

**MINUTES OF REGULAR MEETING OF THE  
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD  
THURSDAY APRIL 7, 2022**

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**MEMBERS PRESENT:** John Sautter (via Zoom), Gene Stoeckel, Jack Edmonds

**MEMBERS ABSENT:** Jason Erickson, Troy Minske

**OTHERS PRESENT:** Michele McPherson, City Administrator; Thom Walker, Mayor; Councilor Victoria Hallin, Lisa Fobbe

Via Zoom: John Glesne, KLJ Engineering; Andrew Zielike, KLJ Engineering; Tim Hannigar, Sharon Sandberg

**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:**

Mr. Sautter asked if there was a date for the Lion's Fly-in.

Motion by Sautter, seconded by Edmonds, to approve the agenda with the addition.

**APPROVAL OF MARCH 7, 2022 MEETING MINUTES:**

Approval of the minutes were postponed as they were not included in the agenda.

**OLD BUSINESS:**

*Kruse Access Agreement – no new information was provided*

*Flight Service Station – no new information was provided*

Ms. McPherson did note that she received an email regarding some work authorized by the FAA in the Flight Service Station. The work is related to the future upgrade of the FAA's equipment located at the south end of the airport. She indicated that she would forward the email she had received to the Board.

**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 March report.
- Setting up a meeting with MNDOT to review the project financials on the runway reconstruction prior to preparing the closeout documents, no change from March report, the staff at MNDOT have been busy.
- Taxiway reconstruction – substantial completion has been reached; no change in status. Knife River is coordinating with the 21<sup>st</sup> Avenue contractor on the use of the recycled base material located on site.

- AWOS relocation analysis, completed. The FAA is considering a reimbursement request for the 2021 expenses for the analysis.
- Bid results for the Beacon replacement project were shared. The apparent low bidder was Design Electric.
- Reviewed the draft scope of work for the ALP Update and targeted planning study.

**Manager's Report:**

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

- Finance Director position is posted.
- No additional work on the Joint Planning Board/Zoning Ordinance change.
- Detailed outline of the conversations relating to costs for the Targeted Planning/ALP Update. Due to additional work requested by the FAA, the costs were significantly more than what had originally been estimated. Staff pushed back and concessions were made by the FAA, but the project will still be more than budgeted, which increases the Sponsor's portion.

**ADJOURNMENT:**

Motion by Edmonds, seconded by Sautter to adjourn. Motion carried and the meeting adjourned at 6:00 pm.

Respectfully submitted,

*Michele McPherson*

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City Administrator/Airport Manager