

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON JUNE 3, 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 Jeff Dotseth, Jim Ferlaak and Duane Kruse, Joe Glenn. Others present: City Council Member Thom Walker, Airport Engineer Joel Dresel, City Administrator/Airport Manager Mark Karnowski, Sherburne County Commissioner Rachel Leonard, Sharon Sandberg, Rick Hoffman, Jack Edmonds, Jim Finn, Daniel Hage, and Barry Ramage. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: It was requested to get an update on improving the dirt road to the T-hangars. During the meeting, discussion relating to the lighting problem, the wind sock, AWAS wiring, a Compass update and a new snow plow blade was added as well as an update on the 5K run.

APPROVAL OF MINUTES

DOTSETH MOVED TO APPROVE THE MINUTES OF THE MAY 6, 2013 MEETING. THE MOTION WAS SECONDED BY KRUSE. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. 21st Avenue Update

The Board was advised that the city engineer had set up a meeting with the DNR official that Richard Anderson's had talked to in order to confirm Anderson's assertion that the wetlands rules would not apply to the alternative road location. Karnowski noted that Anderson will accompany the city engineer.

B. Airport Radio and Lighting Update

The board was advised that the radio had been ordered.

Rick Hoffman expressed his frustration that the process took as long as it did. Dresel explained that one of the delays was that he and the city thought Schroeder had ordered the radio and only recently found out that he couldn't (and didn't) do that. The city then placed the order.

Hoffman went on to explain that he thought the new radio was going to be part of last year's entitlement grant project...which added to his frustration.

The Board was advised that Schroeder will install the radio when it arrives.

C. Lighting Update

Rick Hoffman noted that MnDOT's John Schroeder spent a day and a half finding the break in the underground wiring. The state will supply the wire. Rick, Schroeder and Jim Sinkel installed the wiring, so Princeton Electric wasn't needed. Hoffman said there still may be a minor issue that they're trying to isolate.

It was also noted that the wind sock was repaired and that the phone line to the AWAS was down but will be fixed within a week.

The Board was told that the painted "compass" location may move slightly but it will include both the name of the city and the elevation. We still need a commitment on the paint.

D. Box Snow Plow

Hoffman advised that he and Public Works Director Bob Gerold looked into buying a 14' box plow to assist in clearing the hangar area without damaging the unfrozen ground. There is, apparently, state funding (at 70/30) available and the estimated cost is \$5,000.

E. Barry Ramage Hangar Update

Dresel advised that it appears that there are no issues regarding the location of the proposed hangar and its proximity to the fuel facility. The final decision will be up to the fire marshal, but both Dresel and Ramage felt that it wasn't an issue. The next step will be to determine an alignment that will work for the hangar facing two access taxiways while not creating a drainage issue for the larger area.

F. Dirt Road to Hangar

A discussion to improve the temporary road to the T-hangars was discussed. Commissioner Leonard suggested that we might get a hold of Jim Mentor at the Sherburne County highway department to see if there will be any asphalt millings available in the area this summer.

Otherwise, Karnowski said it might be possible to sealcoat the temporary gravel roadway.

G. NOTAMs Authority Update

Karnowski noted the proposed NOTAMS poster to go in the bulletin board in the A/D building.

DOTSETH MOVED TO ACCEPT THE POSTER DESIGN FOR THE NOTAM UPDATE. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS:

A. Lowering the Minimum Runway Approach

Dresel advised that the city had been contacted by the FAA's Ponce Barber (an Airspace Program Evaluation Specialist) advising that the FAA had received a request to see if the airport could qualify for a lower minimum approach.

Dresel noted that Barber had noted two issues, a "road" on the south end of the airport and a tree on the north end. The road, Dresel felt, wasn't much of an issue because it was just a path to the shed. But he said the tree on the north end could be a bigger problem. The Board opted to request additional information from the FAA.

MOTION BY DOTSETH TO HAVE STAFF SEND A LETTER TO THE FAA ASKING FOR ADDITIONAL CLARIFICATION AND EXPLAIN THE ROAD SITUATION. SECONDED BY GLENN. THE MOTION PASSED UNANIMOUSLY.

E.A.A. REPORT:

Kruse said that the group won't be in the Rum River Festival Parade this year but will have a tent at the Lion's Pancake Breakfast.

MANAGERS REPORT:

Fuel Sales – Karnowski reviewed the May fuel report with the Board.

MISCELLANEOUS:

Sharon Sandberg advised the Board that the 5-K run was hampered a bit by the fog and rain. The 30+ runners that participated liked the course. The Pancake Breakfast served about 40 meals and they had 6 exhibitors. Bad weather prevented the B-25 from landing when it was suppose to, so that portion of the event will have to take place sometime later this summer so the winner of the ride can claim their prize.

ADJOURNMENT:

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY GLENN. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:17 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair