

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, APRIL 5, 2021**

MEMBERS PRESENT: Gene Stoeckel, Barry Ramage Jr. (arrived at 5:38 pm), John Sautter, Jason Erickson (by Zoom)

MEMBERS ABSENT: Troy Minske

OTHERS PRESENT: Lisa Fobbe, Sherburne County Commissioner (by Zoom), Bob Gerold, Public Works Director, Jake Braunagel, KLJ Engineering, Andrew Zielike, KLJ Engineering, John Glesne, KLJ Engineering, Michele McPherson, City Administrator.

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:

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

APPROVAL OF MARCH 1, 2021 MEETING MINUTES:

Chair Stoeckel stated that he recalled a discussion that since Troy Minske was not present that he should serve as Vice Chair. Mr. Sautter concurred.

Motion by Stoeckel, seconded by Sautter, to approve the minutes as amended. Motion carried.

OLD BUSINESS:

Stoeckel asked if the city still had the \$30,000 in CARES funding for the airport. Gerold stated that it was received, but staff is investigating whether it is being drawn down before the standard maintenance funds that are received. If the funds are available, he proposes to use them to purchase a newer courtesy car.

NEW BUSINESS:

Engineer's Report:

Braunagel introduced Glesne and Zielke who will be part of the KLJ team assisting with airport engineering and planning for Princeton. They have been participating in meetings with the FAA and MNDOT regarding the 19th/21st Avenue project.

Braunagel reviewed the projects in the written engineer's report. He stated that due to COVID, getting the flight inspection scheduled is difficult. This is the last step before the taxiway project can be closed.

There was discussion regarding the apron expansion and the willingness of the DNR to participate in the funding. Braunagel noted that this could be attached to the runway project, but only if the environmental clearances have been completed and the FAA feels that the justification is there.

Braunagel stated that the AWOS needs to be relocated in order to facilitate the development of the industrial land recently purchased by the city. A scope of services to do the site relocation and design and then relocate the AWOS will be provided for Council approval soon. There was discussion regarding where the AWOS would be relocated to and if the equipment could be reused. The answers will be determined by the siting study.

Manager's Report:

McPherson reviewed the items in the written manager's report. She stated that there have been a number of meetings with the FAA and MNDOT regarding the 19th/21st Avenue road project. All or portions of three parcels need to be released from airport land; since two have no federal or state monies attached to them, they will not be difficult to request release. However, the third one will require FAA review including environmental review. Staff is awaiting a list of tasks related to this review and that the road project has been delayed to 2022 while this review is being conducted. There was discussion regarding the alignment, wetlands and distance of the road to the existing hangars.

There was discussion regarding Jet A fuel. The use of Jet A fuel is by the North Memorial Medical helicopter and the DNR fire suppression planes. Between the two, approximately 94,000 gallons of Jet A is used. Gerold reported that North Memorial is repairing their tank. Braunagel noted that the cost to design and construct a Jet A fuel island would be approximately \$300,000 and that did not include relocation of the 100 low lead fuel island. The 100 low lead island would need to be relocated due to fire code considerations and congestion issues.

Amendment of Airport Zoning Ordinance:

McPherson provided an overview on the process to amend the airport zoning ordinance to remove the reference to the cross-wind runway. Fobbe noted that Baldwin Township meets at 7 pm on the same night as the Advisory Board. Ramage stated that he would want the Advisory Board to be flexible with its meeting times to allow all to participate.

Sautter asked if there could be a trade-off for removing the runway with extending the runway to 4900 feet. Ramage stated that option was not in the Master Plan, Braunagel confirmed. Stoeckel stated that approximately 10 years ago, LMC was attempting to change the size of safety zones A, B and C stating that Minnesota has the most restrictive zones in the country.

Braunagel stated that it may be appropriate to hold a joint stakeholders/CIP meeting with the FAA and MNDOT to review, discuss and prioritize the airport's needs. He suggested that this meeting be held in August/September given the current project load and the start of the Federal fiscal year in October. McPherson concurred.

Consider a Quarterly Meeting Schedule:

The consensus of the Board was that given the number of projects ongoing that they would prefer to meet monthly.

ADJOURNMENT:

Motion by Sautter, seconded by Ramage to adjourn. Motion carried and the meeting adjourned at 6:43 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
City Administrator/Airport Manager