mngr.

ATTEST:

Jeff Dotseth, Chair