

**MINUTES OF THE JOINT STUDY SESSION OF THE PRINCETON CITY COUNCIL AND
PRINCETON AIRPORT ADVISORY BOARD
HELD ON JULY 6, 2023, 4:30 P.M.**

1. Call To Order / Roll Call

Mayor Thom Walker called the meeting to order. Council members present were Jeff Reynolds, Jack Edmonds, and Jenny Gerold. Absent was Victoria Hallin. Staff present, Administrator Michele McPherson, Clerk Shawna Jenkins, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, PPU General Manager Keith Butcher, PUC Chair Rick Schwartz and Airport Engineers John Glesne and Andrew Zielike. Absent was Liquor Store Manager Dylan Donner, Attorney Damien Toven, Community Development – Planner Stacy Marquardt, Police Chief Todd Frederick, and Fire Chief Ron Lawrence.

Airport Advisory Board Members present were John Sautter, Gene Stoeckel and Jack Edmonds

2. Pledge of Allegiance

3. Airport Capital Improvement Plan

McPherson and Airport Engineers Glesne and Zielike went through the Airport’s Capital Improvement Program.

2024: tractor with loader, blower, plow and broom attachments, and replace the AWOS.

2025: Expand DNR Apron (design), pay back FY22 Entitlements to EVM (Eveleth).

2026: Hanger area Infrastructure (design) and expand DNR Apron.

2027: Hanger area Infrastructure.

2028: Crack Seal and Sealcoat Airfield pavements.

2029: Rehabilitate (M&O)- GA Apron, Taxiway B and access road / parking lot (design), construct fixed base operator facility.

2030: Rehabilitate (M&O) - GO Apron, Taxiway B and access road / parking lot.

2031: pay back borrowed entitlements, no FAA project.

2032: Crack Seal Airfield pavements, pay back borrowed entitlements, no FAA project.

2033: No FAA project.

There was discussion regarding BIL funding and the need to schedule purchases and improvements to utilize the funding. KLJ will update the CIP based on the discussion for Council review prior to September

4. PUC 2022 Water Leak

McPherson reported that in 2022, the PUC experience a water leak in the main located under 7th Avenue. The excess water found its way to a sanitary sewer manhole and the wastewater plant experienced the following additional flows over a nine-day period:

Date	Daily Recorded Flow Million Gallons Per Day	Average Daily Flow MGD(Estimated)	Extra Flow MGD
Nov. 20 th , 2022	0.431	0.400	0.031
Nov. 21 st , 2022	0.551	0.400	0.151
Nov 22 nd , 2022	0.565	0.400	0.165
Nov. 23 rd , 2022	0.587	0.400	0.187
Nov. 24 th , 2022	0.563	0.400	0.163
Nov. 25 th , 2022	0.632	0.400	0.232

Nov. 26 th , 2022	0.664	0.400	0.264
Nov. 27 th , 2022	0.718	0.400	0.318
Nov. 28 th , 2022	0.633	0.400	0.233
Nov. 29 th , 2022	Fixed	Fixed	Fixed

The total flow was 1,399,000 Gallons or 1,399 units. The sewer fee for that number of units, at the 2022 rate would be \$16,088.50.

The PUC has not been invoiced for the increased flow to the wastewater plant. The plant's design can more than accommodate the increased flow.

Staff requests direction from the City Council as to whether PUC should be invoiced for the increased flow to the plant from November 20 to 28, 2022.

Butcher reported that Wastewater Plant Manager Klinghagen had noticed higher incoming flows, so notified PPU that there was likely a water leak somewhere. It took quite a while to find the location. They were going through readings at the water plant, looking at locations where there was increased pumping, which narrowed the leak down to the north side of town. Then Public Works helped by pulling manholes to find the location.

Usually when there is a water main break, the roadway breaks up and/or water appears where it should not be. However, in this case, there was a break in the manhole, so the water never appeared above ground, it just poured directly into the sewer. The Contractor who repaired the line had never seen it happen like this.

Edmonds stated this was a fluke situation and we should not be looking at billing them. B Gerold responded that it was water going through the sewer system. Butcher added that it was clean water, and he was informed that it did not require any additional chemical treatment at the plant.

Klinghagen confirmed that there was no additional treatment needed, it came through just as a 2" rainfall would.

Reynolds stated that in a fluke situation like this, any fees should be based on actual costs. If there was no increase in cost at the Wastewater Plant, he cannot see a reason to bill them.

Reynolds, Edmonds and Walker were not in favor of charging Princeton Public Utility for the sewer usage during the water leak. It was a fluke, that did not cause the City any additional costs at the wastewater plant.

J Gerold liked that it was discussed here tonight. She felt like the incident was being swept under the rug. She was not aware that the City's plant handled the extra water with no increase in chemical expense.

5. Adjournment

J GEROLD MOVED TO ADJOURN THE MEETING AT 6:03 PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker,
Mayor