CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Gene Stoeckel, called the meeting to order at 5:32 P.M. (the meeting was moved from its normal June 6 date). Other members present included Jim Ferlaak, Jeff Dotseth, Joe Glenn and Duane Kruse. Others present: Airport Engineers Kaci Nowicki, City Administrator/Airport Manager Mark Karnowski, and Sharon Sandberg. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: None.

APPROVAL OF MINUTES
DOTSETH MOVED TO APPROVE THE MINUTES OF THE MAY 2 2016 MEETING AS PRESENTED. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Mater Plan Update
Nowicki advised that the wildlife assessment visit occurred the previous week but the results won’t be in until toward the end of the month. The person doing the assessment met with Public Works Director Bob Gerold. Some of the recommendations will include letting the grass grow longer to discourage Canada Geese from hanging around, a 10+ foot fence and the use of pyrotechnics. Kaci said they really want the fencing to be moved up on our CIP. Several of the board members pointed out that the similar fencing installed at other airports hasn’t appeared to change the deer population issue and, at an estimated cost of about a million dollars, there are other airport improvements that should go in before the fence.

Nowicki reviewed her draft 20 year CIP plan and advised that the Board can still modify it as they deem appropriate. Kruse suggested that a new beacon should come before the purchase of a sweeper.

Kaci also handed out a memo relating to the open house scheduled for July 11th beginning at 5:30. It was agreed that a news release would probably be read by more potential attendees than a legal notice. We’ll also put info about the event on the city’s website and Facebook page in addition to handing out flyers to the airport users. We’ll also get a hold of WQPM and hope they give us some air time.

We’ll also send out invites to the surrounding townships and the two counties in addition to the owners of all properties adjacent to the airport.

It was agreed that an ‘open house’ format is preferable to a presentation format. So we’ll put up boards in the AD’s main room and Kaci, Shawn and Joel will be there as well to answer questions and take comments. Comment cards will also be distributed and users will be encouraged to send those comments via email to Kaci who will then compile them for the Board. The boards to be displayed will include the ALP, the airport property map, the airport land use and zoning around the airport and the draft 20 year CIP.

B. 2017 Taxiway Project Update
Nowicki advised that the grant application went in this week and we’re on schedule to get the project built yet this year.
C. Kruse Property

A memo in the meeting packet was briefly reviewed. It was suggested that the city have our attorney draft an easement allowing Kruse to maintain the sewer and water lines servicing his property that now run under Anoco’s property. Otherwise, no action was required or taken.

NEW BUSINESS: none

MANAGERS REPORT:

Fuel Sales – Karnowski noted that the sales report for May was both emailed out the previous week and was also included in the meeting packet.

Financials – The financial report for the second quarter will be available in August.

MISCELLANEOUS: Karnowski advised that the city had received an email from Ascent Aviation advising that they’d like to build a 110’ x 100’ building with offices and parking ofr 30-40 vehicles at the Princeton airport. They’re currently in the certification process for an FAA approved 1-year aircraft maintenance technician school. They’d like to have the building up by April of 2017 with plans on opening the school in the fall of 2018. Karnowski advised that Nowicki had already provided a draft site plan and that the city would do all it could to get that facility in Princeton.

ADJOURNMENT:

There being no further business:

DOTSETH MOVED TO ADJOURN. THE MOTION WAS SECONDED BY GLENN. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:46 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

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Gene Stoeckel, Chair