



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes - Draft

### Assembly

*Peter Ribbens, President*

*Kelly Cooper, Vice President*

*James Baisden*

*Tyson Cox*

*Willy Dunne*

*Cindy Ecklund*

*Brent Johnson*

*Ryan Tunseth*

*District 5 - VACANT*

---

Tuesday, January 21, 2025

6:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 835 6358 3837 Passcode: 606672

<https://yourkpb.zoom.us/j/83563583837?>

[pwd=eTO4Um9ao1JjGaVtBJG86PXlsuNvm.1](https://yourkpb.zoom.us/j/83563583837?pwd=eTO4Um9ao1JjGaVtBJG86PXlsuNvm.1)

---

Meeting ID: 835 6358 3837 Passcode: 606672

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

The invocation was given by Central Emergency Service Chaplain Tim Weekley.

Also present were:

Brandi Harbaugh, Finance Director

Sean Kelley, Borough Attorney

Michele Turner, Borough Clerk

Sue Ellen Essert, Borough Clerk Administrative Assistant

### ROLL CALL

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

**Present:** 7 - Brent Johnson, Tyson Cox, Ryan Tunseth, Vice President Kelly Cooper, President Peter Ribbens, Cindy Ecklund, and Willy Dunne

**Excused:** 1 - James Baisden

### COMMITTEE REPORTS

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

*[7 Present: Cooper, Cox, Dunne (via Zoom) Ecklund, Johnson, Tunseth, Ribbens / 1 Absent: Baisden]*

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

*[7 Present: Cooper, Cox, Dunne (via Zoom) Ecklund, Johnson, Tunseth, Ribbens / 1 Absent: Baisden]*

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

*[7 Present: Cooper, Cox, Dunne (via Zoom) Ecklund, Johnson, Tunseth, Ribbens / 1 Absent: Baisden]*

## **APPROVAL OF 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.

[KPB-6559](#) LAYDOWN January 7, 2025, 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:

[2024-19-23](#) An Ordinance Appropriating Funds for the Redoubt Elementary and Skyview Middle School Portion of RFP25-008 Design Services (Mayor)  
**This Budget Ordinance was enacted.**

### New Business

[2025-006](#) A Resolution Authorizing the Borough to Enter Into a New Two-Year Lease Agreement With a Month-to-Month Renewal Option With TKC, LLC for the Continued Occupancy of Commercial Office Space for the Kenai Peninsula Borough Risk Management Department (Mayor)  
**This Resolution was adopted.**

[2025-007](#) A Resolution Authorizing the Kenai Peninsula Borough to Issue its South Peninsula Hospital Service Area General Obligation Refunding Bond to Refund Certain Outstanding South Peninsula Hospital Service Area General Obligation Refunding Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters (Mayor)

**This Resolution was adopted.**

[2025-008](#) A Resolution Authorizing the Kenai Peninsula Borough to Issue its Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Refunding Revenue Bond to Refund Certain Outstanding Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Revenue Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters (Mayor)

**This Resolution was adopted.**

[2025-009](#) Approving a Quarterly Update to the Borough Retention Schedule (Ribbens at the Request of the Borough Clerk)

**This Resolution was adopted.**

[2024-19-24](#) An Ordinance Authorizing the Acquisition of 80 Acres of Real Property Located in Seward, Appropriating Funds from the Land Trust Investment Fund and Land Trust Fund for the Purchase, and Authorizing a Memorandum of Agreement for the Completion of a Road Access Feasibility Study (Mayor)

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

[2024-19-25](#) An Ordinance Accepting and Appropriating Grant Funds from Southern Region Emergency Medical Services, Inc. on Behalf of Bear Creek Fire Service Area for FY2023 Alaska Code Blue Grant (Mayor)

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

[2024-19-26](#) An Ordinance Accepting and Appropriating Funds from the Department of Energy, Energy Efficiency and Conservation Block Grant Program Toward Purchase of a Building Automation System for Port Graham School (Mayor)

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

[2024-19-27](#) An Ordinance Appropriating Funds for the Design of Repairs to Kenai Central High School Vocational Education Facility (Mayor)

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

[2025-02](#) An Ordinance Authorizing the Disposal of Real Property Located in Kenai Necessary to Resolve Title Matters Related To The Erroneous Recording of a 1977 Tax Foreclosure Deed (Mayor)

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

[2025-03](#) An Ordinance Amending KPB Chapter 21.20 Relating to Hearings and Appeals to a Hearing Officer (Mayor) (Hearing on 02/25/25)

This Ordinance was introduced and set for public hearing.

[KPB-6560](#) Confirming an Appointment to the Resilience and Security Advisory Commission (Mayor)

Randy Arndt, At-Large, Term Expires 09/30/2027

approved.

#### Approval of the Consent Agenda

President Ribbens called for public comment with none being offered.

**The motion to approve the Agenda and Consent Agenda carried by the following vote:**

**Yes:** 7 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, and Dunne

**Excused:** 1 - Baisden

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

### PRESENTATIONS WITH PRIOR NOTICE

1. [KPB-6558](#) Kenai Peninsula Peace Crane Garden Trails, Annual Update, Sarah Pyhala (10 Minutes)

*[Clerk's Note: Sarah Pyhala gave a presentation to the Assembly.]*

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

President Ribbens called for public comment.

**Zen Kelly**, Kenai Peninsula Borough Board of Education President provided the Assembly an update of the board's current business.

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

### MAYOR'S REPORT

[KPB-6551](#) Mayor's Report Cover Memo

1. Assembly Requests/Responses
2. Agreements and Contracts
  - a. [KPB-6552](#) Authorization to Award Contract ITB25-017 Calcium Chloride

Purchase FY25

- b. [KPB-6553](#) Authorization to Award Contract RFP25-008 Soldotna Elementary and Soldotna Prep Consolidation Design Services
- c. [KPB-6554](#) Authorization to Award Contract RFP25-011 SW Telehandler Purchase
- d. [KPB-6555](#) Authorization to Award Contract RFP25-015 Insurance Broker and Consultation Services
- e. [KPB-6556](#) Authorization to Award Contract RFP25-021 Kenai Middle School Security Remodel

#### ITEMS NOT COMPLETED FROM PRIOR AGENDA

#### PUBLIC HEARINGS ON ORDINANCES

[2024-35](#) An Ordinance Amending KPB 21.06 .030, General Provisions, to Adopt the Most Recent FEMA Flood Insurance Study and Associated Flood Insurance Rate Maps for the Kenai Peninsula Borough (Mayor) [Postponed on 01/21/25]

Cox moved to enact Ordinance 2024-35.

President Ribbens called for public comment.

The following people spoke in opposition to Ordinance 2024-35:

**Frank Turpin**, Kenai Keys  
**Matthew Finati**, Kenai Keys

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

Ecklund moved to postpone Ordinance 2024-35 to February 4, 2025.

The motion to postpone Ordinance 2024-35 to February 4, 2025 carried by the following vote:

**Yes:** 7 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, and Dunne

**Excused:** 1 - Baisden

#### UNFINISHED BUSINESS

#### PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

President Ribbens called for public comment with none being offered.

**ASSEMBLY COMMENTS**

Assembly Member Dunne thanked everyone for their testimony. He stated he was happy that Ordinance 2024-35 was postponed to gather more information. He wished everyone a good night.

Assembly Member Tunseth stated he attended the Kenai Special Management Advisory Board meeting and provided a brief report.

Assembly Member Johnson stated he attended the school board meeting, Western Emergency Services board meeting, Central Emergency board meeting and Road Service Area board meeting and provided a brief report for each. He stated it was always good to see public radio and the Peninsula Clarion representation at Assembly meetings.

Assembly Member stated he attended the Kenai Peninsula Economic Development District board meeting and provided a brief report. He stated the Soldotna and Kenai Chambers of Commerce were holding a job shadow day on March 26, 2025 in Soldotna and February 19, 2025 in Kenai. Mr. Cox encouraged those interested to contact the chambers for more information.

Assembly Member Ecklund stated she attended the Resilience and Security Advisory Commission meeting and provided a brief report. She stated she was invited to join the Seward High School Tech Group to discuss how to provide information technology to students without it being misused. Ms. Ecklund stated the Seahawk Basketball Classic was scheduled to begin on January 30 and cautioned everyone to be careful on the roads as they travel. She provided an update regarding Seward High School hiring a half-time teacher but were still short staffed without two special education aides. She encouraged everyone to check out the substitute teacher lists and help out in the schools.

Vice President Cooper reminded everyone of the Tourism Industry Working Group meeting on February 29, 2025 at 2:00 pm.

**INFORMATIONAL MATERIALS AND REPORTS**

1. [KPB-6561](#) Filling the Vacancy for Assembly District 5

**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

- 1. February 4, 2025 6:00 PM
- Regular Assembly Meeting
- Betty J. Glick Assembly Chambers
- Borough Administration Building
- Remote participation available through Zoom
- Meeting ID: 835 6358 3837 Passcode: 606672

**ADJOURNMENT**

With no further business to come before the assembly, President Johnson adjourned the meeting at 7:03 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of January 21, 2025.

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

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