

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, September 13, 2021**

MEMBERS PRESENT: Barry Ramage Jr., Troy Minske, Gene Stoeckel

MEMBERS ABSENT: John Sautter, Jason Erickson

OTHERS PRESENT: John Glesne & Andrew Zielike, KLJ Engineering (via Zoom), Michele McPherson, City Administrator, Lisa Fobbe, Sherburne County Commissioner.

CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Chair Stoeckel called the meeting to order at 5:37 pm and lead those present in the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS:

The agenda was accepted by consensus as presented.

APPROVAL OF AUGUST 2, 2021 MEETING MINUTES:

Motion by Minske, seconded by Ramage, to approve the minutes as presented. Motion carried.

OLD BUSINESS:

Kruse Access Agreement

The Board reviewed the information provided by McPherson which included:

- Attorney Correspondence
- 2020 Access Agreement
- 2000 Access Agreement
- Property History Document

The consensus of the Board was that the issue needed to be resolved by the City Council. Given that the agreement expires June 30, 2022, that would be the time to revise and clarify the roles and responsibilities between the two parties.

Flight Service Station – no new information was provided

Recommend Advisory Board Member to Serve on Joint Planning Board

McPherson stated that in order to establish the Joint Planning Board to amend the Airport Zoning Ordinance to remove the cross-wind runway, the City Council must appoint two members who are not councilors. Staff recommends that one member each from the Airport Advisory Board and Planning Commission serve.

Mr. Minske expressed interest in serving on the Board.

Motion by Stoeckel, seconded by Ramage to recommend that Troy Minske be appointed to the Joint Planning Board. Motion carried.

NEW BUSINESS:

Engineer's Report:

Glesne reviewed the information contained in the written report. He noted that the close-out for the runway reconstruction project (design) has been compiled and submitted for MNDOT's review.

The final flight inspection for the runway has been reschedule for September 9. If the inspection is successful, a final walk-through will be scheduled.

The taxiway reconstruction grant with the FAA was executed and Knife River notified. Construction is tentatively scheduled to start the last week in September.

The amended task order for the AWOS relocation siting analysis was approved by the City Council and work is progressing, including further discussions with the FAA and MNDOT on funding.

Manager's Report:

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

- Award of the 21st Avenue Project to Douglas-Kerr Underground LLC
- Completion of the runway flight inspection on September 9, 2021
- Scheduling of a CIP meeting with MNDOT and the FAA, hopefully for the October 4 meeting date
- Desire of Ramage and Sautter to be reappointed; Ramage informed the Board that he is moving out of state at the end of the year
- Provision of year to date 2021 budget, proposed 2022 budget and capital budget information

ADJOURNMENT:

Motion by Ramage, seconded by Minske to adjourn. Motion carried and the meeting adjourned at 6:22 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
City Administrator/Airport Manager