

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, JANUARY 8, 2024**

MEMBERS PRESENT: Gene Stoeckel, Jack Edmonds, John Sautter,

MEMBERS ABSENT: Troy Minske

OTHERS PRESENT: Sharon Sandberg

Michele McPherson, City Administrator; John Glesne and Andrew Zielike, KLJ Engineering, Tom Rishovd (via Teams)

CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Chair Stoeckel called the meeting to order at 5:33 pm and lead those present in the Pledge of Allegiance.

ELECT 2024 CHAIR AND VICE CHAIR

Election of a Chair and Vice Chair was delayed to the March meeting as Minske was absent and the Council would be making appointments to fill the vacancy at their January 11, 2024 meeting.

AGENDA ADDITIONS/DELETIONS:

Motion by Sauter, seconded by Edmonds to move the elections and item 7.1, Destination to the March meeting.

APPROVAL OF SEPTEMBER 11, 2023 MEETING MINUTES:

Motion by Edmonds, seconded by Sautter to approve the September 11, 2023 meeting minutes as presented.

Motion carried.

OLD BUSINESS:

Kruse Access Agreement

There has been no new information since the submission of an updated agreement by Mr. Moriarty.

Flight Service Station

The DNR has opted to vacate the building in 2024 in anticipation of the future vacation of the building by the FAA and our (hopeful) sale. Their operations will be moving to the Cambridge airport.

Sauter asked if the trailer near the AD building would also be moved.

McPherson stated that she believed so.

The FAA is currently evaluating the space that they need to occupy. Staff had a conversation with the FAA representative in December, indicating the City's desires to sell the building. Real estate is evaluating the necessary space (smaller) with the equipment moved to a remote structure on the Airport and lease amount (more). We continue to remain in a holding pattern.

NEW BUSINESS:

Destination

This item was delayed to the next meeting as it was a request from Board Member Minske.

Engineer's Report:

Glesne reviewed the December report (reports from September to December were included in the agenda):

- Taxiway reconstruction (construction) – no change from previous reports.
- The Beacon Replacement – final walkthrough inspection conducted on July 6, 2023. The contractor intends to return mid-September to reseed the disturbed areas. Final payment will be recommended once all of the punch list items are completed.
- The Targeted Planning Study and ALP Update is proceeding. The City sent a letter to FAA and MNDOT indicating their preference for the East Side alternative.
- AWOS Replacement; Phase 1 Final Siting and Phase 2 Design – prepared a scope for MNDOT to review. There was also a scope prepared for the necessary tree removal which the City has a desire to complete.

There was discussion regarding the tree removal that had already occurred on the east side of the airport near the K9 training area.

Stoeckel asked about the proposed height of the sensor.

Zielke stated that the tower will be constructed at a height of 50 feet.

Manager's Report:

McPherson reviewed the following:

- Airport Courtesy Car – there was a report of poor driving. The Board agreed that if law enforcement observed poor driving in the future, the driver should be stopped and the driving discussed.
- Baldwin Township – they have voted to pursue incorporation.
- Budget – the approved budget worksheets were attached for information.
- Development – updates on Glenn Metalcraft, Palmer Bus and completion of the street and utilities in the Business Park
- MNDOT Airport System Plan – attendance at a presentation regarding the Plan and how it may impact the airport moving forward, specifically CIP requests and the need to acquire clear zone areas not currently under airport control. MNDOT has received a number of comments regarding the latter and is re-evaluating the policy.
- T-Hangar Lease – a private sector law firm is working on an update to this document as it needs to be recorded given that it is a condominium association.

ADJOURNMENT:

Motion by Edmonds, seconded by Sautter to adjourn. Motion carried and the meeting adjourned at 6:23 pm.

Respectfully submitted,

Michele McPherson

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City Administrator/Airport Manager