

**KENAI CITY COUNCIL – REGULAR MEETING
NOVEMBER 4, 2020 – 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 4, 2020, 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	Robert Molloy
Henry Knackstedt	Teea Winger
Jim Glendening	Robert Peterkin
Glenese Pettey	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager
Scott Bloom, City Attorney
Jamie Heinz, City Clerk

3. Agenda Approval

Mayor Gabriel noted the following revisions to the agenda and packet:

Add to item D.2

Resolution No. 2020-83

- District Map

Add to item G.7

Response to COVID-19

- CARES Act Relief and Recovery Grant Program Expenditures and Available Balances

MOTION:

Vice Mayor Molloy **MOVED** to approve the agenda with the requested additions and requested **UNANIMOUS CONSENT**. Council Member Knackstedt **SECONDED** the motion.

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

4. Oath of Office

Mayor Gabriel administered the Oath of Office to Council Members Knackstedt and Winger.

5. Election of Vice Mayor

Council Member Knackstedt nominated Bob Molloy as Vice Mayor.

There being no other nominations from the floor, Bob Molloy was elected as Vice Mayor.

6. Consent Agenda

MOTION:

Council Member Knackstedt **MOVED** to approve the consent agenda and requested **UNANIMOUS CONSENT**; Vice Mayor Molloy **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.

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

Tim Dillon, Executive Director of the Kenai Peninsula Economic Development District (KPEDD), provided information on the status of CARES Act funds distributed to small businesses on the Kenai Peninsula. Totals exceeding \$39 million, and he anticipated reaching \$44-46 million. He advised sending people to KPEDD whose CARES application has been denied, because they are able to help with the appeal process and have had a success rate of approximately 85% for the appeals they have assisted with.

D. PUBLIC HEARINGS

7. Resolution No. 2020-88 - Amending the City's Grant Disbursement Program Utilizing Funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act to Provide a Grant For The Challenger Learning Center Of Alaska For The Provision Of Educational Services. (Administration)

[Clerk's Note: This item was moved to this point in the meeting at approval of the agenda.]

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-88 and Council Member Glendening **SECONDED** the motion.

Mayor Gabriel opened for public hearing.

Marnie Olcott, CEO of the Challenger Learning Center of Alaska, explained the purpose of the Challenger Center and described the types of programs they typically provide to students and other organizations. She discussed how the COVID-19 pandemic has resulted in a major loss of revenue, as it has severely impacted their ability to offer hands-on trainings. She explained how the Center has adapted by creating new virtual training programs, one of which received a national award for its innovation. Further clarification was also provided regarding the Challenger Center's current sources of revenue, as well what could be accomplished with the additional funds.

Tim Dillon, Executive Director of the Kenai Peninsula Economic Development District and Vice President of the Challenger Center's Board of Directors, expressed his admiration of Marnie Olcott's leadership.

UNANIMOUS CONSENT was requested.

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

MOTION PASSED UNANIMOUSLY.

1. **Ordinance No. 3165-2020** - Accepting and Appropriating a Grant From the U.S. Department of Homeland Security Passed Through the State of Alaska Department of Military and Veterans' Affairs to Update the City's Emergency Operations Plan. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3165-2020 and Council Member Glendening **SECONDED** the motion.

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

Clarification was provided on what will be changed in the Emergency Operations Plan (EOP). City Manager Ostrander explained that when the COVID-19 pandemic began, the current version of the EOP was inadequate in providing guidance, and the City was forced to improvise strategies for managing the situation. He explained the EOP is badly in need of an update, as the current version was produced in 2007. Funds from this grant would go towards hiring a consultant to assist with the update, and it was requested that we consider asking the borough's Office of Emergency Management for assistance as well.

VOTE:

YEA: Knackstedt, Pettay, Winger, Gabriel, Molloy, Peterkin, Glendening
NAY:

MOTION PASSED UNANIMOUSLY.

2. **Resolution No. 2020-83** - Approving an Auto Aid Agreement and Supporting Operational Plan with Kenai Peninsula Borough for Exchange of Personnel and Equipment Response to Structure Fires. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to adopt Resolution No. 2020-83 and Council Member Knackstedt **SECONDED** the motion.

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

City Manager Ostrander explained the updates to the Auto Aid Agreement between the City of Kenai Fire Department and the Kenai Peninsula Borough, Central Emergency Service Area and Nikiski Fire Service Area. The agreement includes updated personnel and equipment, and some small changes to the response areas.

VOTE:

YEA: Knackstedt, Pettey, Winger, Gabriel, Molloy, Peterkin, Glendening
NAY:

MOTION PASSED UNANIMOUSLY.

3. **Resolution No. 2020-84** - Authorizing the Award of a Facility Management Services Agreement for the Kenai Multi-Purpose Facility. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-84 and Vice Mayor Molloy **SECONDED** the motion.

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

Clarification was provided that Redline Sports would be managing the facility, and this resolution does not establish the fee schedule.

UNANIMOUS CONSENT was requested.

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

4. **Resolution No. 2020-85** - Establishing Dates for Regular Meetings of the City Council for 2021. (City Clerk)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-85 and Council Member Glendening **SECONDED** the motion.

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

UNANIMOUS CONSENT was requested.

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

5. **Resolution No. 2020-86** - Authorizing a Budget Transfer in the Senior Citizen Fund Home Meals Department. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to adopt Resolution No. 2020-86 and Council Member Knackstedt **SECONDED** the motion.

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

UNANIMOUS CONSENT was requested.

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

6. **Resolution No. 2020-87** - Authorizing the Purchase of Real Property Described as Tract A, Block 18, Original Townsite of Kenai Bluff Replat for the Public Purpose of Including the Property in the Kenai Bluff Bank Stabilization Project and Determining that Public Interest Will Not be Served by an Appraisal. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-87 and Vice Mayor Molloy **SECONDED** the motion.

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

It was noted that this purchase would get the City of Kenai closer to the acquisition of necessary properties for the Bluff Stabilization project, and would be a big step towards getting it finalized.

UNANIMOUS CONSENT was requested.

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

E. MINUTES

1. *Regular Meeting of October 21, 2020. (City Clerk)

Approved by the consent agenda.

F. UNFINISHED BUSINESS

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** - Non-Objection to the Renewal of a Marijuana Retail License and a Standard Marijuana Cultivation Facility for Majestic Gardens, LLC. (City Clerk)

Approved by the consent agenda.

4. ***Ordinance No. 3166-2020** - Increasing Estimated Revenues And Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement to Develop Condition Assessments for the Airfield Drainage Safety Area and Asphalt Runway Areas of the Kenai Municipal Airport. (Administration)

Introduced by the Consent Agenda and Public Hearing set for November 18.

5. **Action/Approval** - Mayoral Nominations of Council Liaisons for Appointment to Committees and Commissions. (Mayor Gabriel)

MOTION:

Vice Mayor Molloy **MOVED** to confirm the appointments of Council Liaisons to Committees and Commissions, and Council Member Knackstedt **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

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

6. **Action/Approval** - Special Use Permit to RAVN Alaska for Warm Storage of the De-Icing Truck. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to approve the Special Use Permit, and Vice Mayor Molloy **SECONDED** the motion.

Clarification was provided that, because the facility is located on airport property, the permit will go directly into the airport fund.

UNANIMOUS CONSENT was requested.

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

7. **Discussion** - Response to COVID-19. (Administration)

Summary of current status and future projection of CARES Act funding is discussed, looking at the excess and deficits within individual accounts. Administration predicts that all funds available to the City of Kenai will be utilized by the end of the year, as will the Kenai Peninsula Borough.

It was noted that, while many annual activities held by the City of Kenai have been impacted by the COVID-19 crisis, Administration has been working with the Chamber of Commerce to organize a COVID-safe Christmas Comes to Kenai event. A meeting with the Chamber of Commerce will be held to discuss if and how a modified plan for the bonfire and parade could be implemented.

MOTION:

Council Member Glendening **MOVED** to transfer \$1,500 from the Legislative Travel account to the Legislative Grants to Other Agencies account to be added to the Kenai Chamber of Commerce Holiday Fireworks donation and a total of \$5,000 provided to the Kenai Chamber of Commerce for the annual Holiday Fireworks, and requested **UNANIMOUS CONSENT**. Vice Mayor Molloy **SECONDED** the motion.

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

Further discussion included current case numbers and rates both locally and statewide. Additional topics included: how current numbers reflect all positive cases, both symptomatic and asymptomatic; how many local parents are expressing their desire for schools to re-open; a comparison with the alternative reopening approach taken by the Washington State school attended by Council Member Glendening's grandson; the toll that the COVID-19 crisis has taken on the health of children, including a rise in suicide rate; and the actions that the City Council has taken to promote COVID-19 safety, such as providing funds for outdoor tents for socially-distant school lunches and events, as well as mental health resources.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging – An overview was provided of the programs currently implemented by the Kenai Senior Center, including: home delivery for meals, shopping, prescriptions, and low-income food boxes; information on current State of Alaska COVID-19 benefits, as well as known scams involving the current crisis; a phone-buddy program utilizing Senior Center volunteers for socialization; and a drive thru flu shot clinic. It was also reported that the new doorway to the computer lab and new cabinets in game room have been finished. Next meeting November 12.
2. Airport Commission – No report; next meeting November 12.
3. Harbor Commission – No report; next meeting November 9.
4. Parks and Recreation Commission – Vice Mayor Molloy expressed his appreciation for the time he spent serving as liaison to this Commission. It was also reported that administration is negotiating with state on allowing the use of funds for campgrounds at the personal use fishery beach site. Next meeting November 5.
5. Planning and Zoning Commission – It was reported that a plat approval for Kenai Bluff Stabilization Subdivision was recommended. Next meeting November 18.

6. Beautification Committee – It was reported that their next meeting will be a joint meeting with the Parks and Recreation Commission. Thanks was given for being able to serve on the committee for the past year.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Discussion regarding a sub-committee being formed with Council Members and the Director of Finance to consider an RFP process and subsequent proposals received for the annual audit;
- Commended everyone who ran for State office during the general election, noting that Representative Gillam will be the new Representative for the Kenai/Soldotna area, as well as apparent victories for Senator Sullivan and Representative Young;
- Reported he will be attending the virtual Alaska Conference of Mayors next week, and will present his report from that conference during the first Council meeting of December;
- Recognized Veterans Day and thanked our service members for what they have done to serve our country.

J. ADMINISTRATION REPORTS

1. City Manager - City Manager P. Ostrander reported on the following:
 - New Planning Director Ryan Foster has been hired and will start in December;
 - Tree removal permit has been developed by Administration for people who are requesting the removal of trees off of City property. Clarification is provided that there is no cost for the permit, and trees collected will be for personal use only and not for sale.
 - Meeting scheduled Friday, November 6 to discuss the next steps on the Bluff Project;
 - Update on bike path from Beaver Loop to Kenai: still working on agreement. The grant agreement needs to be modified to provide for some flexibility and get more involvement in the project. Recruitment is underway to bring a new grant writer on board, with preference for a local candidate. Will provide more detailed report in the future;
 - Airport ribbon-cutting ceremony is being postponed indefinitely due to an uptick in COVID-19 cases;
 - Reported on a fire that started in the Airport café kitchen during previous week. Their sprinkler system extinguished the fire, and the outstanding response of the fire department, who helped in the cleanup efforts, ensured that there was no damage.
2. City Attorney – No report
3. City Clerk – City Clerk J. Heinz reported on the following:
 - Reported on assisting the State during the general election, including redistribution of PPE. Reported that approximately 120,000 absentee ballots

have yet to be counted. Clarification was provided on the type of ballot-counting equipment that was used.

- Recruitment for commission and committee members is ongoing.

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*) - None.
2. Council Comments

Council Member Pettey thanked her fellow citizens for voting during the general election, and our veterans for serving our country. Expressed gratitude for her time spend serving on the Beautification Committee and is looking forward to working with the Council on Aging.

Council Member Peterkin is looking forward to working on the Beautification committee, and expressed his support for Vice Mayor Bob Molloy in his new position as Council Liaison for the Harbor Commission.

Council Member Glendening congratulated Council Members Winger and Knackstedt, and thanked administration for their update and projections of CARES Act funding. Recognized the cultural and historical importance of the Russian Orthodox Sacred Sites and reconfirmed his support for the decision to contribute to their refurbishment with a fund from the City of Kenai, as provided in informational items in the packet. Expressed that he was moved by the letter from the young writer provided in informational items of the packet and is impressed by the initiative. Is looking forward to working with the Planning and Zoning Commission.

Vice Mayor Molloy expressed his appreciation for being reelected to his position. Expressed gratitude for all the work done on the Harbor Commission by Council Members Peterkin and Glendening. Congratulated Council Members Winger and Knackstedt, and recognized City employees for adapting to new COVID-19 procedures quickly and with ease. Thanked our Veterans for serving our country.

Council Member Knackstedt congratulated Council Member Winger and Vice Mayor Molloy on election to their positions.

Council Member Winger congratulated Council Member Knackstedt on his reelection. Expressed gratitude to the community for electing her to be a voice for their City, for Veterans who have served our country, and our first responders for keeping our community safe. Is very excited to participate in the upcoming Christmas Comes to Kenai events. Encouraged the Council and community to support the Boys and Girls Club as they hold their annual fundraising gala virtually this year.

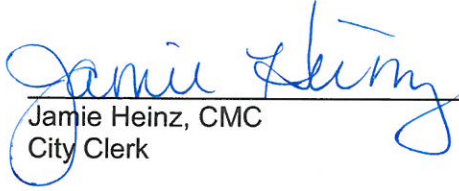
L. EXECUTIVE SESSION – None.

M. PENDING ITEMS – None.

N. ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 7:47 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of November 4, 2020.



Jamie Heinz, CMC
City Clerk

