

**MINUTES OF REGULAR MEETING OF THE  
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD  
MONDAY, FEBRUARY 7, 2022**

\*\*\*\*\*

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

**MEMBERS ABSENT:** Jason Erickson

**OTHERS PRESENT:** John Glesne, KLJ Engineering, , Michele McPherson, City Administrator, Thom Walker, Mayor

Via Zoom: Andrew Zielike, KLJ Engineering; Lisa Fobbe, Tim Hannigar

**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.

**ELECTION OF OFFICERS; CHAIR AND VICE CHAIR:**

Moved by Sautter, seconded by Minske to nominate Gene Stoeckel for the position of Chair. Motion carried.

Moved by Minske, seconded by Stoeckel to nominate John Sautter for the position of Vice Chair. Motion carried.

**AGENDA ADDITIONS/DELETIONS:**

The agenda was accepted by consensus as presented.

**APPROVAL OF DECEMBER 6, 2021 MEETING MINUTES:**

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

**OLD BUSINESS:**

*Kruse Access Agreement – no new information was provided*

*Flight Service Station – no new information was provided*

**NEW BUSINESS:**

**Engineer's Report:**

The written report included updates on:

- Submitted taxiway design close out report to the FAA January 6, 2022
- Setting up a meeting with MNDOT to review the project financials on the runway reconstruction prior to preparing the closeout documents.
- Taxiway reconstruction – substantial completion has been reached; no change in status.
- AWOS relocation analysis, completed.
- Preapplication for the Beacon replacement was submitted. 90 percent drawings were on hand for review.

KLJ will be submitting a response to the RFQ for consideration.

**Manager's Report:**

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

- Sautter reappointed, Edmonds a new addition
- Joint Planning Board – Baldwin Township's response and request to sign an indemnification agreement
- RFQ timeline
- Snowplow policy

There was discussion regarding the snowplow policy being in conflict with the standards of the grant contract and reference to a previous meeting with MNDoT regarding the need to plow the runway immediately. Staff will look into this issue further and report back at a future date.

**ADJOURNMENT:**

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

Respectfully submitted,

*Michele McPherson*

Michele McPherson  
City Administrator/Airport Manager