



# Assembly Action Agenda

November 7, 2023 - 6:00 PM

Regular Meeting

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsular  
Borough Administration Building and Through  
Zoom Meeting ID: 884 7373 9641 Passcode: 671108

Brent Johnson  
President  
Seat 7 – Central  
Term Expires 2025

Tyson Cox  
Vice President  
Seat 4 - Soldotna  
Term Expires 2025

Kelly Cooper  
Assembly Member  
Seat 8 – Homer  
Term Expires 2026

Cindy Ecklund  
Assembly Member  
Seat 6 – East Peninsula  
Term Expires 2024

Bill Elam  
Assembly Member  
Seat 5-Sterling/Funny  
River  
Term Expires 2026

Brent Hibbert  
Assembly Member  
Seat 1 – Kalifornsky  
Term Expires 2024

Peter Ribbens  
Assembly Member  
Seat 3 - Nikiski  
Term Expires 2025

Ryan Tunseth  
Assembly Member  
Seat 2 - Kenai  
Term Expires 2026

Michael Tupper  
Assembly Member  
Seat 9 - South  
Peninsula  
Term Expires 2024

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a voluntary offering of a private person, to and for the benefit of the assembly. No member of the community is required to attend or participate in the invocation.

*[Clerk's Note: The invocation was given by Annette O'Connell.]*

## ROLL CALL

## COMMITTEE REPORTS

## APPROVAL OF AGENDA AND CONSENT AGENDA

(Action items listed with an asterisk (\*) are considered to be routine and non-controversial by the Assembly and will be approved by one motion. Public testimony will be taken. There will be no separate discussion of these items unless an Assembly Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

## APPROVAL OF MINUTES

- \*1. KPB-5594: October 24, 2023 Regular Assembly Meeting Minutes

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

- 1. KPB-5595: Mayor's Proclamation Declaring November 25, 2023 as "Small Business Saturday"

- \*2. KPB-5616: A Resolution Commending the Service of Tim Dillon to the Communities of the Kenai Peninsula Borough (Cox, Hibbert)..... **LAYDOWN**

**PRESENTATIONS WITH PRIOR NOTICE** (20 minutes total)

1. KPB-5596: Kenai Peninsula Economic Development District Quarterly Report, Tim Dillion, Executive Director and Cassidi Cameron, Special Projects Manager (10 minutes)
2. KPB-5597: Kenai Peninsula Borough School District Quarterly Report, Clayton Holland, Superintendent and Annaleah Karron, College & Career Readiness Coordinator (10 minutes)

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**  
(3 minutes per speaker; 20 minutes aggregate)

**MAYOR'S REPORT**

1. Assembly Requests/Responses – None.
2. Agreements and Contracts
  - a. KPB-5599: Authorization to Award a Contract for ITB24-026 Snow Removal and Sanding of Various Borough School and Facilities:
    1. Steam on Wheels, LLC Section A, Groups 1, 2, 3, 4, 5, 6, 7 & 8
    2. Todaly Unlimited, Inc. Section A, Group 9
    3. Gregoire Construction Section B, Groups 1, 2, 3, 5 & 6
    4. Alaska Welding Works Section B, Group 4
    5. Metco Alaska, LLC Section C, Group 2
  - b. KPB-5600: Authorization to Award a Contract for ITB24-027 Central Peninsula Landfill Cell 3 Gas Piping Materials
  - c. KPB-5601: Authorization to Award a Contract for RFP-004 McGahan Drive and Goodrich Street / Center Avenue Capital Improvement Project

3. Other

- a. KPB-5602: Capital Project Reports – September 30, 2023

**ITEMS NOT COMPLETED FROM PRIOR AGEND**

**PUBLIC HEARINGS ON ORDINANCES** (Testimony limited to 3 minutes per speaker)

- \*1. Ordinance 2023-19-24: Appropriating \$80,516 to the Disaster Response Fund for Expenditures Responding to the Recent Local Disaster Emergency Declaration (Mayor) (Referred to Finance Committee)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

1. Resolutions

- \*a. Resolution 2023-070: Accepting \$243,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations (Mayor) (Referred to Finance Committee)
- \*b. Resolution 2023-071: Approving Revisions to the Solid Waste Section of the Borough's Schedule of Rates, Charges and Fees (Mayor) (Referred to Finance Committee)
- \*c. Resolution 2023-072: Redistributing Fiscal Years 2022 and 2023 Community Assistance Program Funds to Eligible Fiduciaries Within the Unincorporated Communities of Clam Gulch, Nanwalek and Razdolna (Mayor) (Referred to Finance Committee)
- \*d. Resolution 2023-073: Authorizing One Full-Time IT System Manager Administrative Service Position (Mayor) (Referred to Policies and Procedures Committee)
- \*e. Resolution 2023-074: Authorizing the Reinstatement of One Full-Time GIS Analyst Classified Service Position (Mayor) (Referred to Policies and Procedures Committee)

- f. **ADOPTED** Resolution 2023-075: Amending the Assembly Invocation Policy to Provide that Invocations will be Given by Chaplains (Mayor, Cox, Cooper, Elam) (Referred to Policies and Procedures Committee) **[9 Yes, 0 No, 0 Absent]**
- \*g. Resolution 2023-076: Establishing the Kenai Peninsula Borough's State Capital Project Priorities for the Year 2024 (Mayor) (Referred to Legislative Committee)
- \*h. Resolution 2023-077: Supporting the Transportation Priorities to be Considered for Grant Funding to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor) (Referred to Legislative Committee)
- \*i. Resolution 2023-078: Supporting House Bill 68 and Senate Bill 66 Relating to Human and Sex Trafficking (Mayor, Ecklund, Cox, Tupper, Elam, Hibbert) (Referred to Legislative Committee)
- \*j. Resolution 2023-079: Authorizing a Memorandum of Agreement Between the Kenai Peninsula Borough and the Cities of Kachemak, Kenai, Homer, Seldovia, Seward and Soldotna for the Joint Exercise of Tourism Promotion (Mayor, Cox) (Referred to Policies and Procedures).....**LAYDOWN**

2. Ordinances for Introduction

- \*a. Ordinance 2023-19-25: Accepting and Appropriating Funding from the State of Alaska in the Amount of \$394,725 and Approving Projects to be Completed for Community Purposes Under the 2023/2024 Community Assistance Program (Mayor) (Hearing on 12/12/23) (Referred to Finance Committee)
- \*b. Ordinance 2023-19-26: Redirecting \$500,000 in U.S. Treasury State and Local Fiscal Recovery Funds from the Bridge Infrastructure Project to the Cybersecurity and Broadband Project and Expanding the Scope of Road Service Area Locally Funded Bridge Project (Mayor) (Hearing on 12/12/23) (Referred to Finance Committee)

- \*c. Ordinance 2023-19-27: Accepting and Appropriating \$36,000 From the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management to Upgrade a Security Gate Motor (Mayor) (Hearing on 12/12/23) (Referred to Finance Committee)
- \*d. Ordinance 2023-19-28: Appropriating Commercial Passenger Vessel Tax Proceeds Received from the State of Alaska in the Amount of \$304,177.50 and Allocating \$303,825 to the City of Seward and \$352.50 to the City of Homer (Mayor) (Hearing on 12/12/23) (Referred to Finance Committee)
- \*e. Ordinance 2023-25: Approving Anchors Aweigh North Subdivision Single-Family Residential (R-1) Local Option Zoning District and Amending KPB 21.46.040 (Mayor) (Hearing on 12/12/23) (Referred to Lands Committee)

3. Other

- \*a. KPB-5603: Approval of the 2024 Assembly Meeting Schedule (Johnson at the Request of the Borough Clerk) (Referred to Policies and Procedures Committee)
- \*b. KPB-5604: Confirming Appointments to Service Area Boards (Mayor) (Referred to Policies and Procedures Committee)

<b><u>Kachemak Emergency</u></b>	<b><u>Seat</u></b>	<b><u>Term Expires</u></b>
Milli Martin	A	October, 2026
<b><u>Seldovia Recreational</u></b>	<b><u>Seat</u></b>	<b><u>Term Expires</u></b>
Jessica Lowdermilk	B	October, 2026
Jenifer Cameron	E	October, 2026
<b><u>Seward Bear Creek Flood</u></b>	<b><u>Seat</u></b>	<b><u>Term Expires</u></b>
Rodney Roemmich	D	October, 2026

- \*c. KPB-5605: Confirming Appointment to Advisory Planning Commission (Mayor) (Referred to Policies and Procedures Committee)

**Appointment**

Barbra Bureau

**Seat**

E

**Term Expires**

September 30, 2026

**PUBLIC COMMENTS AND PUBLIC PRESENTATIONS** (3 minutes per speaker)

**ASSEMBLY COMMENTS**

**PENDING LEGISLATION** (This item lists legislation that will be addressed at a later date as noted.)

1. Resolution 2023-005: A Resolution of Intent by The Kenai Peninsula Borough Assembly Establishing that Financing of Energy and Resilience Improvement Projects through Assessments Serves a Valid Public Purpose and Related Matters (Ecklund) (Referred to Lands Committee) [Tabled on 10/24/23]

**INFORMATIONAL MATERIALS AND REPORTS**

**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. December 12, 2023 6:00 PM Regular Assembly Meeting  
Betty J. Glick Assembly Chambers  
Borough Administration Building  
Remote participation available through Zoom  
Meeting ID: 884 7373 9641 Passcode: 671108

**ADJOURNMENT**

*This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula and FM 88.1 (East Peninsula).*

*The meeting will be held through Zoom, the Meeting ID: 884 7373 9641 Passcode: 671108 and in-person from the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 884 7373 9641 Passcode: 671108. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at [www.kpb.us](http://www.kpb.us): "Meeting and Public Notices" "Assembly Meeting Calendar".*

*For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at [www.kpb.us](http://www.kpb.us) for copies of the agenda, meeting minutes, ordinances and resolutions.*