

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, OCTOBER 3, 2022**

MEMBERS PRESENT: Gene Stoeckel, Jack Edmonds, John Sautter (by Teams), Troy Minske (arrived at 5:38 pm)

MEMBERS ABSENT: Jason Erickson

OTHERS PRESENT: Michele McPherson, City Administrator; Thom Walker, Mayor, Sharon Sandberg, Lisa Fobbe

Via Teams: John Glesne 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.

AGENDA ADDITIONS/DELETIONS:

Chair Stoeckel requested that there be a discussion on the SRO building that was previously included in the Capital Improvements Plan.

Motion by Edmonds, seconded by Sauter to approve the agenda as amended. Motion carried.

APPROVAL OF AUGUST 1, 2022 MEETING MINUTES:

Motion by Edmonds, seconded by Sautter to approve the August 1, 2022 meeting minutes as presented.

Motion carried.

OLD BUSINESS:

Kruse Access Agreement – the draft new agreement has been distributed to the through the fence operator.

Flight Service Station

The parcel the Flight Service Station sits on is part of a larger parcel purchased in 1978 for \$55,300 with Federal grant dollars. The building was built by the City without assistance.

It should be relatively easy to release the parcel as part of the other parcels that the City plans on releasing.

NEW BUSINESS:

Engineer's Report:

The written report included updates on:

- Taxiway reconstruction (design) – still waiting for MNDOT's sign-off on the project closeout report.
- Runway reconstruction (construction) – waiting on MNDOT's review of the draft closeout report before collecting the final signatures for submission to the FAA.
- Taxiway reconstruction (construction) – final inspection completed, final pay estimate submitted and work has started on the project closeout report. There are some areas that need a little touch up seeding.
- The Beacon project is on hold until 2023 as equipment is on backorder.
- The grant for the Targeted Planning Study and ALP Update was also announced. The wetland field work was completed the week prior while the cultural work is waiting for a State permit.

Manager's Report:

McPherson reviewed the items in the written manager's report:

- The preliminary levy for the City budget was set at 12 percent. Budget drivers included a 15 percent increase for health insurance, a 2.5 percent COLA, wage increases related to the classification-compensation study, a new staff person in Public Works, and an increase in the Fire Chief's hours to $\frac{3}{4}$ time.
- There was not yet a schedule for the Joint Planning Board
- The preliminary budget was distributed.

SRO Building

Chair Stoeckel stated that a stand-alone building for the storage of maintenance equipment located on the airport would make the response time quicker for snow removal and mowing. He stated that it was removed from the CIP budget.

Glesne stated that he would review the CIP budget notes. He stated that the original thought was that it would be constructed as part of another T-Hangar that would be located in the new development area. He stated that it was dropped in July of 2021 which was at a joint meeting of the City Council and the Airport Advisory Board.

Glesne stated that they recently worked on a project that was an SRO and a pilot's lounge. The cost of the project was approximately \$750,000. It was Federally funded.

There was discussion regarding additional hangar infrastructure versus construction of new buildings. Without a demonstrated need, it will be difficult to obtain Federal funding.

Zielike stated that the ALP can be added to for a stand-alone SRO so that it is in the planning document and therefore eligible for funding should the opportunity arise.

ADJOURNMENT:

Motion by Edmonds, seconded by Minske to adjourn. Motion carried and the meeting adjourned at 6:09 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
City Administrator/Airport Manager