

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, MARCH 4, 2024**

MEMBERS PRESENT: Gene Stoeckel, Jack Edmonds, John Sautter, Bill Moriarty

MEMBERS ABSENT:

OTHERS PRESENT: Sharon Sandberg

Michele McPherson, City Administrator; John Glesne (via Teams) and Andrew Zielike, KLJ Engineering,

CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Chair Stoeckel called the meeting to order at 5:30 pm and lead those present in the Pledge of Allegiance.

ELECT 2024 CHAIR AND VICE CHAIR

Motion by Edmonds, seconded by Sautter to elect Stoeckel as Chair for 2024. Motion carried.

Motion by Stoeckel, seconded by Sautter to elect Edmonds as Vice Chair for 2024. Motion carried.

AGENDA ADDITIONS/DELETIONS:

Motion by Sautter, seconded by Edmonds to approve the agenda as presented. Motion carried.

APPROVAL OF JANUARY 8, 2024 MEETING MINUTES:

Motion by Edmonds, seconded by Sautter to approve the January 8, 2024 meeting minutes as presented.

Motion carried.

OLD BUSINESS:

Kruse Access Agreement

There has been no new information since the submission of an updated agreement by Mr. Moriarty. Ms. Sandberg noted that they are interested in constructing a new building adjacent to their existing facility.

Flight Service Station

The DNR has completely vacated the Flight Service Station.

We are still awaiting information from the FAA regarding their occupancy of the structure.

Public Works Director Gerold was able to assist the FAA's contractor with locates regarding electrical service to the structure. They are not located under the structure.

NEW BUSINESS:

Destination

This item will be removed from future agendas as Mr. Minske resigned from the Board.

Engineer's Report:

Glesne reviewed the February report (reports from January and February were included in the agenda):

- Taxiway reconstruction (construction) – no change from previous reports.
- The Beacon Replacement – final walkthrough inspection conducted on July 6, 2023. KLJ is working on the closeout report.

- The Targeted Planning Study and ALP Update is proceeding. A staff/FAA meeting was held February 15 to address the release and addition of lands to the airport.
- AWOS Replacement; Phase 1 Final Siting and Phase 2 Design – prepared a scope for MNDOT to review. A grant request was prepared and signed by the City. Once returned, KLJ will proceed with the design.

Manager's Report:

McPherson reviewed the following:

- Reported the desired action regarding the courtesy vehicle to the Police Department. They will proceed accordingly.
- Provided the year to date financials.

ADJOURNMENT:

Motion by Edmonds, seconded by Sautter to adjourn. Motion carried and the meeting adjourned at 6:01 pm.

Respectfully submitted,

Michele McPherson

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City Administrator/Airport Manager