

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON FEBRUARY 3, 2014, AT 5:30 P.M., AT THE AIRPORT A/D BUILDING**

CALL TO ORDER/PLEDGE OF ALLEGIANCE:

The Chair, Gene Stoeckel, called the meeting to order at 5:35 P.M. Other members present included Jim Ferlaak Duane Kruse and Joe Glenn. Members absent: Jeff Dotseth (emailed to say he'd be late or unavailable). Others present: Airport Engineers Kaci Nowicki and Shawn McMahon, City Administrator/Airport Manager Mark Karnowski, Sherburne County Commission Rachel Leonard, Jeff Ranney, Sharon Sandberg, Rick Hoffman. The Pledge of Allegiance was recited by all present.

- Special Order of Business – Election of 2014 Officers -

Chairman Stoeckel opened the floor and asked for nominations for Officers.

GLENN MOVED TO ELECT GENE STOECKEL AS CHAIR. THE MOTION SECONDED BY KRUSE. (THERE WERE NO OTHER NOMINATIONS). THE MOTION PASSED UNANIMOUSLY.

FERLAAK MOVED TO ELECT GLENN AS VICE CHAIR. THE MOTION SECONDED BY KRUSE. (THERE WERE NO OTHER NOMINATIONS). THE MOTION PASSED UNANIMOUSLY.

Chairman Stoeckel then opened the floor for selection of the meeting night.

FERLAAK MOVED TO ELECT KEEP THE MEETING ON THE FIRST MONDAY OF THE MONTH AT 5:30. THE MOTION WAS SECONDED BY KRUSE. THE MOTION PASSED UNANIMOUSLY.

AGENDA ADDITIONS/DELETIONS: Sharon Sandberg asked to give an update on Flight Expo. Without objection, that item was added to the agenda.

APPROVAL OF MINUTES

GLENN MOVED TO APPROVE THE MINUTES OF THE DECEMBER 2, 2013 MEETING AS PRESENTED. THE MOTION WAS SECONDED BY KRUSE. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Updated 2014 CIP

Engineer Nowicki advised that SHE will put in a request to the FAA for the 2014-15 projects noted on the CIP including hangar taxilane rehab, acquisition of the Kruse property and beginning work on the Airport Master Plan/ALP Update. She anticipated beginning design in early spring and then putting in a formal application to the FAA with a September 2014 target date.

Shawn McMahon indicated that the city may be able to apply for a state airport grant to fund the area of the taxilane improvements outside the center 20 feet that the FAA grant would cover.

Nowicki advised that there appears to be a balance of \$450,000 in Princeton's account including the 2014 entitlement grant of \$150,000 (which will be available in August).

Nowicki also advised that MnDOT had recovered the \$15,000,000 that the state 'borrowed' during the economic slowdown/shortfall. There is apparently conversations going on that those funds may be used to fund 5% of the local match for the FAA entitlement grants. But noting final has been decided as yet.

B. Flight Expo Update – Sharon Sandberg

Sharon Sandberg advised that she's still working with the city to see if we can start a school to teach airplane maintenance. She noted that there is land between the Anoko Metals plant and the North Ambulance Helicopter hangar that may be available.

She's also working on developing a "build an Airplane" program for the junior high students with the goal of generating early interest in airplane maintenance.

She also handed out a flyer noting that \$75,000 in various types of apparel were being offered as fund raiser. The products are available in the Custom Embroidery shop located just south of Marv's Hardware.

Sandberg advised that her organization is working on putting together a Labor Day event again which, hopefully, will include another visit by the B-25 plane group.

C. Box Plow Update

The Board was advised by Karnowski that the box plow had been ordered.

D. AFSS Building Update

Karnowski advised that the FAA has still not notified the city regarding their plans for the continued rental or vacation of the AFSS building.

NEW BUSINESS:

A. Beacon Maintenance

Ferlaak noted that it's time to have the airport beacon serviced by Hali-Brite as recommended. Hoffman advised that it was his understanding that the cost for the standard maintenance of the beacon is about \$340.

GLENN MOVED TO RECOMMEND TO THE CITY THAT THE REQUIRED MAINTENANCE BE DONE ON THE AIRPORT BEACON THIS SPRING. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

MANAGERS REPORT:

Fuel Sales – Karnowski advised that the January fuel sales report would be emailed out as soon as it was completed.

Financials – The financial report for the last quarter of 2013 was distributed to the Board.

MISCELLANEOUS: Ferlaak suggested that the city consider that, after a significant snow event, that the city issue a NOTAM advising of the airport's condition rather than one that indicates that the airport is "Closed".

ADJOURNMENT:

There being no further business:

GLENN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:20 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair