

**KENAI COUNCIL ON AGING  
REGULAR MEETING  
JANUARY 9, 2020 – 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. Administer Oaths of Office
  - d. Elections of the Chair and Vice-Chair
  - e. 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. November 14, 2019
  
5. **UNFINISHED BUSINESS**
  - a. **Discussion/Recommendation** – Code of Conduct for the Senior Center
  
6. **NEW BUSINESS**
  
7. **REPORTS**
  - a. Senior Center Director
  - b. Council on Aging Chair
  - c. City Council Liaison
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – February 13, 2020
  
9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  
12. **ADJOURNMENT**

<p><b>PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JACQUELYN -- 283-8231 OR KATHY -- 283-8211</b></p>
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**KENAI COUNCIL ON AGING  
REGULAR MEETING  
NOVEMBER 14, 2019 – 4:30 P.M.  
KENAI SENIOR CENTER  
CHAIR ROY WILLIAMS, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Williams called the meeting to order 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: Chair R. Williams, Vice Chair D. Erwin, V. Geller, C. Thornton, S. Bise, L. Nelson, B. Modigh

Members Absent: M. Milewski, A. Weeks

Staff/Council Liaison Present: Senior Center Director K. Romain, City Attorney S. Bloom, Administrative Assistant A. Clary, Council Member J. Glendening

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Member Thornton **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. October 10, 2019**

**MOTION:**

Member Erwin **MOVED** to approve the October 10, 2019 meeting summary and Member Thornton **SECONDED** the motion. There were no objections; **SO ORDERED.**

## 5. UNFINISHED BUSINESS

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

A copy of the October 29, 2019 Council on Aging Work Session Notes related to further discussion and formulation of the draft Code of Conduct were provided to those present. The City Attorney reviewed the notes and provided suggested options for some wording.

Director Romain will provide a final draft for review, discussion, and action at the December 12 Council on Aging meeting.

## 6. NEW BUSINESS – None.

## 7. REPORTS

- a. **Senior Center Director** – Romain reported the following:
- The new flooring installation will happen in January due to holidays, rentals, etc. happening in November and December;
  - A temporary janitor was hired and she would be conducting permanent interviews for a permanent janitor position shortly;
  - The Hilcorp Thanksgiving dinner will be held on Tuesday, November 26; and
  - The Senior Connection will be purchasing meats for Christmas food baskets and the food and toy drives are in progress.
- b. **Council on Aging Chair** – Williams thanked the Administration for upgrading the connecting door to the Center as an automatic opening door with the swipe cards and thanked those attending for their participation.
- c. **City Council Liaison** – Council Member Glendening reviewed the Action Agenda for the Council's November 6, 2019 meeting noting ordinances and resolutions passed, and that a request for proposals had been issued for naming rights of the multi-purpose facility and nominations for Council liaisons to City commissions/committees were offered.

## 8. NEXT MEETING ATTENDANCE NOTIFICATION – December 12, 2019

There were no announcements of absences for the December 12, 2019 meeting.

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

## 10. ADDITIONAL PUBLIC COMMENT – None.

## 11. INFORMATIONAL ITEMS – None.

## 12. ADJOURNMENT

### MOTION:

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

There being no further business, the Council on Aging meeting adjourned at 5:41 p.m.

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk

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## Kenai City Council - Regular Meeting

December 18, 2019 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[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. **Project Homeless Connect, Maggie Winston** - Update on homelessness in Kenai and invitation to the Project Homeless Connect event.

### **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. 3098-2019** - Increasing Estimated Revenues and Appropriations in the General Fund, Police Department and Amending Kenai Municipal Code Sections 23.25.040 – Appointee Compensation, 23.25.065 – Shift Differential Pay, 23.50.010 – Employee Classification, and 23.55.030 – Qualification Pay to Improve Recruitment and Retention for Police Officers and Other Eligible Employees Receiving Shift Differential Pay. (Administration)
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3099-2019** - Amending Kenai Municipal Code Section 23.50.010 – Employee Classification to

Amend Class Titles in the Public Works Water and Sewer and Wastewater Classes.  
(Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3100-2019** - Increasing Estimated Revenues and Appropriations by \$4,786.53 in the General Fund - Police Department for Drug Investigation Overtime Expenditures. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2019-79** - Adopting an Alternative Allocation Method for the FY20 Shared Fisheries Business Tax Program and Certifying that this Allocation Method fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 14: Cook Inlet. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2019-80** - Authorizing the City Manager to Enter into a Vending Machine Concession Agreement for the Kenai Municipal Airport. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2019-81** - Supporting the Alaska Municipal League's Resolution No. 22-2020 Requesting the Alaska State Legislature Approve a Coastal Infrastructure General Obligation Bond for the 2020 Election. (Council Member Jim Glendening)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2019-82** - Adopting the City of Kenai's Capital Improvement Plan Priority List for State Funding Requests for the Fiscal Year 2021. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2019-83** - Requesting the Kenai Peninsula Borough Select Through its Municipal Entitlement, Land Described as T.6N., R.11W. Sec. 31, Lots 40, 41, and 42 Containing 3.75 Acres, from the State of Alaska for the City of Kenai to Enable the Continued Maintenance and Operation of the 4th Avenue Municipal Park. (Legal)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2019-84** - Requesting the Alaska Department of Transportation and Public Facilities Keep the Silvertip Maintenance Station Open. (Council Members Pettey and Knackstedt)

E. **MINUTES**

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 New Liquor License for Los Compadres Mexican Restaurant, LLC. (City Clerk)



4. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Special Use Permit to Schilling Alaska, Inc. d/b/a The Uptown Motel for Snow Storage. (Administration)
5. **APPROVED UNANIMOUSLY. Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Manager, Paul Ostrander to Extend the Agreement. (Mayor Gabriel)
6. **APPOINTMENTS OF BOB SPRINGER AND DIANE FIKES CONFIRMED. Action/Approval** - Mayoral Nominations for Appointment to the Planning and Zoning Commission. (City Clerk)
7. **APPOINTMENTS OF JAMES ZIRUL, JAMES BIELEFELD, EMILY HEALE, LYDIA CRAYCRAFT, EMILY JENSEN, VELDA GELLER, BARBARA MODIGH, LOIS MAY NELSON, CHRISTINE HUTCHISON, JENNIFER DENNIS, SOVALA KISENA, AND MICHAEL BERNARD CONFIRMED. Action/Approval** - Mayoral Nominations for Appointment to Committees and Commissions. (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](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.*