

**KENAI CITY COUNCIL – REGULAR MEETING
NOVEMBER 19, 2025 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR HENRY H. KNACKSTEDT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on November 19, 2025, in City Hall Council Chambers, Kenai, AK. Mayor Knackstedt called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Knackstedt led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Henry Knackstedt, Mayor
Phil Daniel
Bridget Grieme

Victoria Askin, Vice Mayor
Deborah Sounart
Sovala Kisenia

A quorum was present.

Absent:

None

Also in attendance were:

**Josh Bolling, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Kevin Buettner, Planning Director
Lee Frey, Public Works Director
Dave Ross, Police Chief
Logan Parks, Deputy City Clerk
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Knackstedt noted the following additions to the Packet:

Add to item E.1.

Council Appointment

- Public Comments

Add to item F.2.

Public Hearing - Ordinance No. 3493-2025

- Amendment Memo

MOTION:

Vice Mayor Askin **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Phil Daniel **SECONDED** the motion.

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

Mayor Knackstedt opened the floor for public comment on consent agenda items; 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 ADMINISTRATIVE REPORTS - None.

C. SCHEDULED PUBLIC COMMENTS - None.

D. UNSCHEDULED PUBLIC COMMENTS - None.

E. COUNCIL APPOINTMENT

1. Selection of Appointee with the Continuation of Interviews if Needed. *[Clerk's Note: Council May Convene into Executive Session to Discuss this Agenda Item which May be a Subject that Tends to Prejudice the Reputation and Character of the Candidate for the Vacant City Council Seat. (AS 44.62.310(C)(2))]*

It was reported that a vacancy on City Council was declared on October 15, 2025, with an effective date of October 20, 2025. Pursuant to Kenai Municipal Charter Section 2-9, Council vacancies are filled by appointment. Four qualified applicants applied and were interviewed during a work session prior to the meeting; and a review of the voting procedures as established in Council Policy 20.220 was provided.

MOTION:

Vice Mayor Askin **MOVED** to begin the voting process by secret ballot. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

FIRST VOTE:

Douthit	Miller	Petty	Bannock
6	2	9	1

Applicants Alexander Douthit, Michelle Miller Obay, and Glenese Petty were moved forward to the second Voting Cycle.

SECOND VOTE:

Douthit	Miller	Petty
6	4	8

Applicants Alexander Douthit and Glenese Petty were moved forward to the third Voting Cycle.

THIRD VOTE:

Douthit	Petty
2	4

MOTION:

Vice Mayor Askin **MOVED** to appoint Glenese Pettey to City Council. Council Member Sounart **SECONDED** the motion.

VOTE:

YEA: Knackstedt, Sounart, Askin, Kisen

NAY: Daniel, Grieme

MOTION PASSED.

2. Appointee Oath of Office

[Clerk's Note: Newly appointed Council Member Pettey was administered her oath of office.]

F. PUBLIC HEARINGS

1. **Ordinance No. 3492-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Streets Department for Replacement of Damaged Guard Rail on Beaver Loop Road. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3492-2025. Council Member Sounart **SECONDED** the motion.

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

MOTION TO AMEND:

Vice Mayor Askin **MOVED** to amend Ordinance No. 3492-2025 as follows:

Insert a new fourth WHEREAS clause to read, "the damage is covered by the City's insurance less a \$1,000 deductible; and,"

Amend Section 1, to read, "That estimated revenues and appropriations in the General Fund – Streets Department are hereby increased as follows:

General Fund:

Increase Estimated Revenues -

[APPROPRIATION OF FUND BALANCE] Restitution \$19,000

Increase Appropriations – Street Department -

Repair and Maintenance \$19,000"

Council Member Sounart **SECONDED** the motion.

VOTE ON MOTION TO AMENDED:

YEA: Sounart, Askin, Grieme, Kisen, Pettey, Knackstedt, Daniel

NAY: None

**Student Representative Bolling: YEA

MOTION TO AMEND PASSED.

Clarification was provided regarding price increases; damage to City property; and restitution claims.

VOTE ON MAIN MOTION AS AMENDED:

YEA: Sounart, Askin, Grieme, Kisen, Pettey, Knackstedt, Daniel

NAY: None

**Student Representative Bolling: YEA

MAIN MOTION AS AMENDED PASSED.

2. **Ordinance No. 3493-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Buildings Department for Replacement of the Cooling System in the City's Data Center. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3493-2025. Council Member Sounart **SECONDED** the motion.

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

MOTION TO AMEND:

Vice Mayor Askin **MOVED** to amend Ordinance No. 3493-2025 as follows:

Amend the third Whereas clause to read, "the cost to replace the cooling system is estimated at \$[20,000] 25,000 which was not budgeted; and"

Council Member Pettey **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to amend.

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

VOTE ON MAIN MOTION AS AMENDED:

YEA: Askin, Grieme, Kisen, Pettey, Knackstedt, Daniel, Sounart

NAY: None

****Student Representative Bolling: YEA**

MAIN MOTION AS AMENDED PASSED.

3. **Ordinance No. 3494-2025** - Amending the Official Zoning Map by Rezoning Seven Lots and One Tract to Urban Residential and Two Tracts to Suburban Residential Along Redoubt Avenue, from 4th Street to Floatplane Road. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3494-2025. Council Member Pettey **SECONDED** the motion.

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

Clarification was provided regarding rural residential and urban residential zoning.

VOTE:

YEA: Grieme, Kisen, Pettey, Knackstedt, Daniel, Sounart, Askin

NAY: None

****Student Representative Bolling: YEA**

MOTION PASSED.

4. **Ordinance No. 3495-2025** - Authorizing the Reallocation of Capital Project Funds, an Increase to Estimated Revenue and Expenditures, and Approving the Sole-Source Purchase of Two Patient Power Load Systems for Ambulances. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3495-2025. Council Member Sounart **SECONDED** the motion.

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

Clarification was provided regarding the purpose of the devices and future eligibility of the City for grant funding for the purchases.

VOTE:

YEA: Kisen, Pettey, Knackstedt, Daniel, Sounart, Askin, Grieme

NAY: None

**Student Representative Bolling: YEA

MOTION PASSED.

G. MINUTES

1. *Regular Meeting of November 5, 2025. (City Clerk)

H. UNFINISHED BUSINESS - None.

I. NEW BUSINESS

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

Approved by the consent agenda.

2. *Action/Approval - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)

Approved by the consent agenda.

3. *Action/Approval - Amending Special Use Permit for Weaver Brothers, Inc. for Truck Trailer Storage. (Administration)

Approved by the consent agenda.

4. Action/Approval - Directing the Administration to Bring Forward the Legislation Necessary to Sunset the City of Kenai Harbor Commission. (City Clerk)

MOTION:

Vice Mayor Askin **MOVED** to direct the Administration to bring forward the necessary legislation. Council Member Sounart **SECONDED** the motion.

Clarification was provided that the City would still be eligible for grant funding for improvements at the City Dock; and the Harbor Commission could be reinstated if needed in the future.

UNANIMOUS CONSENT was requested on the motion.

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

5. Discussion/Action - Scheduling a Work Session to Discuss Challenger Center. (Administration)

The work session was scheduled for December 17, 2025 at 5:00pm.

J. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

Vice Mayor Askin reported on the November 13, 2025 meeting, next meeting December 11, 2025.

2. Airport Commission

Council Member Sounart reported on the November 13, 2025 meeting, next meeting December 11, 2025.

3. Harbor Commission

Council Member Kisen reported on the November 10, 2025 meeting, next meeting December 8, 2025.

4. Parks and Recreation Commission

No report, next meeting December 4, 2025.

5. Planning and Zoning Commission

Council Member Kisena reported on the November 12, 2025 meeting, next meeting December 10, 2025.

6. Beautification Commission

No report.

K. REPORT OF THE MAYOR

Mayor Knackstedt reported on the following:

- Congratulated Council Member Pettey on her appointment and thanked all applicants for their interest.
- Attending the November 19, 2025 Chamber of Commerce Meeting; the Bronze Bear Project unveiling; and a transportation meeting with Kenaitze Indian Tribe.
- Meeting with the City's auditor team, noting the annual audit report was anticipated to be complete in January.
- Recognized the Kenai Central High School Girls' Varsity Volleyball team for their accomplishments.

L. ADMINISTRATION REPORTS

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

- Police Officer Herrin resigned after ten-years of service.
- Welcomed Laura Russel to the Library, Dawson Shagin to the Streets Department, and Christina Case to the Wastewater plant.
- Ongoing recruitment for Airport Manager and Police Officer.
- Attending the 2025 Municipal Tax Conference in Anchorage.
- The community survey reached its target sample of 300 responses; it will be opened to the public next week.
- Meeting with the Federal Aviation Administration to discuss Airport capital planning, compliance, and updates.
- Grant Aviation has resumed a normal schedule; added a third daily plane on weekends surrounding Thanksgiving; and added additional weekday round.
- Aleutian has reduced flights to three per week due to aircraft availability and pending FAA approval of an alternative aircraft; service is expected to increase once approval is received.
- A conditional offer has been extended for the Chief Animal Control Officer.

2. City Attorney - No report.

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

- December 3, 2025 Work Session City election preparations.

M. ADDITIONAL PUBLIC COMMENTS

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

Duane Bannock congratulated Council Member Pettey and thanked the Council for the opportunity to speak; expressed concerns about the City's condition; thanked the Council for their service; and said he will continue providing input in the coming year.

Samantha Springer, Executive Director of the Kenai Chamber of Commerce, provided an update on Christmas Comes to Kenai; and the Kenai Chamber's angel tree program is experiencing a significant increase.

2. Council Comments

Council Member Pettey stated it was an honor to be on the Council and she was looking forward to a productive year.

Council Member Grieme noted she was excited about the upcoming Christmas Comes to Kenai event; reported attending the Bronze Bear statue unveiling; and stated her appreciation for the City's road maintenance.

Student Representative Bolling provided an update on Kenai Central High School sports activities, theater activities; and thanked the Council and Administration for their continued support to students.

Council Member Sounart thanked all who applied for the Council appointment; reported attending the Bronze Bear statue unveiling and stated her appreciation for all who were involved in the Bronze Bear project.

Vice Mayor Askin thanked all who applied for the Council appointment; reported attending the Bronze Bear statue unveiling and the Boys and Girls Club annual fundraiser; and wished everyone a Happy Thanksgiving.

Council Member Daniel congratulated Council Member Pettey on her appointment; thanked all who applied for the Council appointment and Mr. Bannock for his comments.

Council Member Kisenka welcomed Council Member Pettey; and thanked all who applied for Council appointment.

N. **EXECUTIVE SESSION** - None.

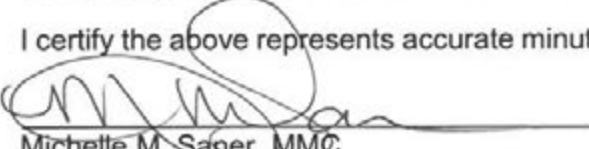
O. **PENDING ITEMS**

P. **ADJOURNMENT**

Q. **INFORMATIONAL ITEMS** - None.

There being no further business before the Council, the meeting was adjourned at 7:32 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of November 19, 2025.



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 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.*