



# 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*

*Bill Elam*

*Brent Johnson*

*Ryan Tunseth*

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Tuesday, December 3, 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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**Meeting ID: 895 1103 3332 Passcode: 193069**

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

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

### ROLL CALL

*[Clerk's Note: Vice President Cooper and Assembly Member Ecklund participated via Zoom.]*

**Present:** 8 - Brent Johnson, Ryan Tunseth, Vice President Kelly Cooper, President Peter Ribbens, Bill Elam, Cindy Ecklund, James Baisden, and Willy Dunne

**Excused:** 1 - Tyson Cox

Also present were:

Brandi Harbaugh, Finance Director

Sean Kelley, Borough Attorney

Michele Turner, Borough Clerk

Jason Kasper, Deputy Borough Clerk

### COMMITTEE REPORTS

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

*[7 Present: Baisden, Cooper (via Zoom), Dunne, Ecklund (via Zoom), Johnson, Tunseth, Ribbens/2 Absent: Cox, Elam]*

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

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

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

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

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

**Dunne 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-6477](#) November 12, 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:

[2024-19-20](#) An Ordinance Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor)  
**This Budget Ordinance was enacted**

[2024-19-21](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)

*[Clerk's Note: Assembly Member Johnson recused himself from Ordinance 2024-19-21 stating that he was the chair of the Kasilof Regional Historical Association. Legal advised recusal was appropriate to eliminate any appearance of impropriety. Mr. Johnson abstained from the discussion and vote on Ordinance 2024-19-21.]*

**This Budget Ordinance was enacted.**

**Yes:** 7 - Tunseth, Cooper, Ribbens, Elam, Ecklund, Baisden, and Dunne

**Excused:** 1 - Cox

**Abstain:** 1 - Johnson

[2024-30](#) An Ordinance Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor)

**This Ordinance was enacted.**

#### New Business

[2024-053](#) A Resolution Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services (Mayor)

**This Resolution was adopted.**

[2024-054](#) Confirming Appointments of Assembly Members to Non-Borough Boards (Ribbens)

**This Resolution was adopted.**

[2024-055](#) LAYDOWN A Resolution Supporting Alaska State Parks Application for an Interagency Land Management Assignment ADL 233649 for Trails in the Cottonwood Eastland Unit of Kachemak Bay State Park (Dunne)

**This Resolution was adopted.**

[2024-19-22](#) An Ordinance Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update (Mayor) (Hearing on 01/07/25)

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

[2024-34](#) An Ordinance Confirming the Assessment Roll for the Princess Lake Estates Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor) (Hearing on 01/07/25)

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

[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) (Hearing on 01/21/25)

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

[2024-36](#) An Ordinance Amending KPB Chapter 22.40.080, Relating to Assembly Meeting Agenda, to Increase Aggregate Time for the First Open Public Comment Opportunity and Eliminate the Second Public Comment and Public Presentation Portion (Ribbens) (Hearing on 01/07/25)

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

[KPB-6476](#) Confirming Appointments to Service Area Boards (Mayor)  
Seldovia Recreational Service Area  
Valisa Higman, Seat C, Term Expires 10/2027

Western Emergency Service Area  
Janice Nofziger, Seat E, Term Expires 10/2027

**approved.**

Approval of the Agenda and Consent Agenda

President Ribbens called for public comment.

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

**Frank Turpin**

The following people spoke in opposition of Ordinance 2024-36:

**Mary Griswold** (via Zoom)

**Joan Corr**

**Ed Martin Jr.** (via Zoom)

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

**Absent:** 1 - Cox

**COMMENDING RESOLUTIONS AND PROCLAMATIONS****PRESENTATIONS WITH PRIOR NOTICE**

1. [KPB-6462](#) Central Peninsula General Hospital Quarterly Report, Sean Keef, President (10 Minutes)

*[Clerk's Note: Sean Keef, CEO of Central Peninsula General Hospital gave a presentation to the Assembly.]*

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

President Ribbens called for public comment.

**Ed Martin Jr.** (via Zoom) addressed the Assembly regarding public access at the River Center.

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

**MAYOR'S REPORT**

[KPB-6468](#) Mayor's Cover Memo

1. Assembly Requests/Responses
2. Agreements and Contracts
  - a. [KPB-6469](#) Cascade Fire Equipment Company – Sole Source
  - b. [KPB-6470](#) Chinook Fire Protection LLC – Sole Source Waiver
3. Other
  - a. [KPB-6471](#) Budget Revisions – October 2024
  - b. [KPB-6472](#) Capital Project Reports – September 30, 2024
  - c. [KPB-6473](#) Investment Report Quarter Ended 9/30/24
  - d. [KPB-6474](#) Revenue-Expenditure Report – October 2024
  - e. [KPB-6475](#) FY25 1Q Grant Reports

**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 stated he appreciated everyone who provided testimony. He stated January 7, 2025 was his last Assembly meeting.

Assembly Member Johnson congratulated Mr. Elam for being elected to the State House of Representatives.

Assembly Member Baisden congratulated Mr. Elam and Mr. Johnson for running good campaigns. He thanked everyone who provided testimony.

Assembly Member Tunseth congratulated the Kenai Chamber of Commerce for their "Christmas Comes to Kenai" event held on November 29, 2024. He stated he attended the December 2, 2025 Board of Education meeting.

Assembly Member Dunne thanked the public for their testimony. He stated he traveled to Seldovia and attended the city council meeting on November 25, 2025. He thanked Chapman Elementary School Principal Heidi Stokes for providing a tour of the school on December 3, 2024. He stated the "Homer Nutcracker Ballet" was held on December 6, 7, 11, 13 and 14, 2024 at Homer High School Mariner Theater.

Assembly Member Ecklund congratulated Mr. Elam and Mr. Johnson for their election campaigns. She congratulated Nikiski High School for winning the 2024 Alaska State Volleyball Championship. She thanked those who stepped up to become substitute teachers. She wished everyone a Merry Christmas and Happy New Year.

Vice President Cooper congratulated Mr. Elam on his election to the State House. She wished everyone a great holiday season.

**INFORMATIONAL MATERIALS AND REPORTS**

None.

**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

- 1. January 7, 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 Ribbens adjourned the meeting at 7:12 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of December 3, 2024.

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Michele Turner, CMC, Borough Clerk

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