

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON AUGUST 6, 2012, 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 Joe Glenn, Jim Ferlaak and Duane Kruse. Members absent: Jeff Dotseth (called). Others present: Dick Dobson (City Council), Engineer Joel Dresel (at 6:05), Larry Handshoe (Baldwin Township), Jack Edmonds (Mille Lacs Co.), Sharon Sandberg, Richard Anderson, Rick Hoffman, and City Administrator/Airport Mngr. Mark Karnowski. Those in attendance recited the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS

Rick Hoffman requested to give an update on the REIL lighting system. There were no objections and no other additions to the agenda. At the end of the meeting, Engineer Dresel later added review of a memo suggesting a crosswind runway would not be providing the required "substantial use" necessary to warrant federal funding.

APPROVAL OF MINUTES

Stoeckel requested that the minutes from the June 4, 2012 joint meeting with the City Council appeared to have some incomplete sentences and suggested that staff review them and bring them back for consideration at the September meeting.

KRUSE MOVED TO TABLE APPROVAL OF THE JUNE 4, 2012 MEETING MINUTES TO THE SEPTEMBER MEETING. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. REIL Lighting Update

Hoffman stated that one REIL at each end of the runway need adjustment and there are a few others that may need minor adjustment as well. There is still a need to replace the controller.

B. CIP Project Update

The Board reviewed a memo advising that the bids for the apron/taxiway project were opened and that Knife River Construction was awarded the bid contingent on the grant being awarded. It was noted that West Branch Construction will be doing some of the work as a Knife River subcontractor.

Hoffman asked if the runway lighting equipment was included in this grant application and Dresel noted that it is not. Dresel continued that the Board needs to be focused on one project at a time and that the board decided months ago to pursue the apron/taxiway project.

Both Glenn and Kruse noted that they would have preferred that the AAB be more actively involved in the selection of the contractor and questioned whether local contractors had been courted for the project.

Dresel explained that the process for selecting a contractor was an open process and any qualified contractor was encouraged to bid. But that the, because this is a federally funded project, there are lots of requirements that smaller contractors normally cannot (or will not) deal with including the Davis-Bacon requirements and other reporting requirements that a non-federally funded project doesn't have. Further, the selection of the contractor is purely by price...the city does not have the option (except in extreme situations) to award the bid to some company other than the low bidder. So there were virtually no steps in the process that the board could have been more involved than they already were.

Dresel handed out a copy of the bid sheets indicating the companies and bid numbers.

NEW BUSINESS:

A. Stormwater Filtration Ditch Proposal

The Board reviewed a memo requesting Board support for the construction of a stormwater filtration ditch on airport property. Approval of the plan will require FAA approval. Therefore, Board approval would be helpful.

Karnowski advised that the ditch would primarily provide stormwater relief for the industrial park but that the project would also benefit the airport.

Dresel advised that he's pretty sure the FAA will not give its blessing even though the drawdown time (24 hours) surpasses the FAA regulations. Dresel went on to note that the depth of the ditch would be 6'-8' (which is the depth of the current ditch) but would be widened to promote the evaporation and absorption of the water into the soils.

Richard Anderson noted that the ponds south of the airport have been there since about 1979 when the Prairie Restoration property was used as a borrow pit for the construction of TH169.

Dobson and Kruse asked if the proposed site would prevent future hangars from being constructed in that area. Dresel said it's not on the current ALP...so probably not in the future.

Ferlaak expressed concern that the ponds further to the south are right in the flight path and might increase in size and attract water fowl. Dresel advised that the hope is to improve the flowage further to the south and alleviate the problem altogether. If that could be done, it would be good for the airport.

Ferlaak and Kruse agreed that if the proposal has no negative impact on the airport that it may be worth supporting.

The consensus was to hold off making a final decision until more information is available.

B. 2013 Budget

Karnowski reiterated his suggesting that the AAB compile a list of projects (ones that we would not ask for FAA Entitlement Grants) so the Board's wish list could be considered at the same time as the other city departments. He noted, for example, the painting of the beacon tower.

Dobson suggested that Karnowski email out copies of the CIP proposal forms that other department heads fill out.

All were advised to put their list together so a final list could be compiled at the Board's September meeting.

E.A.A. REPORT

Kruse reported that the E.A.A. did some weed whipping at the airport. More people are attending the meetings and participating...including their meeting barbeques

MISCELLANEOUS

A. September Meeting:

Sandberg noted that the AAB's September meeting falls on Labor Day and that they may want to consider moving the meeting date...

FERLAAK MOVED TO MOVE THE AAB's SEPTEMBER MEETING TO TUESDAY, SEPTEMBER 4th. KRUSE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

B. Crosswind Runway

Engineer Dresel handed out a memo prepared by Engineer Nowicki advising that the preliminary analysis of the operational data suggest that the crosswind runway will not be providing the required “substantial use” necessary to warrant federal funding. The AAB did not further discuss the memo.

C. Other

Hoffman advised that the pilots group has been slowly making improvements to the appearance of the airport along with the assistance of folks like Chairman Stoeckel who helped repair the fencing that was apparently damaged by snowplowing efforts. Jeff Hammer provided some of the funding and materials to do that work. He asked if the city could get the north fence that was repaired last fall stained yet this summer. Karnowski indicated he'd work with the public works director to get that done.

Hoffman also asked if the airport could get more play on the city's website. Karnowski suggested that Hoffman work with the city clerk (Katie Hunter) to get that done.

Kruse asked who paid for the appraisals done for the Westling and In-Lind Packaging issues. Karnowski advised that neither were in the city's budget, so the funding would come from the city reserves rather than the airport budget.

ADJOURNMENT:

FERLAAK MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 7:15 P.M.

Respectfully Submitted,

Mark Karnowski
City Administrator/Airport Mngr.

ATTEST:

Gene Stoeckel, Chair