



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes - Draft

### Assembly

*Brent Johnson, President*

*Tyson Cox, Vice President*

*Kelly Cooper*

*Cindy Ecklund*

*Bill Elam*

*Brent Hibbert*

*Peter Ribbens*

*Ryan Tunseth*

*Mike Tupper*

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Tuesday, November 7, 2023

6:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 884 7373 9641 Passcode: 671108

<https://us06web.zoom.us/j/88473739641?>

[pwd=dW1sY2RYV0F4dURjV25yVW9WUGw3QT09](https://us06web.zoom.us/j/88473739641?pwd=dW1sY2RYV0F4dURjV25yVW9WUGw3QT09)

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

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

### ROLL CALL

**Present:** 9 - Brent Hibbert, Cindy Ecklund, Mike Tupper, Brent Johnson, Tyson Cox, Ryan Tunseth, Kelly Cooper, Peter Ribbens, and Bill Elam

Also Present were:

Peter A. Micciche, Borough Mayor

Brandi Harbaugh, Finance Director

Sean Kelley, Borough Attorney

Michele Turner, Borough Clerk

Tamera Ward, Deputy Borough Clerk

### COMMITTEE REPORTS

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

*[8 Present: Cooper, Cox, Ecklund, Hibbert, Ribbens, Tupper, Johnson / 1*

*Absent: Elam]*

Assembly Member Ecklund stated the Lands Committee met and discussed its

agenda items.

*[9 Present: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson]*

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

*[9 Present: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson]*

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

*[9 Present: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson]*

## 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-5594](#) October 24, 2023 Regular Assembly Meeting Minutes  
approved.

[KPB-5616](#) A Resolution Commending the Service of Tim Dillon to the Communities of the Kenai Peninsula Borough (Cox, Hibbert)  
**This Commending Resolution was adopted.**

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

[2023-19-24](#) An Ordinance Appropriating \$80,516 to the Disaster Response Fund for Expenditures Responding to the Recent Local Disaster Emergency Declaration (Mayor)  
**This Budget Ordinance was enacted.**

## NEW BUSINESS

[2023-070](#) A Resolution 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)

**This Resolution was adopted.**

[2023-071](#) A Resolution Approving Revisions to the Solid Waste Section of the Borough's Schedule of Rates, Charges and Fees (Mayor)

**This Resolution was adopted.**

[2023-072](#) A Resolution Redistributing Fiscal Years 2022 and 2023 Community Assistance Program Funds to Eligible Fiduciaries within the Unincorporated Communities of Clam Gulch, Nanwalek and Razdolna (Mayor)

**This Resolution was adopted.**

[2023-073](#) A Resolution Authorizing One Full-Time IT System Manager Administrative Service Position (Mayor)

**This Resolution was adopted.**

[2023-074](#) A Resolution Authorizing the Reinstatement of One Full-Time GIS Analyst Classified Service Position (Mayor)

**This Resolution was adopted.**

[2023-076](#) A Resolution Establishing the Kenai Peninsula Borough's State Capital Project Priorities for the Year 2024 (Mayor)

**This Resolution was adopted.**

[2023-077](#) A Resolution 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)

*[Clerk's Note: Assembly Member Hibbert declared a conflict of interest as he was the owner of Alaska Cab Company which provides transportation for Independent Living Center grant recipient. Mr. Hibbert abstained from the discussion and vote on Resolution 2023-077.]*

**This Resolution was adopted.**

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

**Abstain:** 1 - Hibbert

[2023-078](#) A Resolution Supporting House Bill 68 and Senate Bill 66 Relating to Human and Sex Trafficking (Mayor, Ecklund, Cox, Tupper, Elam, Hibbert)

**This Resolution was adopted.**

[2023-079](#) A Resolution 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)

**This Resolution was adopted.**

[2023-19-25](#) An Ordinance 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)

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

[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)

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

[2023-19-27](#) An Ordinance 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)

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

[2023-19-28](#) An Ordinance 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)

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

[2023-25](#) An Ordinance 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)

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

[KPB-5603](#) Approval of the 2024 Assembly Meeting Schedule (Johnson at the Request of the Borough Clerk)

approved.

[KPB-5604](#) Confirming the Appointments to Service Area Boards (Mayor)

Kachemak Emergency  
Milli Martin, Seat A, Term to Expire: October, 2026

Seldovia Recreational  
Jesseca Lowdermilk, Seat B, Term to Expire: October, 2026  
Jenifer Cameron, Seat E, Term to Expire: October, 2026

Seward Bear Creek Flood  
Rodney Roemmich, Seat D, Term to Expire: October, 2026

approved.

[KPB-5605](#) Confirming an Appointment to the Hope / Sunrise Advisory Planning Commission (Mayor)

Barbra Bureau, Seat E, Term to Expire: September 30, 2026

approved.

Approval of the Agenda and Consent Agenda

President Johnson called for public comment.

The following people addressed the assembly regarding Resolution 2023-078:

- Ray Southwell**, Nikiski
- Faith Southwell**, Nikiski

The following people addressed the assembly regarding Resolution 2023-075:

- Adam Bertoldo**, Nikiski
- Lyndsey Bertoldo**, Nikiski
- Michele Vasquez**
- Payton Bertoldo**, Nikiski
- Duane Bannock**
- Tara Wackler**

- Tim Navarre**, spoke regarding Resolution 2023-077.
- Nick Conner**, spoke regarding Ordinance 2023-19-27.

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

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

Yes: 9 - Hibbert, Ecklund, Tupper, Johnson, Cox, Tunseth, Cooper, Ribbens, and Elam

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

1. [KPB-5595](#) Mayor's Proclamation Declaring November 25, 2023 as "Small Business Saturday"

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

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

*[Clerk's Note: Vice President Cox read the Commending Resolution honoring Mr. Dillon.]*

## PRESENTATIONS WITH PRIOR NOTICE

1. [KPB-5596](#) Kenai Peninsula Economic Development District Quarterly Report, Tim Dillion, Executive Director and Cassidi Cameron, Special Projects Manager (10 minutes)

*[Clerk's Note: Tim Dillon, Executive Director and Cassidi Cameron, Special Projects Manager of Kenai Peninsula Economic Development District presented the quarterly report to the assembly.]*

2. [KPB-5597](#) Kenai Peninsula Borough School District Quarterly Report, Clayton Holland, Superintendent and Annaleah Karron, College & Career Readiness Coordinator (10 minutes)

*[Clerk's Note: Clayton Holland, Superintendent and Annaleah Karron, College & Career Readiness of Kenai Peninsula Borough School District presented the quarterly report to the assembly.]*

## PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Johnson called for public comment.

**Marie McConnell**, spoke regarding community efforts for mental health disorders.

**Nick Conner**, spoke regarding Emergency Response Management and 911 Advisory Board Meetings.

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

## MAYOR'S REPORT

Mayor's Report Cover Memo

[KPB-5598](#) Mayor's Report to the Assembly

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 Schools 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 AGENDA**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Resolutions

[2023-075](#) A Resolution Amending the Assembly Invocation Policy to Provide that Invocations will be given by Chaplains (Mayor, Cox, Cooper, Elam)

**Tupper moved to adopt Resolution 2023-075.**

President Johnson called for public comment.

**Keith Hamilton**, spoke in support of Resolution 2023-075.

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

Assembly Members Cox, Cooper, Ecklund, and Tupper spoke in support of

Resolution 2023-075.

President Johnson passed the gavel to Vice President Cox and provided a brief history regarding Kenai Peninsula Borough Assembly invocations and spoke in support of Resolution 2023-075. Vice President Cox returned the gavel to President Johnson.

**The motion carried by the following vote:**

**Yes:** 9 - Hibbert, Ecklund, Tupper, Johnson, Cox, Tunseth, Cooper, Ribbens, and Elam

## **PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

President Johnson called for public comment.

**Adam Bertoldo**, Nikiski spoke in support of Resolution 2023-075 being removed from the consent agenda and the discussion regarding Resolution 2023-075.

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

## **ASSEMBLY COMMENTS**

Assembly Member Elam thanked the public for attending. Mr. Elam stated he supported Resolution 2023-075. Mr. Elam stated that Halloween at the Borough building was great.

Assembly Member Ribbens expressed his expressed his condolences for the loss of Nikiski Emergency and long time volunteer, Barry Wheeler.

Assembly Member Hibbert thanked the public for attending.

Assembly Member Tunseth thanked President Johnson for the invocation history. Mr. Tunseth thanked everyone for their support of the Boys and Girls Club.

Assembly Member Cooper reminded everyone of Small Business Saturday and Veterans Day was this weekend. Ms. Cooper stated she appreciated our Veterans and she reminded everyone to reach out to a Veteran to thank them for their service.

Assembly Member Tupper stated that he attended a meeting for the South Kenai Peninsula Community Health Needs Assessment. Mr. Tupper encouraged interested persons to become a committee member at [mappofskp@gmail.com](mailto:mappofskp@gmail.com).

Assembly Member Ecklund thanked the public for their testimony. Ms. Ecklund stated she was thankful for the sand on the slick roadways. Ms. Ecklund thanked Tim Dillon for his great work with Kenai Peninsula Economic Development District and



that Cassidi would do really well. Ms. Ecklund wished everyone a happy Thanksgiving.

Vice President Cox announced upcoming local sporting events and wished everyone a happy Thanksgiving.

President Johnson wished everyone a happy Thanksgiving and stated he appreciated the staff and the public for their participation.

**INFORMATIONAL MATERIALS AND REPORTS**

**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

- 1. December 12, 2023 6:00 PM  
 Regular Assembly Meeting  
 Betty J. Glick Assembly Chambers  
 Remote Participation Available Through Zoom  
 Meeting ID: 884 7373 9641 Passcode: 671108

**ADJOURNMENT**

With no further business to come before the assembly, President Johnson adjourned the meeting at 8:46 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of November 7, 2023.

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Michele Turner, CMC, Borough Clerk

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