

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

**AGENDA ADDITIONS/DELETIONS:**

Sharon Sandberg requested time to update the Board on the Labor Day Flight Expo event.

**APPROVAL OF MINUTES**

Stoeckel noted an extra "and" in the third line of the minutes that should be deleted.

STOECKEL MOVED TO APPROVE THE AUGUST 3, 2015 MEETING MINUTES MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK AND PASSED UNANIMOUSLY.

**OLD BUSINESS:**

**A. 2014 Capital Improvement Project Update**

Nowicki noted that the meetings between the airport representatives and the FAA/MnDOT Aeronautics to review the Airport CIP are not going to be held this year unless an airport specifically requests it. She said that there will be several meetings between our airport reps and the FAA as the Master Plan documents are reviewed.

She also noted that the FAA's Gordon Nelson retired as of the first of the month and that our new director appears to be Sandy DePottey. Nowicki commented that Ms. DePottey should do a good job as she appears to be more attuned to working with locals.

The Board questioned whether Ms. DePottey may have a different interpretation regarding the Kruse "through the fence" issue. Nowicki suggested that she'd bring it up and discuss it with DePottey at a later date after Ms. DePottey created some separation between her management of the area airports under her jurisdiction and that of the outgoing Nelson.

Nowicki said that our new CIP has to be in to the FAA by mid-November and suggested that topic be on the AAB's November agenda. She went on to advise that the deer fencing that in our current CIP would not be approved until after the Master Plan is adopted and approved. Once the Master Plan is approved, then the city may have to begin doing a 20 year CIP.

1. **Taxilane Project** – It was noted that the project is done and the pavement adjustments made by the contractor appear to be sufficient.

2. **Master Plan** - Nowicki advised that the Master Plan Committee that met prior to the meeting reviewed some of the preliminary findings regarding possible runway expansion. There are two viable options available. Those are expanding the main runway length to 4400 feet or to 4,900 feet. She suggested the committee members review the information they were given and be ready to come to some consensus.

She asked if there was a feeling that the Council may want to chime in at this point or would they rather wait to review the completed draft. Karnowski suggested that the Council has demonstrated trust of the AAB and would probably be okay with reviewing the final draft and commenting on that document. Councilman Walker concurred and noted that the Council's

primary concern appears to be how the Airport Master Plan meshes and/or impacts with the city's goal of expanding our industrial park. They're also working on the geospatial survey. The results should be available in November. Also being completed is the Airport property map.

### **B. 2015 Capital Improvement Project Update**

1. **Crack Sealing Project Update** – Nowicki advised that the project has been completed and the final pay estimate is currently being processed.

2. **New Hangar Area Design Update** - The ground survey work has been completed and they're working on the wetlands issue of being able to fill a portion of the narrow wetlands to the east of the project site to allow the taxiway to be constructed.

### **C. Eagle Scout Project**

Karnowski reviewed the Eagle Scout application from Michael Hoheisel of Zimmerman who asked for permission to do a project for the Princeton Airport. Karnowski advised that Rick Hofmann was working with the candidate and agreed on having the scout upgrade the Airport entrance sign including re-landscaping the area, rebuilding or replacing the sign and repair the planter.

The board was supportive of the scout's efforts. Ferlaak noted that it's a 'win-win' situation in that the project will help the appearance of the airport and will benefit the scout in his efforts to attain the rank of Eagle Scout.

Commissioner Leonard spoke highly of the Eagle Scout project and volunteered to contribute \$100 through the city in support of the Eagle Scout project.

No official action was requested or taken.

### **D. Flight-Expo Labor Day Update**

Sharon Sandberg indicated that the event was a great success with over 1,000 visitors over the two days. The EAA gave plane rides to about 50 kids plus they had some military vehicles on site in addition to about 15-25 aircraft on the ramp. She thanked the city staff for cutting the grass in the parking areas and for their assistance in getting the site spiffed up.

She did note that they had a visitor who had some physical mobility issues that made them realize that the gate between the A/D building and the tie down area needs to be adjusted so a handicapped person can open the gate and get through. Apparently the gate doesn't open far enough. She also mentioned that the approach to the ramp leading to the A/D building isn't sufficient. Karnowski said he'd advise the Public Works director of the concerns.

**NEW BUSNISS:** none

### **MANAGERS REPORT:**

**Fuel Sales** – Karnowski briefly reviewed the September fuel sales which had been emailed out to the membership. The sales in September were up notably because of the Flight Expo event.

**Financials** – The 3<sup>rd</sup> quarter financials will not be available until the November meeting.

### **MISCELLANEOUS:**

**Trees impacting the taxiway** – Kruse noted that there are some trees impacting the use of the taxiway serving his hangar. Karnowski advised that he'd notify the Public Works Director about the issue.

**ADJOURNMENT:**

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:28 PM.

Respectfully Submitted,

Mark Karnowski,  
City Admin/Airport Mgr.

ATTEST:

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Gene Stoeckel, Chair