



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes - Draft

### Assembly

*Ryan Tunseth, President*  
*Kelly Cooper, Vice President*  
*Willy Dunne*  
*Cindy Ecklund*  
*Dale Eicher*  
*Scott Griebel*  
*Michael Hicks*  
*Lenora Niesen*  
*Sarge Truesdell*

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Tuesday, January 6, 2026

6:00 PM

Betty J. Glick Assembly Chambers  
Meeting ID: 897 1694 8642 Passcode: 075938  
[https://yourkpb.zoom.us/j/89716948642?](https://yourkpb.zoom.us/j/89716948642?pwd=fEb3zpJksgh1maera2nn3XZRWlfPat.1)  
[pwd=fEb3zpJksgh1maera2nn3XZRWlfPat.1](#)

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Meeting ID: 897 1694 8642 Passcode: 075938

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

The Invocation was given by Tim Weekley, Chaplain for Central Emergency Services.

### ROLL CALL

*[Clerk's Note: Ms. Cooper, Mr. Eicher and Mr. Dunne attended via ZOOM.]*

**Present:** 9 - Ryan Tunseth, Kelly Cooper, Cindy Ecklund, Willy Dunne, Dale Eicher, Lenora Niesen, Michael Hicks, Sarge Truesdell, and Scott Griebel

Also present were:

Peter A. Micciche, Borough Mayor  
Brandi Harbaugh, Finance Director  
Sean Kelley, Borough Attorney  
Michele Turner, Borough Clerk  
Sue Ellen Essert, Deputy Borough Clerk

### COMMITTEE REPORTS

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

*[8 Present: Cooper, Dunne, Ecklund, Eicher, Hicks, Niesen, Truesdell, Tunseth]*

*[1 Excused: Griebel]*

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

*[8 Present: Cooper, Dunne, Ecklund, Eicher, Hicks, Niesen, Truesdell, Tunseth]*

*[1 Excused: Griebel]*

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

*[8 Present: Cooper, Dunne, Ecklund, Eicher, Hicks, Niesen, Truesdell, Tunseth]*

*[1 Excused: Griebel]*

Assembly President Tunseth stated the Committee of the Whole met and discussed its agenda items.

*[8 Present: Cooper, Dunne, Ecklund, Eicher, Hicks, Niesen, Truesdell, Tunseth]*

*[1 Excused: Griebel]*

## APPROVAL OF AGENDA AND CONSENT AGENDA

Niesen 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, ordinances and other new business items that were on the consent agenda.

## APPROVAL OF MINUTES

[KPB-7359](#) December 2, 2025 Regular Assembly Meeting Minutes

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

[2025-19-20](#) An Ordinance Appropriating Nikiski Senior Service Area Funds to Support 2023 and 2024 Due Diligence Audit Procedures (Mayor, Niesen)

*[Clerk's Note: Ordinance 2025-19-20 was amended and the last Whereas clause was deleted: ["**WHEREAS**, THE NIKISKI SENIOR SERVICE AREA BOARD, AT ITS REGULARLY SCHEDULED MEETING HELD ON \_\_\_\_, 20\_\_, RECOMMENDED \_\_\_\_;]*

**This Budget Ordinance was enacted as amended.**

[2025-19-21](#) An Ordinance Accepting and Appropriating \$3,954,358 in Grant Funds from the State of Alaska Department of Education & Early Development for the Soldotna High School Exterior Repair Project (Mayor)

**This Budget Ordinance was enacted.**

## **COMMENDING RESOLUTIONS AND PROCLAMATIONS**

[KPB-7373](#) A Resolution Commending the Homer High School Boys and Girls Cross-Country Teams – 2025 Alaska Class 2A State Champions (Mayor, Cooper)

**This Commending Resolution was adopted.**

[KPB-7374](#) A Resolution Commending the Kenai Central High School Girls' Volleyball Team – 2025 Alaska Class 3A State Champions (Mayor, Tunseth)

**This Commending Resolution was adopted.**

[KPB-7375](#) A Resolution Commending the Kenai Central High School Marching Band – Winning The 2025 Al Castronovo Esprit De Corp Award (Mayor, Tunseth)

**This Commending Resolution was adopted.**

[KPB-7376](#) A Resolution Commending the Soldotna High School Boys' Football Team – 2025 Alaska Division II State Champions (Mayor, Truesdell)

**This Commending Resolution was adopted.**

## **NEW BUSINESS**

[2026-001](#) A Resolution Updating the Schedule of Rates, Charges, and Fees, known as the Fee Schedule, to Provide a Filing Fee for Residential Exemption Appeals (Mayor)

**This Resolution was adopted.**

[2026-002](#) A Resolution Approving a Quarterly Update to the Borough Retention Schedule (Tunseth at the Request of Borough Clerk)

**This Resolution was adopted.**

[2026-003](#) A Resolution Requesting the Governor of the State of Alaska to Designate by Proclamation the Area of the Upper Cook Inlet East Side Set Net Fishery as an Area Impacted by an Economic Disaster in 2025 and Supporting a Recovery Plan (Mayor, Assembly)

**This Resolution was adopted.**

[2026-004](#) A Resolution Establishing the Kenai Peninsula Borough's State Capital

Project Priorities for the Year 2026 (Mayor)

**This Resolution was adopted.**

[2025-19-22](#) An Ordinance Appropriating Additional Funds from the Road Service Area Capital Project Fund for the Purchase and Installation of a Plow on a New Vehicle (Mayor) (Hearing on 01/20/2026)

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

[2025-19-23](#) An Ordinance Appropriating Forestry Funds to Reimburse Personnel Expenditures Incurred to Support the 2025 Goldstream Creek Fire (Mayor) (Hearing on 01/20/2026)

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

[2026-01](#) An Ordinance Amending Borough Code, KPB 22.40.130, Regarding Formal Presentations to the Assembly (Tunseth, Cooper) (Hearing on 02/03/2026)

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

[KPB-7372](#) Authorizing the Issuance of a Letter of Non-Objection to the Alcohol Beverage Control Board Regarding Two New Restaurant Endorsements as Requested by Alaska Hotel Properties, LLC dba Rafter's Lounge and Rod & Reel Restaurant, License No. 3002, Cooper Landing

**approved**

Approval of the Agenda and Consent Agenda

President Tunseth called for public comment.

**Joan Corr**, addressed the Assembly and spoke in opposition to Ordinance 2026-01.

**Lisa Gabriel**, address the Assembly and spoke in support of Resolution 2026-003.

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

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

**Yes:** 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

**COMMENDING RESOLUTIONS AND PROCLAMATIONS**

[KPB-7373](#) A Resolution Commending the Homer High School Boys and Girls Cross-Country Teams – 2025 Alaska Class 2A State Champions

(Mayor, Cooper)

*[Clerk's Note: Mayor Micciche read the commending resolution into the record.]*

**This Commending Resolution was adopted.**

[KPB-7374](#)

A Resolution Commending the Kenai Central High School Girls' Volleyball Team – 2025 Alaska Class 3A State Champions (Mayor, Tunseth)

*[Clerk's Note: Mayor Micciche read the commending resolution into the record.]*

**This Commending Resolution was adopted.**

[KPB-7375](#)

A Resolution Commending the Kenai Central High School Marching Band – Winning The 2025 Al Castronovo Esprit De Corp Award (Mayor, Tunseth)

*[Clerk's Note: Mayor Micciche read the commending resolution into the record.]*

**This Commending Resolution was adopted.**

[KPB-7376](#)

A Resolution Commending the Soldotna High School Boys' Football Team – 2025 Alaska Division II State Champions (Mayor, Truesdell)

*[Clerk's Note: Mayor Micciche read the commending resolution into the record.]*

**This Commending Resolution was adopted.**

## **PRESENTATIONS WITH PRIOR NOTICE - None**

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

President Tunseth called for public comment.

**Mel Hutchison**, Sterling, addressed the Assembly regarding the Sterling Community Center Fund Raising Event.

**Brother Tom Patmore**, Clam Gulch, addressed the Assembly regarding road issues in the Clam Gulch area.

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

## **MAYOR'S REPORT**

[KPB-7366](#)

Mayor's Report Cover Memo

1. Assembly Requests/Responses
2. Agreements and Contracts
  - a. [KPB-7367](#) Authorization to Award Contract for RFP26-006 Solid Waste Environmental Compliance 11.24.25
  - b. [KPB-7368](#) Authorization to Award Contract for RFP26-007 Bailer Building Redesign 12.17.25
3. Other
  - a. [KPB-7369](#) Revenue-Expenditure Report - November 2025
  - b. [KPB-7370](#) Budget Revisions - November 2025

#### ITEMS NOT COMPLETED FROM PRIOR AGENDA

#### PUBLIC HEARINGS ON ORDINANCES

[2025-25](#) An Ordinance Amending Borough Code, KPB 3.04.235, Regarding Defense and Indemnification (Mayor)

Truesdell moved to enact Ordinance 2025-25.

President Tunseth called for public comment with none being offered.

The motion to enact Ordinance 2025-25 carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

[2025-26](#) An Ordinance Amending Borough Code, KPB 21.02.080 and KPB 21.02.100 Regarding Advisory Planning Commission Terms and Vacancies (Neisen, Mayor)

Truesdell moved to enact Ordinance 2025-26.

President Tunseth called for public comment with none being offered.

The motion to enact Ordinance 2025-26 carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

[2025-27](#) An Ordinance Amending Borough Code, KPB 1.08.180, Regarding the Definition of a Newspaper of General Circulation (Mayor)

Truesdell moved to enact Ordinance 2025-27.

President Tunseth called for public comment with none being offered.

Ecklund moved to amend Ordinance 2025-27:

Amend Section 2, KPB 1.08.180, to read:

**“1.08.180. Public notice publication requirements.**

- A. All legal notices, public notices, and other advertising published on behalf of the Kenai Peninsula Borough must be by purchase order authorized in accordance with the borough purchasing procedures.
- B. Unless a borough code provision or state law provides otherwise, the following forms of public notice satisfy a publication requirement under borough code:
  - 1. Publication prominently placed on the borough's webpage in a consolidated location; or
  - 2. Publication in a newspaper of general circulation **or, if there is no newspaper of general circulation distributed in the municipality, publication through another news source;** and
  - 3. Posting the notice at the borough administration building located at 144 N. Binkley Street, Soldotna, Alaska, at a service area's principal administration building if the notice is specific to a service area, or other public facilities or private facilities that allow for public posting; or
  - 4. Posting the notice on a social media platform regularly maintained and operated by the borough as an official social media account of the Kenai Peninsula Borough.”

...

The motion to amend Ordinance 2025-27 carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

The motion to enact Ordinance 2025-27 as amended carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

[2025-28](#)

An Ordinance Amending Borough Code, KPB 16.20.030, to Allow a Volunteer Firefighter/EMS Provider for the Service Area to Serve on the Kachemak Emergency Service Area Board (Dunne)

Truesdell moved to enact Ordinance 2025-28.

President Tunseth called for public comment with none being offered.

Motion to enact Ordinance 2025-28 carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

**UNFINISHED BUSINESS**

[KPB-7397](#)

Confirming Appointments to the Board of Equalization (Mayor)  
Preston Penrod, Seat B, Term Expires 12/31/2028

Jonathan Wheeler, Seat E, Term Expires 12/31/2028

Truesdell moved to confirm the Board of Equalization applicants.

The motion to confirm the Board of Equalization applicants carried by the following vote:

Yes: 9 - Tunseth, Cooper, Ecklund, Dunne, Eicher, Niesen, Hicks, Truesdell, and Griebel

## **PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

President Tunseth called for public comment with none being offered.

## **ASSEMBLY COMMENTS**

Vice President Cooper thanked everyone for a productive meeting.

Assembly Member Dunne appreciated opportunity to attend the meeting via ZOOM and expressed appreciation for the support in enacting Ordinance 2025-28.

Assembly Member Eicher noted he attended the Kenai River Special Management Area Advisory Board meeting and provided a brief update to the Assembly.

Assembly Member Niesen stated that an alumni event was held on January 3, 2026 at Nikiski Middle High School, which included a fireworks show and bonfire, and thanked everyone involved.

Assembly Member Griebel stated he attended the Alaska Municipal League Conference in Anchorage, enjoyed the speakers and presentations, and valued the opportunity to interact with other municipalities. Mr. Griebel also noted he toured the new Central Emergency Services facility and believed it to be a well-equipped facility that will serve the central peninsula for a long time.

Assembly Member Hicks stated he attended the Alaska Municipal League Conference in Anchorage. Mr. Hicks noted he enjoyed the fireworks displays from Homer, Anchor Point and Ninilchik on New Years Eve.

Assembly Member Truesdell stated he was pleased with the enactment of Ordinance 2025-19-21 regarding the Soldotna High School siding project.

Assembly Member Ecklund thanked staff for their hard work. Ms. Ecklund stated she attended the Alaska Municipal League Conference and enjoyed the sessions. She also attended the Seward Bear Creek Flood Service Area Board meeting. Ms. Ecklund announced that the annual Polar Bear Jump in Seward was on January 17, 2026.

President Tunseth stated he attended the Alaska Municipal League Conference in Anchorage and enjoyed the sessions, noting the importance of face-to-face



interactions. Mr. Tunseth also attended the City of Kenai work session regarding the vacant Challenger Learning Center. Over the holidays he attended the alumni hockey game, and the Craig Young High School basketball tournament and noted all events were enjoyable. Mr. Tunseth thanked the Assembly and staff for their continued support.

## **PENDING LEGISLATION**

## **INFORMATIONAL MATERIALS AND REPORTS**

1. [KPB-7400](#) Cook Inlet Regional Citizens Advisory Council December 2025 Director's Report

## **ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. January 20, 2026 6:00 PM  
Regular Assembly Meeting  
Betty J. Glick Assembly Chambers  
Borough Administration Building  
Remote participation available through Zoom  
Meeting ID: 897 1694 8642 Passcode: 075938

## **ADJOURNMENT**

With no further business to come before the assembly, President Tunseth adjourned the meeting at 07:48 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of January 6, 2026.

\_\_\_\_\_  
Michele Turner, CMC, Borough Clerk

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