

**KENAI CITY COUNCIL – REGULAR MEETING  
JANUARY 6, 2021 – 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 January 6, 2021, 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  
Henry Knackstedt  
Jim Glendening  
Victoria Askin

Robert Molloy  
Teea Winger  
Glenese Pettay

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 G.3.   | <b>Ordinance No. 3177-2021</b> <ul style="list-style-type: none"><li>• Public Comment</li></ul>   |
| Add to item G.5.   | <b>COVID-19 Response</b> <ul style="list-style-type: none"><li>• USDA Farmers to Families Food Box Program Article</li><li>• CARES Act Small Business Grant Timeline</li><li>• CARES Act Program Expenditure Update</li></ul> |
| Add to item G.3.   | <b>Planning &amp; Zoning Commission</b> <ul style="list-style-type: none"><li>• McIntyre Resignation Letter</li></ul>   |
| Additional Public Comment being provided in written format due to COVID-19 |   |
|  | <ul style="list-style-type: none"><li>• Nancy Lathey Email re. COVID-18 Vaccinations</li></ul>  |

**MOTION:**

Vice Mayor Molloy **MOVED** to approve the agenda with the requested additions and requested **UNANIMOUS CONSENT**. Council Member Askin **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**; and 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**

**1. Jodi Stuart - Annual update of Project Homeless Connect.**

Jodi Stuart presented an overview of the Project Homeless Connect event, provided data collected from the 2020 event, and encouraged Council to consider the homeless when making decisions regarding City partnerships and funding. Explained that due to COVID-19, the event that takes place in 2021 will be different than in previous years.

**2. Coy West - City of Kenai Tourism and Marketing Update.**

Coy West, CEO of Divining Point, provided an update on the work his marketing agency has done for the City of Kenai during the previous year. He discussed his plans for their upcoming campaign and presented a new video entitled "How Do You Alaska 1."

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

**D. PUBLIC HEARINGS**

**1. Ordinance No. 3173-2020 - Accepting and Appropriating Asset Forfeiture Sharing Funds for the Police Department for the Purpose of Purchasing Law Enforcement Equipment.**

**MOTION:**

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3173-2020 and Council Member Knackstedt **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.

Clarification was provided regarding how and where the funds were allocated.

**VOTE:**

YEA: Gabriel, Knackstedt, Molloy, Winger, Glendening, Pettey, Askin

NAY:

**MOTION PASSED UNANIMOUSLY.**

2. **Ordinance No. 3174-2020** - Accepting And Appropriating a FM Global Fire Prevention Grant for the Purchase of Two Ipads and Accessories to be Used Toward Fire Prevention Efforts.

**MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3174-2020 and Council Member Winger **SECONDED** the motion.

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

Excitement was expressed for bringing on this equipment, having been used with success in other states. Clarification was provided that the Ipads would have protective cases.

**VOTE:**

YEA: Gabriel, Knackstedt, Molloy, Winger, Glendening, Pettey, Askin

NAY:

**MOTION PASSED UNANIMOUSLY.**

3. **Ordinance No. 3175-2020** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Fund, and Authorizing an Increase to the Construction Purchase Order to Kirila Fire, Inc.

**MOTION:**

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3175-2020 and Council Member Askin **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, although most of the construction on this project was completed in March 2020, this purchase order would cover some remaining items that have been identified since then and they are outside the original scope of work.

**VOTE:**

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

**MOTION PASSED UNANIMOUSLY.**

4. **Ordinance No. 3176-2020** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and the Airport Snow Removal Equipment Capital Project Funds to Provide Supplemental Funding for the Project, and Authorizing a Purchase Agreement for the Purchase of a Replacement Wide-Area Tractor & Mower.

- **Substitute Ordinance No. 3176-2020**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3176-2020 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.

**MOTION TO AMEND:**

Council Member Knackstedt **MOVED** to amend Ordinance No. 3176-2020 by substitute and requested **UNANIMOUS CONSENT**. Council Member Glendening **SECONDED** the motion.

**VOTE ON THE AMENDMENT:** There being no objection; **SO ORDERED.**

Clarification was provided that the tractor will be two-wheel drive.

**VOTE ON THE MAIN MOTION AS AMENDED:**

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

**MOTION PASSED UNANIMOUSLY.**

**E. MINUTES**

1. \*Regular Meeting of December 16, 2020.

Approved by the consent agenda.

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. \*Action/Approval - Bills to be Ratified.

Approved by the consent agenda.

2. **\*Action/Approval** - Purchase Orders Over \$15,000.

Approved by the consent agenda.

3. **\*Ordinance No. 3177-2021** - Authorizing a Shop Local Economic Stimulus Program to Benefit Kenai Small Businesses And Award of a Professional Services Agreement to the Kenai Chamber of Commerce and Visitor Center for Administration of the Program.

Introduced by the consent agenda and Public Hearing set for January 20, 2021.

4. **\*Ordinance No. 3178-2021** - Accepting and Appropriating a COVID Cares Act for Older Adults and Their Caregivers 2021 Grant Passed Through the State of Alaska for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency.

Introduced by the consent agenda and Public Hearing set for January 20, 2021.

5. **Discussion** - COVID-19 Response.

City Manager Ostrander noted that there are currently no City employees who are under COVID-19 protocol, a significant improvement since the last Council meeting. Discussed City buildings and facilities that are now open to the public with safety measures in place, including City Hall, Kenai Multipurpose Facility Ice Rink, Kenai Recreation Center, and Chamber of Commerce. Library was scheduled to be open January 18<sup>th</sup>, 2021. Explained current numbers on hospitalizations, and the status of COVID-19 related employee leave. Noted the memo on CARES Act expenditures and available balances for city departments. Discussed how Administration worked hard to receive the maximum amount of CARES Act funds available to the City, and also the significant outreach efforts that were made to distribute grant funds to as many recipients as possible. Notices were mailed to local businesses to apply for grant funding, and Administration worked one-on-one with members of the community to maximize their success in receiving those grants. Clarified that the funds left over that did not go to small businesses were the result of the City maxing out the amount of funds they could distribute, and that those funds were now in the general fund for the Council to decide how to best use them to serve the community. Also discussed potential solutions for citizens of Kenai who currently have to travel to Soldotna to reach a location that provides COVID-19 vaccinations.

#### H. **COMMISSION / COMMITTEE REPORTS**

1. Council on Aging – January 14, 2021 meeting cancelled; next meeting February 11, 2021.
2. Airport Commission – No report; next meeting January 14, 2021.
3. Harbor Commission – No report; next meeting February 8, 2021.

4. Parks and Recreation Commission – January 7, 2021 meeting cancelled. Council Member Winger noted the ongoing maintenance on the ice at Daubenspeck Park and the ski trails. Next meeting February 4, 2021.
5. Planning and Zoning Commission – No report; next meeting January 13, 2020.
6. Beautification Committee – January 12, 2021 meeting cancelled; next meeting April 13, 2021.
7. Mini-Grant Steering Committee – No report.

**I. REPORT OF THE MAYOR**

Mayor Gabriel reported on the following:

- Many people took advantage of the fireworks window for New Year's, and he received positive feedback for allowing this. Many people have expressed interest in allowing fireworks to be sold in Kenai, and the Mayor would consider bringing this issue back to Council;
- Chamber of Commerce hosting an upcoming meet-and-greet taking place over Zoom;
- Three new police officers to be sworn in on Friday, January 8, 2021;
- Recalled the beginning of the COVID-19 pandemic last March, and how Administration prepared and took initial steps to support businesses.

**J. ADMINISTRATION REPORTS**

1. City Manager - City Manager P. Ostrander reported on the following:
  - Met with the Borough's anadromous task force, and is recommending amendments to a part of their code. He is working with Borough attorney on specific language in order to draft this for responsible development in the area. Would like to bring this code to Council for their consideration, and will do so during the next meeting;
  - Final audit supplement for CARES Act expenditures was released. Financials will be finalized by Finance, and will be presented at next Council meeting;
  - Bluff Project: RFP nearing completion, hoping to get out on the street this month;
  - Preliminary report on Fine Arts Center will be presented to Council soon.
2. City Attorney -- City Attorney S. Bloom reported that he would not be bringing legislation to Council regarding the Governor's budget item proposal to start charging the municipalities for the prosecution of misdemeanors. Instead he would be drafting a letter that can be shared with various representatives throughout the state, as well as Council and any other municipalities who are interested.
3. City Clerk – No report.

**K. ADDITIONAL PUBLIC COMMENT**

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



Council Member Glendening revealed his new haircut.

Council Member Pettey expressed gratitude for Administration on COVID-19 expenditures and looks forward to living COVID-free.

Council Member Winger says she looks forward to attending the police swearing in. Discussed how she is looking forward to children going back into school and attending other activities, and is glad to see we're moving in the direction of being open. Believes that close relationships with businesses are important for building a strong future for our children, and expressed her desire to see one million dollars go towards the Shop Local Program.

Vice Mayor Molloy noted he was looking forward to working with colleagues and Administration in the challenging upcoming year. Noted that he misses having a student representative on Council.

Council Member Knackstedt noted that he and the City Attorney had worked on a fireworks ordinance that would allow for sale of fireworks in some areas of city during December, and expressed interest in seeing that revived. Stated that he received feedback from members of the public who had difficulty booking an appointment to receive the COVID-19 vaccination, and shared that his daughters had received their first vaccinations and reported that it was a positive experience.

L. **EXECUTIVE SESSION** – None.

M. **PENDING ITEMS** – None.


N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000.

There being no further business before the Council, the meeting was adjourned at 7:34 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of January 6, 2021.

  
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Jamie Heinz, CMC  
City Clerk

