

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON NOVEMBER 3, 2014, 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 5:34 P.M. Other members present included Duane Kruse, Jim Ferlaak and Jeff Dotseth. Members absent: Joe Glenn. Others present: Airport Planner Shawn McMahon, City Administrator/Airport Manager Mark Karnowski, Sherburne County Commissioner Rachael Leonard, Jeff Ranney, Sharon Sandberg and Rick Hoffman. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: Rick Hoffman noted that he had a brief maintenance updates to share. Ferlaak and Kruse wanted to add taxiway maintenance issues to the agenda. Without objection, those items were added to the agenda.

CONSIDERATION OF MINUTES

Stoeckel noted some minor typos in the minutes that will be corrected.
DOTSETH MOVED TO APPROVE THE MINUTES OF THE OCTOBER 6, 2014 MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

1. 2014 CIP Update

Shawn McMahon handed out a revised airport capital improvement program report (CIP) to the Board and explained the proposed modifications.

Some of the Board members asked about including crack sealing every few years to make sure the surfaces of the runway and taxiways are maintained properly. McMahon said that, in order to qualify for FAA entitlement grant dollars, the estimated cost of the project needs to be at least \$25,000 but that he can add that as an item every four years.

McMahon handed out a diagram prepared by the State indicating the pavement conditions of all the airport taxiways and the runway. Dotseth asked if and when the main runway would be reconstructed. McMahon indicated that a mill and repaving of the main runway would be a major project and would probably require additional FAA funding, but that it may qualify as early as 2020.

Sharon Sandberg noted that the pavement diagram did not include the taxiway that terminates at their hangar. McMahon indicated that he will request that it be added to the diagram.

Stoeckel asked if and when an extension of the main runway to 5,000 feet would or could be addressed. McMahon suggested that, during the Master Plan process, that option would be examined to see if there was justification for it...the same holds true for the crosswind runway.

Rick Hoffman asked whether the runway lighting was going to be upgraded. McMahon said that the lighting improvements were usually done at the same time the main runway was reconstructed.

The Board agreed that an ongoing pavement maintenance program and the engineering for a 5,000 foot runway should be added to the proposed CIP.

2. Taxilane Project: McMahon advised that the project was done for the year and that any additional landscaping would be completed in the spring. He noted that the grass planted was dormant and would come up in the spring.

Jeff Ranney provided photos of ponding water on the newly paved taxiway surface located in front of his hangar and said that, in his opinion, the situation needed to be corrected because he did not want to risk slipping on glare ice in front of his hangar. McMahon said that they had a 5% retainage and that he would talk to the contractor and have the 'birdbaths' addressed.

3. Airport Master Plan: Shawn McMahon advised that Jacque Gamet and Kaci Nowicki were just beginning to start gathering data on the existing airport. Toward that end, he handed out two versions of a survey that we will have pilots who use the airport and business owners who also use the airport fill out to give us a sense of what the users of the airport would like to see modified in the Master Plan. The Board members were asked to review the surveys and, in December, bring back comments on questions they'd like added, deleted or modified.

OLD BUSINESS:

A. Cracks in the Runway: Ferlaak asked, and the Board agreed to have 'Runway maintenance' added to the December agenda.

B. Hoffman Updates

Rich Hoffman advised that MnDOT's Schroeder fixed the last malfunctioning runway light and that all was now running nicely.

NEW BUSINESS: - None

MANAGERS REPORT:

Fuel Sales – Karnowski handed out a copy of the October fuel sales report and noted that he would email out the entire report.

Financials – not available.

MISCELLANEOUS: None.

ADJOURNMENT:

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:45 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair