

**KENAI COUNCIL ON AGING
REGULAR MEETING
JUNE 9, 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. May 12, 2022

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**
 - a. **Discussion** – Library Resources for Seniors, Presentation by Elizabeth Kleweno of the Kenai Library
 - b. **Discussion** – Greenhouse Dedication in July

7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – July 14, 2022

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS**

12. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/85932221514?pwd=U1VQMm8wNHZ3UFRGN01rUWpmTml1Zz09>

Meeting ID: 859 3222 1514 **Password:** 363482

OR

Dial in by your Location: (253) 215-8782 or (301) 715-8592

Meeting ID: 859 3222 1514 **Password:** 363482

**KENAI COUNCIL ON AGING
REGULAR MEETING
MAY 12, 2022 – 3:00 P.M.
KENAI SENIOR CENTER
CHAIR RACHAEL CRAIG, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Craig called the meeting to order at approximately 3:00 p.m.

a. Pledge of Allegiance

Chair Craig led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: R. Craig, C. Thornton, V. Geller, B. Modigh, F. Kilfoyle,
Members Absent: R. Williams

A quorum was present.

Staff/Council Liaison: Senior Center Director K. Romain, Administrative Assistant R. Piersee, Volunteer Coordinator K. Feltman, and Council Liaison H. Knackstedt

c. Agenda Approval

MOTION:

Member Geller **MOVED** for approval of the agenda as presented and Member Thornton **SECONDED** the motion. There were no objections. **SO ORDERED.**

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

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

4. **APPROVAL OF MEETING SUMMARY**

a. April 14, 2022

MOTION:

Member Thornton **MOVED** to approve the April 14, 2022 meeting summary. Member Kilfoyle **SECONDED** the motion. There were no objections. **SO ORDERED.**

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

6. **NEW BUSINESS**

a. **Discussion** – 2022 Senior Center Survey Results

Administrative Assistant Piersee reported on the Kenai Senior Center 2022 Satisfaction Survey Results as provided in the packet and discussed the outcome of the survey. She reported that 42 surveys were returned, and she discussed using Survey Monkey next year. It was noted that

the survey had been included in the April Centerline newsletter and were available at the Senior Center.

b. **Discussion** – 2023 Draft Senior Center Budget

The Council on Aging reviewed the FY2022 operating budget included in the packet. They discussed grants, transportation donations, volunteer program and delivering meals.

7. **REPORTS**

- a. Senior Center Director – Director Romain reported on the following:
- Senator Dan Sullivan will attend lunch at the Senior Center on May 13, 2022;
 - Steve Latz will be working on the greenhouse and will have it operational in a month;
 - Current status of ARPA grant spending;
 - Stump removal;
 - Fourth of July;
 - Quilt Raffle;
 - Aspen Creek is the new owners of Chari Place's and Riverside;
 - There will be a Co-Senior Prom with the Soldotna Senior Center in June.
- b. Council on Aging Chair – Chair Craig said it is good to be back, and praised the Meals on Wheels drivers.
- c. City Council Liaison – Council Member Knackstedt reported on the actions of the April 20, 2022 and May 4, 2022 City Council Meetings.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 9, 2022

The Council on Aging discussed scheduling a work session for June 9, 2022.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS** – None.

10. **ADDITIONAL PUBLIC COMMENT** – None.

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:

Meghan Thibodeau
Deputy City Clerk



Kenai City Council - Regular Meeting

May 18, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

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*)

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. 3286-2022** – Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the US Department of Transportation Passed Through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
2. **POSTPONED UNTIL 6/1/2022. Ordinance No. 3287-2022** – Conditionally Donating Certain City Owned Property Described as Tract A Park View Subdivision (KPB Parcel No. 047010118) to the Boys and Girls Club of the Kenai Peninsula for Development of Facilities for Youth Sports, Recreation, Education, After School Care and Other Youth Activities. (Mayor Gabriel and Council Member Baisden)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3288-2022** – Accepting and Appropriating a Scholarship from the Alaska Association of Municipal Clerks for Employee Travel and Training. (City Clerk)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2022-29** – Authorizing an Agreement for Professional Engineering Services to Provide Construction Documents for the Waste Water Treatment Plant Digester Blower Replacement Project. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2022-30** – Authorizing A Budget Transfer in the General Fund, Non-Departmental, Department to Provide Supplemental Funding to the Communications Tower Condition Assessment and Capacity Study Project. (Administration)

6. **ADOPTED UNANIMOUSLY. Resolution No. 2022-31** – Authorizing an Agreement for Professional Engineering Services to Conduct a Rate Study for the Water, Sewer Wastewater Utility. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2022-32** – Amending the Employee Classification Plan by Reclassifying the Public Works Wastewater Treatment Plant Foreman and the Water and Sewer Foreman Positions Under the Foreman Classification and Adjusting the Range for this Class. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2022-33** – Approving the Vacation of a 60' Wide Right of Way and Associated Utility Easements in Jaynes Subdivision, Big Mike's Addition, as Granted by Plat K-2015-99, and Bridge Road Subdivision 2019 Replat as Granted by Plat K-2020-15, Located Within Section 4, Township 5 North, Range 11 West, Seward Meridian, Alaska, and Determining the Right of Way and Utility Easements are Not Needed for a Public Purpose. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2022-34** – Adopting the Updated 2022 Kenai Peninsula Community Wildfire Protection Plan. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2022-35** – Authorizing a Budget Transfer in the Airport Fund, Administration Department for the Payment of Concession Relief Payments to Terminal Concessionaires from Grant Funds Received through the Coronavirus Response and Relief Supplemental Appropriation Act, 2021. (Administration)
11. **ADOPTED UNANIMOUSLY. Resolution No. 2022-36** – Authorizing a Budget Transfer in the General Fund, Shop Department for Costs in Excess of Budgeted Amounts. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of May 4, 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 – Non-Objection to Liquor License Renewals for Kenai Elks Lodge #2425. (City Clerk)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/1/2022.** *Ordinance No. 3289-2022 – Adopting the Annual Budget, Salary Schedule and Employee Classification Plan for the Fiscal Year Commencing July 1, 2022 and Ending June 30, 2023 and Committing \$3,986,107 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/1/2022.** *Ordinance No. 3290-2022 – Authorizing the Return of Funds Remaining from Completed or Canceled Capital Projects to the General, Airport Special Revenue and Water and Sewer Special Revenue Funds. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/1/2022.** *Ordinance No. 3291-2022 – Accepting and Appropriating Private Donations to the Kenai

Community Library for the Purchase of Programming Equipment and Library Materials.
(Administration)

7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/1/2022.**
***Ordinance No. 3292-2022** – Increasing Estimated Revenues and Appropriations in the General Fund and Public Safety Capital Project Fund to Provide Supplemental Funding for the Fire Department Flooring Replacement Project. (Administration)
8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/1/2022.**
***Ordinance No. 3293-2022** – Amending the Appendices to the Kenai Municipal Code to Delete Cemetery Regulations, Amending Title 24-Municipal Cemetery, to Include Certain Portions of the Appended Cemetery Regulations and Make Other Housekeeping Changes and Adopting a Kenai Municipal Cemetery Regulations Policy. (City Clerk)
9. **APPROVED UNANIMOUSLY. Action/Approval** – Special Use Permit to Pacific Star Seafoods, Inc. for 15,000 square feet of Apron for Aircraft Parking & Loading from June 1, 2022-July 31, 2022. (Administration)
10. **APPROVED UNANIMOUSLY. Action/Approval** – Second Amendment to Agreement for Janitorial Services with Reborn Again Janitorial Services. (Administration)
11. **APPOINTMENTS OF ALICE HECKERT, MICHAEL STRAUGHN, AND BRETT PERRY APPROVED. Action/Approval** – Confirmation of Mayoral Nominations for Appointment to the Council on Aging and Mini Grant Steering Committee. (Mayor Gabriel)
12. **BOARD OF ADJUSTMENT SCHEDULED FOR 6/20/2022. Discussion** – Scheduling a Board of Adjustment Appeal Hearing. (City Clerk)

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. 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.

Join Zoom Meeting

<https://us02web.zoom.us/j/86134600195>

Meeting ID: 861 3460 0195 **Passcode:** 368520

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 861 3460 0195 **Passcode:** 368520



Kenai City Council - Regular Meeting

June 01, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

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*)

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B. SCHEDULED PUBLIC COMMENTS

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

C. UNSCHEDULED PUBLIC COMMENTS

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

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3289-2022** – Adopting the Annual Budget, Salary Schedule and Employee Classification Plan for the Fiscal Year Commencing July 1, 2022 and Ending June 30, 2023 and Committing \$3,986,107 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3290-2022** – Authorizing the Return of Funds Remaining from Completed or Canceled Capital Projects to the General, Airport Special Revenue and Water and Sewer Special Revenue Funds. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3291-2022** – Accepting and Appropriating Private Donations to the Kenai Community Library for the Purchase of Programming Equipment and Library Materials. (Administration)
4. **ENACTED UNANIMOUSLY. Ordinance No. 3292-2022** – Increasing Estimated Revenues and Appropriations in the General Fund and Public Safety Capital Project Fund to Provide Supplemental Funding for the Fire Department Flooring Replacement Project. (Administration)

5. **POSTPONED TO 6/15/2022. Ordinance No. 3293-2022** – Amending the Appendices to the Kenai Municipal Code to Delete Cemetery Regulations, Amending Title 24-Municipal Cemetery, to Include Certain Portions of the Appended Cemetery Regulations and Make Other Housekeeping Changes and Adopting a Kenai Municipal Cemetery Regulations Policy. (City Clerk)
6. **POSTPONED TO 6/15/2022. Resolution No. 2022-37** – Removing the Moratorium on the Purchase of Standard Cemetery Plots for the Sole Purpose of Reserving a Cemetery Plot Not Being Used for Immediate Internment. (City Clerk)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2022-38** – Fixing the Rate of Levy of Property Tax for the Fiscal Year Commencing July 1, 2022 and Ending June 30, 2023. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2022-39** – Amending the Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes Included in the FY2023 Budget to Include Adjusting Airport Fees, Animal Control Fees, Fire Department Ambulance Fees, Library Fees, Parks and Recreation Fees, City Dock Fees, Water Fees, Sewer Fees, Senior Center Fees, and Adjusting the Monthly Rental Rates at Vintage Pointe. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2022-40** – Approving the Divestment of the City's Interest in the Deeded Thirty-Foot Public Use Easement Lying Along the North Boundary Of Lot 35, Section 6, Township Five North, Range Eleven West, Seward Meridian, Alaska, and Determining The Easement Is Not Needed For A Public Purpose. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2022-41** – Authorizing Renewal of the City's Insurance Coverage with Alaska Municipal League Joint Insurance Association for July 1, 2022 Through June 30, 2023. (Administration)
11. **ADOPTED UNANIMOUSLY. Resolution No. 2022-42** – Authorizing Contracts for Employee Health Care and Other Benefits Effective July 1, 2022. (Administration)
12. **ADOPTED UNANIMOUSLY. Resolution No. 2022-43** – Authorizing the City Manager to Enter Into a Memorandum of Agreement with the State of Alaska Department of Natural Resources, Division of Forestry to Support Spruce Beetle Mitigation and Hazard Fuel Reduction. (Administration)
13. **ADOPTED UNANIMOUSLY. Resolution No. 2022-44** – Approving the Execution of a Lease of Airport Reserve Lands Using the Standard Lease Form Between the City of Kenai and Swanson Properties, LLC on Lot 6, Block 5, General Aviation Subdivision No. 1 Amended. (Administration)
14. **ADOPTED UNANIMOUSLY. Resolution No. 2022-45** – Supporting the Constitutional Right of Alaska Grand Juries to Investigate and Make Recommendations on Public Welfare and Safety Concerns. (Council Members Sounart and Pettey)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Budget Work Session of May 14, 2022. (City Clerk)

F. UNFINISHED BUSINESS

1. **ENACTED AS AMENDED. Ordinance No. 3287-2022** – Conditionally Donating Certain City Owned Property Described as Tract A Park View Subdivision (KPB Parcel No. 04701018) to the Boys and Girls Club of the Kenai Peninsula for Development of Facilities for Youth Sports, Recreation, Education, After School Care and Other Youth Activities. (Mayor Gabriel and Council Member Baisden) [*Clerk's Note: At the May 18th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.*]

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/15/2022.** *Ordinance No. 3294-2022 – Accepting and Appropriating Funding From the State of Alaska Department of Natural Resources, Division of Forestry, to Support Spruce Beetle Mitigation and Hazard Fuel Reduction. (Administration)
3. **APPROVED UNANIMOUSLY. Action/Approval** – Executing an Amendment to the Facility Management Agreement with Kenai Chamber of Commerce and Visitor Center, Inc. to Extend the Current Agreement to June 30, 2023. (Administration)
4. **APPROVED UNANIMOUSLY. Action/Approval** – Approving Official Bond Amounts for City Manager, City Clerk and Finance Director. (Administration)
5. **BOARD OF ADJUSTMENT SCHEDULED FOR 6/20/2022 AT 7:00 P.M. Discussion** – Scheduling a Board of Adjustment Appeal Hearing. (City Clerk)

H. COMMISSION / COMMITTEE REPORTS

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