

**KENAI CITY COUNCIL – REGULAR MEETING
APRIL 6, 2022 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
VICE MAYOR JIM GLENDENING, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on April 6, 2022, in City Hall Council Chambers, Kenai, AK. Vice Mayor Glendening called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Vice Mayor Glendening led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Brian Gabriel, Mayor (<i>video conference</i>)	James Baisden
Teea Winger	Deborah Sounart
Jim Glendening, Vice Mayor	Henry Knackstedt

A quorum was present.

Absent: Glenese Pettey

Also in attendance were:

**Silas Thibodeau, Student Representative
Paul Ostrander, City Manager
Scott Bloom, City Attorney
Dave Ross, Police Chief
Tony Prior, Fire Chief
Kathy Romain, Senior Center Director
Christine Cunningham, Human Resources Director
Shellie Saner, City Clerk

3. Agenda Approval

Vice Mayor Glendening noted the following additions to the packet:

- Add to item D.3. **Public Hearing – Ordinance No. 3276-2022**
- Amendment Memo

MOTION:

Council Member Knackstedt **MOVED** to approve the agenda with the requested revisions and requested **UNANIMOUS CONSENT**. Council Member Baisden **SECONDED** the motion.

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

4. Consent Agenda

MOTION:

Council Member Knackstedt **MOVED** to approve the consent agenda. Council Member Winger **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Vice Mayor Glendening opened the floor for public comment; there being no one wishing to be heard, the public comment period was closed.

UNANIMOUS CONSENT was requested.

VOTE: There being no objections, **SO ORDERED.**

All items listed with an asterisk () are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

B. SCHEDULED PUBLIC COMMENTS

1. Jeff Dolifka, Boys & Girls Club, Plans for Kenai Club

Jeff Dolifka, Board President of the Boys and Girls Club of the Kenai Peninsula, gave a presentation on the plans for a new club. He provided a history of the organization and its mission; explained the current shared space model; reported that the organization was looking to purchase their own facility to expand; noted that the Peninsula Community Care Center (PCCC) building would soon be available for sale and requested the Council consider donating the four-acre property adjacent to the PCCC contingent upon the purchase.

C. UNSCHEDULED PUBLIC COMMENTS

Ryan Tunseth spoke in support of the Boys and Girls Club request; thanked the City for temporarily waiving the Gym Rental Fee; and invited the Council to attend the upcoming tournament.

David Haeg updated the Council regarding the importance of the Alaska Grand Jury; explained the purpose of the recent demonstration at the Kenai Courthouse; and provided documentation to the Council regarding the judicial system.

Barbara Ralston reminded everyone that the Bike Rodeo would be on Friday May 3, 2022; she noted that they are still looking for helmet donations or funds for helmet purchases.

Sheryl Main addressed the Council regarding the need for speed bumps within the Central Heights neighborhood; the need for a stop sign on Walker near McDonalds; the trash from McDonald; the need for neighborhood watch signs and signs against human trafficking.

Marion Nelson reminded everyone that the Kenai Fine Art Center, Annual Student Art Show opened on Thursday, April 7, 2022 starting at 4:30; and noted that the next show would be watercolor art.

D. PUBLIC HEARINGS

1. **Ordinance No. 3274-2022** – Increasing Estimated Revenues and Appropriations in the General Fund Parks, Recreation and Beautification Department, and Authorizing an Increase to the Multi-Purpose Facility Management Services Purchase Order to Red Line Sports for Additional Ice Maintenance Services. (Administration)

MOTION:

Council Member Winger **MOVED** to enact Ordinance No. 3274-2022. Council Member Baisden **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Clarification was provided that increased ice rink usage had generated additional revenues exceeding the projections by approximately ten-percent; and expenditures would also increase by approximately \$6,500.

VOTE:

YEA: Knackstedt, Gabriel, Glendening, Baisden, Sounart, Winger

NAY: None

**Student Representative Thibodeau: YEA

MOTION PASSED UNANIMOUSLY.

- 2. **Ordinance No. 3275-2022** – Amending Kenai Municipal Code, Chapter 23.05 – General Provisions, to Add a New Category of Temporary Employee Titled “Program or Project Employee” and Chapter 23.40 – Benefits, to Establish Benefits for this Category and Make Housekeeping Changes. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3275-2022. Council Member Sounart **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Clarification was provided that City Code establishes a six-month limit for temporary employees; temporary employees are exempt from the Public Employees’ Retirement System; and creation of this new category would extend the time allowed for temporary employees beyond six-months.

VOTE:

YEA: Gabriel, Glendening, Baisden, Sounart, Winger, Knackstedt

NAY: None

**Student Representative Thibodeau: YEA

MOTION PASSED UNANIMOUSLY.

- 3. **Ordinance No. 3276-2022** – Accepting and Appropriating a Grant Under the American Rescue Plan Act of 2021 Passed through the Alaska Community Foundation. (Administration)

MOTION FOR INTRODUCTION:

Council Member Knackstedt **MOVED** to introduce Ordinance No. 3276-2022. Council Member Sounart **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE ON INTRODUCTION: There being no objection: **SO ORDERED.**

It was reported that this Ordinance was brought forward for introduction and enactment at the same meeting so that the grand funds could be spent before the end of FY2021.

MOTION FOR SECOND READING:

Council Member Knackstedt **MOVED** to hold a second reading of Ordinance No. 3276-2022. Council Member Sounart **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE ON SECOND READING: There being no objection: **SO ORDERED.**

MOTION FOR ENACTMENT:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3276-2022. Council Member Winger **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

MOTION TO AMEND:

Council Member Knackstedt **MOVED** to amend Ordinance No. 3276-2022 as follows:

- Amend the fourth and sixth Whereas clauses changing June 20, 2022 to June 30, 2022; and,
- Amend Section 2, the second subparagraph, decreasing supplies by \$10,285 and increasing equipment by \$10,285 for an overall supplies total of \$56,715 and an overall equipment total of \$43,285.

UNANIMOUS CONSENT was requested.

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

VOTE ON MOTION TO ENACTMENT AS AMENDED:

YEA: Glendening, Baisden, Sounart, Winger, Knackstedt, Gabriel

NAY: None

**Student Representative Thibodeau: YEA

MOTION TO ENACT AS AMENDED PASSED UNANIMOUSLY.

4. **Resolution No. 2022-20** – Authorizing the City Manager to Enter into an Airline Operating Agreement and Terminal Area Lease with Kenai Aviation. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2022-20. Council Member Sounart **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one else wishing to be heard, the public comment period was closed.

Support was expressed for Kenai Aviation expanding their business; it was noted that they recently acquired a new aircraft that holds up to nine passengers; and there was discussion on the benefits of additional flights in and out of Kenai.

UNANIMOUS CONSENT was requested.

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

5. **Resolution No. 2022-21** – Approving a Sole Source Purchase through Motorola Solutions for the Phase Two Radio Upgrades to the Kenai Dispatch Center, Utilizing Appropriated Department of Homeland Security Grant Funds and City Capital Funds. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2022-21. Council Member Baisden **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Clarification was provided that this is a two-phase project and to properly integrate the second phase the equipment must be the same as used what was used in the first phase; and the Police Department had a good service relationship with Motorola.

UNANIMOUS CONSENT was requested.

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

6. **Resolution No. 2022-22** – Authorizing a Budget Transfer in the General Fund, Police Department for Anticipated Fuel Cost Increases for the Remainder of FY22. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2022-22. Council Member Winger **SECONDED** the motion.

Vice Mayor Glendening opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Clarification was provided that the Kenai Police Department uses Tesoro Fleet cards; further involved stations being used, discounts and exemption from state tax.

UNANIMOUS CONSENT was requested.

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

E. MINUTES

1. *Regular Meeting of January 5, 2022. (City Clerk)

Approved by the consent agenda.

F. UNFINISHED BUSINESS – None.

G. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)

Approved by the consent agenda.

2. ***Action/Approval** - Purchase Orders Over \$15,000. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** – Liquor License Renewals for The White Moose, New Peking Restaurant and Jersey Subs. (City Clerk)

Approved by the consent agenda.

4. ***Ordinance No. 3277-2022** – Accepting a Grant from the Federal Aviation Administration Under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021 and Appropriating Funds into the Special Revenue Fund. (Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

5. ***Ordinance No. 3278-2022** – Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement Amendment to Complete Design

Phase Services for the Kenai Municipal Airport Runway Rehabilitation Project.
(Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

6. ***Ordinance No. 3279-2022** – Accepting and Appropriating a State of Alaska Grant Passed through the Southern Region EMS Council, Inc., for Three Scoop Stretchers, Three Adult Vacuum Splints and Three Pediatric Vacuum Splints.
(Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

7. ***Ordinance No. 3280-2022** – Accepting and Appropriating a Volunteer Fire Assistance Grant from the United States Department of Agriculture Forest Service Passed through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment. (Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

8. ***Ordinance No. 3281-2022** – Accepting and Appropriating an American Rescue Plan Act Grant Passed through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency. (Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

9. ***Ordinance No. 3282-2022** – Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue Fund and Wastewater Treatment Plant Improvements Capital Project Fund to Provide Supplemental Funding for the Sludge Press Replacement Project. (Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

10. ***Ordinance No. 3283- 2022** – Authorizing a Budget Revision in the Airport Special Revenue Fund and Increasing Estimated Revenues and Appropriations in the Terminal Improvement Capital Project Fund for Design Services for the Terminal Landscaping Project. (Administration)

Introduced by the consent agenda and Public Hearing set for April 20, 2022.

11. **Action/Approval** – Special Use Permit to State of Alaska, Department of Natural Resources, Division of Forestry for Aircraft Loading and Parking. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to approve the Special Use Permit to the State of Alaska, Department of Natural Resources, Division of Forestry. Council Member Baisden **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

12. **Discussion/Action** – Scheduling Special Meeting(s) for Individual Council Employee Personnel Evaluations to be conducted between April 20 – April 26. (Mayor Gabriel)

It was reported that evaluations for the City Manager, City Attorney and City Clerk are conducted annually by the Council; and the three employees will be submitting a letter to Council outlining their goals and accomplishments prior to the evaluations.

The City Attorney and Clerks Evaluation was scheduled for 5:00 p.m. on April 25, 2022; the City Manager Evaluation was scheduled for 5:00 p.m. on April 26, 2022.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging – No report. Next meeting April 14, 2022.
2. Airport Commission – No report. Next meeting April 14, 2022.
3. Harbor Commission – April 11, 2022 meeting was cancelled, next meeting May 9, 2022.
4. Parks and Recreation Commission – No report. Next meeting on April 7, 2022 will be a Work Session.
5. Planning and Zoning Commission – Vice Mayor Glendening reviewed the actions of the March 23, 2022. Next meeting April 13, 2022.
6. Beautification Committee – No report. Next meeting May 10, 2022.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Thanked Vice Mayor Glendening for chairing the meeting.
- Thanked everyone for the thoughts and prayers for his family.
- Reported traveling to Juneau with City Manager Ostrander on March 22-23, 2022 where they advocated for General Obligation Bond Package.
- Attended the Senior Center, March for Meals Fundraiser, noting it was great fun.
- Congratulated Deputy Clerk Thibodeau on receiving a scholarship to attend the Northwest Clerk's Institute.

J. ADMINISTRATION REPORTS

1. City Manager – City Manager Ostrander reported on the following:
 - May 2nd the McKinley Group will share the results of Kenai Waterfront Revitalization public visioning session that took place in February; and on May 3rd the concepts workshop will begin at 8:00 a.m.
 - Still working on the National Flood Insurance Program and the number of parcels impacted are not yet known.
 - Meeting with members from the hockey community to better understand the ice needs at the Multipurpose Facility; and August 2nd is the projected date for having the ice back in.
 - Meeting with the Department of Transportation (DOT) Commissioner to discuss using rock from a quarry on state land for the Bluff Erosion Project; additionally, working with the Kenai Peninsula Borough (KPB) to potentially use one of the KPB quarries.

- Reported Fire Chief Prior will be taking the lead the best use federal funds received for spruce bark beetle mitigation and collaboration efforts with the KPB and State of Alaska Division of Forestry.
 - A kickoff meeting with the DOT for the Bridge Access Road Pathway Project.
 - Commended the Parks and Recreation Department for clearing snow off of the high school sports fields at Kenai Central and Nikiski.
 - Reported that Don Hendrickson was promoted to Building Inspector and that Randi Broyles had been hired as the Assistant to the City Manager.
2. City Attorney – No report.
 3. City Clerk – City Clerk Saner reported on the following:
 - Reported that as a scholarship recipient, Deputy Clerk Thibodeau will attend the Northwest Clerk’s Institute at the University of Puget Sound in June.
 - Coordinating with the State of Alaska Division of Elections for the upcoming primary special election; reported that Kenai City Hall will be an absentee voting station from May 27th through June 10th, and an in-person absentee station on Election Day (June 11th).

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)

April Orth stated that she had received voter mailers that were not hers and recommended options be identified for the public who receive errant mailers.

Marion Nelson thanked Public Works Director Curtin for attending the Kenai Fine Art Center Board meeting to discuss building improvements; reported they would be applying for a Rasmussen grant; and discussed other building projects.

2. Council Comments

Vice Mayor Glendening noted his attendance at the Senior Center Pie Auction; commented on a common theme in recent discussions related to the idea of providing opportunities for youth; and expressed his hopes for the opportunity to utilize the State of Alaska and KPB quarries for the Bluff Erosion Project.

Council Member Knackstedt stated his appreciation for the opportunity to utilize the State quarry for materials, and thanked Vice Mayor Glendening for chairing the meeting.

Council Member Winger thanked everyone who made purchases to support the sixth-grade camp fundraiser; thanked Senior Center Director Romain for the great time at the Senior Center Pie Auction; noted upcoming Easter events at the Library; and thanked Hilcorp for the donation of sweatshirts given to the Soldotna Whalers Wrestling Club.

Council Member Sounart thanked Senior Center Director Romain for the Senior Center Pie Auction event and everyone who donated and purchased cakes.

Student Representative Thibodeau stated he was glad to be back; reported Kenai Central High School’s Prom would be during the upcoming weekend; thanked the City for clearing the sports fields; and provided an update on band events, stating they would be the first in state to play a newly composed song called “Kiev 2022.”

L. EXECUTIVE SESSION – None.

M. PENDING ITEMS – None.

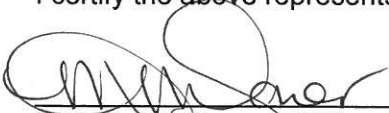
N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000
2. Kenai Historical Society March Newsletter

There being no further business before the Council, the meeting was adjourned at 8:54 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 6, 2022.



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 in the rotation of the official council vote and shall not affect the outcome of the official council vote. Advisory votes shall be recorded in the minutes. A student representative may not move or second items during a council meeting.*