

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD  
HELD ON FEBRUARY 4, 2013, AT 5:30 P.M., AT THE AIRPORT A/D BUILDING**

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**CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

The Chair, Gene Stoeckel, called the meeting to order at 5:30 P.M. Other members present included Joe Glenn, Jim Ferlaak, Duane Kruse and Jeff Dotseth. Others present: Council Liaison Thom Walker, Airport Engineer Joel Dresel, City Administrator/Airport Manager Mark Karnowski, Sherburne Rachel Leonard (Sherburne Co.), Larry Handshoe (Baldwin Township), Sharon Sandberg, Jeff Ranney, Paul Volkommer, and Rick Hoffman. The Pledge of Allegiance was recited by all present.

**- Special Order of Business – Election of 2013 Officers -**

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

FERLAAK MOVED TO ELECT GENE STOECKEL AS CHAIR AND JOE GLENN AS VICE-CHAIR. THE MOTION WAS SECONDED BY DOTSETH. (THERE WERE NO OTHER NOMINATIONS). THE MOTION PASSED UNANIMOUSLY.

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

DOTSETH 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:** Sandberg noted that she had more info on the notice from MnDOT about the Princeton Airport and she also wanted to update the Board on the Flight Expo events. Hofmann indicated he had an update on the radio situation. All three items were added to the agenda without objection. There were no other additions to the agenda.

**APPROVAL OF MINUTES**

Stoeckel noted that “foul” in the second paragraph from the bottom of page 2 ought to be spelled “fowl”.

GLENN MOVED TO APPROVE THE MINUTES OF THE DECEMBER 3, 2012 MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

**OLD BUSINESS:**

**A. AAB appointment**

The Board reviewed a memo from Karnowski that the Council re-appointed both Duane Kruse and Jeff Dotseth to the Airport Advisory Board for a term expiring on December 31, 2015. The Board was also advised that City Council Liaison Dick Dobson stepped aside to allow Council Member Thom Walker to be the Council liaison to the Airport Advisory Board.

**B. Airport Improvement Program for 2013**

Dresel noted that the CIP indicates the 2013 Capital Improvement Project is the rehab of the taxiways between the hangars in the old hanger section of the airport as well as construction of a new taxi lane in the new hangar area (between the “T” hangars and the A/D Building). The estimated cost of those projects is \$200,000 each (\$400,000 total). With 90% Federal Funding, that leaves the city share at \$40,000. Dresel handed out the 2013-14 CIP and noted that the city currently has \$148,789 in our entitlement grant account with the possibility of getting an additional \$150,000 when congress authorizes it (March?). But he said not to spend the money yet. He said there’s a chance no project would be done this year because of the level of our account and the timing of the new money coming in.

Dresel noted that, as indicated in Karnowski's memo, some cities like the taxiway to be "door to door" to assist in the ability to move snow. Dresel said the Board should remember that the FAA will pay only for the center 20 feet. He said there are both advantages and disadvantages of paving curb to curb. Stoeckel noted that stormwater issues may be a disadvantage.

Ferlaak interjected to advise that he and Hoffman have been working on finding a solution to the "plowing turf" option that they haven't completed yet. So he suggested that the group table the topic to the March meeting.

FERLAAK MOVED TO TABLE DISCUSSION OF THE CIP PAVING TO THE MARCH MEETING. THE MOTION WAS SECONDED BY DOTSETH. MOTION CARRIED UNANIMOUSLY.

The group asked Dresel to check to see if the paved road to the T-hangars had to be in the exact location indicated on the ALP or if it can be "tweaked" to another location.

#### **C. MnDOT Email of January 14, 2013**

Sharon Sandberg advised that she called MnDOT (Ryan Gaug) about the email Karnowski sent out on January 14<sup>th</sup> and was advised that the issue was a deficiency in one of our airport's approaches. Dresel indicated the topic was brought up at the CIP discussion last fall and it was a pass/fail issue of little consequence. Ferlaak advised that all the Princeton approaches are excellent. He noted the airport layout book information differed with the information that Sandberg has given. Dresel will check with MnDOT and get some clarification.

#### **D. Flight Expo Update**

Sharon Sandberg handed out a newsletter describing the activities and news of the Flight Expo group. She noted that the sheet metal workshop event is already sold out. She advised that the School District is looking to work with Flight Expo as well. Upcoming is a safety seminar, a pilot refresher course and a "5-K Fun Run" around the airport which is scheduled for Saturday, May 18<sup>th</sup>. She asked the Board for a motion of support so when she goes to the City Council for permission to run the event on city streets that they know the Airport Board supports the event.

DOTSETH MOVED TO RECOMMEND THAT THE CITY COUNCIL SUPPORT THE "5-K FUN RUN". THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY.

#### **E. Radio Update**

Hoffman advised that the airport radio that operates the lights is not working well. Further, the radio is obsolete and needs to be replaced before it breaks down permanently. Hoffman said that John Schroeder obtained bids and gave them to Gene Scott at MnDOT who has indicated the state will support a 70-30 grant for the radio (the city's share will be about \$600. Schroeder will install the radio when it comes in. He asked if he could take the old one for parts (there was no objection). The city needs to send a grant request letter to Gene Scott. Dresel said he'd draft the appropriate letter for Mark to send in.

**NEW BUSINESS:** None

**E.A.A. REPORT:** Kruse indicated the E.A.A. meets the 2<sup>nd</sup> Tuesday of the month. Last month they elected officers (kept the same ones as last year). They're looking for new members.

**MANAGERS REPORT:**

**Fuel Sales** – Karnowski advised that he'd email out the fuel sales figures when they're available.

**MISCELLANEOUS:** Ferlaak noted that Kevin Colvin brought his bobcat in to the airport and knocked down some snow piles and cleaned up some other areas.

**ADJOURNMENT:**

GLENN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:24 PM.

Respectfully Submitted,

Mark Karnowski,  
City Admin/Airport Mgr.

ATTEST:

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Gene Stoeckel, Chair