

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON APRIL 1, 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 5:30 P.M. Other members present included Joe Glenn, Jim Ferlaak and Duane Kruse (Karnowski noted that Dotseth called and indicated he would be available by phone if the Board needed a quorum). Others present: Airport Engineer Joel Dresel, City Administrator/Airport Manager Mark Karnowski, Sherburne Rachel Leonard (Sherburne Co.), Jack Edmonds Rick Hofmann, Richard Anderson, Sharon Sandberg Jeff Ranney and Barry Ramage. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: Hofmann asked if he could update the board on the lighting situation as well as comment on the NOTAM authority. Richard Anderson asked if he could present information on the possibility of someone starting a Part 141 Flight School, the building of a building to house several functions including the flight school, a Fixed Base Operator facility, a new Arrival/Departure facility and a place for the city to store the FAA funded snow removal and grass cutting equipment. Kruse asked if he could bring up the need for a response to a letter they sent to the city requesting a letter of support for their proposed business enterprise out of their hangar off the airport. There were no objections to any of the items being added.

APPROVAL OF MINUTES

Stoeckel noted that the word “do” in the second paragraph under “Plowing Issues” ought to be spelled “due”.

KRUSE MOVED TO APPROVE THE MINUTES OF THE MARCH 4, 2013 MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

(Note: The Chair handled Richard Anderson’s proposal prior to dealing with the “old business” items although the minutes below reflect otherwise.)

A. Crosswind Update

The Board reviewed a Position Statement relating to the proposed connection between 21st Avenue and 19th Avenue and the alternative route being promoted by Richard Anderson. Anderson updated the Board on the times and dates of his appearances before the Mille Lacs and Sherburne County Boards.

Ferlaak expressed concern that, with the semi truck traffic in the industrial park, whether the city had considered that when they selected the site for the new Public Safety Building that would require the emergency vehicles to run through the industrial park.

Karnowski advised that consultants had been hired and about 6 possible sites were considered and the 21st Avenue site was selected as the best.

B. Lighting Update

Rick Hoffman advised that, as of about a week ago, neither the PAPIs nor the REILs (runway lighting) were functional. Hofmann indicated he contacted Public Works Director Bob Gerold who called Princeton Electric. Princeton Electric indicated they were not familiar enough with that lighting system to trouble shoot the system. Hoffman said that he then got a hold of MnDOT’s John Schroeder who indicated that it’s probably best to wait until the ground thaws. He believes that some rodent chewed a buried line and shorted out the system. Once the ground thaws he’ll be able to find out which line is shorted and get it repaired.

C. Plowing Update

Hoffman also noted that he and Public Works Director Bob Gerold visited St. Cloud to see how their box plows worked. Hofmann noted that Gerold said that he lobbied for getting a box plow blade when he started but that the previous Public Works Director didn't agree. They agreed that a 14' wide box would probably work but a 20+ adjustable box plow appeared to be Gerold's first choice.

D. NOTAMs Authority Discussion

Hoffman went on to say that, when he found that the runway lights weren't working, he tried to contact Gerold to have a NOTA issued. Gerold didn't call him back for an hour and, in the mean time, Hofmann got concerned about who to call if Gerold didn't call him back. He didn't know who else to contact to get the appropriate alert out. He asked if he Board members could be authorized to issue NOTAMs. Dresel noted he believes the FAA requires that only specified persons with the right code name are allowed to post NOTAMs.

Karnowski suggested that, instead, that the city set up a policy for calling in NOTAMs, he said that the calling line might start with Gerold and then to Public Works Supervisor Koehler, followed by City Clerk Shawna Jenkins and then City Administrator Mark Karnowski.

E. Radio Replacement

Hoffman asked what the status of the replacement radio was. He was advised that the City Council approved the grant application, so the radio should be coming soon.

NEW BUSINESS:

A. Potential Part 141 Flight School/FBO Hangar Discussion

Richard Anderson approached the Board to advise that a former Princeton resident, Cliff Fournier, who currently lives in Malaysia would like to operate a helicopter flight school in Malaysia. According to FAA regulations, Fournier would be required to have a base operation (Part 141) in the USA which would then allow him to have a satellite operation in Malaysia. To accommodate Fournier, Anderson suggested that the Princeton Airport consider erecting a 20,000 ft² building just north of the current Arrival/Departure (A/D) Building which would then serve as the Part 141 flight school (operated by Fournier) as well as a Fixed Base Operations (FBO) center (again, operated by Fournier). The building would also serve as a storage location for the snow removal and grass cutting equipment paid for by the FAA as well as the new A/D Building. He thought that Jason Erickson might be willing to also relocate his flight school to the same building as well as Kruse Aviation. Anderson also suggested that the city would then need to consider whether adding a "Jet A" fuel facility would be appropriate at the same time.

While no action was taken by the Board, there appeared to be a consensus of support for the concept. Anderson noted that, ultimately, the issue would have to go before the City Council. Dresel said that some Federal funding may be available for the proposal.

B. Response to Kruse Letter

Kruse and Sandberg then asked why the city hadn't sent a corrected Airport Access Agreement or why their request for a letter of support from the City for their proposed "through the fence" operation hadn't yet been received. Karnowski advised that the request for the letter of support had been sent to the City Attorney and that he would check with the attorney and see what the status is. Otherwise he will send a revised copy of the Airport Access Agreement so Kruse/Sandberg can add the correct names in the order desired and send it back to the city.

E.A.A. REPORT: Kruse indicated the E.A.A. has an April 9th meeting scheduled for the A/D building and that they are getting ready for summer.

MANAGERS REPORT:

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

MISCELLANEOUS: Kruse commented about earlier comments by city officials that the city cannot afford both the crosswind and the 5,000 foot runway. He noted that, unless the ALP is modified, the 5,000 foot runway isn't a real possibility either. Dresel agreed and said that the ALP could be modified to add the 5,000 foot runway if directed by the city. No action was taken on that discussion.

ADJOURNMENT:

There being no further business:

KRUSE MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:33 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair