

**KENAI CITY COUNCIL – REGULAR MEETING
MARCH 5, 2025 – 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 March 5, 2025, 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
Phil Daniel
Victoria Askin
Sovala Kisená

Henry Knackstedt, Vice Mayor
Deborah Sounart
Alex Douthit (*remote participation*)

A quorum was present.

Also in attendance were:

**Xiling Tanner, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
Katja Wolf, Library Director
Tyler Best, Parks and Recreation Director
Lee Frey, Public Works Director
Derek Ables, Airport Manager
Dave Ross, Police Chief
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

MOTION:

Vice Mayor Knackstedt **MOVED** to approve the agenda and consent. 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 on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

There being no one else wishing to comment, 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 ADMINISTRATIVE REPORTS** - None.

C. **SCHEDULED PUBLIC COMMENTS** - None.

D. **UNSCHEDULED PUBLIC COMMENTS** - None.

E. **PUBLIC HEARINGS**

1. **Ordinance No. 3451-2025** - Accepting and Appropriating Donations to the Kenai Community Library for Library Materials, Equipment, Furniture, and Programming. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3451-2025. Council Member Daniel **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.

Gratitude was expressed for the donations.

VOTE:

YEA: Sounart, Gabriel, Kisen, Douthit, Askin, Knackstedt, Daniel

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

2. **Ordinance No. 3452-2025** - Accepting and Appropriating a Polar Bear and Brown Bear Taxidermy Donation from the Warren E Johnson Estate for Display in the Kenai Municipal Airport Terminal. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3452-2025. 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.

Gratitude was expressed for the donations.

VOTE:

YEA: Gabriel, Kisen, Douthit, Askin, Knackstedt, Daniel, Sounart

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

3. **Ordinance No. 3453-2025** - Amending Kenai Municipal Code Chapter 7.15 - Purchases and Sales, Sections 7.15.060 - Procurement of Professional Services and 7.15.070 - Innovative Procurements and Other Exceptions, to Allow Insurance Coverages to be Procured by Direct Negotiation and Authorize Other Procurement Exceptions Subject to City Council Approval by Resolution. (Knackstedt)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3453-2025. 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.

It was reported that ordinance would allow direct negotiations for insurance, addressing current challenges within the insurance market; and provide the City Manager the authority to negotiate purchases in specific situations, with final approval by the Council.

VOTE:

YEA: Kisená, Douthit, Askin, Knackstedt, Daniel, Sounart, Gabriel

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

- 4. Ordinance No. 3454-2025** - Amending Kenai Municipal Code 23.35.032 - Arbitration Panel to Amend the Member Terms from Indefinite Terms to Three-Year Terms. (City Clerk)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3454-2025. 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.

It was reported that the ordinance would establish three-year staggered terms for the members; notice would go out to Council and Employees in October of each year that nominations were being accepted.

VOTE:

YEA: Douthit, Askin, Knackstedt, Daniel, Sounart, Gabriel, Kisená

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

- 5. Ordinance No. 3455-2025** - Authorizing the Purchase of a Used Ventrac Tractor and Attachments from KNC Golf, Inc., that Deviates from Procurement Procedures Authorized by Kenai Municipal Code Chapter 7.15 Purchases and Sales. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3455-2025. 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.

It was reported that the Ventrac Tractor was similar to the one included in the FY25 budget not yet purchased; this unit included attachments not originally planned for purchase; and the purchase is expected to provide cost savings, efficiency and enhance functionality for the Parks and Recreation Department.

Appreciation was expressed for the opportunity to purchase the tractor.

VOTE:

YEA: Askin, Knackstedt, Daniel, Sounart, Gabriel, Kisená, Douthit

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

6. Resolution No. 2025-16 - Authorizing a Professional Service Agreement and Corresponding Purchase Order for the 2026 Airport Perimeter and Security Fence Line Improvement Project for the Kenai Municipal Airport. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-16. 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.

It was reported that \$38,000 was the total project cost; the City would pay up front and the Federal Aviation Administration would later reimburse up to 95% of the project cost.

UNANIMOUS CONSENT was requested.

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

7. Resolution No. 2025-17 - Authorizing the City Manager to Renew the Memorandum of Understanding for the Kenai Watershed Forum Kenai River Water Quality Monitoring Program. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-17. Council Member Daniel **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment.

Kenai Watershed Forum, Executive Director Trent Dodson and Environmental Scientist Benjamin Meyer addressed the Council in support of Resolution No. 2025-17 noting the project monitors various water quality concerns; working with multiple partners for 24-years has been cost-effective; the Memorandum of Understanding (MOU) demonstrates community support; and outlined the crucial role local government has in the process when providing financial support.

There was discussion regarding the reduced funding City last year; use of the City's lab equipment was not compatible with their analysis process; the City was currently not providing an in-kind support; the MOU did not commit the City to funding; and funding should be discussed at a separate meeting.

UNANIMOUS CONSENT was requested.

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

8. Resolution No. 2025-18 - Authorizing the Use of the Fleet Replacement Fund for the Purchase of Equipment to Upfit Three New Police Vehicles. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-18. 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.**

F. MINUTES

1. *Regular Meeting of February 19, 2025. (City Clerk)

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. *Action/Approval - Non-Objection to the Issuance of a Package Store Sampling Endorsement for Three Bears Alaska, Inc. DBA Three Bears - License No. 4118. (City Clerk)

Approved by the consent agenda.

3. *Action/Approval - Non-Objection to the Issuance of a Restaurant Endorsement for Salamatof Cannery Lodge, LLC. DBA Salamatof Cannery Lodge - License No. 15960. (City Clerk)

Approved by the consent agenda.

4. *Action/Approval - Non-Objection to the Renewal of a Seasonal Golf Course Liquor License for Griffin Golf, LLC. DBA Kenai Golf Course - License No. 5788. (City Clerk)

Approved by the consent agenda.

5. *Action/Approval - Non-Objection to the Renewal of a Package Store Liquor License for AK, Inc. DBA Speedway Express - License No. 4544. (City Clerk)

Approved by the consent agenda.

6. *Action/Approval - Non-Objection to the Renewal of a Retail Marijuana Store License and a Standard Marijuana Cultivation License for Majestic Gardens LLC., DBA: Majestic Gardens LLC. - License No.'s 15393 and 15395. (City Clerk)

Approved by the consent agenda.

7. *Action/Approval - Non-Objection to the Renewal of a Restaurant Eating Place Liquor License for Ramon Gonzalez DBA Playa Azul - License No. 5224. (City Clerk)

Approved by the consent agenda.

8. *Ordinance No. 3456-2025 - Accepting and Appropriating a Grant Received Through Best Friends Animal Society to the Kenai Animal Shelter for Attendance at the Best Friends National Conference. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

9. *Ordinance No. 3457-2025 - Accepting and Appropriating Donations Designated by Tom Anderson from the Alaska Community Foundation for the Construction of Softball Dugouts and the Dedication of a Dugout in Memoriam of Hannah Hill. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

10. *Ordinance No. 3458-2025 - Accepting and Appropriating a Grant Received Through the Alaska Geriatric Exchange Network to the Kenai Senior Center for Attendance at the 2025 Legislative Fly-In. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

11. *Ordinance No. 3459-2025 - Determining that Real Property Described as Lot 10, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the

Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

- 12. *Ordinance No. 3460-2025** - Determining that Real Property Described as Lot 11, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

- 13. *Ordinance No. 3461-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning the Properties at 202 North Forest Drive and 1408 Second Avenue from Suburban Residential (RS) to General Commercial (CG) Zoning District. (Administration)

Introduced by the consent agenda and Public Hearing set for March 19, 2025.

- 14. Action/Approval** - Harbor Commission 2025 Work Plan. (City Clerk)

MOTION:

Council Member Kisena **MOVED** to approve the Harbor Commission 2025 Work Plan. Vice Mayor Knackstedt **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

- 15. Action/Approval** - Nominations Received for Council Consideration of Robert Molloy and Vaughn Dosko for Appointment to the Personnel Arbitration Board. (City Clerk)

MOTION:

Vice Mayor Knackstedt **MOVED** to appoint Robert Molloy and Vaughn Dosko to the Personnel Arbitration Board. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting March 13, 2025.

2. Airport Commission

No report, next meeting March 13, 2025.

3. Harbor Commission

No report, March 10, 2025 meeting cancelled.

4. Parks and Recreation Commission

No report, next meeting March 6, 2025

5. Planning and Zoning Commission

Council Member Askin reported on the February 26, 2025 meeting, next meeting March 12, 2025.

6. Beautification Commission

No report, next meeting April 8, 2025.

J. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Attending the February 24, 2025 Biennial Training and Recognition Event.
- Traveling to Juneau with City Manager Eubank, meeting with the legislative delegates.
- Reminded everyone the Annual Financial Disclosure Statements were due by April 15, 2025.

K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:

- New 14-hour Administrative Assistant for the Police Department started.
- Currently recruiting for a Firefighter, Utility Lead Operator and Police Department temporary Enforcement Officers.
- Employee Appreciation Event scheduled for April 26, 2025.
- Juneau trip included meetings with Senate and House leaders, the Department of Transportation, and Governor's Office members.
- Meeting with Senator Bjorkman, Department of Transportation and Department of Corrections regarding Wildwood Drive improvements.
- Joint Administrative Redaction policy was developed working with the City Attorney and City Clerk in response to the recent email phishing scam, targeting City applicants.
- Working on a new Airline Operating agreement to be presented to the Airport Commission for recommendation to Council.
- Provided an update on Public Works activities and the Budget Process.
- The State of the City Presentation is scheduled for the Kenai Chamber luncheon on April 2, 2025.

2. City Attorney - No report.

3. City Clerk - City Clerk Saner reported on the following:

- There were still three vacancies on the Personnel Arbitration Board, nominations will be accepted until all vacancies are filled.

L. ADDITIONAL PUBLIC COMMENTS

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

2. Council Comments

Council Member Douthit reminded everyone about the upcoming Kenai Senior Center March for Meals, the theme this year is Gilligan's Island and he wished everyone a good spring break.

Student Representative Tanner provided an overview of upcoming sporting events for Kenai Central Highschool.

Council Member Sounart said she was busy with the Kenai Performers working on Little Shop of Horrors, this was the first time using a pit orchestra since 2020; and that she was looking forward to the upcoming March for Meals event.

Council Member Askin said she was looking forward to the March for Meals event; said the training event was well done; congratulated Student Representative Tanner for taking first place during the training event quiz; and reminded everyone to set their clocks ahead next Sunday.

Council Member Daniel said he enjoyed the training and appreciation event; and thanked the City Manager for working with the Salamatof native Association to schedule a Joint Work Session.

Council Member Kisenia stated his appreciation for the training and appreciation event; congratulated Student Representative Tanner on his first-place win; and reported attending the Alaska Municipal League - Joint Insurance Association, Risk Management Seminar.

Council Member Knackstedt thanked staff for the training and appreciation event; reported moving materials for the Triumvirate Theatre with Council Member Douthit; reminded everyone that Friday would be the First Friday at both the Kenai Fine Art Center and Chamber of Commerce.

M. EXECUTIVE SESSION - None.

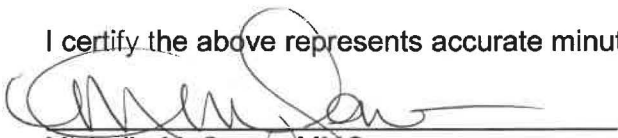
N. PENDING ITEMS - None.

O. ADJOURNMENT

P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 7:09 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of March 5, 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 will not affect the outcome of the official council vote. Advisory votes will be recorded in the minutes. A student representative may not move or second items during a council meeting.***