

**KENAI CITY COUNCIL – REGULAR MEETING
JULY 15, 2020 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
VICE MAYOR MOLLOY, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on July 15, 2020, in City Hall Council Chambers, Kenai, AK. Vice Mayor Molloy called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

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

2. Roll Call

There were present:

Brian Gabriel, Mayor (absent)	Robert Molloy, Vice Mayor
Henry Knackstedt	Tim Navarre
Jim Glendening	Robert Peterkin
Glenese Pettey	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager
Jamie Heinz, City Clerk
Jacquelyn LaPlante, Deputy Clerk

3. Agenda Approval

Vice Mayor Molloy noted the following revisions to the agenda and packet:

- | | |
|------------------|--|
| Add to item D.5. | Resolution No. 2020-62 <ul style="list-style-type: none">• Letter of Support from BIK&S Alaska |
| Add to item J.1. | City Manager's Report <ul style="list-style-type: none">• CARES Act Grant Funding Thank You Letters |

MOTION:

Council Member Knackstedt **MOVED** to approve the agenda with the requested additions to the packet and requested **UNANIMOUS CONSENT**. Council Member Glendening **SECONDED** the motion.

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

4. Consent Agenda

MOTION:

Council Member Knackstedt **MOVED** to approve the consent agenda and requested **UNANIMOUS CONSENT**. Council Member Pettey **SECONDED** the motion.

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

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

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 – None.

C. UNSCHEDULED PUBLIC COMMENTS None.

D. PUBLIC HEARINGS

1. **Ordinance No. 3144-2020** - Amending the Official Kenai Zoning Map by Rezoning Tracts 1 and 2, Holland Spur Highway Subdivision from Rural Residential (RR) to General Commercial (GC). (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3144-2020 and Council Member Glendening **SECONDED** the motion.

Vice Mayor Molloy opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

It was noted this was an appropriate rezoning.

VOTE:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening

NAY:

MOTION PASSED UNANIMOUSLY.

2. **Ordinance No. 3145-2020** - Waiving a Provision of Kenai Municipal Code 23.40.030 – Annual Leave, to Remove the Requirement that Employees Use a Minimum Amount of Leave for Calendar Year 2020. (Legal)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3145-2020 and Council Member Pettey **SECONDED** the motion.

Vice Mayor Molloy opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

VOTE:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening

NAY:

MOTION PASSED UNANIMOUSLY.

3. **Resolution No. 2020-60** - Authorizing a Budget Transfer in the COVID-19 CARES Act Recovery Fund. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-60 and Council Member Glendening **SECONDED** the motion.

Vice Mayor Molloy opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

An overview was provided noting CARES Act funding was available for public safety salaries.

UNANIMOUS CONSENT was requested.

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

4. **Resolution No. 2020-61** - Amending Council Policy Number 2018-01 – Parks and Recreation Commission Student Representative Policy, to Broaden the Qualifications and Requirements for the Student and Make the Policy More Inclusive. (Vice Mayor Molloy)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-61 and Council Member Glendening **SECONDED** the motion.

Vice Mayor Molloy opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

It was noted that the Parks and Recreation Commission held several meetings to discuss and recommend the change.

UNANIMOUS CONSENT was requested.

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

5. **Resolution No. 2020-62** - Supporting the City's Request to Plan, Design, Contract, and Perform Construction Administration of the Bridge Access Road Pedestrian Pathway Project. (Council Member Knackstedt)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-62 and Council Member Pettey **SECONDED** the motion.

Vice Mayor Molloy opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

It was noted the state had quite a bit of overhead that the City would be paying for if the state were to design and administer the project which would not be needed if the City were to design and administer the project.

It was also noted for the record that Mayor Gabriel had a conflict of interest and has been and will continue to be abstaining from the matter.

UNANIMOUS CONSENT was requested.

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

E. MINUTES

1. *Regular Meeting of July 1, 2020. (City Clerk)

Approved by the consent agenda.

F. UNFINISHED BUSINESS

1. **Substitute Ordinance No. 3133-2020** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue Fund, Authorizing a Budget Transfer in the Airport Terminal Improvement Capital Project Fund and Appropriating FY2020 Budgeted Funds in the Airport Master Plan Capital Project, Airport Snow Removal Equipment and Airport Operations Facility Improvement Capital Project Funds for Heating, Ventilation and Air Conditioning (HVAC) Improvement to the Airport Operations Facility and Replacement of the Airport's Wide Area Mower. (Administration) [**Clerk's Note:** At the June 17 Meeting, this item was Postponed to this Council Meeting. A Motion to Enact is On the Floor.]

MOTION TO POSTPONE:

Council Member Knackstedt **MOVED** to postpone Ordinance No. 3133-2020 to the August 5 meeting and requested **UNANIMOUS CONSENT**. Council Member Glendening **SECONDED** the motion.

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

G. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - FY2020 Purchase Orders over \$15,000. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - FY2021 Purchase Orders over \$15,000. (Administration)

Approved by the consent agenda.

4. ***Action/Approval** - Non-Objection to the Issuance of a New Restaurant/Eating Place Liquor License for Jersey Subs. (City Clerk)

Approved by the consent agenda.

5. ***Ordinance No. 3146-2020** - Increasing Estimated Revenues and Appropriations in the General Fund, Library Improvement Capital Project Fund, Visitor Center Improvement Capital Project Fund, Municipal Roadway Improvements Capital Project Fund, Kenai Recreation Center Improvements Capital Project Fund, Information Technology Improvements Capital Project Fund, and City Hall Improvements Capital Project Fund to Fund Capital Projects Deferred During the FY2021 Budget Process. (Administration)

Introduced by the consent agenda and public hearing set for August 5, 2020.

6. ***Ordinance No. 3147-2020** - Accepting and Appropriating \$2,135.25 in Asset Forfeiture Sharing Funds for Purchasing Law Enforcement Equipment into the General Fund, Police Department. (Administration)

Introduced by the consent agenda and public hearing set for August 5, 2020.

7. ***Ordinance No. 3148-2020** - Accepting and Appropriating a Meals on Wheels COVID-19 Response Fund Grant Round Two from Meals on Wheels America 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 August 5, 2020.

8. ***Ordinance No. 3149-2020** - Accepting and Appropriating a Grant from the Federal Aviation Administration and Authorizing the Purchase of Property Described as Lot 5, Spruce Creek Subdivision which is in the Airport's Runway Protection Zone. (Administration)

Introduced by the consent agenda and public hearing set for August 5, 2020.

9. **Discussion** – City Response to COVID-19. (Administration)

It was reported that the increase in cases locally was putting a stress on the City employees and Human Resources was seeing an uptick in personnel issues; no positive tests among staff to date. It was also reported that all furloughed employees would be back to work before the end of the month.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging – No report; next meeting August 13.
2. Airport Commission – It was reported the commission met on July 9 and recommended the purchase of property in the Airport's Runway Protection Zone – the subject of Ordinance No. 3149-2020; next meeting August 13.

3. Harbor Commission – No report next meeting August 10.
4. Parks and Recreation Commission – No report; next meeting August 6.
5. Planning and Zoning Commission – It was reported the Commission approved a preliminary plat on July 8; next meeting July 22.
6. Beautification Committee – No report; next meeting September 8.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR – None.

J. ADMINISTRATION REPORTS

1. City Manager - P. Ostrander reported on the following:
 - Update on CARES Act grants;
 - Ice would be available at the multi-purpose facility beginning in August;
 - Met with the CEO of Furie Operating Alaska and provided an update on their operations;
 - Early projections showed revenues would meet expenses in the Personal Use Fishery Fund;
 - Continued discussions with Alaska Department of Transportation regarding the bike path project;
 - The Corps of Engineers 221 Agreement has been fully executed; mapping out a path forward for execution of the agreement.
2. City Attorney – No report.
3. City Clerk – J. Heinz reported she received confirmation that the Kenai Peninsula Borough was sending out absentee-by-mail applications to all registered borough voters; would be looking at how to train the election workers; was still considering how to market alternative voting methods to voters.

K. ADDITIONAL PUBLIC COMMENT

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

Council Member Navarre noted he would be back in town soon.

Council Member Glendening expressed gratitude to Administration for their hard work with the public health emergency; also noted volunteer work completed by Salamatof Native Corporation.

Council Member Peterkin noted he expected to be absent from the August 5 meeting; also noted staff at the dock was doing a great job and managing the fishery well.

Council Member Pettey wished everyone a safe July.

Council Member Knackstedt thanked the Assistant to the City Manager for her work on the resolution supporting the City managing the bike path project; proud of being on the leading edge of getting the CARES Act funding out to the public.

L. **EXECUTIVE SESSION** – None.


M. **PENDING ITEMS**

1. **Ordinance No. 3127-2020** - Repealing and Replacing Kenai Municipal Code Title 6 - Elections to Provide Clarity, Process Improvements, and Increase Voter Accessibility through Vote By Mail Elections. (Council Member Peterkin) [**Clerk's Note:** *At the July 1 Meeting, this item was Postponed to the 08/19/20 Council Meeting.*]
2. **Ordinance No. 3128-2020** - Amending Kenai Municipal Code Section 1.85.040 – Records Public, To Provide For a Record Retention Length. (City Clerk) [**Clerk's Note:** *At the July 1 Meeting, this Item was Postponed to the 08/19/20 Council Meeting.*]

N. **ADJOURNMENT**

There being no further business before the Council, the meeting was adjourned at 7:01 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of July 15, 2020.


Giacomo Salante for
Jamie Heinz, CMC
City Clerk

