

**MINUTES OF THE STUDY SESSION OF THE PRINCETON CITY COUNCIL  
HELD ON JULY 1, 2024, 4:30 P.M.**

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**1. Call To Order / Roll Call**

Mayor Walker called the meeting to order and led the Pledge of Allegiance to the Flag. Councilors present were Vicki Hallin, Jenny Gerold, Jeff Reynolds and Jack Edmonds. Others present: City Administrator Michele McPherson, Public Works Director Bob Gerold, and Emergency Manager Ron Lawrence.

Airport Advisory Board members present were Gene Stoeckel, Jack Edmonds, John Sautter, Daniel Gotz and William Moriarty. Others present: Airport Engineers John Glesne and Andrew Zielike.

**2. Agenda Additions / Deletions**

HALLIN MOVED TO APPROVE THE AGENDA AS PRESENTED. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**3. Pledge of Allegiance**

**4. Joint Meeting with Airport Advisory Board**

Zielke, Glesne and McPherson went over the Airport Capital Improvement Plan.

The City's has two funding sources that the FAA provides. Capital Improvement Plan (CIP) - Airport Improvement Program (AIP) and Bipartisan Infrastructure Law (AIG).

The 2024 fiscal year ends at the end of September. Currently the funds total \$302,800 in AIP and \$448,000 in AIG.

These funds expire after four years, so if the City does not use those funds, it will lose them.

In the AIP, Fiscal Year-end of 2025, \$2,800 of entitlements are set to expire. Entitlements can be transferred to other airports with the expectation that they would transfer back when it is needed for a project.

There was much discussion about the Airport Fuel facility and methods of providing Jet A and Unleaded fuel, and eventually moving away from the Low Lead that the Airport currently has available.

McPherson suggested using some of the funds available to have the airport surveyed.

The Airport Board adjourned their meeting.

**5. Presentation of After-Action Report from Emergency Management Tabletop Exercise**

At the April 4<sup>th</sup> Council meeting, a tabletop exercise was conducted that looked at a flooding scenario. From the Emergency Management side, this was very informative to see how everyone worked together and their method of dealing with different issues.

The objective was to determine our strengths and weaknesses. We expected quite a few deficiencies, but the staff was able to find the answers needed to handle the various issues. All the groups worked together and developed a list of resources. That information should be available in one location available for staff and council members to access.

McPherson suggested an Intranet site that would be available to staff and council members to access resources and forms that would be needed in an emergency.

The action plan is to practice tabletop exercise at least once per year, ideally twice a year.

## **6. Adjournment**

J GEROLD MOVED TO ADJOURN THE MEETING AT 6:00 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

ATTEST:

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Shawna Jenkins Tadych  
City Clerk

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Thom Walker,  
Mayor