

**KENAI COUNCIL ON AGING  
REGULAR MEETING  
APRIL 14, 2022 – 3:00 P.M.  
KENAI SENIOR CENTER  
361 SENIOR CT., KENAI, AK 99611  
\*Telephonic/Virtual Information Below\*  
<http://www.kenai.city>**

1. **CALL TO ORDER**
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Agenda Approval
  
2. **SCHEDULED PUBLIC COMMENTS**  
*(Public comment limited to ten (10) minutes per speaker)*
  
3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*
  
4. **APPROVAL OF MEETING SUMMARY**
  - a. February 10, 2022.....Pg. 2
  
5. **UNFINISHED BUSINESS**
  
6. **NEW BUSINESS**
  - a. **Discussion/Recommendation** – Adding Suggested Transportation Donation to the City of Kenai Fees Schedule.....Pg. 5
  - b. **Discussion** – Director’s Goals for FY23
  
7. **REPORTS**
  - a. Senior Center Director
  - b. Council on Aging Chair
  - c. City Council Liaison.....Pg. 6
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – May 12, 2022
  
9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  
12. **ADJOURNMENT**

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**KENAI COUNCIL ON AGING  
REGULAR MEETING  
FEBRUARY 10, 2022 – 3:00 P.M.  
KENAI SENIOR CENTER**

**MEETING SUMMARY**

**1. CALL TO ORDER**

The meeting was called to order at 3:13 p.m.

**a. Pledge of Allegiance**

Vice Chair Thornton led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Members Present: Thornton, Williams, Geller, Modigh, Kilfoyle, Craig  
Members Absent:

A quorum was present.

Staff/Council Liaison  
Present: Senior Center Director Romain, City Clerk S. Saner, Council  
Liaison Knackstedt

**c. Agenda Approval**

Member Craig **MOVED** for approval of the agenda as written and Member Modigh **SECONDED** the motion. There were no objections. **SO ORDERED.**

**d. Election of Chair and Vice-Chair**

**MOTION:**

Member Geller **MOVED** for that Member Craig be elected as Chair and Member Williams **SECONDED** the motion. There were no objections. **SO ORDERED.**

**MOTION:**

Member Geller **MOVED** for that Member Williams be elected as Vice-Chair and Member Modigh **SECONDED** the motions. There were no objections. **SO ORDERED.**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT -- None.**

**4. APPROVAL OF MEETING SUMMARY**

- a. August 12, 2021
- b. November 10, 2021
- c. January 13, 2021

Changes were requested to move Member Williams from absent to present in the August 12,

2021 and November 10, 2021 meeting summaries. A change was requested to the August 12, 2021 meeting summary on item #9 to read: *Member Craig asked if there were more COVID-19 grants.*

**MOTION:**

Member Craig **MOVED** to approve three meeting summaries as corrected and Member Geller **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. **UNFINISHED BUSINESS** -- None.

6. **NEW BUSINESS**

a. **Discussion** – Amendments to Council on Aging By-Laws and Rules of Procedure

Members discussed the amendments to the Council on Aging By-Laws and Rules of Procedure as recommended by City Clerk Saner.

**MOTION:**

Member Thornton **MOVED** for approval of the amendments to the Council on Aging By-Laws and Rules of Procedure and Member Modigh **SECONDED** the motion. There were no objections. **SO ORDERED.**

b. **Discussion/Recommendation** – FY23-27 Capital Improvement Plan

Senior Director Romain reviewed items in the City of Kenai FY2023-2027 Capital Improvement Plan, noting the projects in the Senior Citizens Fund and Congregate Housing Fund.

**MOTION:**

Member Craig **MOVED** for approval to recommend the Kenai City Council approve the City of Kenai Fiscal year 2023-2027 Capital Improvement Plan. Member Geller **SECONDED** the motion. There were no objections. **SO ORDERED.**

c. **Discussion** – 2022 Goals

Senior Center Director Romain discussed working on the creation of a 5-year plan for the Senior Center, along with objectives which would be reviewed annually. Suggested planning an upcoming work session.

**MOTION:**

Member Craig **MOVED** to have a work session on April 28, 2022 at 2:00 p.m. for the purpose of establishing long term goals and objectives for the Senior Center. Member Geller **SECONDED** the motion. There were no objections. **SO ORDERED.**

7. **REPORTS**

a. Senior Center Director – Director Romain reported on the following:

- Current grants reporting periods;
  - FY23 Budget process;
  - Alaska Community Foundation grant recently.
- b. Council on Aging Chair – Vice Chair Williams suggested more advertising be done to promote the Senior Center.
- c. City Council Liaison – Council Member Knackstedt reported on the actions of the January 19, 2022 and February 2, 2022 City Council Meetings.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – March 10, 2022

It was noted that there were no items on the agenda for the March 10, 2022 meeting.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

Council Member Gellar reminded everyone about the March 25<sup>th</sup> March for Meals Fundraiser sponsored by Kenai Senior Connection, Inc.

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

**MOTION:**

Member Geller **MOVED** for adjournment and Member Modigh **SECONDED** the motion. There were no objections. **SO ORDERED.**

There being no further business, the Council on Aging meeting adjourned at 4:40 p.m.

Meeting summary prepared and submitted by:

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Meghan Thibodeau  
Deputy City Clerk



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

## MEMORANDUM

**TO:** City of Kenai, Council on Aging Members  
**FROM:** Kathy Romain, Senior Center Director  
**DATE:** April 7, 2022  
**SUBJECT:** **Fee Schedule**

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As fuel prices have been on the rise over the last few months, I believe it is time to look at our suggested ride donations for the Center. The amount for a round trip in and around Kenai has been \$3.00 for quite some time. The amount then varies up to \$10.00 based on the distance away from Kenai. For instance, the amount for a round trip to Soldotna is \$10.00.

I would like to suggest increasing the donation amount for round trips in Kenai to \$5.00. I would also recommend the donation amount stay the same to Soldotna as those trips are almost all based on medical appointments.

Thank you for your consideration.

Does the Council on Aging recommend adding a suggested transportation amount ranging from \$5-10 to the City of Kenai Fees Schedule?



## Kenai City Council - Regular Meeting

March 16, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**\*\*Telephonic/Virtual Information on Page 3\*\***

[www.kenai.city](http://www.kenai.city)

### **Action Agenda**

#### **A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes) per speaker; thirty (30) minutes aggregated*)

\*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**

*(Public comment limited to ten (10) minutes per speaker)*

1. **Katie Cowgill** - Kenai Peninsula Re-Entry Coalition and Alaska Department of Corrections Re-Entry Simulation.

#### **C. UNSCHEDULED PUBLIC COMMENTS**

*(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

#### **D. PUBLIC HEARINGS**

1. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-14** – Amending the Employee Classification Plan by Adjusting the Ranges of Temporary Parks and Recreation and Personal Use Fishery Positions. (Administration)
2. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-15** – Temporarily Waiving the Gym Rental Fee at the Kenai Recreation Center for the Twin City Athletic Association. (Administration)
3. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-16** – Supporting the Efforts of Kenai Central High School to Secure Grant Funding for the Construction of Permanent Restroom Facilities at Ed Hollier Field. (Mayor Gabriel)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2022-17** – Requesting and Supporting the Alaska Department of Transportation and Public Facilities Provision of Continuous Lighting

Along the Kenai Spur Highway within the City of Kenai and the Sterling Highway Safety Corridor. (Administration)

5. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-18** – Adopting the City’s Capital Improvement Plan for Fiscal Years 2023-2027. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2022-19** – Approving the Vacation of 20’ Public Street Easements Adjoining the South Boundary and Northwest Boundary of Lot 1, Toyon Subdivision as Granted by Plat K-1592, and is Located within the SE1/4 of Section 6, Township 5 North, Range 11 West, Seward Meridian, Alaska, and Determining the Easement is Not Needed for a Public Purpose. (Administration)

**E. MINUTES**

1. **APPROVED BY THE CONSENT AGENDA.** \*Regular Meeting of March 2, 2022. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** \*Work Session of March 7, 2022. (City Clerk)

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Non-Objection to Liquor License Renewals for Main Street Tap & Grill and Fraternal Order of Eagles #3525. (City Clerk)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/6/2022.** \*Ordinance No. 3274-2022 – Increasing Estimated Revenues and Appropriations in the General Fund Parks, Recreation and Beautification Department, and Authorizing an Increase to the Multi-Purpose Facility Management Services Purchase Order to Red Line Sports for Additional Ice Maintenance Services. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/6/2022.** \*Ordinance No. 3275-2022 – Amending Kenai Municipal Code, Chapter 23.05 – General Provisions, to Add a New Category of Temporary Employee Titled “Program or Project Employee” and Chapter 23.40 – Benefits, to Establish Benefits for this Category and Make Housekeeping Changes. (Administration)
5. **APPROVED UNANIMOUSLY. Action/Approval** - Issuing a Letter of Support for Senate Bill No. 166 – General Obligation Bonds (City Manager)

**H. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging
2. Airport Commission
3. Harbor Commission

4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

**I. REPORT OF THE MAYOR**

**J. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**K. ADDITIONAL PUBLIC COMMENT**

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

**L. EXECUTIVE SESSION**

**M. PENDING ITEMS**

**N. ADJOURNMENT**

**O. INFORMATION ITEMS**

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

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.*

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## Kenai City Council - Regular Meeting

April 06, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**\*\*Telephonic/Virtual Information on Page 3\*\***

[www.kenai.city](http://www.kenai.city)

### Action Agenda

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#### B. SCHEDULED PUBLIC COMMENTS

*(Public comment limited to ten (10) minutes per speaker)*

1. Jeff Dolifka, Boys & Girls Club, Plans for Kenai Club

#### C. UNSCHEDULED PUBLIC COMMENTS

*(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

#### D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3274-2022** – Increasing Estimated Revenues and Appropriations in the General Fund Parks, Recreation and Beautification Department, and Authorizing an Increase to the Multi-Purpose Facility Management Services Purchase Order to Red Line Sports for Additional Ice Maintenance Services. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3275-2022** – Amending Kenai Municipal Code, Chapter 23.05 – General Provisions, to Add a New Category of Temporary Employee Titled “Program or Project Employee” and Chapter 23.40 – Benefits, to Establish Benefits for this Category and Make Housekeeping Changes. (Administration)
3. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3276-2022** – Accepting and Appropriating a Grant Under the American Rescue Plan Act of 2021 Passed through the Alaska Community Foundation. (Administration)
  1. Motion for Introduction
  2. Motion for Second Reading (Requires a Unanimous Vote)
  3. Motion for Adoption (Requires Five Affirmative Votes)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2022-20** – Authorizing the City Manager to Enter into an Airline Operating Agreement and Terminal Area Lease with Kenai Aviation. (Administration)

5. **ADOPTED UNANIMOUSLY. Resolution No. 2022-21** – Approving a Sole Source Purchase through Motorola Solutions for the Phase Two Radio Upgrades to the Kenai Dispatch Center, Utilizing Appropriated Department of Homeland Security Grant Funds and City Capital Funds. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2022-22** – Authorizing a Budget Transfer in the General Fund, Police Department for Anticipated Fuel Cost Increases for the Remainder of FY22. (Administration)

**E. MINUTES**

1. **APPROVED BY THE CONSENT AGENDA.** \*Regular Meeting of March 16, 2022. (City Clerk)

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval – Liquor License Renewals for The White Moose, New Peking Restaurant and Jersey Subs. (City Clerk)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3277-2022 – Accepting a Grant from the Federal Aviation Administration Under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021 and Appropriating Funds into the Special Revenue Fund. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3278-2022 – Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement Amendment to Complete Design Phase Services for the Kenai Municipal Airport Runway Rehabilitation Project. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3279-2022 – Accepting and Appropriating a State of Alaska Grant Passed through the Southern Region EMS Council, Inc., for Three Scoop Stretchers, Three Adult Vacuum Splints and Three Pediatric Vacuum Splints. (Administration)
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3280-2022 – 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)
8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3281-2022 – Accepting and Appropriating an American Rescue Plan Act Grant Passed through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency. (Administration)
9. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.** \*Ordinance No. 3282-2022 – Increasing Estimated Revenues and Appropriations in the Water

and Sewer Special Revenue Fund and Wastewater Treatment Plant Improvements Capital Project Fund to Provide Supplemental Funding for the Sludge Press Replacement Project. (Administration)

10. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/20/2022.**  
\*Ordinance No. 3283- 2022 – Authorizing a Budget Revision in the Airport Special Revenue Fund and Increasing Estimated Revenues and Appropriations in the Terminal Improvement Capital Project Fund for Design Services for the Terminal Landscaping Project. (Administration)
11. **APPROVED UNANIMOUSLY. Action/Approval** – Special Use Permit to State of Alaska, Department of Natural Resources, Division of Forestry for Aircraft Loading and Parking. (Administration)
12. **SPECIAL MEETINGS SCHEDULED FOR 4/25/2022 and 4/26/2022. Discussion/Action** – Scheduling Special Meeting(s) for Individual Council Employee Personnel Evaluations to be conducted between April 20 – April 26. (Mayor Gabriel)

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

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
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#### **I. REPORT OF THE MAYOR**

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#### **K. ADDITIONAL PUBLIC COMMENT**

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

#### **L. EXECUTIVE SESSION**

#### **M. PENDING ITEMS**

#### **N. ADJOURNMENT**

#### **O. INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000
2. Kenai Historical Society March Newsletter

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