

**KENAI CITY COUNCIL – REGULAR MEETING
APRIL 21, 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 April 21, 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	Robert Molloy
Henry Knackstedt	Teea Winger
Jim Glendening	Glenese Pettey
Victoria Askin	

A quorum was present.

Also in attendance were:

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

3. Agenda Approval

MOTION:

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

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.

With no objections, Mayor Gabriel delivered a proclamation in honor of Doctor Peter Hansen, recognizing his life of service to the City of Kenai.

B. SCHEDULED PUBLIC COMMENTS

1. **Dr. Keith Hamilton** - Update on Alaska Christian College's Program, Goals, and Future Hopes

Dr. Keith Hamilton, President of Alaska Christian College, gave a presentation which outlined the history, and growth of the College since its establishment in 2001. He noted some of the more recent developments, including the Peninsula Conference Center and 64-bed dormitory which was completed in 2018. He explained ACC's mission, what they offer to students, and their vision for the future.

C. UNSCHEDULED PUBLIC COMMENTS – None.

D. PUBLIC HEARINGS

1. **Ordinance No. 3202-2021** - Amending Kenai Municipal Code Sections 1.15.120, Rules Of Order, and 1.90.050, Proceedings, to Adopt the Most Current Edition of Robert's Rules of Order Newly Revised as the Adopted Rules of Parliamentary Procedure for the City Council and for City Boards, Commissions, and Committees. (City Clerk)

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance 3202-2021 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.

The City Clerk was thanked for the second memo which provided additional clarification. The Clerk summarized the situations in which the changes would apply, noting that it does not make any substantive changes to Council's normal processes.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

With no objection, Mayor Gabriel suspended the rules to move item D.6 to be next under Public Hearings.

6. **Resolution No. 2021-26** - Allocating Previously Appropriated Funds For The Wildwood Drive Rehabilitation Project. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-26 and Council Member Askin **SECONDED** the motion.

Mayor Gabriel opened for public hearing.

Linda Anderson, 29-year resident of Wildwood Drive, explained the great need to have the road paved. She stated that she had been requesting that the road be paved and receive better maintenance for years, as it frequently has issues with dangerous potholes.

There being no one else wishing to be heard, the public hearing was closed.

Council discussed whether there are other stakeholders who could contribute. It was clarified that Administration had reached out to the State of Alaska Department of Corrections and the Kenai Native Association. Concerns were expressed about the lack of drainage, noting that it could contribute to the deterioration of the asphalt and that ditching is an important part of the structure and maintenance of the road. City Manager Ostrander explained that he intends to get an engineer to design and advise on the ditching issue, which will then be resolved with the Kenai Native Association before an RFP is issued. The addition of "Slow Down" or "Children at Play" signs were suggested, and it was noted that these can be incorporated into the project.

UNANIMOUS CONSENT was requested.

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

2. **Ordinance No. 3203-2021** - Accepting and Appropriating a Volunteer Fire Assistance Grant from the United States Department of Agriculture Forest Service Passed Through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3203-2021 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 that, with funding shortages, this grant was limited to \$5,000 this year, dropping down from the previous five years. It was also noted that the Division of Forestry does the Kenai Fire Department's annual training for which they are grateful.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

3. **Ordinance No. 3208-2021** - Accepting and Appropriating a Grant from the State of Alaska – Department of Health and Social Services – Division of Public Health – COVID-19 Emergency Operations Center, for Community Funding to Support Efforts to Increase Access to Testing and Vaccinations and Decrease Health Inequities for All Alaskans. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

MOTION FOR INTRODUCTION:

Council Member Knackstedt **MOVED** to introduce Ordinance No. 3208-2021 and requested **UNANIMOUS CONSENT**. Vice Mayor Molloy **SECONDED** the motion

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

MOTION FOR SECOND READING:

Council Member Knackstedt **MOVED** to hold a second reading of Ordinance No. 3208-2021 and Vice Mayor Molloy **SECONDED** the motion.

VOTE ON SECOND READING:

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

MOTION PASSED UNANIMOUSLY.

MOTION FOR ENACTMENT:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3208-2021 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 regarding how the State offered these funds as a means to give people the opportunity to get vaccinated or tested for COVID-19, and the amount of money granted being proportional to the area's population. It was explained that a group had been formed to discuss options for using these funds to best benefit the community and a need was identified to provide

access to people with limited mobility. It was decided a mobile vaccination unit could fill the need as there is a reserve ambulance that can be used and it is intended to be used for homebound residents, seasonal workers, people who are living remotely, and at schools. The State funding could cover rental fees for the mobile unit, employee time, equipment, and supplies.

VOTE ON MOTION TO ENACT:

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

MOTION PASSED.

- 4. Resolution No. 2021-24** - Authorizing the City Manager to Enter an Airline Operating Agreement and Terminal Area Lease with Hageland Aviation, D/B/A Rambler Air, LLC. (Administration)

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-24 and Council Member Glendening **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 that staff had been working with Hageland Aviation for the last few months, and is excited for there to be three scheduled airlines at the Kenai Airport.

UNANIMOUS CONSENT was requested.

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

- 5. Resolution No. 2021-25** - Awarding a Contract for External Audit Services to BDO USA, LLP. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to adopt Resolution No. 2021-25 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 a team had met to review two proposers for this contract and BDO USA had scored highest in their evaluation.

UNANIMOUS CONSENT was requested.

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

- 6. Resolution No. 2021-26** - Allocating Previously Appropriated Funds For The Wildwood Drive Rehabilitation Project. (Administration)

[Clerk's note: The rules were suspended to move this item earlier in Public Hearings.]

7. **Resolution No. 2021-27** - Authorizing a Budget Transfer in the General Fund, Fire Department. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-27 and Council Member Pettey **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 the City's updated Emergency Operations Plan will address all hazards, incorporating all hazard teams. It was also explained that the new temporary employee has previously worked on the Borough's Emergency Operations Plan.

UNANIMOUS CONSENT was requested.

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

G. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Non-Objection to the Renewal of the Liquor License for Don Jose's. (City Clerk)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to State of Alaska Department of Natural Resources, Division of Forestry for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

4. ***Action/Approval** - Special Use Permit to Pacific Star Seafoods for Aircraft Loading and Off-Loading. (Administration)

Approved by the consent agenda.

5. ***Action/Approval** - Special Use Permit to Everts Air Fuel for Aircraft Parking. (Administration)

Approved by the consent agenda.

6. ***Action/Approval** - Special Use Permit to United Parcel Service Company, Inc. for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

7. ***Action/Approval** - Special Use Permit to Empire Airlines, Inc. for Aircraft Parking. (Administration)

Approved by the consent agenda.

8. ***Action/Approval** - First Amendment to Janitorial Agreement to Reborn Again Janitorial. (Administration)

Approved by the consent agenda.

9. ***Ordinance No. 3205-2021** - Authorizing a Budget Transfer in the General Fund, Fire and Non-Departmental Departments and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding to the Fire Station #2 Station Alerting Project and the Dispatch Base Station Radio Replacement Project. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

10. ***Ordinance No. 3206-2021** - Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

11. ***Ordinance No. 3207-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Funds from Both the Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

12. ***Ordinance No. 3209-2021** - Accepting and Appropriating a Grant from Derek Kaufman Fund through the Alaska Community Foundation for the Purchase of Library Materials. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

13. ***Ordinance No. 3210-2021** - Amending Kenai Municipal Code Chapter 23.55 - Pay Plan, Chapter 23.25.020-Pay Plan and Adoption, and 23.35.030 – Pay Plan Amendment to Amend the Salary Schedule, Provide for a Temporary Employee Salary Schedule, and Require that Changes to the Salary Schedule be Proposed by the City Manager and be Effective After Approval of the City Council. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

14. **Action/Approval** - Purchase Orders Over \$15,000. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to approve Purchase Orders Over \$15,000 and Council Member Glendening **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

It was noted that the device being purchased would move people safely and securely.

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

15. Discussion - COVID-19 Response.

City Manager Ostrander reported that there was currently no City employees in COVID-19 protocol, and that Central Peninsula General Hospital has seen an increase in hospitalizations and currently has an average of four to five COVID-19 patients. He discussed the recent concerns that some members of the public had expressed about the Library's mask requirements and, after meeting with the Library Director it was decided to defer to her suggestion to keep the mask requirement in place. He noted that this requirement follows current CDC guidelines, and that the Library has implemented a number of options to accommodate people who don't want to wear a mask, including remote printing and drive-through pickup service. He also provided an update on the Senior Center, noting that they are continuing to increase services and activities are also picking up.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging – Council Member Pettey reported on the actions of the April 8, 2021 meeting, noting that next meeting will include a discussion on changing the Council's name. Next meeting May 13, 2021.
2. Airport Commission – Council Member Knackstedt reported on the actions of the April 8, 2021 meeting. Next meeting May 13, 2021.
3. Harbor Commission – Vice Mayor Molloy reported on the actions of the April 12, 2021 meeting. Next meeting May 10, 2021.
4. Parks and Recreation Commission – No report. Next meeting May 6, 2021.
5. Planning and Zoning Commission – Council Member Glendening reported on the actions of the April 14, 2021 meeting. Next meeting April 28, 2021.
6. Beautification Committee – Council Member Askin reported on the actions of the April 13, 2021 meeting. Next meeting May 11, 2021.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Attended the joint Chamber luncheon with Representative Don Young, and was able to spend some one-on-one time with him;
- Participated in a teleconference with Governor Dunleavy on creating a collaborative effort in our communities to ramp up vaccine participation;

- Attended Dr. Peter Hansen's memorial service, and was honored to present a proclamation on behalf of Council;
- Has reached out to City Manager and Planning Director regarding Kenai Peninsula Housing Initiative's request to make another land donation, and has asked administration to include this in the next Council agenda.

J. ADMINISTRATION REPORTS

1. City Manager - City Manager P. Ostrander reported on the following:
 - Second interviews for Airport Manager position and Public Works positions are taking place this week, and noted the difficult hiring environment;
 - Met with Finance Director Eubank and Mark Hyland of the Beacon training facility, and the RFP for building management will be put out on the street at some point in the future when the bidding environment is better;
 - Plat submitted yesterday for phase four of Windhaven Estates, a 31-lot subdivision, and the plan is to beginning building new houses in this subdivision this summer;
 - The Peninsula Clarion today was titled the "Kenai Clarion" and reported on the finances of the City and included an articles about the Police and Animal Control departments;
 - Recognized Mary Bondurant on her excellent service as Airport Manager, noting that she has incredible institutional knowledge and great relationships with the Airport's tenants and the FAA, and that she will be missed in her retirement;
 - Bluff project update: working through contract with HDR, and expect to get a complete cost proposal from them next week. Will be providing a historical summary up to date of the bluff project for Senator Sullivan's meeting with Alaska District Commander of the Corps.
2. City Attorney – No report.
4. City Clerk – City Clerk Heinz reported on the following:
 - Noted that pursuant to Council's recognition policy, in lieu of flowers for Dr. Peter Hansen's celebration of life ceremony, the City Council donated \$150 to the Boy Scouts of America Great Alaska Council.

K. ADDITIONAL PUBLIC COMMENT

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

Council Member Glendening reported that he attended the joint Chamber luncheon with Representative Don Young and found it was quite entertaining. He also attended the celebration of life for Dr. Peter Hansen, and told a story about the first time he met him back in the 1970's.

Council Member Askin reported that she attended the opening night of the Penni Anne Cross Art Show and Sale, noting that she had a lot of very nice prints. She noted that she has been working with the Chamber to help with shop local voucher processing, and that she believes all the money for that program will be spent. Encouraged everyone to enjoy the sunshine.

Council Member Winger discussed community events, including an upcoming chili cook-off at the Compass in Nikiski, Chamber of Commerce luncheon, high school prom that was organized by parents, Kenai Kite Festival, and the KSRM Easter Egg Hunt. Gave condolences to the family of Dr. Peter Hansen and noted he was a pillar of our community. She also discussed the upcoming Mountain View Bike Rodeo, and shared that they are in need of volunteers.

Council Member Pettey acknowledged Dr. Peter Hansen, noting that he was a wonderful contributor to our community and his legacy will always be remembered in our town. Thanked Airport Manager Bondurant for her thankful dedicated service to the City.

Vice Mayor Molloy offered condolences to the family of Dr. Peter Hansen and thanked the Mayor for his proclamation. Thanked Airport Manager Bondurant for the Airport Land Brochure included in the packet, and noted it was put together well. Stated that he would like to be a sponsor for the legislation to donate lands to Kenai Peninsula Housing Initiative. Explained that he would be bringing forth a resolution at the next City Council Meeting that will be in support of House Bill 51, which proposes to amend a state statute on penalties for crimes to include sexual orientation as an aggravating factor for sentencing, and that this resolution would be consistent with one that City Council had passed last year. Noted that he appreciated the presentation from Alaska Christian College.

Council Member Knackstedt appreciated hearing the proclamation and everything that had been said about Dr. Peter Hansen, noting that he was also the secretary and treasurer of the Kenai Community Foundation and he was very glad to have him on the board. Remembered his time working with Mary Bondurant and noted that it would be hard to imagine the Airport without her. Been preparing for Saturday's Budget Work Session, thanked everyone who had contributed to the Budget work book and looks forward to reading the draft Capital Improvement Plan.

Mayor Gabriel told a story of when he met Mary Bondurant, and wished her the best for her retirement.

L. **EXECUTIVE SESSION** – None.

M. **PENDING ITEMS** – None.


N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000.
2. Updated Kenai Municipal Airport Land Brochure

There being no further business before the Council, the meeting was adjourned at 8:20 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 21, 2021.



Jamie Heinz, MMC
City Clerk

