

**KENAI AIRPORT COMMISSION – REGULAR MEETING
DECEMBER 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 December 14, 2023, 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
Joshua Daily
James Zirul

Paul Minelga, Vice Chair
Jacob Caldwell
Dan Pitts

A quorum was present.

Also in attendance were:

Derek Ables, Airport Manager
Sarah Conley, Airport Administrative Assistant
Henry Knackstedt, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Caldwell **MOVED** to approve the agenda. Vice Chair Minelga **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF ACTION MINUTES

1. November 9, 2023

MOTION:

Vice Chair **MOVED** to approve the November 9, 2023 Minutes with the following changes to the Airport Managers Report:

- Change "Capital Improvement Plan" to "Airport Master Plan"
- Re-phrase the fifth line to say "RAVN Airlines will no longer be leasing space in the terminal."

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion/Recommendation** - Special Use Permit for Beacon Occupational Health and Safety Services for Use of Office Space at the Alaska Regional Fire Training Facility

MOTION:

Commissioner Zirul **MOVED** to recommend City Council approval of Special Use Permit for Beacon Occupational Health and Safety Services for use of office space at the Alaska Regional Fire Training Facility. Commissioner Daily **SECONDED** the motion.

Airport Manager Ables gave a staff report from information provided in the packet.

Discussion ensued.

UNANIMOUS CONSENT was requested on the motion.

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

G. REPORTS

1. Airport Manager – Airport Manager Ables reported on the following:
 - Conoco Phillips is looking at the potential to use Kenai as an alternate for landing.
 - Runway closure tonight for PFAS sampling.
 - Airport Certification Manual and Airport Emergency Plan have been updated.
 - Airport Master Plan has been added to the website.
 - Christmas tree decorating contest at terminal is ongoing.
2. City Council Liaison – Council Member Knackstedt provided an update on the bluff erosion project.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – January 11, 2024

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Daily noted it is time to start planning the Air Fair.

Vice Chair Minelga noted that he would like to do a tour of the Alaska Regional Fire Training Center, requested clarification on the landscaping project, and noted that the vintage air force display needs attention.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. 6th Annual Christmas Tree Decorating Contest
2. Aircraft Enplanements by Carrier, Air Traffic Control Tower Counts, Terminal Vehicle Parking Revenue

There being no further business before the Airport Commission, the meeting was adjourned at 6:27 p.m.

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



Meghan Thibodeau
Deputy City Clerk