

**MINUTES OF REGULAR MEETING OF THE  
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD  
MONDAY, DECEMBER 6, 2021**

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**MEMBERS PRESENT:** John Sautter, Troy Minske, Gene Stoeckel, Jason Erickson

**MEMBERS ABSENT:** Barry Ramage, Jr.

**OTHERS PRESENT:** John Glesne, KLJ Engineering (via Zoom), Andrew Zielike, KLJ Engineering, Michele McPherson, City Administrator, Thom Walker, Mayor

Larry Handshoe, Duane Kruse, Paul Novotny (via Zoom).

**CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

Chair Stoeckel called the meeting to order at 5:34 pm and lead those present in the Pledge of Allegiance.

**AGENDA ADDITIONS/DELETIONS:**

The agenda was accepted by consensus as presented.

**APPROVAL OF NOVEMBER 1, 2021 MEETING MINUTES:**

Chair Stoeckel noted a typo on Page 3 of the minutes under the engineer's report.

Motion by Sautter, seconded by Erickson, to approve the minutes as corrected. Motion carried.

**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:

- Runway reconstruction -design portion is waiting for the final MNDoT review of the closeout documents
- Runway reconstruction – construction; working on the closeout documents as all of the pay estimates have been finalized and paid.
- Taxiway reconstruction – substantial completion has been reached.
- AWOS relocation analysis, completed.
- Preapplication for the Beacon replacement was submitted.

Mr. Glesne noted that grant deadlines for projects will be April 2022.

There was discussion regarding the update to the ALP. It was noted that this will be a focused ALP update for only the AWOS relocation. This is not a full amendment to the Master Plan. There will be updates to the maps once the cross-wind runway is removed and a final site for the AWOS determined.

Mr. Stoeckel asked if the Beacon would be in the same location.

Mr. Glesne stated yes, it will be converted to a tip-down pole which will make maintenance easier and safer for Public Works staff.

Mr. Glesne stated that there is money in the new infrastructure bill for airports (\$25 billion). Of the money identified, between \$2.5 and 5 billion will target small airports for improvements.

**Manager's Report:**

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

- 21<sup>st</sup> Avenue project update – project closed for the season
- Commission appointments – January 6 is the revised application due date, January 13 will be appointments
- Joint Planning Board – letters mailed November 4, jurisdictions have 60 days to respond
- 2022 Meeting Dates

Also included in the agenda was the approved CIP and 2022 budget for the Members' information.

Mr. Stoeckel asked about large, unanticipated projects not included in the CIP or the ability to move a project such as the wildlife fence up in the schedule.

Mr. Glesne stated that some projects have to compete for funding and are only eligible for discretionary funding, hence the need to identify to the best of the City's ability projects that are needed. Airport CIPs in general are a way for MNDOT and the FAA to show the need for funding.

Mr. Zielike noted that projects also need lead time due to planning and analysis required by the FAA for funding.

Mr. Glesne noted that the City receives \$150,000 annually in funding and that four (4) years of funding can be accumulated before it must be spent.

**ADJOURNMENT:**

Motion by Erickson, seconded by Sautter to adjourn. Motion carried and the meeting adjourned at 6:30 pm.

Respectfully submitted,

*Michele McPherson*

Michele McPherson  
City Administrator/Airport Manager