

**KENAI COUNCIL ON AGING
REGULAR MEETING
NOVEMBER 14, 2019 – 4:30 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
<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. October 10, 2019
5. **UNFINISHED BUSINESS**
 - a. **Discussion/Recommendation** – Code of Conduct for the Senior Center
6. **NEW BUSINESS** – None.
7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – December 12, 2019
9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
12. **ADJOURNMENT**

<p>PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JACQUELYN -- 283-8231 OR KATHY -- 283-8211</p>

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**KENAI COUNCIL ON AGING MEETING
OCTOBER 10, 2019 – 4:30 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
<http://www.kenai.city>**

MEETING SUMMARY

1. CALL TO ORDER

The meeting was called to order by Chair Roy Williams at 4:30 p.m.

a. Pledge of Allegiance

Chair Williams led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: Williams, Geller, Weeks, Nelson, Thornton, Bise,
Members Absent: Milewski, Modigh and Erwin

A quorum was present.

Staff/Council Liaison

Present: Senior Director Romain, Council Member Glendening
Also Present: Sue Olson, Guest

e. Agenda Approval

MOTION:

Member Weeks **MOVED** for approval of the agenda and Member Geller **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. September 12, 2019

Member Thornton **MOVED** to approve the September 12, 2019 meeting summary and Member Nelson **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. UNFINISHED BUSINESS

a. Discussion/Recommendation – Code of Conduct for the Senior Center

Senior Director Romain reviewed the draft Code of Conduct included in the packet and

explained it was a working document. Discussion followed with comments including:

- Policies from other senior centers.
- Felt the draft policy took care of the needs previously discussed.
- General positive comments.
- Liked the bold topic headings (suggesting they could be in red for better emphasis) and liked the signature page.

Chair Williams suggested a sub-committee be assigned to work through the draft in more detail, hire outside consultation, or set a work session for the Council on Aging to review in more detail.

MOTION:

Member Geller **MOVED** to set a work session to review the code of conduct in more detail. Member Thornton **SECONDED** the motion. There were no objections. **SO ORDERED.**

A work session was scheduled for October 29 at 4:30 p.m.

6. **NEW BUSINESS** – None.

7. **REPORTS**

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

- A resolution will be before Council at its next meeting to use remaining funds from the flooring capital project to redesign the computer lab doorway and provide cabinets for the game room;
- The Food Bank received Federal Commodities (Seafood) and through it, the Center will be able to receive salmon and halibut from for meals for the next several months;
- A new janitor will be hired for the Senior Center;
- She welcomed guest Sue Olson; and
- Congratulated Council Member Glendening on his re-election.

b. Council on Aging Chair – Williams noted he was thankful for the Center's staff, welcoming new people and appreciated the work of the Council on Aging.

c. City Council Liaison – Council Member Glendening reported the following:

- He reviewed the action agenda of the October 2 council meeting.
- Discussed the LNG plant situation.
- Provided a brief update of the bluff erosion project.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – November 14, 2019

There were no announcements of absences for the November 14, 2019 meeting.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

MOTION:

Member Thornton **MOVED** to request Council Member Glendening be reappointed as the Council on Aging's liaison and Member Nelson **SECONDED** the motion. There were no

objections. **SO ORDERED.**

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

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

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

There being no further business, the Council on Aging meeting adjourned at 5:40 p.m.

Meeting summary prepared and submitted by:

Jamie Heinz, CMC
City Clerk

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Kenai City Council - Regular Meeting

November 06, 2019 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

ACTION AGENDA

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. **COUNCIL MEMBER MOLLOY ELECTED VICE MAYOR. Election of Vice Mayor**
5. 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. 3092-2019** - Amending Kenai Municipal Code, Section 1.10.030 – Organization Meeting, to Provide that the Terms of Office of the Mayor and Other Councilmembers Shall Begin the Monday Following Certification of the Election. (City Clerk)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3093-2019** - 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 for the Purchase of a Fire Station Alerting System, an IT Security Audit, and Base Radio System Replacement for Dispatch. (Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3094-2019** - Accepting and Appropriating a Donation from Hilcorp Energy Company to Assist with the Annual Kenai Senior Center Thanksgiving Dinner. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2019-72** - Authorizing the City to Join the Alaska Remote Seller Sales Tax Commission for the Purpose of Developing, Implementing, and Enforcing a Remote Seller Sales Tax Code and Designating a Commission Representative. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2019-73** - Authorizing the City Manager to Recruit For and Hire an Additional Police Officer Position Based on Anticipated Attrition. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2019-74** - Declaring a Utility Easement Twenty Foot (20') Wide Between the Shared Lot Lines of Tract A, and Lots 4, 5, 6, Block 1, Bridge Road Subdivision Number 2 and Lot 7A, Block 1, Bridge Road Subdivision Lockwood Addition as Set Forth on the Attached Exhibit "A" is Not Needed for a Public Purpose and Consenting to its Vacation. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2019-75** - Awarding a Contract for City-Owned Lands Appraisal Services. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of October 16, 2019. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** *Work Session Summary of October 16, 2019. (City Clerk)

F. UNFINISHED BUSINESS

1. **POSTPONED TO 12/04/19 FOR A SUBSTITUTE AND A SECOND PUBLIC HEARING. Resolution No. 2019-71** - Repealing Policy No. 2017-02, Supervisory Sub-Committee. (Council Member Knackstedt) [*Clerk's Note: At its October 16 meeting Council postponed this item to the November 6 meeting; a motion to adopt is on the floor.*]

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. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/04/19.** *Ordinance No. 3095-2019 - Increasing Estimated Revenues and

Appropriations in the General Fund – Police Department and Accepting a Grant from the Department of Justice for the Purchase of Ballistic Vests. (Administration)

4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/04/19. *Ordinance No. 3096-2019** - Determining that Real Property Described as Lot One (1), Aleyeska Subdivision Part 3, According to Plat No. 1531 and Lot One A (1-A), Aleyeska Subdivision Part 3, According to Plat K-1531, City-Owned Airport Land Located Outside the Airport Reserve, is not Needed for a Public Purpose and Authorizing the Sale of the Property to MITAK, LLC. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/04/19. *Ordinance No. 3097-2019** - Increasing Estimated Revenues and Appropriations in the Terminal Improvements Capital Fund, and Authorizing an Increase to the Construction Purchase Order to Blazy Construction, Inc. (Administration)
6. **APPROVED UNANIMOUSLY. Action/Approval** - Authorize the Issuance of a Request for Proposals for Naming Rights of the Multi-purpose Facility. (Administration)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Approving a Special Use Permit for Axtel Enterprises, LLC, to Conduct Fuel Reduction Activities on Tract A, Kenai Meadows, 2200 Redoubt Avenue, Parcel 03901065. (Administration)
8. **APPROVED UNANIMOUSLY. Action/Approval** - Mayoral Nominations of Council Liaisons for Appointment to Committees and Commissions. (Mayor Gabriel)
9. **\$500 GRANT APPROVED UNANIMOUSLY. Discussion/Action** - Bridges Community Resource Network Mini-Grant Request for its Project Homeless Connect Event. (Mayor Gabriel)
10. **Discussion** - Personal Use Fishery Capital Improvement Projects. (Administration)

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.
2. Utilities Collection Site - Public Comment
3. CIRCAC Comments on State of Alaska Oil Discharge Prevention and Contingency Plan Public Scoping

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.