

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON AUGUST 3, 2015, 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 5:35 P.M. Other members present included Jim Ferlaak, Joe Glenn and Duane Kruse. Member absent: Jeff Dotseth. Others present: Airport Engineer Kaci Nowicki, City Council Liaison Thom Walker, Sherburne County Commissioner Rachel Leonard, City Administrator/Airport Manager Mark Karnowski, Sharon Sandberg, Rick Hofmann and Princeton Chamber Executive Director Karen Michels. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS:

Sharon Sandberg requested time to update the Board on their September 5th Flight Expo event. Jim Ferlaak requested that the recently set up propeller exhibit installed at the entrance to the Airport by Walt Wermerskichen and Bernie Huseuth be discussed.

APPROVAL OF MINUTES

Stoeckel noted that the dates for the Flight Expo are September 5th and 6th (not the 15th as noted in the minutes).

GLENN MOVED TO APPROVE THE June 1, 2015 MEETING MINUTES MEETING AS CORRECTED. THE MOTION WAS SECONDED BY KRUSE AND PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Capital Improvement Projects

2014 Taxilane Project: McMahan advised that the contractors came back and made corrections to the project including heating up some areas and re-sloping them such that they drained better and replacing some asphalt. The city will get a deduct of \$4,000 from the contractor to account for the quality of the original work. There was no additional cost to the city for the repairs except for the area repaired by the fuel facility (as that was not part of the project's contract). The engineering costs were included in the lump sum paid to SEH. Several board members commented that the problem appears to have been addressed satisfactorily. Kruse asked if there was a warranty covering the work and McMahan said there is a one-year warranty.

2014 Master Plan: Nowicki advised that they are still collecting information as discussed at the committee meeting prior to the regular meeting. She will be submitting the first couple of chapters to the FAA. Meanwhile, the firm hired to do the GIS work will be starting that process very soon. Nowicki requested that the team at WSB that's doing the Industrial Park Expansion Study be advised of the Airport Board's desire to expand the length of the runway to 4,900 feet.

2015 Crack Sealing: McMahan advised that the crack sealing work will begin on Monday, August 10th and will take approximately 3 days to complete. There was a discussion about whether the runway should be closed for the straight 3 days or if the contractor should leave it open for a time each morning and afternoon. The Board decided it would be best to keep it closed in order to facilitate getting the job done as quickly as possible. McMahan said that accommodations could be made if someone needed to land or take off and that the runway should be open after sunset each day. NOTAMs will be issued by the city under the direction of the engineer.

2015 New Hangar Area – McMahan said soil borings for the site were completed but some design work still needs to be done as well as some of the survey work and wetland delineation.

Earlier in the meeting, Nowicki advised that the FAA is tightening up the flexibility of airports in dealing with CIP projects. Airports will no longer be able to amend their CIP to include projects that were not on the original list. We will still be able to do fewer projects, but we will not be able to add projects not on the original list.

NEW BUSINESS:

Propeller Display. Ferlaak called the board's attention to the new airplane propeller display at the entrance to the airport. The display was put together by Walt Wermerskirchen and Bernie Huseh and is a great addition to the airport. The propeller is a mid-fifties propeller which is over 15 feet tall and came off a C-131 twin engine military transport. Karnowski advised that a City Council Resolution acknowledging the gift could be passed and a framed copy given to both donors.

Flight Expo. Jim Ferlaak and Sharon Sandberg expressed concern about the security around the planes that will be part of Flight Expo this year. Sandberg indicated that it would be nice to be able to be able to cordon off close contact by the curious public. Karnowski suggested that Sandberg contact the City's Public Works Director, Bob Gerold, and borrow some of the city's street barricades and/or traffic cones.

MANAGERS REPORT:

Fuel Sales – The July fuel report was handed out. It was reviewed with little comment other than sales are down now that the flight school is operating elsewhere.

Financials – Karnowski handed out the 2nd quarter financials and suggested that if anyone had any questions they should contact him.

MISCELLANEOUS:

Build-A-Plane Publicity – Commissioner Leonard handed out copies of the Minnesota Flyer magazine touting the Build-A-Plane article featuring Princeton's airport.

Karen Michels Intro – The Exec. Dir. of the Princeton Area Chamber of Commerce, Karen Michels, introduced herself to the Board and offered to assist in publicity for any airport events.

ADJOURNMENT:

There being no further business:

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

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair