

**MINUTES OF A REGULAR MEETING OF THE PRINCETON AIRPORT ADVISORY BOARD
HELD ON DECEMBER 7, 2015, 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, Jeff Dotseth, and Duane Kruse. Member Absent: Joe Glenn (emailed) Others present: Airport Engineer Shawn McMahon, City Council Liaison Thom Walker, City Administrator/Airport Manager Mark Karnowski, Sharon Sandberg and Rick Hofmann. The Pledge of Allegiance was recited by all present.

Prior to any further business, Chair Stoeckel advised that he has been remiss in not controlling non-member participation in topic discussions. He advised that, from this point forward, non-members should raise their hand if they want to address a topic of discussion and wait to be recognized before speaking.

AGENDA ADDITIONS/DELETIONS: Ferlaak noted that he wanted to add 'public works comments' and CPR training under new business. Sharon Sandberg asked if she could give an update on Flight Expo. Later in the meeting, Karnowski updated the Board on a meeting he and the airport engineers had with FAA representatives.

APPROVAL OF MINUTES

Ferlaak noted that the minutes should be changed to reflect that his comments were about St. Cloud Aviation and not about the airport. So the fourth paragraph under "Master Plan Update" should be amended to read as follows:

Ferlaak pointed out that St. Cloud Airport doesn't have much going with commercial airline business but that their FBO corporate business is very brisk.

Engineer McMahon commented that Knife River Contracting contacted him to confirm that they did not do the taxiway paving nor were they the general contractor for the project and they wanted the minutes adjusted to reflect that. So the section under "Correction of May Meeting Minutes" should be amended to read as follows:

The Board was advised that Knife River Contracting contacted the city to advise that they took offense at being blamed for the shoddy paving job done on the taxiway rehab project and wanted the minutes to reflect that they did not do the paving and that the paving was done by Hardrives.

The Board noted that since Knife River was not the general contractor and that the May minutes were in error.

DOTSETH MOVED TO APPROVE THE NOVEMBER 2, 2015 MEETING MINUTES MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK AND PASSED UNANIMOUSLY.

During the above conversation. Dotseth requested that the owner of St. Cloud Aviation (Bill Mavencamp) be invited to an upcoming Board meeting to share what's happening in St. Cloud and what impacts it might have on the Princeton Airport. Ferlaak said he'd extend the invitation.

OLD BUSINESS:

A. Master Plan Update

McMahon noted that Nowicki was still gathering information and that there was no update to report.

Karnowski noted that Nowicki requested that the Master Plan Committee meet at 5 PM before the January 4, 2016 meeting to review the plan to date.

Stoeckel advised that a couple of members of the Princeton Township Board advised that they feel the city should go for a 5,000 foot runway. It was pointed out by Kruse that the additional costs of going to 5,000 feet make it unfeasible and that it appears the Town Board members do not understand the pros and cons of that decision. It was suggested that the Town Board members reduce their concerns to writing and/or attend the February Airport Board meeting.

B. 2017 Capital Improvement Project Discussion

McMahon handed out a diagram of the proposed new taxiway and hangar area between the T-Hangars and the fuel facility. He advised that the project would cost about \$150,000 (the amount of the city's annual FAA entitlement grant). He also estimated that the city has about \$100,000 in our FAA entitlement grant bank account. He noted that the taxiway project didn't have to be done this year and that the city could 'bank' the money and do a larger project next year (or later). But, if the city wanted to do that project this coming summer that the request had to be into the FAA/MnDOT this week. McMahon noted that the funding would be 90% FAA, 5% State and 5% local. He also noted that the 5% state money will probably not be available after this year.

There was a fair amount of discussion about the proposed project. Councilman Walker noted that he'd be disappointed to turn down the state money if the group waited a year or so.

DOTSETH MOVED TO SUPPORT THE \$150,000 TAXIWAY/HANGAR AREA PROPOSAL TO BE BUILT THIS SUMMER. THE MOTION WAS SECONDED BY FERLAAK AND PASSED UNANIMOUSLY.

Karnowski said that the proposal as drafted would pave over the existing access road to the T-Hangar area. He suggested that if the road was straightened out that we could get at least two more hangar sites. McMahon indicated he'd see if that was possible given the nearby wetlands.

During the conversation, it was noted that the owner of the T-Hangars upped the monthly rent to \$225/month and that resulted in there now being some hangars for rent.

C. FAA Meeting Update

Karnowski advised that he, Engineers Nowicki and Dresel plus City Finance Director Steve Jackson met with the new "Gordon" (Sandy DePotty and Andy Peek) and staff to discuss unsolved airport issues. Karnowski noted that the meeting went very well with the FAA agreeing to allow the Kruse situation to be a legal 'through the fence' operation and that they'd work with the city to get the In-Line Packaging and Erdman property problem solved. Further, they'd be flexible with the city's leasing of the AFSS building to both the FAA and the DNR.

NEW BUSINESS:

A. Public Works Response

Ferlaak advised the Board that, after the last snowfall, that the plows ripped up a lot of sod as well as some of the asphalt matting at the entrance to his hangar and he was exceptionally pleased at the service provided by Public Works Director Bob Gerold in getting all of it fixed in a very timely manner.

McMahon chimed in and noted that Gerold also responded immediately to the MnDOT notification of some obstructions on or near the runway that needed to be addressed. He said Bob did a great job of taking care of all the problems right away.

B. CPR Training

Ferlaak advised that he talked to both an acquaintance and a representative from North Ambulance about organizing a First Aid and CPR course for some of the airport junkies and that both were willing to provide a training session. Hoffman said he'd send out an email to the pilots and see if there was any interest.

C. Flight Expo Update

Sharon Sandberg advised that they 'Build A Plane' program now has 8 kids involved when they start up again in January. They need a bigger facility and more adult volunteers. As for the Labor Day fly-in event, they're still looking at whether to do it again this year or skip a year.

MANAGERS REPORT:

Fuel Sales – The November fuel sales report was reviewed by the Board.

Financials –The 3rd quarter financials were distributed for review by the Board.

MISCELLANEOUS:

Airport Board Membership – Both Kruse and Dotseth advised the Board that they have submitted applications to be re-appointed to the Airport Advisory Board. The Board was advised that there is a 3rd candidate as well.

FERLAAK MOVED TO ADVISE THE CITY COUNCIL THAT THE MEMBERS OF THE AIRPORT ADVISORY BOARD LIKE THE PROGRESS BEING MADE AND WOULD LIKE TO RETAIN ITS CURRENT MEMBERS. THE MOTION WAS SECONDED BY STOECKEL AND PASSED UNANIMOUSLY.

Junk Bus – The Board was advised that the bus used by the police and fire departments for practice has finally been hauled away and was no longer on airport property.

Tree of Hope Christmas Project – Rick Hofmann advised that the local pilots have been collecting toys and money to buy toys for kids who have to stay in the hospital over Christmas. It's a regional program and, this year, some of the toys will be distributed at Princeton's Fairview Northland.

ADJOURNMENT:

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:55 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

Gene Stoeckel, Chair