

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON JANUARY 14, 2008, AT 5:30 P.M., AT THE AIRPORT A/D BUILDING**

CALL TO ORDER

The Airport Manager/City Administrator, Mark Karnowski, called the meeting to order at 5:30 P.M.. The members present included Jack Edmonds, Duane Kruse, Gene Stoeckel and Joe Glenn; Members absent: Jeff Dotseth (called/excused); Other Staff Present: Airport Engineer Joel Dresel. Also absent were City Council Member/liaison Dick Dobson (called/excused) and Sherburne County Commissioner John Riebel. Visitors included Princeton City Council Member Paul Whitcomb and Baldwin Township Chair, Brian Lawrence.

SPECIAL ORDER OF BUSINESS – Swearing in of Joe Glenn

Administrator Karnowski swore in the newly appointed member of the Airport Advisory Board, Joe Glenn.

SPECIAL ORDER OF BUSINESS – Election of Officers, etc.

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

STOECKEL INITIALLY NOMINATED GLENN (WHO DECLINED) AND THEN NOMINATED DOTSETH. THAT MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY.

Vice-Chair. In Dotseth's absence, Karnowski then asked if there were any nominations for Vice-Chair.

Stoeckel nominated Joe Glenn for Vice-Chair. There were no further nominations.

STOECKEL MOVED TO DECLAIR A UNANIMOUS BALLOT AND DECLAIR GLENN AS ELECTED AS VICE-CHAIR. THAT MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY.

Meeting Time/date. Glenn assumed the chair and, 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

Engineer Dresel suggested that discussion regarding the "Wild Rose Estates" and Karnowski advised that he had an update on the Courtesy car.

STOECKEL MOVED, SECONDED BY EDMONDS TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MINUTES

EDMONDS MOVED, SECONDED BY GLENN, TO APPROVE THE DECEMBER 10, 2007 MINUTES OF AAB AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

2008 CIP

Engineer Dresel reviewed the final CIP as adopted by the City Council. It was noted that the proposed expenses for some of the items had been updated since the AAB reviewed it in December. Dresel also explained that the CIP was a "plan" and that, even though dollar amounts for each proposed project were noted, it was not to be considered a proposed budget. He also advised that he'd inflated the proposed cost of each item because MnDOT and the FAA will al-

low the airport to spend less than anticipated on a proposed project but will not allow the airport to spend more than indicated on the CIP. Dresel suggested that, although the funding for 2008 was not guaranteed, there appeared to be sufficient funds in the account to take care of the first four items in the 2008 CIP. The final CIP, as adopted by the Council, read as follows:

<u>Fiscal Year</u>	<u>Project Description</u>	<u>Fed/St/local Funding</u>	<u>Project Cost</u>	<u>Fed</u>	<u>State</u>	<u>Local</u>
2008	ALP Update (Prim Rwy Zoning)	95/0/5	\$ 50,000	\$ 47,500	-0-	\$ 2,500
2008	Past Land Purchase (Kruse)	95/0/5	75,000	71,250	-0-	3,750
2008	Past Land Purchase (Westling)	95/0/5	75,000	71,250	-0-	3,750
2008	Hangar Area Development	95/0/5	100,000	95,000	-0-	5,000
2008	Field Lighting Upgrade	95/0/5	<u>50,000</u>	<u>47,500</u>	-0-	<u>2,500</u>
	Sub Total:		\$ 350,000	\$ 332,500		\$ 17,500
2009	Mower	95/0/5	40,000	38,000	-0-	2,000
2009	West Side Land Purchase	95/0/5	500,000	475,000	-0-	25,000
2009	Runway 15/33 Crack Repair	95/0/5	<u>20,000</u>	<u>19,000</u>	-0-	<u>1,000</u>
	Sub Total:		\$ 560,000	\$ 532,000		\$ 28,000
2010	Turf Crosswind Land/Esmnts	95/0/5	410,000	389,000	-0-	20,500
2010	Crosswind Envrn. Aess.	95/0/5	<u>80,000</u>	<u>76,000</u>	-0-	<u>4,000</u>
	Sub Total:		\$ 490,000	\$ 465,000		\$ 24,500
2011	Turf Crosswind Runway Const.	95/0/5	1,700,000	1,615,000	-0-	85,000
2011	Main Runway 15/33 Resurface	95/0/5	200,000	190,000	-0-	10,000 ⁵
2011	Crosswind Envrn. Aess.	95/0/5	<u>80,000</u>	<u>76,000</u>	-0-	<u>4,000</u>
	Sub Total:		\$ 1,980,000	\$ 1,881,000		\$ 28,000
2012+	FBO Facility	0/50/50	300,000	-0-	150,000	150,000
2012+	T-Hanger Construction	95/0/5	450,000	427,500	-0-	22,500
2012+	Perimeter Fencing	95/0/5	<u>300,000</u>	<u>285,000</u>	<u>-0-</u>	<u>15,000</u>
	Sub Total:		\$ 1,005,000	\$ 712,500	\$ 150,000	\$ 187,500
	Grand Total:		\$ 4,430,000	\$ 3,923,500	\$ 150,000	\$ 356,500

Airport Access Issue

Karnowski advised that Mayor Riddle had some idea about what the city's offer for the Kruse property should be and the City Attorney was directed to draft a purchase agreement for Kruse's consideration. Karnowski indicated he was to get the draft last Friday but that it, apparently, was not ready. He expected to receive it this week for delivery to Kruse.

Karnowski further advised that the closing on the Christensen property was supposed to have taken place last Friday but it was determined that there were numerous title problems with the Christensen lots that needed to be addressed. Karnowski indicated that he checked with the city attorney to see if there was a method by which the entire area could be surveyed to expedite the acquisition process. Dresel indicated that there was a special provision under Minnesota Statutes that allowed a city to re-plat the entire area and grant access back to the property owners without having to do an extensive survey.

Karnowski will contact the City Attorney and advise of the statutory provision.

Wild Rose Estates Plat Update

Dresel presented both a letter he had drafted to the AAB and an aerial of the airport with the proposed subdivision superimposed on that aerial. The letter indicated that the deeds for the individual lots to be developed should have language added warning the prospective buyers that the lots were in the direct fly path for the cross-wind runway. Dresel noted the letter had been drafted before Dresel had been advised by the city Community Development Director, Jay Blake, that the proposed subdivision was closer to the airport than originally thought and he was going to advise the County that the city was going to attempt to exercise its “extraterritorial authority” and take over review of the plat. The board reviewed the aerial that indicated that at least six (6) lots in the proposed subdivision were situated within the proposed cross-wind runway’s “B Zone” (which prohibits an intensity of housing of more than one house per 3 acres).

The Board noted that at the December meeting, the developer’s representative did not make it clear that the location of the proposed subdivision was immediately adjacent to the airport. Further, they discussed that the proposed location was in direct conflict with the findings of the joint meeting held in November between the AAB, City Council and representatives of both Baldwin and Princeton Townships plus Sherburne and Mille Lacs Counties. Those findings concluded that all entities should discourage any residential development near the airport and that the areas should, instead, be used for industrial and/or commercial development.

The Baldwin Township Board Chair, Brian Lawrence, was present and indicated that the results of that joint meeting were never shared with the Township Board. Lawrence was asked how the township was going to address wastewater disposal on a small lot development as proposed. Lawrence indicated that the plans, as he understood them, were that the development was going to be served by several community mound systems.

Lawrence asked if the property had either use or height restrictions because of its proximity to the airport. Dresel advised that, yes, there would be both use and height restrictions.

Lawrence explained that the Township had a joint powers agreement with the County for the review of proposed development and that the Township had twice reviewed the sketch plat. He asked if the AAB would support the development of the property if it were 2½ acre residential lots. In response:

STOECKEL MOVED, SECONDED BY EDMONDS THAT – AS A MATTER OF RECORD – THE AAB OPPOSED ANY RESIDENTIAL DEVELOPMENT NEAR THE PRINCETON AIRPORT. MOTION CARRIED UNANIMOUSLY.

Lawrence advised that there was a joint informal meeting scheduled between the developer, the Town Board and Sherburne County to discuss the proposal on January 23rd. He invited the members of the AAB (and anyone else concerned about the development) to attend.

NEW BUSINESS:

Hangar Pad Policy Discussion

The AAB was advised that the presenter for the discussion, Nick Poshek, had called and requested that the issued be tabled to the AAB’s February meeting as something came up and he was unavailable to appear that evening.

Kruse advised that he’d talked to Poshek and that Poshek and his wife wanted to start up a parachute jumping operation at the Princeton Airport and that they needed a facility from which they could operate. Apparently Poshek had been renting hangar space from Christensens on the north end of the airport but was now renting one of the T-hangars. Karnowski advised that Poshek was on the hangar list but that he was closer to the bottom. Further, the reason the topic was on the agenda was because Karnowski felt that Poshek should be moved up to the top of

the list as his interpretation was that the city's intent was to keep the planes currently using the airport from leaving. Even though Poshek did not own one of the hangars on the north end, he was renting and, accordingly, should have an early opportunity to secure one of the new sites.

The AAB agreed and, further, directed staff to take the following steps:

1. Determine how many planes were still housed in the north end hangars (thought to currently be one or two).
2. Set aside a number of hangar lots equal to the number of planes still at the north end.
3. Subtract the number of "reserved" hangars from the total of both those currently available and the new lots to be created just north of the T-hangar area.
4. Contact the folks on the hangar "waiting list" and advise them of the availabilities and get them to either commit to building a hangar on one of the lots ASAP or their name would be removed from the waiting list.

February Meeting

Karnowski advised that he was going to be on vacation on the regular February meeting date (February 11th). 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 at 8 AM on the January 26th at the Embers Restaurant in Milaca. All AAB members are invited. He also noted that there would be a "hangar dance" at his building sometime in March.

MANAGERS REPORT:

Fuel Sales – Karnowski reviewed the fuel sales figures for the past year with the board and advised that for six of the 12 months the fuel sales exceeded the sales of 2006 but were still below the sales of 2005.

MISCELLANEOUS: - Stoeckel suggested that the AAB be on the Council agenda at least quarterly. The group agreed that we would put the AAB on the "Council Study Session" agenda every 3 months and, if there were no issues to discuss, it could be pulled of the agenda.

ADJOURNMENT:

STOECKEL MOVED, SECONDED BY EDMONDS TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 7:20 PM.

Respectfully Submitted,

Mark Karnowski, City Administrator

ATTEST:

Joe Glenn, Vice-Chairperson