

**KENAI AIRPORT COMMISSION – REGULAR MEETING
JUNE 12, 2025 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GLENDA FEEKEN, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Airport Commission was held on June 12, 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
James Zirul

A quorum was present.

Absent:

Cody Whicker

Also in attendance were:

Derek Ables, Airport Manager
Sarah Conley, Airport Administrative Assistant
Phil Daniel, City Council Liaison

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

1. Bronze Bears Project, Mary Bondurant and Christine Cunningham

Ms. Bondurant and Ms. Cunningham provided an update on the Kenai Bronze Bear Sculpture Project, noting it was a community driven project to install a bronze sculpture of a mother bear and her two cubs at Kenai Municipal Airport; the sculpture was designed to connect travelers with our community; tell a story of wildlife and respect for nature; the project has brought together a wide range of partners; and reported that more than half of the funds have been raised, with an additional \$60,000 still needed.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. May 8, Regular Meeting Minutes

MOTION:

Vice Chair Minelga **MOVED** to approve the May 8, 2025 Airport Commission minutes. Commissioner Caldwell **SECONDED** the motion.

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

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

1. **Discussion/Recommendation** - Recommending Council Approve the Sixth Amendment to the Airline Operating Agreement at the Kenai Municipal Airport.

[Clerk's Note: Commissioners Knesek, Bielefeld and Caldwell declared a potential conflict with the Airline Operating Agreement as they were employees of Airlines within the agreement. Chair Feeken ruled a conflict did exist and the Commissioners abstained from discussion and voting on the recommendation.]

MOTION:

Vice Chair Minelga **MOVED** to recommend City Council approval of the Sixth Amendment to the Airline Operating Agreement. Commissioner Zirul **SECONDED** the motion.

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

VOTE:

YEA: Feeken, Minelga, Zirul

NAY: None

ABSENT: Knesek

ABSTENTION: Knesek, Bielefeld, Caldwell

MOTION PASSED.

2. **Discussion/Recommendation** - Recommending Council Approve a Special Use Permit with UPSCO United Parcel Service for Aircraft Parking.

MOTION:

Commissioner Caldwell **MOVED** to recommend City Council approval of a Special Use Permit with United Parcel Services. 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.**

3. **Discussion/Recommendation** - Recommending Council Approve a Special Use Permit with Crowley Fuels LLC for Apron Fueling Area.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council approval of a Special Use Permit with 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.**

4. **Discussion/Recommendation** - Recommending Council Approve a Special Use Permit with Everts Air Fuel, Inc. for Aircraft Parking.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council approval of a Special Use Permit with Everts Air Fuel, Inc. Commissioner Caldwell **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**.

5. **Discussion/Recommendation** - Recommending Council Approve a Lease of Airport Reserve Land for the Property Described as Lot 3, Block 2, General Aviation Apron According to Plan No. 73-68 with Shilling Rentals.

MOTION:

Commissioner Caldwell **MOVED** to recommend City Council approval of a Lease of Airport Reserve Land with Shilling Rentals. Commissioner Bielefeld **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 reminded everyone about the Air Fair next Saturday, June 14, 2025.
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 - July 10, 2025.

J. COMMISSION QUESTIONS AND COMMENTS

In response to questions Airport Manager Ables reported:

- Everts signed their lease, they still need to provide site plans to the city Planner.
- The lot previously identified as Soars lot was cleared and is available for lease.
- The edition of Aleutians Airlines has not negatively impacted ramp activity.

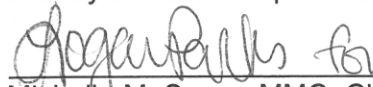
K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. Administrative Report

There being no further business before the Airport Commission, the meeting was adjourned at 6:33 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of June 12, 2025.



Michelle M. Saner, MMC, 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.*