

**KENAI AIRPORT COMMISSION – REGULAR MEETING
FEBRUARY 13, 2025 – 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 February 13, 2025, 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
Cody Whicker

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
**Joshua Bolling, Student Representative

3. Agenda Approval

MOTION:

Commissioner Caldwell **MOVED** to approve the agenda as presented. Commissioner Bielefeld **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. January 9, 2025 Regular Meeting Minutes

MOTION:

Commissioner Caldwell **MOVED** to approve the January 9, 2025 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** - The City approve a lease application ENA, LLC for Lots 5A & 5B, FBO Subdivision No. 10 for the use of fuel service fixed-base operator

MOTION:

Commissioner Bielefeld **MOVED** to recommend approval of a lease application ENA, LLC for Lots 5A & 5B, FBO Subdivision No. 10 for the use of fuel service fixed-base operator. Commissioner Knesek **SECONDED** the motion.

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

Vice Chair Minelga expressed support; Commissioner Caldwell expressed concern with the location in relation to the lot designated for a FBO by transient parking.

VOTE:

YEA: Feeken, Minelga, Bielefeld, Caldwell, Knesek, Whicker

NAY: None

ABSENT: Zirul

****Student Representative Bolling: Yea**

MOTION PASSED WITHOUT OBJECTION.

2. **Discussion/Recommendation** – Accepting a Donation of a Taxidermy Polar and Brown Bear for display in the Airport Terminal.

MOTION:

Commissioner Bielefeld **MOVED** to recommend that the City Council approve accepting a donation of a taxidermy polar and brown bear for display in the Airport Terminal. Commissioner Caldwell **SECONDED** the motion.

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

Commissioner Bielefeld spoke in support.

UNANIMOUS CONSENT was requested on the motion.

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

3. **Discussion/Recommendation** – First extension of security guard services

MOTION:

Commissioner Caldwell **MOVED** to recommend that the City Council approve the First extension of security guard services with Guardian Security Systems, Inc. Vice Chair Minelga **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:
 - Aleutian Airlines will be operating at the Airport from June to September.
 - Airport Master Plan Meeting occurred; next meeting will be in June.
 - Annual state and federal wildlife permits were updated.
 - New restaurant hopes to open in the Airport Terminal in early March.

2. Commission Chair – Chair Feeken reported that she attended the first Airport Master Plan Meeting, and looks forward to seeing more commissioners attend the next meeting.
3. City Council Liaison – Council Member Knackstedt reported on recent actions of the City Council.
Vice Chair Minelga expressed concern about the lack of airport staff, and the underutilized space at the Civil Air Patrol.

Commissioner Caldwell noted he would like to see more general aviation parking for aircraft.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – March 13, 2025

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Caldwell noted that the Airline Operating Agreement for the Terminal will expire in June; asked about Commission involvement in the review process.

Vice Chair Minelga noted that the float pond campground is listed on the City's website as 4th Avenue Park; he visited the park and when he scanned the QR code on the park sign it only went to a photo; would like to see the QR code provide information.

Chair Feeken requested to have a discussion on the campground area on the next agenda.

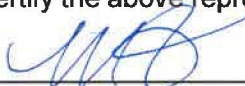
K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. Administration Report

There being no further business before the Airport Commission, the meeting was adjourned at 6:42 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of February 13, 2025.



Meghan Thibodeau
Deputy City Clerk

***** The student representative may cast advisory votes on all matters except those subject to executive session discussion. Advisory votes shall be cast last in the roll call order and shall not affect the outcome of the official commission vote. Advisory votes shall be recorded in the minutes. A student representative may not move or second items during a commission meeting.***