

**MINUTES OF REGULAR MEETING OF THE
PRINCETON MUNICIPAL AIRPORT ADVISORY BOARD
MONDAY, MAY 3, 2021**

MEMBERS PRESENT: Gene Stoeckel, Troy Minske, John Sautter (by Zoom), Jason Erickson

MEMBERS ABSENT: Barry Ramage Jr.

OTHERS PRESENT: Lisa Fobbe, Sherburne County Commissioner, Bob Gerold, Public Works Director, Andrew Zielike, KLJ Engineering, John Glesne, KLJ Engineering (all via Zoom), Thom Walker, Mayor, Michele McPherson, City Administrator.

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:

Motion by Minske, seconded by Erickson, to approve the agenda as presented. Motion carried.

APPROVAL OF MARCH 1, 2021 MEETING MINUTES:

Mr. Sautter stated that he would like the minutes to state that he was concerned with all of Parcel #10 being released as part of the road project.

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

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Engineer's Report:

Glesne reviewed the information contained in the written report. He noted that the close-out for the runway/lighting project is close to being finalized. He further reported that the flight inspection was completed for the runway. While most everything passed inspection, the Runway 16 PAPIs were not able to be commissioned due to interference from trees on an adjacent property. Baffles will need to be installed on the PAPIs for them to function without interference.

Mr. Sautter asked for a further explanation regarding the interference. Zielike provided an explanation regarding the interference and how installing the baffles will help. Glesne noted that the estimate for the cost to install the baffles is between \$3,000 to \$5,000 and is a reimbursable expense.

There was discussion regarding the location of the trees and whether they could be removed.

Ms. McPherson noted that they are on private property and are of significant size. In addition to the removal, the City would likely need to pay compensation for the loss of the trees, so it is likely less expensive to install the baffles.

Mr. Stoeckel asked if the project remains open if the PAPIs are not commissioned.

Glesne stated yes.

There was some discussion regarding the preliminary AWOS relocation task order contained in the packet. Ms. McPherson noted that this will be information prepared in order to guide the discussion as to where the AWOS is best located given that each site has its own site and financial impacts.

Manager's Report:

McPherson reviewed the items in the written manager's report. She stated that a meeting with MNDOT and the FAA resulted in a more favorable way to obtain the approval needed for constructing the 19th/21st Avenue connection. Land will not be released, except for Parcel #11, but instead, easements for street, drainage and utility purposes will be granted which will allow for construction of the road. This information does not inform the City as to the process for the release of the Flight Service Station, but it does pave the way for the road project.

Ms. McPherson noted the fence location exhibit in the packet. She stated that there is money in the road project for a fence and staff is requesting guidance as to where the fence is to be located. The exhibit places the fence in a manner that meets the TOFA and is outside the right of way of the road.

Mr. Sautter asked if there were drainage issues that could be fixed as part of the road project.

Public Works Director Gerold stated no.

Motion by Minske, seconded by Erickson, to have the fence follow the blue line noted on the exhibit as the preferred alignment. Motion carried.

Ms. McPherson noted that the authorization to advertise for bid for the taxiway project will be on the May 13 City Council agenda.

Request for Signage

Ms. McPherson reviewed the request for street signs on the taxiways and business signage. There was discussion regarding the types of signs, where they should be located,

and their cost. The Board agreed that taxi way name signs should be placed along the airport entry road only to avoid any conflicts on the opposite end.

There was discussion regarding address signs for the hangars in that they should be made out of reflective material that would be easy to see by emergency personnel. Mayor Walker noted that perhaps there would be an opportunity to do a bulk purchase on address signs to make it easier for hangar owners to have consistent address signage.

The consensus of the Board was that businesses should be responsible for their own signage.

Public Works Director Gerold asked about signage location and the type of posts that could be used.

Zielike noted that the signs should be placed at 40 and 58 feet from the center of the taxi way, or even with the hangar fronts.

Request by Jim Zielger (Zigler) to Construct Hangar

Ms. McPherson noted that Mr. Zigler would like to construct a 50 x 60 foot hangar as opposed to a 50 x 50 foot hangar. Staff is of the opinion that this size hangar can be accommodated in the area that Mr. Zigler has identified.

There was discussion that there is a hangar plan located in the AD building.

Zielike noted that the hangar needs to be 57.5 feet from the centerline of the taxiway.

There was more discussion regarding the process for filing notice with the FAA, but that the size and location were acceptable. Erickson agreed to pass the information to Mr. Zigler.

Airport Zoning Ordinance

The Board reviewed the redline version of the ordinance with the proposed changes. It was noted that the lands include areas in Blue Hill and Greenbush Townships and that did not seem correct.

ADJOURNMENT:

Motion by Minske, seconded by Erickson to adjourn. Motion carried and the meeting adjourned at 6:39 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
City Administrator/Airport Manager