

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON AUGUST 5, 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 5:35 P.M. Other members present included Jim Ferlaak Duane Kruse and Joe Glenn. Member absent: Jeff Dotseth. Others present: City Council Member Thom Walker, Airport Engineer Kaci Nowicki, City Administrator/Airport Manager Mark Karnowski, Sherburne County Commissioner Rachel Leonard, Sharon Sandberg, Rick Hoffman, Jack Edmonds, John George and Dave Grupenhagen (a guest of Joe Glenn). The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: Rick Hoffman noted that he had updates on several issues. Chairman Stoeckel suggested that he be given time under 'old business'. There were no objections.

APPROVAL OF MINUTES

GLENN MOVED TO APPROVE THE MINUTES OF THE JUNE 3, 2013 MEETING AS PRESENTED. THE MOTION WAS SECONDED BY KRUSE. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. 21st Avenue Update

Karnowski advised the Board that the City Council moved to table the topic until October at their last meeting in July but took it off the table and discussed it at their August 1 Study Session. He noted that the new information that caused the Council to expedite discussion was: 1). learning that a 15' corner section of the new Public Safety Building is located within the proposed crosswind runway clear zone and would need a variance from the airport zoning restrictions; 2). That the public safety building's proposed radio antenna would also need a height variance from the airport zoning regulations. There is also new information that the proposed 'Anderson Road Option' also lies within the airport clear zone and would not be allowed to be constructed so long as the crosswind runway is on the Airport Layout Plan (ALP).

Karnowski also noted that the Princeton Police Department did a study on the time and mileage between the current entrance to the industrial park and Wal-Mart via the route through the industrial park versus taking TH169 to TH95 to 21st and found that, indeed, the route through the industrial park is nine-tenths of a mile shorter but almost 2 minutes longer than the TH169 route. So it's doubtful that passenger vehicles will use the route as a shortcut if it actually takes longer to travel. Further, Karnowski explained, if passenger traffic did become an issue in the industrial park that adjustments could be made to dissuade through traffic from taking that route. For instance the addition of stop signs or signs at both entrance's to the industrial park indicating 'No Thru Traffic'.

Engineer Nowicki noted that the zoning issues are necessary because the location and extended length of the current crosswind, which has been modified from the old crosswind alignment on the original ALP. She said that there are no zoning issues for the Public Safety Building or Aero Business Park in relation to the current crosswind alignment.

Karnowski advised that the only action taken by the City Council at last Thursday's Study Session is to invite the Industrial Park business owners to the September 5th City Council Study Session to discuss any concerns they might have with the plans to connect 21st Avenue with 19th Avenue.

Ferlaak suggested that, if the connecting road is built, that the 'No Thru Traffic' signs be put up immediately because it's tougher to change driving habits once they've become established. He also suggested that the city should put up a fence along the west side of the proposed route to dissuade uninvited folks from accessing the airport hangar areas. He also suggested, for security reasons, that 'No Parking or Stopping' signs be erected along that connecting road as well.

Ferlaak added that the location of the Public Safety Building is a good thing because it will mean that the police will be doing airport drive-bys more often.

B. Lowering the Minimum Runway Approach

The Board reviewed the emails between the city and the FAA's Ponce Barber regarding getting FAA approval of a lower minimum approach. It was noted that Barber's email suggested that the FAA could provide Localizer Performance (LP) and Lateral Navigation (LNAV) lines of minima where the LP minima elevation would be around 1300 feet for the LNAV on for both Runway 33 and Runway 15 even if the airport did not address the concerns around the Non-Directional Beacon (NDB) building and the tree on the north end. The consensus of the Board was to take advantage of that offer.

MOTION BY FERLAAK TO NOTIFY BARBER AND REQUEST THE LOWER MINIMUM APPROACH AS SPELLED OUT IN BARBER'S EMAIL. THE MOTION WAS SECONDED BY GLENN. THE MOTION PASSED UNANIMOUSLY.

C. The Hoffman Report

Rick Hoffman updated the Board on the following:

- A. The new radio was installed in June and was working fine until around August 1st. His testing of the system indicated that it actually worked on low. He had MnDOT's John Schroeder in to see if he could repair it but, when Schroeder arrived, on August 5th, the system worked correctly. Schroeder surmised that one of the relays in the equipment didn't work right. We'll have to keep an eye on it. He suggested that the NOTAM issued stay in effect for a couple more days.
- B. He noted and thanked Bob Gerold for getting a new flag for the airport flag pole and for the new ladder for the re-fueling operations.
- C. The paint for the 'Compass Rose' is here (courtesy of John Schroeder) and they plan on painting it this weekend. He thanked Dresel and Nowicki for locating true North.
- D. He provided a written comment from an airport visitor who noted that our facility is 'Excellent'.
- E. He commented that it'd be nice if the portion of the city's website devoted to the airport would be easier to find.
- F. There was some question about the status of the box plow. Karnowski will check to see where that project is setting.

D. Road to T-Hangar Area

Karnowski advised that he'd struck a deal with the construction firm that is resurfacing TH169. In exchange for them using city property as a staging area, they will place and compact recycled asphalt on the road to the T-hanger area. That project should be done by the end of the week. .

NEW BUSINESS: none

E.A.A. REPORT:

Kruse said that they just got back from Oshkosh and that the Milaca Fly-in is this weekend. He also said he'll email his group to get help in putting the compass rose in this weekend.

MANAGERS REPORT:

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

MISCELLANEOUS:

Sharon Sandberg advised that the B-25 Bomber, along with several other vintage aircraft, is scheduled to be at the airport on Labor Day weekend. Rides will be available.

Ferlaak asked if there was someone who could put on a CPR training course for the pilots that use the airport. Karnowski said he didn't think there was anyone on the city staff that could do that but that, perhaps, someone at Fairview could do that training.

ADJOURNMENT:

There being no further business:

GLENN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:24 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair