

**KENAI AIRPORT COMMISSION – REGULAR MEETING  
SEPTEMBER 12, 2024 – 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 12, 2024, in the Kenai City 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 Knesek

Paul Minelga, Vice Chair  
Jacob Caldwell

A quorum was present.

Absent:

James Zirul

Also in attendance were:

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

**3. Agenda Approval**

Chair Feeken noted the following additions to the packet:

Add Item F.2

**Discussion/Recommendation** – Approval of the 2025- 2028 Airport Capital Improvement Plan (ACIP).

- Memo
- Airport Capital Improvement Plan

**MOTION:**

Commissioner Caldwell **MOVED** to approve the agenda with the requested additions to the packet.  
Commissioner Knesek **SECONDED** the motion.

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

**B. SCHEDULED PUBLIC COMMENTS - None.**

**C. UNSCHEDULED PUBLIC COMMENTS - None.**

**D. APPROVAL OF MINUTES**

**1. August 8, 2024**

**MOTION:**

Vice Chair Minelga **MOVED** to approve the August 8, 2024 Airport Commission minutes. Commissioner Bielefeld **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS** – None.

**F. NEW BUSINESS**

1. **Discussion/Recommendation** - Approval of the Lease of Airport Reserve Land for the Property Described as Lot 4, Block 1, FBO Subdivision to Crowley Fuels, LLC.

**MOTION:**

Commissioner Bielefeld **MOVED** to recommend City Council approval of the lease of Airport Reserve Land for the property described as Lot 4, Block 1, FBO Subdivision to Crowley Fuels, LLC. Commissioner Knesek **SECONDED** the motion.

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

**UNANIMOUS CONSENT** was requested on the motion.

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

2. **Discussion/Recommendation** – Approval of the 2025- 2028 Airport Capital Improvement Plan (ACIP).

**MOTION:**

Commissioner Bielefeld **MOVED** to recommend approval of the 2025- 2028 Airport Capital Improvement Plan. Commissioner Knesek **SECONDED** the motion.

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

**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:
  - Landscaping completed at terminal.
  - Currently hiring for two seasonal positions and eight temporary positions for winter.
  - Received final closeout letter from FAA part 139 inspection, closed only open discrepancy and nothing needs to be carried forward.

*[Clerk's Note: Commissioner Zirul arrived 6:16 p.m.]*

2. Commission Chair – No report.
3. City Council Liaison – Council Member Knackstedt reported on recent actions of the City Council.

**H. ADDITIONAL PUBLIC COMMENTS** – None.

**I. NEXT MEETING ATTENDANCE NOTIFICATION** – October 10, 2024

**J. COMMISSION QUESTIONS AND COMMENTS**

Vice Chair Minelga mentioned a need for signage at new terminal landscaping to keep dog owners from using the grass as a pet-relief area.

Commissioner Bielefeld asked when the bronze bear statues will be installed; clarification was provided that it is still in fundraising stages and there is no ETA yet.

Commissioner Knesek asked about the status of the bronze bear fundraising; an estimate was provided.

Commissioner Caldwell noted the increase in enplanements.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS**

**1. Administrative Report**

There being no further business before the Airport Commission, the meeting was adjourned at 6:25 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of September 12, 2024.

  
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Meghan Thibodeau  
Deputy City Clerk