

**KENAI AIRPORT COMMISSION – REGULAR MEETING
SEPTEMBER 14, 2023 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GLENDA FEEKEN, PRESIDING**

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Airport Commission was held on September 14, 2023, in the Kenai Municipal Airport Conference Room, Kenai, AK. Chair Feeken called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Glenda Feeken, Chair
James Bielefeld
Joshua Daily
James Zirul

Paul Minelga, Vice Chair
Jacob Caldwell
Dan Pitts

A quorum was present.

Absent:

None

Also in attendance were:

May Bondurant, Interim Airport Manager
Sarah Conley, Airport Administrative Assistant
Victoria Askin, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Bielefeld **MOVED** to approve the agenda with the requested revisions and requested unanimous consent. Commissioner Caldwell **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF ACTION MINUTES

1. May 11, 2023.

MOTION:

Commissioner Zirul **MOVED** to approve the May 11, 2023 Summary. Commissioner Bielefeld **SECONDED** the motion.

VOTE: There being no objection; **SO ORDERED.**

E. UNFINISHED BUSINESS – None.

1. **Discussion/Recommendation** - Revision to Terminal Landscaping Project

Interim Airport Manager Bondurant provided a staff report on the terminal project; there was discussion.

F. NEW BUSINESS

1. **Discussion/Recommendation** - Request from Kenai Aviation for Pumpkin Drop

MOTION:

Commissioner Bielefeld **MOVED** to recommend approval of Kenai Aviation's request to use the Airport Operations Building for their annual Pumpkin Drop event. Commissioner Daily **SECONDED** the motion.

Interim Airport Manager Bondurant provided a staff report.

UNANIMOUS CONSENT was requested on the motion.

VOTE: There being no objection; **SO ORDERED.**

G. REPORTS

1. Airport Manager – Interim Airport Manager Bondurant reported on the following:
 - Sand storage building
 - USAF personnel unit
 - Seasonal openings for operations
 - TSA unit
2. City Council Liaison – Council Member Askin reported on the actions of the September 6, 2023 City Council meeting.
3. Planning Director – Planning Director Mitchell reported on changes to land/lot leases in relation to the airport.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – October 12, 2023

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Zirul noted he knows where a moose display is available.

There was a discussion about the possibility of a group trip to ARFTC.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. August 2023 Mid-Month Report
2. Special Use Permit – Corvus Airlines, Inc. DBA Ravn Alaska, LLC for Warm Storage 1
3. Ordinance No. 3369-2023 Appropriation of Funds for Alaska Regional Fire Training Facility
4. Consent to Assignment and Assumption of Lease Agreement, of Lot 3, Block 1, General Aviation Apron No. 1 Amended to Vickie L. Tyler.

5. City of Kenai Commissions, Committees and Council on Aging Review

There being no further business before the Airport Commission, the meeting was adjourned at 6:40 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of September 14, 2023.



Meghan Thibodeau
Deputy City Clerk