

**KENAI AIRPORT COMMISSION – REGULAR MEETING
MARCH 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 March 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
James Zirul

Paul Minelga, Vice Chair
Cody Whicker
Dan Knesek (*electronic participation*)

A quorum was present.

Absent:

Jacob Caldwell

Also in attendance were:

Derek Ables, Airport Manager
Sarah Conley, Airport Administrative Assistant
Phil Daniel, City Council Liaison
**Joshua Bolling, Student Representative

3. Agenda Approval

MOTION:

Commissioner Zirul **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. February 13, 2025 Regular Meeting Minutes

MOTION:

Commissioner Bielefeld **MOVED** to approve the February 13, 2025 Airport Commission minutes. Commissioner Zirul **SECONDED** the motion.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. Discussion – Airport Campground

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

It was noted that other airports like Fairbanks have an option for all pilots to camp, not just float plane pilots; this was suggested as a potential future use.

2. Discussion/Recommendation - Recommending Council Authorization of a Memorandum of Agreement with Greatland Consulting and Training LLC for Use of the Alaska Regional Fire Training Facility.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council authorization of a Memorandum of Agreement with Greatland Consulting and Training LLC for use of the Alaska Regional Fire Training Facility. 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.**

3. Discussion/Recommendation – Authorizing the City Manager to enter into an Airline Operating Agreement and Terminal Area Lease with Aleutian Airways.

MOTION:

Commissioner Zirul **MOVED** to recommend the City Manager enter into an Airline Operating Agreement and Terminal Area Lease with Aleutian Airways. Commissioner Bielefeld **SECONDED** the motion.

Airport Manager Ables gave a staff report from information provided in the packet; he noted that Aleutian will be operating seasonally to start but plans to operate year-round.

UNANIMOUS CONSENT was requested on the motion.

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

4. Discussion/Recommendation – Recommending Council Award a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Commercial Operations at the Float Plane Basin.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council award a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Commercial Operations at the Float Plane Basin. Vice Chair Minelga **SECONDED** the motion.

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

There was Commission discussion regarding an inconsistency between auto insurance requirements in different agreements.

UNANIMOUS CONSENT was requested on the motion.

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

5. Discussion/Recommendation – Recommending Council Award a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for fuel tank storage at the Float Plan Basin.

MOTION:

Vice Chair Minelga **MOVED** to recommend City Council award a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for fuel tank storage at the Float Plan Basin. Commissioner Zirul **SECONDED** the motion.

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

There was Commission discussion regarding fueling access fees.

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:
 - Attending an airline conference in Colorado next week; will be looking to recruit airlines to Kenai.
2. Commission Chair – No report.
3. City Council Liaison – Council Member Daniel reported on recent actions of the City Council.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – April 10, 2025

Commissioner Whicker noted he will be absent; Vice Chair Minelga noted that he may not attend.

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Zirul shared that he had found an available metal sculpture of a moose.

Commissioner Bielefeld noted that he wants to talk about cameras at the airport due to recent vandalism at Soldotna's airport.

Vice Chair Minelga noted that he had a good conversation with Erik with HDL Engineering on input for the Airport Master Plan.

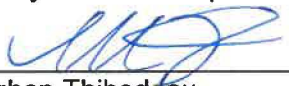
K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. Administrative Report

There being no further business before the Airport Commission, the meeting was adjourned at 6:35 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of March 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.*