

**MINUTES OF REGULAR MEETING OF THE  
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD  
MONDAY, MAY 2, 2022**

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**MEMBERS PRESENT:** Gene Stoeckel, Jack Edmonds, Troy Minske

**MEMBERS ABSENT:** Jason Erickson, John Sautter

**OTHERS PRESENT:**, Michele McPherson, City Administrator; Thom Walker, Mayor

Via Zoom: John Glesne, KLJ Engineering; Andrew Zielike, KLJ Engineering; Lisa Fobbe, Tim Hannigar,

**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:**

There were no additions or deletions and the agenda was accepted by consensus.

**APPROVAL OF MARCH 7, 2022 MEETING MINUTES:**

Motion by Edmonds, seconded by Minske to approve the March 7, 2022 meeting minutes as presented. Motion carried.

**APPROVAL OF APRIL 7, 2022 MEETING MINUTES:**

Motion by Minske, seconded by Edmonds to approve the April 7, 2022 meeting minutes as presented.

**OLD BUSINESS:**

*Kruse Access Agreement – no new information was provided*

*Flight Service Station – no new information was provided*

**NEW BUSINESS:**

**Engineer's Report:**

The written report included updates on:

- Submitted taxiway design close out report to the FAA January 6, 2022, no change in status from April report.

- Met May 4 with MNDoT to review the final project financials for the runway reconstruction project; they are looking for the invoice for the flight inspection and will submit the project closeout report.
- Taxiway reconstruction – the recycled base material pile had been moved. The final work will likely be completed at the end of May. There will be a one-day NOTAM for applying the permanent pavement markings.
- AWOS relocation analysis, completed. The FAA is considering a reimbursement request for the 2021 expenses for the analysis.
- The grant application to complete the Beacon replacement. There will be an entitlement transfer from the Eveleth-Virginia Airport to cover the 2022 shortfall. The Notice of Award had been sent to Design Electric.
- The grant application for the targeted planning study and ALP update for the AWOS relocation was submitted. Assuming a timely grant award, work is expected to start mid-June.

Zielike noted that the schedule will be fine-tuned once the grant is awarded. MNDoT will require 60 days for review and the FAA could take up to four (4) months once the update is submitted.

#### Manager's Report:

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

- Work on 21<sup>st</sup> Avenue has commenced.
- There was a 5010 inspection of the airport on April 27.
- Finance Director position is still open.
- No additional work on the Joint Planning Board/Zoning Ordinance change. A letter will be drafted to Baldwin Township indicating that the City will not sign the indemnification agreement as requested.

#### **ADJOURNMENT:**

Motion by Minske, seconded by Edmonds to adjourn. Motion carried and the meeting adjourned at 5:50 pm.

Respectfully submitted,

*Michele McPherson*

Michele McPherson  
City Administrator/Airport Manager