

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD  
HELD ON APRIL 7, 2014, 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 Jim Ferlaak Duane Kruse, Joe Glenn and Jeff Dotseth. Others present: Airport Engineer Joel Dresel, City Administrator/Airport Manager Mark Karnowski, City Finance Director Steve Jackson, Sherburne County Commission Rachel Leonard and Rick Hoffman. The Pledge of Allegiance was recited by all present.

**AGENDA ADDITIONS/DELETIONS:** Rick Hoffman noted that he had some maintenance updates to share. Without objection, that item was added to the agenda.

**CONSIDERATION OF MINUTES**

KRUSE MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 3, 2014 MEETING AS PRESENTED. THE MOTION WAS SECONDED BY GLENN. THE MOTION PASSED UNANIMOUSLY.

**OLD BUSINESS:**

**A. Engineering Billing**

City Finance Director, Steve Jackson, attended the meeting to explain why the engineering costs relating to the filing of forms allowing for the erection of the public safety building antenna was deemed an airport expense.

Jackson advised that, historically, the city has considered it an airport expense when any engineering work is done for projects impacted by the airport, whether the project is on or off the airport property.

Glenn suggested that if the building in question existed before the airport that the airport should have the responsibility to pay for the engineering but that if the building was constructed after the airport that the cost should be borne by the new building owner.

Ferlaak said he thought that practice skewed both the airport and the new public safety building's budget making the airport appear to cost the city more than it really does and making the public safety building appear less expensive than it actually was.

Jackson explained that either way would be acceptable, but that the city – historically – has not charged engineering review costs back against any building project because those costs would not be incurred by the new building owner if it were not for the airport.

Kruse noted that his concern is the appearance of making the city's ownership of the airport appear to be more costly to the citizenry than it actually is.

Jackson also advised that the price of avgas was going up 25¢ per gallon because of the rise in the price the city pays for the gas. Jackson said that only covers a portion of the 34¢ per gallon increase the city actually is paying.

The Board thanked Jackson for taking the time to appear before the board to explain the city's process.

**B. Updates**

**Beacon Update** – Karnowski advised that the city was notified that Hali-Brite is no longer doing annual maintenance on beacons. Apparently they've had some Worker's Comp issues. Karnowski said that Bob Gerold is talking to someone who should be able to help us out. Rich

Hoffman said he called Design Electric in St. Cloud (who was recommended by Hali-Brite) twice and no one has called back yet.

**C. Evector Update** – Karnowski advised that the city was advised that the investment group that was looking at Princeton and other locations for the possible construction of an aircraft manufacturing facility has decided to concentrate on two other locations. The group did not advise where those other two sites are located.

**D. Box Plow Update** – Karnowski advised that the box plow had to be special ordered was in Lakeville and was picked up.

### **E. 2014 CIP Projects**

**Hangar Area Taxiway Project:** Engineer Dresel advised that the proposed game plan to replace the hangar area taxiways is to ask the AAB to recommend that the City Council approval the engineering contract for the project. If the Council then agrees, the plans for the project would be completed and the project bid in May or June. Once the bids are received, the city would apply for the 90-10 grant from the FAA (concurrently with a 5% grant from MnDOT). Hopefully FAA approval would happen in July/August with construction beginning shortly after Labor Day. Next Spring the project seeding and clean-up would happen.

Dresel said that, contrary to the earlier information that the FAA would only pay for the center 20' of asphalt, it now appears they'll pay for the center 25' because of existing FAA compliance standards.

He also noted that the hangar owners could ask the successful bidder for a price to replace the hangar apron(s) but that the hangar owners would probably get a better price from a local contractor who has time to work with the individual needs of the hangar owners as opposed to most larger contractors who want to get in and out as fast as possible.

**DOTSETH MOVED TO RECOMMEND THE CITY COUNCIL APPROVE THE ENGINEERING CONTRACT FOR THE HANGAR TAXIWAY PROJECT. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.**

Dresel noted that the wording of the contract is the mandatory FAA wording...so, except for the pricing, the contract isn't really negotiable.

**Airport Master Plan:** Dresel advised that the application is in to the FAA but he's concerned that the new FAA program will include a "AGIS" requirement...which will add several thousands of dollars to the cost of the project.

### **NEW BUSINESS:**

#### **A. Maintenance Items**

Rich Hoffman advised that the runway identifier light was still out and MnDOT's Schroeder would be coming soon to see what's wrong with it. There was also a suggestion that we re-issue a NOTAM advising of intermittent waterfowl on or near the runway.

### **MANAGERS REPORT:**

**Fuel Sales** – Karnowski pointed out that the March fuel sales report was completed early and was included in the meeting packet.

**Financials** – Before he left the meeting, Jackson handed out the financials for January and February and said he'd have the full 1<sup>st</sup> quarter report by the Board's April meeting. There were no questions on the report.

**MISCELLANEOUS:** None

**ADJOURNMENT:**

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:52 PM.

Respectfully Submitted,

Mark Karnowski,  
City Admin/Airport Mgr.

ATTEST:

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Gene Stoeckel, Chair