



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes - Final

### Assembly

*Peter Ribbens, President*

*Kelly Cooper, Vice President*

*James Baisden*

*Tyson Cox*

*Willy Dunne*

*Cindy Ecklund*

*Bill Elam*

*Brent Johnson*

*Ryan Tunseth*

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Tuesday, October 22, 2024

6:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 895 1103 3332 Passcode: 193069

[https://yourkpb.zoom.us/j/89511033332?](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

[pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

The invocation was given by Frank Alioto, Chaplain for Central Emergency Services.

### ROLL CALL

*[Clerk's Note: Assembly Member Ecklund participated via Zoom.]*

**Present:** 9 - Brent Johnson, Tyson Cox, Ryan Tunseth, Kelly Cooper, Peter Ribbens, Bill Elam, Cindy Ecklund, James Baisden, and Willy Dunne

Also present were:

Peter A. Micciche, Borough Mayor

Brandi Harbaugh, Finance Director

Todd Sherwood, Deputy Borough Attorney

Walker Steinhage, Deputy Borough Attorney

Michele Turner, Borough Clerk

Jason Kasper, Deputy Borough Clerk

### COMMITTEE REPORTS

Assembly Member Ribbens stated the Finance Committee met and discussed its agenda items.

*[9 Present: Baisden, Cox (arrived 3:40), Cooper, Dunne, Ecklund (via Zoom),*

*Elam, Ribbens, Tunseth, Johnson/0 Absent]*

Assembly Member Cooper stated the Policies and Procedures Committee met and discussed its agenda items.

*[9 Present: Baisden, Cox, Cooper, Dunne, Ecklund (via Zoom), Elam, Ribbens, Tunseth, Johnson/0 Absent]*

Assembly Member Elam stated the Legislative Committee met and discussed its agenda items.

*[9 Present: Baisden, Cox, Cooper, Dunne, Ecklund (via Zoom), Elam, Ribbens, Tunseth, Johnson/0 Absent]*

Assembly President Johnson stated the Committee of the Whole met and discussed its agenda item.

*[9 Present: Baisden, Cox, Cooper, Dunne, Ecklund (via Zoom), Elam, Ribbens, Tunseth, Johnson/0 Absent]*

## **APPROVAL OF AGENDA AND CONSENT AGENDA**

**Cox moved to approve the agenda and consent agenda.**

Copies have been made available to the public, Borough Clerk Michele Turner noted by title only the resolutions and ordinances on the consent agenda.

[KPB-6375](#) October 8, 2024 Regular Assembly Meeting Minutes  
**approved.**

The following public hearing items met the required conditions of KPB 22.40.110 and were added to the consent agenda:

[2024-19-13](#) An Ordinance Appropriating \$256,275 from the Land Trust Fund to be Transferred to the Land Trust Investment Fund Representing the Fiscal Year 2024 Transfer of Land Sales Revenue to the Land Trust Investment Fund per KPB 5.20.080(B) (Mayor)

**This Budget Ordinance was enacted.**

[2024-19-14](#) An Ordinance Accepting and Appropriating Grant Funds and Capital Project Fund Balance for the Purchase of one Slip-On Tanker Unit (Mayor)

**This Budget Ordinance was enacted.**

[2024-19-15](#) An Ordinance Appropriating Funds from the South Peninsula Hospital Plant Replacement and Expansion Fund for the Women's Health Center Project at South Peninsula Hospital (Mayor)

*[Clerk's Note: Assembly Member Dunne declared a conflict with Ordinance 2024-19-15, stating that he voted on this matter when he was a service area board member. President Johnson ruled Mr. Dunne had a conflict. Mr. Dunne abstained from the discussion and vote on Ordinance 2024-19-15.]*

**This Budget Ordinance was enacted.**

**Yes:** 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Elam, Ecklund, and Baisden

**Abstain:** 1 - Dunne

#### New Business

[2024-044](#) A Resolution Authorizing a Sole Source Contract Award for Testing and Repairs to Fire Alarm Systems (Mayor)

**This Resolution was adopted.**

[2024-045](#) A Resolution Accepting \$200,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations (Mayor)

**This Resolution was adopted.**

[2024-046](#) A Resolution Recommending Support for Homer Wilderness Leaders Grant Application for the Youth Trail Maintenance Initiative in Kachemak Bay State Park and the Kenai National Wildlife Refuge (Cooper, Dunne, Johnson, Mayor)

[Clerk's Note: Title was amended to read: "A RESOLUTION RECOMMENDING SUPPORT FOR HOMER WILDERNESS LEADERS GRANT APPLICATION FOR THE YOUTH TRAIL MAINTENANCE INITIATIVE IN KACHEMAK BAY STATE PARK[,] AND THE KENAI NATIONAL WILDLIFE REFUGE [AND THE CHUGACH NATIONAL FOREST]" and

The final Whereas clause was amended to read: "HoWL is proposing trail maintenance projects in Kachemak Bay State Park, and the Kenai National Wildlife Refuge[, AND THE CHUGACH NATIONAL FOREST] and will take place on existing trails with the guidance and permission of State Park, and Refuge[, AND NATIONAL FOREST] staff;" and

Section 1 was amended to read: "That the Kenai Peninsula Borough Assembly supports the application of the Homer Wilderness Leaders for the Recreational Trails Program Grant offered by the State of Alaska Division of Parks and Natural

Resources for the Youth Trail Maintenance Initiative in Kachemak Bay State Park, and the Kenai National Wildlife Refuge [AND THE CHUGACH NATIONAL FORESTS]."]

**This Resolution was adopted.**

[2024-047](#) A Resolution Authorizing the Mayor to Issue a Letter in Support of South Kenai Peninsula Hospital Service Area Board Resolution 2024-09 Supporting an Alaska Clean Water Act Grant Application for Planning and Design of a Trail within the Anchor River State Recreational Area (Cooper, Dunne, Johnson, Mayor)

**This Resolution was adopted.**

[2024-19-16](#) An Ordinance Appropriating Funds from the School Maintenance Fund for Buildings and Grounds Contracts (Mayor)

**This Budget Ordinance was introduced and set for public hearing.**

[2024-19-17](#) An Ordinance Appropriating Supplemental Funds for Required Audit Fees Due to Additional Single Audit Programs that Have Met the Major Program Thresholds (Mayor)

**This Budget Ordinance was introduced and set for public hearing.**

[2024-19-18](#) An Ordinance Authorizing the Acquisition of Real Property Located Adjacent to the Chapman School Campus in Anchor Point for Future School Use, and Appropriating \$850,000 from the General Fund for the Purchase (Mayor)

**This Budget Ordinance was introduced and set for public hearing.**

[2024-19-19](#) An Ordinance Appropriating Funds for the Ninilchik School Septic System Repair or Replacement Project (Mayor)

**This Ordinance was introduced and set for public hearing.**

[KPB-6378](#) Authorizing the Issuance of a Non-Objection Letter to the Alcohol Beverage Control Board Regarding the Transfer of Location from The Ancient Mariner, Inc. dba The Albatross to John Neland dba Beverage Barn, License No. 3079

**approved.**

[KPB-6379](#) Authorizing the Issuance of a Non-Objection Letter to the Alcohol Beverage Control Board Regarding the New Brewery Manufacturer License Requested by Rachel Gilliland dba MuddyBrews Too, License No. 6187

approved.

[KPB-6380](#) Authorizing the Issuance of a Non-Objection Letter to the Alcohol Beverage Control Board Regarding the New Brewery Retail License Requested by Rachel Gilliland dba MuddyBrews Too, License No. 6223

approved.

[KPB-6382](#) Authorizing the Issuance of a Non-Objection Letter to the Alcohol Beverage Control Board Regarding the New Winery Manufacturer License Requested by The Rustic Peony, LLC dba Swamp Donkey Beverage Company, License No. 6172

approved.

[KPB-6383](#) Authorizing the Issuance of a Non-Objection Letter to the Alcohol Beverage Control Board Regarding the New Winery Retail License Requested by The Rustic Peony, LLC dba Swamp Donkey Beverage Company, License No. 6173

approved.

[KPB-6384](#) Amendment to the 2024 Assembly Meeting Schedule (Johnson at the request of the Borough Clerk)

approved.

[KPB-6416](#) Confirming Appointments to the Tourism Industry Working Group (Mayor)

Industry Representatives

1. Carol Fraser
2. Duane Bannock
3. Tom Tougas
4. Jonathan Faulkner, Alternate

Community Members

1. Denie Hippert
2. Donna Hall
3. Larry Opperman
4. Sargeant Truesdell
5. Donald St. John, Alternate

approved.

[KPB-6417](#) Confirming Appointments to Service Area Boards (Mayor)

Bear Creek Fire Service Area Board  
Jeffrey Wolf, Seat D, Term Expires 10/2027

Kachemak Emergency Service Area Board  
Mark Kirko, Seat C, Term Expires 10/2027  
approved.

[KPB-6418](#) Confirming an Appointment to the Road Service Area Board (Mayor)

William Clarke, South Region Seat, Term Expires 09/30/27  
approved.

Approval of the Agenda and Consent Agenda

President Johnson called for public comment with none being offered.

**The motion to approve the agenda and consent agenda as amended carried by the following vote:**

**Yes:** 9 - Johnson, Cox, Tunseth, Cooper, Ribbens, Elam, Ecklund, Baisden, and Dunne

## ASSEMBLY REORGANIZATION

### 1. Election of President and Vice President

President Johnson called for nominations for the office of Assembly President.

Ms. Cooper nominated Mr. Ribbens.  
Mr. Dunne nominated Ms. Cooper.

Mr. Ribbens was elected as Assembly President.  
Mr. Johnson passed the gavel to President Ribbens.  
President Ribbens called for nominations for the office of Assembly Vice President.

Mr. Tunseth nominated Ms. Cooper.  
Ms. Ecklund nominated Mr. Cox.

Ms. Cooper was elected as Assembly Vice President.

*[Clerk's Note: Ms. Ecklund cast her secret ballot via text to the Borough Clerk.]*

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

1. [KPB-6385](#) Mayor's Proclamation Declaring November as "National Family Caregiver Month"

*[Clerk's Note: Mayor Micciche presented the Mayor's proclamation to Cindy Harris, Alzheimer's Association.]*

#### PRESENTATIONS WITH PRIOR NOTICE

1. [KPB-6376](#) Kenai Peninsula Borough School District Quarterly Report, Clayton Holland, Superintendent (10 Minutes)

*[Clerk's Note: Clayton Holland, Kenai Peninsula Borough School District Superintendent gave a presentation to the Assembly.]*

2. [KPB-6377](#) Public Health Updates, Julie Bunch, Public Health Nurse, Alaska Department of Public Health (10 Minutes)

*[Clerk's Note: Julie Bunch, Public Health Nurse gave a presentation to the Assembly via Zoom.]*

#### PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Ribbens called for public comment.

**Stephanie Queen**, Public Involvement Lead for Sterling Highway Safety Corridor Improvements invited everyone to an open house at the Soldotna Regional Sports Complex on Thursday, October 24, 2024 from 4:00 p.m. to 7:00 p.m.

**Zen Kelley** congratulated the newly elected members, President, and Vice President.

**Guy Rosi**, Homer addressed the Assembly regarding South Peninsula Hospital concerns.

**Ken Castner**, Homer addressed the Assembly regarding the Homer High School Mariner Theater.

**Jeanne Reveal**, Kenai addressed the Assembly regarding the school district's charter school oversight committee meeting on 10/21/24.

There being no one else who wished to speak, the public comment period was closed.

#### MAYOR'S REPORT

[KPB-6393](#) Mayor's Report Cover Memo

1. Assembly Requests/Responses
2. Agreements and Contracts
  - a. [KPB-6386](#) Authorization to Award Contract RFP25-005 Kenai River Center Roof Rehabilitation Design Services
  - b. [KPB-6387](#) Authorization to Award Contract ITB25-015 Homer Transfer Facility Paving Repair
  - c. [KPB-6388](#) Authorization to Award Contract Snow Removal & Sanding of Various Borough Schools & Facilities C1 Metco Seward
3. Other
  - a. [KPB-6389](#) Budget Revisions – September 2024
  - b. [KPB-6390](#) Investment Report – Quarter Ended 06-30-24
  - c. [KPB-6391](#) Revenue – Expenditure Report – September 2024
  - d. [KPB-6392](#) Tax Adjustment Request Approval

**ITEMS NOT COMPLETED FROM PRIOR AGENDA**

None.

**UNFINISHED BUSINESS**

None.

**PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

President Ribbens called for public comment with none being offered.

**ASSEMBLY COMMENTS**

Assembly Member Elam thanked everyone for attending.

Assembly Member Baisden stated he appreciated the public testimony.

Assembly Member Tunseth thanked the presenters for their presentations. He congratulated the Homer High School Football team for their victory over Kenai High School.



Assembly Member Dunne congratulated newly elected Assembly President Ribbens and Vice President Cooper and stated he looked forward to working with them. He thanked newly elected Assembly and Service Board members for running for office. He congratulated Linda Reed, Helen Armstrong, and Kathryn Ault for their election to the South Kenai Peninsula Hospital Service Area (SKPHSA) Board. He encouraged community members to attend SKPHSA board meetings and address their concerns.

Assembly Member Ecklund congratulated newly elected Assembly President Ribbens and Vice President Cooper. She thanked former President Johnson and Vice President Cox for their service. She wished Assembly Members Johnson and Elam good luck in the upcoming election. She thanked the public for attending and encouraged attending local board meetings.

Assembly Member Cox congratulated newly elected Assembly President Ribbens and Vice President Cooper. He stated the Soldotna High School Football team would be playing Lanthrop High School at Colony High School Field on Saturday October 26th at 4:00 p.m.

Assembly Member Johnson thanked Clayton Holland for his presentation. He commented on Mr. Rosi's concerns regarding the South Peninsula Hospital. He thanked Assembly Member Cox for his support as Vice President and congratulated newly elected Assembly President Ribbens and Vice President Cooper.

Vice President Cooper thanked former President Johnson and Vice President Cox. She thanked newly elected Assembly Members Ecklund, Baisden, and Dunne for their service. She reminded everyone to vote. She congratulated the Homer Mariners for their win over Kenai High School.

President Ribbens thanked the Assembly for their vote of confidence.

## **INFORMATIONAL MATERIALS AND REPORTS**

None.

## **ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

- 1. November 12, 2024 6:00 PM
- Regular Assembly Meeting
- Betty J. Glick Assembly Chambers
- Borough Administration Building
- Remote participation available through Zoom
- Meeting ID: 895 1103 3332 Passcode: 193069

**ADJOURNMENT**

With no further business to come before the assembly, President Ribbens adjourned the meeting at 7:52 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of October 22, 2024.

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Michele Turner, CMC, Borough Clerk

Approved by the Assembly: \_\_\_\_\_