

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON NOVEMBER 4, 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 5:30 P.M. Other members present included Jim Ferlaak Duane Kruse Joe Glenn and Jeff Dotseth. Others present: Airport Engineer Joel Dresel, City Administrator/Airport Manager Mark Karnowski, Sharon Sandberg, Rick Hoffman, Jack Edmonds and Troy Minske. The Pledge of Allegiance was recited by all present. A moment of silence was observed by the group in remembrance of pilot Kevin Covlin who died in a plane crash at the airport on October 28th.

AGENDA ADDITIONS/DELETIONS: Ferlaak asked to have an update on the box plow added to the agenda and Hoffman indicated he could give a maintenance update as well. Without objection, those items were added to the agenda.

APPROVAL OF MINUTES

DOTSETH MOVED TO APPROVE THE MINUTES OF THE OCTOBER 7, 2013 MEETING AS PRESENTED. THE MOTION WAS SECONDED BY GLENN. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Airport Master Plan/2014 CIP

Engineer Dresel advised that there was \$448,789 in Federal Grant Funds that would be available for projects in 2014. He further suggested that the first two items (Master Plan and 2014 CIP) on the agenda could be discussed as one. Simplified, Dresel suggested that funding for undertaking the Airport Master Plan and the upgrade of the taxiways in the old hangar area be designated as the projects for 2014. Dresel went on to explain that there are various levels of doing an Airport Master Plan and that, for instance, a full-blown environmental review and/or wildlife assessment will probably not be necessary.

Ferlaak advised that he had talked to the FAA's Gordon Nelson and Nelson agreed that some lower level of study in some areas may be sufficient.

No official action was taken, but the consensus of the board was to go with the recommendation of Engineer Dresel.

B. Box Plow

Karnowski advised that, with the change in MnDOT leadership this summer, some of the documentation for a Box Plow grant had been misplaced. Still, Karnowski discussed the proposal with the grants person at MnDOT and was advised that a grant offer would be forthcoming and, upon City Council approval, the equipment could be ordered.

C. Maintenance Update

Rick Hoffman advised that it had been a while since the airport beacon was updated and the discussion at that point was that it would be inspected and maintained on a regular basis. Toward that end, he suggested that regular maintenance be scheduled for this spring to be done by Halibright. There was no objection to that idea.

Hoffman also noted that some of the approach lighting at the end of the main runway isn't working correctly. He'll work with MnDOT's John Schroeder to figure out what needs to be done.

Hoffman also complimented the city's maintenance staff because the wind sock got blown down and the city crews had it back up and functional in one day. He also noted that the ramp area is now lit up. The filler lever on the fuel facility has also been repaired.

Hofmann introduced Troy Minske of Rum River Automotive. Troy has been maintaining the city's courtesy car and advises that the vehicle is on its last legs and should be replaced. They asked if the city had any suitable vehicles available in the city's impound lot. Karnowski will check with the police department.

There was also a conversation about the issues with Doug Marshall's livestock wandering onto the airport. Karnowski advised that the Police Chief would be discussing that problem with Mr. Marshall in an effort to impress upon him that the city will no longer put up with his livestock wandering onto airport property.

NEW BUSINESS:

A. Princeton AFSS Closing January 12, 2014

Karnowski advised that he'd been notified by the FAA and Lockheed Martin that the Princeton Automated Flight Service Station would be closing on January 12th of next year (2014). Karnowski advised that the news came as a shock in that the FAA had notified the city about a month ago that the facility would remain open for at least a couple more years.

Karnowski advised that he would be working with the FAA to get the property off the city's ALP which would allow it to be sold to a business concern that was not doing airport related business – as is the requirement for buildings on airport property. Sharon Sandberg had comments on that plan later in the meeting.

E.A.A. REPORT:

Kruse said that the group would be having a final breakfast on Saturday, December 7th as the group is going to disband in order to focus the membership's efforts on the new Princeton Pilot's group.

MANAGERS REPORT:

Fuel Sales – Karnowski advised that the October report would be emailed out as soon as it was completed.

MISCELLANEOUS:

Sharon Sandberg advised the group that, with the closing of the AFSS, she would like to pursue seeing if Anoka Ramsey or some other tech school might be interested in using the building and property as a educational facility that offers training in aviation industry trades. She would like a month to put together a proposal. The group agreed to put it on the December meeting agenda.

ADJOURNMENT:

There being no further business:

GLENN 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

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