

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON JANUARY 8, 2007, AT 5:30 P.M., AT THE AIRPORT A/D BUILDING**

CALL TO ORDER

Jack Edmonds, Chairperson, called the meeting to order at 5:30 P.M.. Other members present: Jeff Dotseth, John Mezera, Duane Kruse (at 5:35); Members absent: Art Larson (excused); Staff Present Airport Mgr/City Administrator Mark Karnowski and Airport Engineer Joel Dresel. Also present was Princeton Township liaison Gene Stoeckel and City Council Member/liaison Dick Dobson and Sherburne County Commissioner John Reible. Visitors included: Richard Anderson and Joe Glenn (of Glenn Metal Craft).

SPECIAL ORDER OF BUSINESS – Election of Officers, etc.

Edmonds asked if there were any nominations for Chair. Dotseth nominated Edmonds to continue serving as Chair for 2007. There were no other nominations.

DOTSETH MOVED, SECONDED BY MEZERA TO DECLARE A WHITE BALLOT AND ELECT EDMONDS TO THE POSITION OF CHAIR FOR 2007. MOTION CARRIED UNANIMOUSLY.

Edmonds then asked if there were any nominations for Vice-Chair. Dotseth nominated Mezera to continue serving as Vice-Chair for 2007. Mezera nominated Dotseth. There were no other nominations (Kruse arrived at this point).

ON A VOTE OF THE MEMBERSHIP MEZERA WAS ELECTED TO THE POSITION OF VICE-CHAIR FOR 2007.

By consensus, the AAB agreed to leave the meeting date and times at the second Monday of each month at 5:30 P.M.

AGENDA ADDITIONS/DELETIONS

There were no additions to the proposed agenda.

DOTSETH MOVED, SECONDED BY MEZERA TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MINUTES

DOTSETH MOVED, SECONDED BY MEZERA TO APPROVE THE DECEMBER 11, 2006 MINUTES OF AAB AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

T-Hangar Update

Karnowski advised that the city crews had hauled in and compacted the granular fill necessary to bring the proposed site up to grade. The estimated cost of that project was about \$3,000 using the city's Public Works staff rather than the \$20,000-\$25,000 anticipated by the developer's contractor.

Dresel advised the AAB that the state has a revolving loan fund for the construction of T-hangars and that, up until this year, the list was about 20 years long. He advised that several of the proposed applicants had dropped off the list and that it may be in our best interests to get on the list should the current developer decide not to proceed. The Board members concurred with that recommendation.

Crosswind Runway cost and timeline

Karnowski advised that he requested that the Airport Engineer put together a detailed report regarding the estimated costs and time frame should the city decide to pursue construction of the proposed turf crosswind runway.

Engineer Joel Dresel presented his written report which outlined the following costs for the proposed crosswind runway:

<u>Task</u>	<u>FAA funding</u>	<u>Local Funding</u>	<u>Total Cost</u>
Environmental Assessment – Phase I	\$ 76,000	\$ 4,000	\$ 80,000
Environmental Assessment – Phase II	\$ 76,000	\$ 4,000	\$ 80,000
Land & Easement Acquisition	\$ 571,672	\$ 30,088	\$ 601,760
Construction	<u>\$1,588,000</u>	<u>\$ 82,000</u>	<u>\$1,640,000</u>
Grand Total:	\$2,281,672	\$120,088	\$2,401,760

Dresel reminded the membership that (pending continued Federal funding of local airports) the city is in line to receive \$150,000 per year in Federal Airport Improvement Program (AIP) Funds. Further, that Federal rules allow the city to bank no more than 3 year's of that funding (\$450,000). There may be additional sources of funding available including State of Minnesota funding and the currently unpopular congressional "earmark" funds.

Dresel advised that, as noted above, the city should have no funding problems going through the environmental review phase (which could take 2-4 years). If the city acquired the necessary land and easements over a period of years, the amount of Federal Funding available would also not be an issue.

Dresel noted that a problem could arise when we get into the actual construction phase. Construction costs would use up approximately ten (10) years of Federal Funding which, given that an airport can only bank three years, could be a problem if the city is unable to secure additional funds from other sources.

He went on to say that, even if funding was not an issue, the timetable to construct the crosswind would take a minimum of four years. That timeline would be extended if local residents or state groups contest the findings of the environmental process. The timeline could also be extended if the city had to use eminent domain to secure the necessary land and easements required for the crosswind.

In response, the AAB members appeared to feel that, perhaps, the extension of the main runway would have a more positive economic impact on the city.

2007 Capital Improvement Program (CIP)

The board reviewed the 2006 CIP list and, based on the earlier crosswind discussion, decided to postpone adoption of a final listing until the February meeting. Dresel noted that the list was supposed to be in January 10th, but that virtually no one got it in on time and that delaying it a month would not be an issue. Based on the discussion, Dresel advised that he would revise the proposed CIP to include some money for land/easement acquisition and for amending the ALP should the Westling Hangar issue require a re-drafting of the airport's boundary. It was also agreed that the revised CIP should include money for an Environmental Review (for either the crosswind or a main runway extension), hangar development area(s), the lengthening of the main runway and the updating of the runway signs as requested by the FAA.

Dresel noted that, currently, the City's AIP account with the state includes \$95,800 in 2005 money, \$150,000 in 2006 allocation with 2007 funding still being in limbo pending Federal action on Airport funding.

Westling/Matz Hangar – Airport Access Issue

The Board reviewed a memo outlining the proposed option to resolve the FAA's concern with field access from the Westling/Matz property. The memo advised that the proposal was that the city would buy the property for the previously agreed to \$202,000 and then sell the existing building to the party originally interested in buying it for \$145,440 (a price suggested by the Sherburne County's calculations). The city would then lease the land under the existing struc-

ture to the building buyer and then amend the ALP to include the entire lot. Once the ALP was approved, the city would apply for AIP funds to reimburse the city for the land costs. That proposal would result in the existing hangar being treated as any other hangar on the airport property. Karnowski also advised that, according to the Westling's Realtor, that idea was quashed by the party initially interested in the property. Karnowski noted that he was attempting to convince the Realtor to arrange for a meeting between the City and the party that was originally interested in the land but that the Realtor advised that the party refused to meet with the city. Karnowski is concerned that the private party interested in the property does not fully understand the possible ramifications should the FAA decide to further intervene.

Karnowski advised that he will continue to attempt to resolve the issue.

NEW BUSINESS:

February Meeting

Karnowski advised that he was going to be on vacation on the regular February meeting date (the 12th). He suggested that the Board either move the meeting or allow Engineer Dresel to staff the meeting for the Board. The Board opted to have Dresel staff the meeting in February.

E.A.A. REPORT: Kruse advised that the group was having their holiday party on the 13th of this month.

MANAGERS REPORT:

Fuel Sales – Karnowski reviewed the fuel sales figures for the past month and year, It was noted that sales were down from last year. Joe Glenn advised that it was because, in the past, the airport was known for its inexpensive gas and now that's not the case. Dresel advised that all the airports that SEH works for are also down in gas sales for the year.

MISCELLANEOUS: - Mezera noted that he felt the runways were not being plowed as well as they could and that the P.W. department needs to keep the elevation of the snow piles lower so the planes' wings will clear them. He also suggested that the area around the gas pumps be kept clearer of snow.

ADJOURNMENT:

KRUSE MOVED, SECONDED BY MEZERA TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 7:19.

Respectfully Submitted,

Mark Karnowski, City Administrator

ATTEST:

Jack Edmonds, Chairperson