

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD HELD ON
MARCH 4, 2013, 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 5:32 P.M. Other members present included Jim Ferlaak, Duane Kruse and Jeff Dotseth. Others present: Council Liaison Thom Walker, Mayor Paul Whitcomb, Airport Engineer Joel Dresel, City Finance Director Steve Jackson, City Public Works Director Bob Gerold, Rachel Leonard (Sherburne Co.), Larry Handshoe (Baldwin Township), Sharon Sandberg, Rick Hoffman, Barry Ramage. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: Sandberg said that she had a new route for the 5K run for the Flight Expo. Kruse wanted to add discussion on the 5,000 foot runway. The two items were added to the agenda without objection. There were no other additions to the agenda.

APPROVAL OF MINUTES

DOTSETH MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 4, 2013. THE MOTION WAS SECONDED BY KRUSE. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Plowing Issues

Ferlaak started the discussion by stating that the last 5 plowings have been the best they have ever been in his 27 years at this airport. He stated that he did not know who had complained about the plowing, but they were not at the meeting. Ferlaak showed pictures of several local airports that had similar hanger areas to ours with areas of sod between the hangar and the taxiway. Met with some of the people at those airports to determine if there were plowing problems because of the sod areas and was told that they did not have any problems.

They were told that the airports had ramp plows, or box plows or snow-pushers, that worked really well to clean up the hangar areas. Hoffman handed out a booklet of this type of plow from Pro-Tech. There was discussion as to what type of equipment the City had that would handle this type of plow. Gerold said that we have a tractor but that the wheel loader would be best suited for something of this size. Gerold said that he was familiar with this type of plow and that it would work well, but that do to a limit of equipment and operators, it would be a day or two after a snow before they would be able to put this plow on the loader and clean up in the hangar area. The crew would come through initially after the snow and open up the hangar area and then come back later to clean in front of the hangars. Hoffman had contacted the state and was told that they have a special grant program for equipment that is 70/30, but there is a waiting list. Hoffman requested that Princeton be put on that list and there was consensus from the Board that was okay. Ferlaak stated that it is eligible for FAA funding at 90/10, and he talked to Gordon Nelson and found that there were a few conditions; there is a \$25,000 minimum for that program, it must be for the exclusive use of the airport and be US made. Dresel said that this had to be on the Airport CIP in order to be funded with either program. Stoeckel suggested that the item be tabled and have Gerold come back with some ideas.

DOTSETH MOVED TO TABLE DISCUSSION OF THE RAMP PLOW TO THE APRIL MEETING. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY.

There was a short discussion on the paving plan for this area in light of the previous discussion on the plow equipment. Dresel stated that part of the problem with the "wall to wall" approach is both financing the area other than the center 20 feet that the FAA will fund and also environmental problems with water runoff.

DOTSETH MOVED TO ELIMINATE THE WALL TO WALL PAVING AS A DISCUSSION POINT INVOLVED WITH THE TAXIWAY PAVING PROJECT. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY.

B. Airport Radio Grant Update

Dresel presented a packet to Jackson with all the needed paperwork for the radio update grant. According to Dresel the item is ready to bring to the Council.

C. Crosswind Runway Update

Mayor Whitcomb was asked to comment on the crosswind runway discussion at the Council Meeting on February 28th. He stated that the Council supports the crosswind, but the extension of 21st Avenue is a top priority. Since 21st cannot be extended with the crosswind where it is, the crosswind must go. Dotseth asked Dresel how the crosswind can be saved. Dresel stated that there had been a change in policy at the FAA that prohibits any road going through the Runway Protection Zone (RPZ). This means that the crosswind cannot stay in its current location if 21st is to be done. Whitcomb mentioned that there was one other option of putting a road that goes east and west at the southern end of the airport, but that would mean the 5,000 foot runway could not happen. He felt that the longer runway made more economic sense. Dresel also brought up that it would be very difficult to even get the crosswind funded through the FAA. There was a question as to whether there might be another location that the crosswind could be located that would not interfere with 21st. Dresel said the best move would be to look at other crosswind options when the ALP is re-done for the runway extension. Dresel also stated that the first step in updating the ALP for the runway extension is to make sure it is on the City's Comprehensive Plan. The question came up if it was on the last comp plan update.

Ferlaak brought up his concern with the 21st extension and the congestion that would develop in the industrial park. He said it is not uncommon to have to wait several minutes for trucks when you drive through. Whitcomb said that it is not considered a plan at this point, but what he would like to see is to have the road go through to a new road on the southern boundary of the industrial park. Walker brought up the fact that having the trucks go out on 21st would help with industrial park congestion in other parts of the city, such as on the 169 intersection. Ferlaak said he liked the thought of the Public Safety building being near to the airport like it is proposed for security and safety.

D. 5-K Fun Run Route Update

Sharon Sandberg handed out a map showing the new route for the run. This route will start by the AD building and stay on the east side of the taxiway. It will not impact the taxiways or runway. She also mentioned that the B25 fly by is still on the schedule. There was a question whether to let the FAA know of the route of the run. Dresel thought that was not necessary.

DOTSETH MOVED TO ACCEPT THE NEW ROUTE SINCE IT HAD ALREADY BEEN PRESENTED TO THE COUNCIL, PENDING APPROVAL BY THE POLICE CHIEF. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY.

Sandberg also mentioned that there was going to be a safety seminar Saturday which is open to the Board members if they want to attend.

E. 2013 Improvement Project

Ferlaak asked Dresel what the timing was on the 2013 improvement project or whether it needs to be passed on this year due to funding. Dresel said that the sequestration has presented a new wrinkle in the funding discussion. Apparently, no one is sure if the sequestration will affect the FAA funding or to what degree the effect will be. Ferlaak was wondering if there should be discussion on whether to make the project smaller to match the entitlement money. He thought we could look at doing the road to the "T" hangars. Sandberg questioned if the City could look for other sources of funding, such as foundations. Dresel said that is allowed, but when they find that 90% of the project is being funded by the FAA, they

feel there isn't really a need for them to participate. Sandberg asked if it would be alright for the Board to meet with Carie since she seems to know what she is doing regarding grants and other funding sources, to see if she had some ideas. Whitcomb said that would be okay if Carie has time.

NEW BUSINESS:

A. Question on Building a New Hangar

Barry Ramage asked if he could ask a question about the hangar area. He wants to build a 3,500 square foot hangar and was wondering if it could be on the side next to the ramp. He likes this area because he would prefer to build in 60' by 60' rather than 70' by 50' which is what he would have to if he is in the other hangar area. He would build it with two doors. One would open onto the ramp and the other would be in the back. That way when the taxiway is constructed in this area he would use the door in the back to access it. Dresel thought it might be okay, but advised that he would need to see a sketch and they would have to pay someone to properly locate the building so it is in the correct spot. Ramage had a question on the fire wall requirements and he was told that he would have to contact the building official. He wanted to know if that was Metro West and Jackson told him that it was and that he should contact Lynn.

E.A.A. REPORT: Kruse had nothing to report.

MANAGERS REPORT:

Jackson handed out December 2012 and January 2013 monthly transaction reports.

MISCELLANEOUS: Dresel wanted to let everyone know that there had been a change in the grant payment procedure in that the last \$50,000 would be held until the grant had been closed out. Jackson noted that this would affect the cash flow in that it sometimes takes a considerable amount of time for the closeout process to be completed.

ADJOURNMENT:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:50 PM.

Respectfully Submitted,

Steven Jackson,
City Finance Director

ATTEST:

Gene Stoeckel, Chair

