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, Joe Glenn, Duane Kruse, and Jeff Dotseth. Others present: Airport Planner/Engineer Shawn McMahon, City Administrator Mark Karnowski, Council Liaison Thom Walker, George Walker and Sharon Sandberg. Stoeckel began the meeting by leading the Board in reciting the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS:
Rick Hoffman requested an addition under New Business as did Duane Kruse.

APPROVAL OF MINUTES
DOTSETH MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 6, 2016 MEETING. THE MOTION WAS SECONDED BY GLENN. THE MOTIONS PASSED UNANIMOUSLY.

OLD BUSINESS:
A. Master Plan Update
McMahon noted that work on the plan was moving forward and that Nowicki would be at the Board’s June meeting to give a full update.

B. 2017 CIP Discussion
McMahon reported that he has requested quotes from three firms that have either done work at our airport previously or that have a reputation for doing similar good work at other airports. The quotes should be in by April 28th at which time the will be tabulated and a recommendation given to the City Council for approval. He noted that the estimated cost of the project was $50,000 with 90% of it being paid by the FAA Entitlement Funds, 5% being paid by MnDOT Aeronautics and 5% being paid by the city.

C. Entitlement Funding Return
The Board asked McMahon if there were any other airports that may be interested in ‘borrowing’ some of Princeton’s Entitlement Funds for a year. McMahon noted that he was aware that both the Wadena and Baudette airports were looking for loans.

DOTSETH MOVED TO RECOMMEND THAT THE CITY COUNCIL APPROVE A ONE YEAR $50,000 LOAN TO EITHER THE WADENA OR BAUDETTE AIRPORT. THE MOTION WAS SECONDED BY GLENN. THE MOTIONS PASSED UNANIMOUSLY.

D. Fuel Facility Credit Hold
Karnowski noted that the Board, on several occasions, questioned why the city puts a $300 ‘hold’ on a gas buyer’s credit or debit card when they purchase gas at the airport. The memo explained the rationale for the practice.

Ferlaak commented that he had a discussion with the Milaca airport manager (Steve Burklund) who advised that Milaca has a similar credit card mechanism on their fuel facility that doesn’t require a multi-day hold and suggested that the city check with Burklund and see if using their system would work for Princeton.
Karnowski advised that he’d talk to the city Finance Director (Steve Jackson) and ask him to engage Burklund in that conversation since Jackson understood our system best.

**NEW BUISONESS**

**A. Meeting Stipend (added by Kruse)**

Kruse commented that he understood that members of city committees earned a stipend for attending scheduled meetings and that he’d not received payment for a couple of years. Karnowski responded that, indeed, there is a meeting stipend and that he would check with the city finance department and see what happened.

**B. Traffic Through The Airport (added by Hoffman)**

Rick Hoffman asked to AAB to request that the City Council immediately stop all non-airport related traffic from going through the airport…including police and fire personnel and vehicles.

Hoffman further noted that the gravel being dragged onto the taxiways is, subsequently, sucked up by prop wash and is damaging propellers and the airplane fuselages. He also asserted that traffic driving through via the taxiways have come close to colliding with airplanes.

Chairman Stoeckel advised that one pilot had videotaped someone going through the airport and said that he was thinking about turning the video into the FAA.

Ferlaak suggested that the city gravel the path that Sylva used this winter and use that as the through street.

**DOTSETH MOVED TO RECOMMEND THAT THE CITY COUNCIL TAKE ACTION TO CEASE AND DECIST ALL TRAFFIC FROM USING THE AIRPORT’S TAXIWAYS AND LOOK AT ALTERNATIVE ROUTES. THE MOTION WAS SECONDED BY GLENN. THE MOTIONS PASSED UNANIMOUSLY.**

**MANAGER’S REPORT**

**A. Fuel Sales** - The monthly fuel reports are currently unavailable.

**B. Financials** - Will be mailed out when available.

**C. Proposed Runway Length**

Karnowski apologized for not being at the AAB’s February meeting but, in reviewing the minutes, it was noted that the AAB wanted a meeting between the AAB, the City Council, and the Baldwin Township Board to discuss the proposed runway expansion to 4,900 feet and to discuss putting the requisite zoning in place for a runway of that length.

Karnowski noted that it was his impression that, in the review of the draft of our airport’s Master Plan, that the FAA could not support the proposed extension of the runway to 4,900 feet because there were no aircraft using our airport that requires a runway of that length. While Karnowski supports the proposed 4,900 foot runway, he noted that, without the FAA’s support and the funding for both the actual runway and the required zoning that comes along with that support, the project had no funding source. He noted that, without FAA funding, the city could not afford the funds necessary to either acquire the land or necessary easements for the expanded A and B Zones.

There was considerable discussion about how much land would be involved for the A & B zones related to a 4,900 foot runway. With the bottom line being that Planner Kaci Nowicki will bring
information to the Board’s June meeting that would show what additional property might be impacted by a re-zoning.

**MISCELLANEOUS**

Sharon Sandberg handed out a copy of a City of Faribault mayoral proclamation citing general aviation as a vital strategic resource to their city.

**NEXT MEETING:** The next Board meeting will be on June 5th, 2017 AT 5:30 p.m.

**ADJOURNMENT:** There being no further business:

GLENN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 7:10 pm.

Respectfully Submitted,

Mark Karnowski,
City Admin & Airport Mgr.