

**MINUTES OF REGULAR MEETING OF THE  
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD  
MONDAY, JUNE 6, 2022**

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

**MEMBERS ABSENT:** John Sautter

**OTHERS PRESENT:**, Michele McPherson, City Administrator; Lisa Fobbe

Via Zoom: John Glesne, KLJ Engineering; Andrew Zielike, KLJ Engineering

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

Chair Stoeckel called the meeting to order at 5:35 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 MAY 2, 2022 MEETING MINUTES:**

Motion by Minske, seconded by Erickson to approve the May 2, 2022 meeting minutes as presented. 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:

- Submitted taxiway design close out report to the FAA January 6, 2022, no change in status from previous reports.
- The draft closeout report for the runway reconstruction was submitted to MNDoT on May 12.
- Taxiway reconstruction – the remaining clean up items were completed, seeding and mulching were completed on May 20 and the permanent markings were installed on May 24. A final inspection will be completed after warmer weather arrives.
- The grant for the Beacon replacement will likely drop in late June or around the first of July. All of the necessary documentation has been completed and a schedule is waiting on the grant award.
- 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.

Glesne also noted that there is hiring ongoing at both MNDoT and the FAA. The MNDoT Director has retired.

Glesne also noted that there is some additional funding, but access to the funding is dependent on the Legislature adopting a budget.

Manager's Report:

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

- 21<sup>st</sup> Avenue project is nearing completion.
- The 5010 Inspection report has not been submitted.
- Finance Director position is still open. The audit prep work was completed by an outside firm and the audit is ready to begin next week.
- The letter regarding the Joint Planning Board was mailed to Baldwin Township. A brief outline of the process was provided.
- The City is selling its hangar and sealed offers will be taken on July 8, 2022
- No financial information was provided.

Glesne asked if the Board was interested in a joint meeting with MNDoT and the FAA to review needs and the Capital Plan. He stated that it could occur in either August or September and that he would be willing to reach out to the agency staff to see when a meeting could occur.

The consensus was to meet with them, preferably on a regularly scheduled meeting night.

Stoeckel suggested that the Board may not need to meet monthly. He polled those present as to their preference to meet in July. Those present stated that the July meeting could be cancelled.

Motion by Stoeckel, seconded by Minske to cancel the July meeting with the next meeting occurring August 1, 2022. Motion carried.

**ADJOURNMENT:**

Motion by Minske, seconded by Erickson to adjourn. Motion carried and the meeting adjourned at 5:57 pm.

Respectfully submitted,

*Michele McPherson*

Michele McPherson  
City Administrator/Airport Manager