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, Joe Glenn and Duane Kruse. Jeff Dotseth had emailed earlier advising that he could not make the meeting. Others present: Airport Engineer Kaci Nowicki, City Administrator/Airport Manager Mark Karnowski, Sharon Sandberg and Jeff Ranney. The Pledge of Allegiance was recited by all present.

AGENDA ADDITIONS/DELETIONS: None.

APPROVAL OF MINUTES
Sandberg noted that Ascend Aviation was misspelled. GLENN MOVED TO APPROVE THE MINUTES OF THE JUNE 13, 2016 MEETING AS CORRECTED. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

A. Mater Plan Update

Nowicki reviewed the comment cards we received at the July 11th Open house and noted that she felt the turnout was pretty good as to the number of folks attending and the fact that the mixture included adjacent land owners, hangar owners and interested parties. There were only three (3) comment cards received. One noted that it was nice that an open house was held, the second expressed concern that expansion of the airport might negatively impact property values and the third was from Christ Our Light Church and noted that it looks like the plans will not severely impact their proposed cemetery to be located north of the airport.

She noted that Karnowski had sent out the draft ‘based aircraft report’ to the members and others interested in the future of the airport. She stressed that it would be helpful if all members reviewed that list and indicated which aircraft are no longer based at our airport and to note other planes that were not on the list but may be based at the airport.

There was also a brief conversation about fencing and Nowicki pointed out that, contrary to what some say, many airports have found success in installing 10’ fences with barbed wire at the top and 2’ in the ground to thwart foxes and other burrowing animals. She’s hoping the wildlife assessment info comes in by next week. The ultimate decision will probably come from the FAA at our next Master Plan meeting. She recognized that the consensus of the board is to put off building the fence as long as possible as there are other more pressing airport needs.

She noted that our first meeting with the FAA and MnDOT Aeronautics regarding the Master Plan was June 30th. The second one will probably in in September.

Our annual CIP meeting with the FAA and MnDOT will be Tuesday, August 16 at the Princeton Airport A/D building.

B. 2017 Taxiway Project Update

Nowicki advised that the Taxiway Project Pre-Con will be held Monday, August 15 at 10 AM. With the start date sometime that same week.
NEW BUSINESS: none

A. Beacon Maintenance

It was noted that our airport beacon is the same as the one at the Mora Airport so it was suggested that we check with them to see who does their maintenance on the beacon.

B. Meeting Scheduling

Ferlaak noted that the Buffalo Airport Advisory Board meets quarterly and he thought that might be something we should look at.

Nowicki said that about half the Airport Boards she works with meet quarterly and it seems to work out fine.

GLENN MOVED TO AMEND THE AIRPORT BOARD’S BY-LAWS SUCH THAT THE BOARD MEETS QUARTERLY WITH OUR NEXT MEETING BEING IN NOVEMBER. THE MOTION WAS SECONDED BY FERLAAK. THE MOTION PASSED UNANIMOUSLY.

MANAGERS REPORT:

Fuel Sales – Karnowski noted that the sales report for July will be both emailed out as soon as it’s available.

Financials – The financial report for the second quarter will be available in September and will be emailed out.

MISCELLANEOUS: Jeff Ranny said he’s not happy with the paving job in front of his hangar. He also complained about the number of non-fire/Police vehicles that use the 21st Ave./Airport connecting road.

ADJOURNMENT:

There being no further business:

GLENN MOVED TO ADJOURN. THE MOTION WAS SECONDED BY KRUSE. MOTION CARRIED UNANIMOUSLY. THE MEETING ADJOURNED AT 6:22 PM.

Respectfully Submitted,

Mark Karnowski,
City Admin/Airport Mgr.

ATTEST:

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Gene Stoeckel, Chair