

**KENAI CITY COUNCIL – REGULAR MEETING  
NOVEMBER 2, 2022 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
MAYOR BRIAN GABRIEL, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai City Council was held on November 2, 2022, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Mayor Gabriel led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Brian Gabriel, Mayor	James Baisden
Teea Winger	Deborah Sounart
Victoria Askin	Alex Douthit
Henry Knackstedt	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager  
Scott Bloom, City Attorney  
Terry Eubanks, Finance Director  
Dave Ross, Police Chief  
Scott Curtin, Public Works Director  
Shellie Saner, City Clerk

**3. Agenda Approval**

Mayor Gabriel noted the following additions to the Packet:

Add item O.2.	<b>Informational Items</b>
	<ul style="list-style-type: none"><li>• Photo</li><li>• KMC 13.30.030 and 13.30.065</li></ul>

**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. Election of Vice Mayor**

**MOTION:**

Council Member Knackstedt **MOVED** to nominate Council Member Baisden as Vice Mayor.

Having no other nominations and hearing no objections Council Member Baisden was elected as Vice Mayor.

## 5. Consent Agenda

### **MOTION:**

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

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

Mayor Gabriel 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 objection; **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** – None.

**C. UNSCHEDULED PUBLIC COMMENTS** – None.

### **D. PUBLIC HEARINGS**

- 1. Ordinance No. 3320-2022** - Accepting and Appropriating a Donation from Hilcorp Energy Company to Assist with the Annual Area-Wide Senior Thanksgiving Dinner. (Administration)

### **MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3320-2022. Council Member Sounart **SECONDED** the motion.

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

There was discussion regarding the previous donations from Hilcorp Energy Company and Council Members expressed their gratitude for the annual donation.

### **VOTE:**

YEA: Baisden, Gabriel, Douthit, Sounart, Knackstedt, Askin, Winger

NAY: None

**MOTION PASSED UNANIMOUSLY.**

- 2. Resolution No. 2022-74** - Establishing Dates for Regular Meetings of the City Council for 2023. (City Clerk)

### **MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2022-74. Council Member Baisden **SECONDED** the motion.

Mayor Gabriel 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 objection; **SO ORDERED.**

**E. MINUTES**

1. \*Regular Meeting of October 19, 2022. (City Clerk)

**F. UNFINISHED BUSINESS – None.**

**G. NEW BUSINESS**

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

Approved by the consent agenda.

2. \***Action/Approval** – Granting a Utility Easement to Homer Electric Association, Inc. within Lot 2, Block 5, General Aviation Apron Subdivision No. 1 Amended. (Administration)

Approved by the consent agenda.

3. **Action/Approval** - Mayoral Liaison Nominations for Appointment to Committees and Commissions. (Mayor Gabriel)

- Council on Aging – Council Member Sounart
- Airport Commission – Council Member Askin
- Harbor Commission – Council Member Douthit
- Parks & Recreation Commission – Council Member Knackstedt
- Planning & Zoning Commission – Council Member Baisden
- Beautification Committee – Council Member Winger
- Mini Grant Steering Committee – Mayor Gabriel
- Supervisory Sub-Committee – Council Member Knackstedt

**MOTION:**

Council Member Baisden **MOVED** to confirm the Mayoral Liaison Nominations for Appointment and to appoint Council Member Knackstedt as a member of the Supervisory Sub-Committee. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel 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 objection; **SO ORDERED.**

4. **Action/Approval** - Confirmation of Mayoral Nomination for Appointment to the Council on Aging. (Mayor Gabriel)

- Glenese Pettey – Partial Term ending December 31, 2025.

**MOTION:**

Council Member Knackstedt **MOVED** to confirm the Mayoral nomination for appointment to the Council on Aging. Council Member Baisden **SECONDED** the motion.

Mayor Gabriel 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 objection; **SO ORDERED.**

**5. Action/Approval** - Confirmation of Mayoral Nominations for Partial Term Appointments to the Planning and Zoning Commission. (Mayor Gabriel)

- James Glendening – Partial Term ending December 31, 2023.
- John Coston – Partial Term ending December 31, 2022.

**MOTION:**

Council Member Knackstedt **MOVED** to confirm the Mayoral nominations for partial term appointments to the Planning and Zoning Commission. Council Member Askin **SECONDED** the motion.

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

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

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

**6. Action/Approval** - Confirmation of Mayoral Nominations for Appointments to the Planning and Zoning Commission for Terms Beginning January 1, 2023. (Mayor Gabriel)

- Diane Fikes – Three-Year Term ending December 31, 2025.
- John Coston – Three-Year Term ending December 31, 2025.

**MOTION:**

Council Member Knackstedt **MOVED** to confirm the Mayoral nominations for appointments to the Planning and Zoning Commission for Terms Beginning January 1, 2023 and Ending December 31, 2025. Council Member Baisden **SECONDED** the motion.

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

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

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

**7. Discussion** - Employee Subcommittee Report on City Manager Recruitment. (Mayor Gabriel)

**MOTION:**

Council Member Douthit **MOVED** direct the Supervisory Subcommittee to develop a top candidate list from the applications received and to deliver all applications to the City Council. Council Member Baisden **SECONDED** the motion.

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

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

**8. Discussion** - Rescheduling Joint Work Session with Kenaitze Indian Tribe. (Administration)

Clarification was provided regarding the need to cancel the Joint Work Session scheduled prior to this meeting; that an agenda will be provided for the next meeting.

The work session was scheduled for January 4, 2023 beginning at 4:45 p.m. through 5:45 p.m.

**H. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging

No report, next meeting November 10, 2022.

2. Airport Commission

No report, next meeting November 10, 2022.

3. Harbor Commission  
No report, next meeting November 7, 2022.

4. Parks and Recreation Commission  
No report, next meeting November 3, 2022.

5. Planning and Zoning Commission  
No report, next meeting November 9, 2022.

6. Beautification Committee  
No report, January 11, 2022.

7. Mini-Grant Steering Committee  
Mayor Gabriel reported that the Mini Grant program was temporarily suspended for a review and rewrite of the policy.

#### **I. REPORT OF THE MAYOR**

Mayor Gabriel reported on the following:

- Congratulated Vice Mayor Baisden
- Reminded everyone to vote in the General Election next Tuesday, November 8, 2022.
- The American Legion would be holding a Veterans Day event on November 11, 2022.

#### **J. ADMINISTRATION REPORTS**

1. City Manager – City Manager Ostrander reported on the following:

- The challenges when the first snow event of the year was a large event and the number of calls that came in due to the snow removal.
- Identified the hazards to the equipment and drivers when property owners pushed snow into the roadways, and the difficulty in identifying the individual who actually pushed the snow into the roadway.
- Limited number of towing companies generated a problem with towing vehicles that are parked in the roadway.
- Attended the Kenai Peninsula Municipal Managers meeting in Homer.
- He would be providing presentations on the Bluff Stabilization Project to Unocal Retirees and the Kenai Historical Society.
- Working on the Project Partnership Agreement with the Army Corps of Engineers to establish the responsibility of the Corps and the responsibilities of the City for the Bluff Stabilization Project.

There was discussion regarding what other small municipalities do with regards to on street parking during the winter months; the ability to higher an on-call operator or contract for help during high snow events; the CDL requirement for operators who run the sander; a temporary officer in the Police Department for issuing citations for on street parking; and concerns were stated for the senior residents who have issues with berms in their driveways.

2. City Attorney – No report.

3. City Clerk – No report.

#### **K. ADDITIONAL PUBLIC COMMENTS**

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*)

Virginia Shook addressed the Council regarding the snow conditions and the difficulties for her and her husband when berms are left at the end of the driveway, noting that many in her neighborhood were unable to shovel the berms.

## 2. Council Comments

Council Member Douthit thanked the Council for his first meeting, noting he was glad to be on the Council.

Council Member Sounart welcomed the new Council Members and reminded everyone to drive safe in the snow.

Council member Winger thanked the roads crew for their work; reminded everyone Sunday is daylight savings and to not forget to check their smoke detectors and CO2 detector batteries; offered to assist neighbors with shoveling; reminded everyone to vote next Tuesday; and reminded everyone to be safe while driving in these conditions.

Vice Mayor Baisden also extended the offer of helping neighbors shovel and reported that the Kenai Central High School Volley Ball team was undefeated this season and would hosting regional competition.

Council Member Knackstedt welcomed the new Council Members; congratulated Council Member Baisden on his election to Vice Mayor; and noted that the decision to move toward paperless packets and issuing electronic devices for Council was to reduce the printing costs to the Clerk's Office.

## L. EXECUTIVE SESSION – None.

1. Review and Discussion of City Manager Interview Questions and Applicant Selection Process. [AS 44.62.310(C)(3) matters which by law, municipal charter, or ordinance are required to be confidential.]

### **MOTION:**

Council Member Knackstedt **MOVED** to enter into Executive Session. Council Member Baisden **SECONDED** the motion.

### **VOTE:**

YEA: Sounart, Knackstedt, Askin, Winger, Baisden, Gabriel, Douthit,

NAY: None

**MOTION PASSED UNANIMOUSLY.**

### **MOTION:**

Council Member Knackstedt **MOVED** to reconvene into regular session. Council Member Baisden **SECONDED** the motion.

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

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

*[Clerk's Note: The Council entered into Executive Session at 7:25 p.m. and reconvened into regular session at 8:10 p.m.]*

It was reported that the Council met in Executive Session and reviewed the City Manager interview questions and set the Special Meeting to select applicants for interviews for December 10, 2022 at 6:00 p.m.

## M. PENDING ITEMS – None.

## N. ADJOURNMENT

**O. INFORMATIONAL ITEMS**

1. DNR Notice of Public Scoping for Possible Regulations Regarding Derelict Vessels

There being no further business before the Council, the meeting was adjourned at 8:17 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of November 2, 2022.



Michelle M. Sauer, 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.*