

**KENAI AIRPORT COMMISSION – REGULAR MEETING
NOVEMBER 9, 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 November 9, 2023, in City Hall Council Chambers, 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
Dan Pitts

Paul Minelga, Vice Chair
Jacob Caldwell

A quorum was present.

Absent:

James Zirul

Joshua Daily

Also in attendance were:

Mary Bondurant, Interim Airport Manager
Sarah Conley, Airport Administrative Assistant
Henry Knackstedt, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Bielefeld **MOVED** to approve the agenda as presented. Commissioner Caldwell **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

B. SCHEDULED PUBLIC COMMENTS

1. Terry Eubank – City Manager

City Manager Eubank was unavailable at the time of the meeting.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF ACTION MINUTES

1. October 12, 2023.

MOTION:

Commissioner Zirul **MOVED** to approve the October 13, 2023 Minutes, with the correction that the location needs to be changed to City Hall Council Chambers. Commissioner Caldwell **SECONDED** the motion.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion/Recommendation** – Special Use Permit to the American Red Cross

MOTION:

Commissioner Caldwell **MOVED** to recommend City Council approval of the Special Use Permit to the American Red Cross. Commissioner Bielefeld **SECONDED** the motion.

Interim Airport Manager gave a staff report with information provided in the packet.

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:
 - Runway/taxiway projects and funding; project costs changing and HDL hired as engineers.
 - The Airport will acquire one loader and one plow truck.
 - Hoping for stakeholder/public involvement in Airport Master Plan.
 - FAA will support Operations Facility boiler project.
 - RAVN Airlines will no longer be leasing space in the terminal.
 - Upcoming Christmas tree decorating contest.
 - Airport is fully staffed with winter operations crew.
 - Kenai Aviation Pumpkin Drop event was a success.
2. City Council Liaison – Council Member Knackstedt reported on the actions of the November 1, 2023 City Council meeting.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – December 14, 2023

J. COMMISSION QUESTIONS AND COMMENTS

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. Correction Memo - Special Use Permit to Crowley
2. Article & FAA Brief on Vertiport Design

There being no further business before the Airport Commission, the meeting was adjourned at 6:19 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of November 9, 2023.



Meghan Thibodeau
Deputy City Clerk