

# Kenai Peninsula Borough

*144 North Binkley Street  
Soldotna, AK 99669*



## Meeting Agenda

**Tuesday, January 20, 2026**

**6:00 PM**

**Meeting ID: 897 1694 8642 Passcode: 075938**

**Betty J. Glick Assembly Chambers**

**Meeting ID: 897 1694 8642 Passcode: 075938**

## Assembly

*Ryan Tunseth, President*

*Kelly Cooper, Vice President*

*Willy Dunne*

*Cindy Ecklund*

*Dale Eicher*

*Scott Griebel*

*Michael Hicks*

*Lenora Niesen*

*Sarge Truesdell*

**CALL TO ORDER****PLEDGE OF ALLEGIANCE****INVOCATION**

*Any invocation that may be offered at the beginning of the assembly meeting shall be a chaplain from borough fire and emergency service areas. No member of the community is required to attend or participate in the invocation.*

**ROLL CALL****COMMITTEE REPORTS****APPROVAL OF AGENDA AND CONSENT AGENDA**

*(All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Assembly and will be approved by one motion. Public testimony will be taken. There will be no separate discussion of these items unless an Assembly Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)*

**APPROVAL OF MINUTES**

\*1. [KPB-7403](#) January 6, 2026 Regular Assembly Meeting Minutes  
Attachments: [January 6, 2026 Regular Assembly Meeting Minutes](#)

**COMMENDING RESOLUTIONS AND PROCLAMATIONS**

\*1. [KPB-7406](#) A Resolution Commending the Soldotna High School Girls Wrestling Team for Winning the 2025 State Championship Title (Truesdell, Mayor)  
Attachments: [Commending Resolution](#)

**PRESENTATIONS WITH PRIOR NOTICE**

*(20 minutes total)*

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

*(3 minutes per speaker; 20 minutes aggregate)*

**MAYOR'S REPORT**

Mayor's Report Cover Memo

[KPB-7409](#) Mayor's Report Cover Memo

Attachments: [Mayor's Report Cover Memo](#)

1. Assembly Requests/Responses - None

2. Agreements and Contracts

a. [KPB-7410](#) Authorization to Award a Contract for ITB26-006 DOI Skid Units

Attachments: [Authorization to Award a Contract for ITB26-006 DOI Skid Units 12.22.25](#)

### **ITEMS NOT COMPLETED FROM PRIOR AGENDA - None**

### **PUBLIC HEARINGS ON ORDINANCES**

*(Testimony limited to 3 minutes per speaker)*

1. [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)

Attachments: [Ordinance 2025-19-22](#)

[Memo](#)

2. [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)

Attachments: [Ordinance 2025-19-23](#)

[Memo](#)

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

1. Resolutions

Resolutions referred to Finance Committee

\*a. [2026-006](#) A Resolution Adopting an Alternate Allocation Method for the FY26 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in the Cook Inlet Fisheries Management Area (Mayor)

Attachments:

[Resolution 2026-006](#)

[Memo](#)

[Shared Fisheries Business Tax Program Allocation](#)

Resolutions referred to Legislative Committee

\*b. [2026-005](#) A Resolution Requesting the Alaska Legislature Provide Municipalities Authority to Set the Not to Exceed Amount for the Volunteer Firefighter/EMS Optional Real Property Tax Exemption (Eicher)

Attachments:

[Resolution 2026-005](#)

[Memo](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Policies and Procedures Committee

\*a. [2026-02](#) An Ordinance Amending Title 4, Elections, to Update Election Worker Compensation, the Candidate Filing Period, add a New Candidate Withdrawal Period and Extend the Terms of Office for Current Elected Officials to Align with a November Election Date (Eicher, Niesen and Tunseth at the request of the Borough Clerk) (Hearing on 02/17/26)

Attachments:

[Ordinance 2026-02](#)

[Memo](#)

3. Other

Other items referred to Policies and Procedures Committee

\*a. [KPB-7404](#) Confirming Appointments to the Seldovia Recreational Service Area Board (Mayor)  
Paul A. Cziko, Seat B, Term Expires 10/2026

Attachments:

[Appointment to the Seldovia Recreational Service Area Board](#)

**PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

**ASSEMBLY COMMENTS**

## PENDING LEGISLATION

*(This item lists legislation which will be addressed at a later date as noted.)*

## INFORMATIONAL MATERIALS AND REPORTS

## ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. February 3, 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

*This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), and KIBH FM 91.7 (East Peninsula).*

*The meeting will be held in the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. The meeting will also be held via Zoom, or other audio or video conferencing means whenever technically feasible. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 897 1694 8642 Passcode: 0745938. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at [www.kpb.us](http://www.kpb.us)*

*For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at <https://kpb.legistar.com/Calendar.aspx> for copies of the agenda, meeting minutes, ordinances and resolutions.*



# 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*

---

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?  
pwd=fEb3zpJksgh1maera2nn3XZRWIfPat.1](https://yourkpb.zoom.us/j/89716948642?pwd=fEb3zpJksgh1maera2nn3XZRWIfPat.1)

---

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 Baler 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: \_\_\_\_\_

Introduced by: Truesdell, Mayor  
Date: 01/20/26  
Action:  
Vote:

## **KENAI PENINSULA BOROUGH COMMENDING RESOLUTION**

### **A RESOLUTION COMMENDING THE SOLDOTNA HIGH SCHOOL GIRLS WRESTLING TEAM FOR WINNING THE 2025 STATE CHAMPIONSHIP TITLE**

**WHEREAS**, the Alaska School Activity Association (ASAA) held the 2025 State Girls Wrestling tournament in Anchorage at the Alaska Airlines Center on December 19 – 20, 2025; and

**WHEREAS**, the Soldotna High School (SoHi) girls wrestling team won their third state title in a row; and

**WHEREAS**, the team defended their title under the guidance of head coach Pete Dickinson and Assistants Max LeClair, Phil Leck, Sage Castillo, and Rachel Nelson, Neldon Gardner, Joel Mittelman and Justin Binetti; and

**WHEREAS**, the team included: Naomi Keller, Mia Hannevold, Chevelle Lamb, Valerie McAnelley, Rowan Peck, Madaline Ries, Avery Loomis, Carissa Heitstuman, Katara Lepule, Makenzie Mchone, Infinity-Ann Asiata-Higa, Julian Wineinger; and

**WHEREAS**, of the eight team members that competed in the tournament, two one state titles and five placed: Naomi Keller and Mia Hannevold (state champions), Valerie McAnelley (runner-up), Rowan Peck (4th Place), Carissa Heitstuman, Katara Lepule, and Infinity-Ann Asiata-Higa (all 3<sup>rd</sup> in their weight class); and

**WHEREAS**, this was the third state wrestling title for the SoHi girls team;

### **NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the Kenai Peninsula Borough Assembly recognizes, commends and congratulates the Soldotna High School Girls' Wrestling team for their outstanding performance in winning the 2025 ASAA Girls State Wrestling Championship.

**SECTION 2.** That a special Certificate of Achievement will be presented to each member of the team.

**SECTION 3.** That a copy of this resolution will be provided to Principal Tabitha Blades, the head coach and assistant coaches.

**SECTION 4.** This resolution takes effect immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS  
20TH DAY JANUARY, 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Office of the Borough Mayor

---

**MAYOR'S REPORT TO THE ASSEMBLY**

**TO:** Members, Kenai Peninsula Borough Assembly

**FROM:** Peter A. Micciche, Kenai Peninsula Borough Mayor

**DATE:** January 20, 2026

*PAM*

---

Assembly Request / Response

- a. None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB26-006 DOI Skid Units

Other

- a. None

# Kenai Peninsula Borough

## Purchasing & Contracting

---

### MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Robert Mathis, Deputy Fire Chief *RM*

**DATE:** December 22, 2025

**RE:** Authorization to Award a Contract for ITB26-006 DOI Skid Units

---

The Purchasing and Contracting Office formally solicited and received bids for the ITB26-006 DOI Skid Units. Bid packets were released on October 27, 2025 and the Invitation to Bid was advertised on Bid Express from October 27 – November 12, 2025.

The project consists of providing three (3) Slip-on firefighting units per the minimum specifications noted in the ITB.

On the due date of November 12, 2025, five (5) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The bid of \$69,900 was submitted by Alaska Mine Services, LLC, Nenana, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 444-51410-26443-48514.

*P. Micciche*

---

Peter A. Micciche, Borough Mayor

12/22/2025

---

Date

FINANCE DEPARTMENT FUNDS VERIFIED
Acct. No. <u>444-51410-26443-48514</u>
Amount: <u>\$69,900.00</u>
By: <i>CJ BH</i> Date: <u>12/22/2025</u>

NOTES: NA

Introduced by:	Mayor
Date:	01/06/26
Hearing:	01/20/26
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 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**

**WHEREAS**, during the FY2026 budgetary process the Road Service Area (RSA) appropriated \$120,000 in capital project funds for the purchase of two new vehicles and to purchase and install new plows on each vehicle; and

**WHEREAS**, the cost for each vehicle with plow was approximately \$65,000, which left a funding shortage to purchase and install the second plow; and

**WHEREAS**, the RSA board, at its regularly scheduled meeting held on November 25, 2025, recommended approval of this ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That \$10,000 is appropriated from the Road Service Area Capital Project Fund to account 434.33950.26421.49999 for the FY2026 plow truck project.

**SECTION 3.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances will not be affected.

**SECTION 4.** That the appropriations made in this ordinance are of project length in nature and as such, do not lapse at the end of any particular fiscal year.

**SECTION 5.** That this ordinance shall be effective immediately

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Road Service Area

---

### MEMORANDUM

**TO:** Ryan Tunseth, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Brandi Harbaugh, Finance Director *BA*

**FROM:** Dil Uhlin, RSA Director *DU*

**DATE:** December 18, 2025

**RE:** Ordinance 2025-19-22, Appropriating Additional Funds from the Road Service Area Capital Project Fund for the Purchase and Installation of a Plow on a New Vehicle (Mayor)

---

During the FY2026 budgetary process the Road Service Area (“RSA”) appropriated \$120,000 in capital project funds for the purchase of two new vehicles and purchase and installation of plows. The new vehicles were more expensive than expected. Each vehicle with installed plow cost approximately \$65,000, which left a funding shortage for the purchase and installation of the second plow.

The RSA is requesting an additional \$10,000 to be appropriated from the Road Service Area Capital Project Fund to complete the purchase and installation of the second plow. The RSA board voted unanimously to approve the appropriations requested at its November 25<sup>th</sup>, 2025 meeting.

Your consideration is appreciated.

<b>FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED</b>
Acct. No. <u>434.27900</u>
Amount: <u>\$10,000.00</u>
By: <u><i>DU</i></u> Date: <u>12/18/2025</u>

Introduced by:	Mayor
Date:	01/06/26
Hearing:	01/20/26
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-19-23**

**AN ORDINANCE APPROPRIATING FORESTRY FUNDS TO REIMBURSE PERSONNEL EXPENDITURES INCURRED TO SUPPORT THE 2025 GOLDSTREAM CREEK FIRE**

**WHEREAS**, this ordinance appropriates forestry revenues of \$98,167.62 to replenish the personnel budget for expenditures incurred during the event and transfers apparatus reimbursement to the capital fund; and

**WHEREAS**, the Bear Creek Fire Service Area Board, at its regularly scheduled meeting held on December 9, 2025, recommended approval by unanimous consent;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That the amount of \$41,257.62 in forestry revenue is appropriated to account number 207.51210.40110 to replenish the personnel budget for expenditures incurred during the Goldstream Creek Fire.

**SECTION 3.** That the amount of \$56,910 in forestry revenue is transferred to the Bear Creek Fire Capital Project Fund through account number 207.51210.50442 for replenishment of equipment used during the Goldstream Creek Fire.

**SECTION 4.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances will not be affected.

**SECTION 5.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

**Kenai Peninsula Borough**  
**Bear Creek Fire Service Area**

---

**MEMORANDUM**

**TO:** Ryan Tunseth, Assembly President  
 Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
 Brandi Harbaugh, Finance Director *BH*

**FROM:** Richard Brackin, Chief, Bear Creek Fire Service Area *RB*

**DATE:** December 18, 2025

**SUBJECT:** Ordinance 2025-19-23, Appropriating Forestry Funds to Reimburse Personnel Expenditures Incurred to Support the 2025 Goldstream Creek Fire (Mayor)

---

The Bear Creek Fire Service Area entered into a annual operating plan agreement ("AOP") with the State of Alaska, Department of Natural Resource, Division of Forestry & Fire Protection and Cooperator Fire Departments. This agreement sets forth response, reporting, rates, personnel, equipment, billing procedures and expectations.

In July 2025, personnel from the Bear Creek Fire Service Area responded to the Goldstream Creek Fire as a part of the Nenana Ridge Complex Incident. This response is governed by the parameters of the State of Alaska AOP, which provides for reimbursement of \$41,257.62 for personnel expenditures incurred during response to the event, and \$56,910 for use of equipment.

The ordinance appropriates forestry revenues of \$98,167.62 to replenish the personnel expenditures incurred during the event and transfers apparatus reimbursement to the capital fund.

Your consideration is appreciated.

**FINANCE DEPARTMENT**  
**ACCOUNT / FUNDS VERIFIED**

Acct. No. 207.51210.40110 Amt: \$41,257.62

Acct. No. 207.51210.50442 Amt: \$56,910.00

By: *RB* Date: 12/19/2025

Introduced by: Mayor  
Date: 01/20/26  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2026-006**

**A RESOLUTION ADOPTING AN ALTERNATE ALLOCATION METHOD  
FOR THE FY26 SHARED FISHERIES BUSINESS TAX PROGRAM AND  
CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY  
REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF  
FISHERIES BUSINESS ACTIVITY IN THE COOK INLET FISHERIES  
MANAGEMENT AREA**

**WHEREAS**, AS 29.60.450 requires that for a municipality to participate in the FY26 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2024 from fisheries business activities; and

**WHEREAS**, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas (“FMA”) specified by the Department of Commerce, Community, and Economic Development; and

**WHEREAS**, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and

**WHEREAS**, the Kenai Peninsula Borough Assembly proposes to use an alternative allocation method for allocation of the FY26 funding available within the FMA14: Cook Inlet fisheries management area in agreement with all other municipalities in this area participating in the FY26 Shared Fisheries Business Tax Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the Assembly certifies that the Kenai Peninsula Borough did suffer significant effects during calendar year 2024 from fisheries business activities that occurred within the Cook Inlet Fisheries Management Area and wishes to apply for funding under the FY26 Shared Fisheries Business Tax Program.

**SECTION 2.** That all eligible communities in the Cook Inlet fisheries management area will receive fifty percent (50%) divided equally, and fifty percent (50%) divided on a per capita basis.

**SECTION 3.** That this resolution is effective immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 20TH DAY OF JANUARY, 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Finance Department

---

### MEMORANDUM

**TO:** Ryan Tunseth, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PAW*

**FROM:** Brandi Harbaugh, Finance Director *BH*

**DATE:** January 8, 2026

**SUBJECT:** Resolution 2026-006, Adopting an Alternate Allocation Method for the FY26 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in the Cook Inlet Fisheries Management Area (Mayor)

---

In order for the Kenai Peninsula Borough to participate in the FY26 Shared Fisheries Business Tax Program, the Borough Assembly must submit a resolution indicating the adoption of an alternative method for allocation of the FY26 available funding. If the municipalities within each fisheries management area choose not to select the alternative method, it would then become necessary to gather and submit data on actual cost impacts of commercial fishing within each designated area. Given the relatively small amount of funds available, this approach would not be cost effective. A resolution adopting the alternative method is submitted for your approval.

The Kenai Peninsula Borough is located in the Cook Inlet Fisheries Management Area. The municipalities located in this area include Anchorage, Homer, Kenai, Kenai Peninsula Borough, Kachemak, Seldovia, Seward, and Soldotna. The FY26 program total allocation to be received by the borough is expected to be about \$839.98.

Your consideration is appreciated.

FMA 14: Cook Inlet					FY 25 Landing Tax Allocation \$0.00
	Total allocation: \$6,440.14	50% Divided \$3,220.07	50% per capita \$3,220.07	LONG	
Community	Population	50% divided share	50% per capita share	Calculated Allocation	Calculated Allocation
City of Homer	5,648	\$322.01	\$47.69	\$369.69	\$0.00
City of Houston	2,214	\$322.01	\$18.69	\$340.70	\$0.00
City of Kachemak	677	\$322.01	\$5.72	\$327.72	\$0.00
City of Kenai	7,555	\$322.01	\$63.79	\$385.79	\$0.00
City of Palmer	5,908	\$322.01	\$49.88	\$371.89	\$0.00
City of Seldovia	242	\$322.01	\$2.04	\$324.05	\$0.00
City of Seward	2,483	\$322.01	\$20.96	\$342.97	\$0.00
City of Soldotna	4,552	\$322.01	\$38.43	\$360.44	\$0.00
Kenai Peninsula Borough	61,350	\$322.01	\$517.98	\$839.98	\$0.00
Municipality of Anchorage	290,761	\$322.01	\$2,454.89	\$2,776.90	\$0.00
<b>Totals</b>	<b>381,390</b>	<b>\$3,220.07</b>	<b>\$3,220.07</b>	<b>\$6,440.14</b>	<b>\$0.00</b>
Community Count	10				
* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.					<b>FBT + FLT CHECK</b>
					<b>\$6,440.14 OKAY</b>

Introduced by: Eicher  
Date: 01/20/26  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2026-005**

**A RESOLUTION REQUESTING THE STATE LEGISLATURE PROVIDE MUNICIPALITIES AUTHORITY TO SET THE NOT TO EXCEED AMOUNT FOR THE VOLUNTEER FIREFIGHTER/EMS OPTIONAL REAL PROPERTY TAX EXEMPTION**

**WHEREAS**, Alaska Statutes (AS) 29.45.050(r) provides, "[a] municipality may by ordinance exempt from taxation an amount not to exceed \$10,000 of the assessed value of real property owned and occupied as a permanent place of abode by a resident who provides in the municipality volunteer (1) fire fighting services and is certified as a firefighter by the Department of Public Safety, or (2) emergency medical services or mobile intensive care paramedic services and is certified or licensed under AS 18.08.082. If two or more individuals are eligible for an exemption for the same property, not more than two exemptions may be granted"; and

**WHEREAS**, volunteer firefighters and emergency medical services (EMS) providers are critical to enabling local fire and EMS crews to function at a high-level while reducing the tax burden on taxpayers; and

**WHEREAS**, the current maximum amount not to exceed \$10,000 of the assessed value of real property provide minimal incentive to serving as a volunteer firefighter or paramedic; and

**WHEREAS**, as an optional exemption, the State should defer to municipalities to determine the maximum exemption amount; and

**WHEREAS**, this resolution requests the State Legislature to allow municipalities to increase the optional volunteer firefighter/EMS at an amount deemed appropriate by the governing body;

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the Assembly requests that the Alaska State Legislature review and amend AS 29.45.050(r) to provide that a municipality may by ordinance partially exempt from taxation, at a not to exceed amount set by the municipality, the assessed value of real property owned and occupied as a permanent place of abode by a resident who provides in the municipality volunteer (1) fire fighting services and is certified as a firefighter by the Department of Public Safety, or (2) emergency medical services

or mobile intensive care paramedic services and is certified or licensed under AS 18.08.082. The ordinance must provide that if two or more individuals are eligible for an exemption for the same property, not more than two exemptions may be granted.

**SECTION 2.** That a copy of this resolution will be provided to the State Legislators representing Kenai Peninsula Borough constituents: State Senator Gary Stevens; State Senator Jesse Bjorkman; State Representative Louise Stutes; State Representative Bill Elam; State Representative Justin Ruffridge; and State Representative Sarah Vance.

**SECTION 3.** That this resolution takes effect immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 20TH DAY OF JANUARY, 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough Assembly

---

## MEMORANDUM

**TO:** Ryan Tunseth, Assembly President  
Members, KPB Assembly

**FROM:** Dale Eicher, Assembly Member *DE*

**DATE:** January 8, 2026

**RE:** Resolution 2026-005, Requesting the Alaska Legislature Provide Municipalities Authority to Set the Not to Exceed Amount for the Volunteer Firefighter/EMS Optional Real Property Tax Exemption (Eicher)

---

The availability of skilled volunteer firefighters/EMS providers are vital to maintain high level of services within our service areas without high costs. The option KPB exemption for volunteer firefighter/EMS personnel is one way to ensure we continue to have a robust volunteer crew.

In practice, with the current exemption authorized under AS 29.45.050(r) capped at \$10,000 of assessed value, at the KPB's current mill rate, an approved exemption often results in less than \$40 in annual property tax savings. This amount provides little practical incentive and does not meaningfully offset the time, training requirements, or out-of-pocket expenses incurred by volunteer firefighter and EMS personnel.

In order to increase the tax exemption cap, State action is required. The resolution requests the State provide municipalities the flexibility to increase at their discretion, the maximum tax exemption available to volunteer firefighter/EMS personnel.

Your consideration is appreciated.

Introduced by: Eicher, Niesen, and Tunseth  
at the request of the  
Borough Clerk

Date: 01/20/26  
Hearing: 02/17/26  
Action:  
Vote:

## **KENAI PENINSULA BOROUGH ORDINANCE 2026-02**

### **AN ORDINANCE AMENDING TITLE 4, ELECTIONS, TO UPDATE ELECTION WORKER COMPENSATION, THE CANDIDATE FILING PERIOD, ADD A NEW CANDIDATE WITHDRAWAL PERIOD AND EXTEND THE TERMS OF OFFICE FOR CURRENT ELECTED OFFICIALS TO ALIGN WITH A NOVEMBER ELECTION DATE**

**WHEREAS**, at the October 7, 2025 regular election borough voters ratified 2025-01 Citizen Initiative Ordinance – Proposition No. 5 that changed the borough's election date in October to align with the State of Alaska election date in November by 5,877 Yes votes and 3,374 No votes cast; and

**WHEREAS**, prior to the ratification of Proposition No. 5, the majority of election workers served during both State elections (August primary and November general elections), and the Borough's regular elections in October; and

**WHEREAS**, with the Borough's regular election now occurring in November, it is necessary for the Borough to offer competitive compensation in order to retain experienced election workers and attract new workers; and

**WHEREAS**, amendments to the candidate filing period are necessary to better align with Borough elections held in November, and it is an opportune time to provide candidates with a seven day withdrawal period; and

**WHEREAS**, the change from October to November elections necessitates the need to extend terms of current elected officials by one month in order to align with the November election date and provide for a smooth transition for elected offices; and

**WHEREAS**, this transition is expected to affect three consecutive election cycles; and

**WHEREAS**, the Assembly finds it to be in the public interest to provide clarity and transparency regarding the status and terms of elected officials during this transition period;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That this ordinance amends KPB Code and will be codified.

**SECTION 2.** That KPB 4.10.130(B) is hereby amended to read as follows:

**4.10.130. Election expenses.**

...

B. The borough or the service area as applicable shall pay each election board member and canvass board member an hourly rate for time spent at his election duties, including the receiving of instructions and posting of notices. The election supervisor shall set the hourly compensation to be paid for time spent by election officials at a rate set by the assembly through the annual budgeting process [COMPARABLE TO THAT PAID BY THE STATE FOR STATE ELECTIONS]. The clerk shall retain a record for auditing and payment of election expenses, including the cost of giving notice, renting polling places, paying election officials, securing ballot boxes, booths and other election necessities.

...

**SECTION 3.** That KPB 4.30.020(C) is hereby amended to read as follows:

**4.30.020. Declaration of candidacy.**

...

C. Filing for elective offices of mayor, assembly, school board and service area boards shall be made by filing a declaration of candidacy with the borough clerk from 9:00 a.m. August [1ST]16th through August [15TH]31st, 4:30 p.m. Should August [15]31st be a Saturday or Sunday, then candidates shall have until noon on the first Monday following to file their declaration.

...

**SECTION 4.** That KPB 4.30.040 is hereby amended to read as follows:

**4.30.040. Correction, amendments and withdrawal of declarations of candidacy.**

A. Any candidate may withdraw his nomination at any time during the period for filing a declaration of candidacy by appropriate written notice to the clerk. However, after the filing has closed, no declaration may be

corrected, or amended [ OR WITHDRAWN]. After the filing period has closed, a candidate may withdraw their declaration of candidacy by filing a written notice of withdrawal with the clerk within seven calendar days following the close of candidate filing. If the withdrawal is timely, the candidate's name will not appear on the ballot.

B. A declaration of candidacy presented shall not be changed as to term of office. If a candidate desires to file for a different seat, he shall request a new form from the clerk.

**SECTION 5.** That for each regular election occurring in 2026, 2027 and 2028, the terms of office for the Borough Mayor and members of the Borough Assembly whose seats are scheduled to expire in October of those years will remain in effect until the certification of the November election.

**SECTION 6.** That, in accordance with Section 5 above, the terms for elected service area board members whose seats are scheduled to expire in October of those years will remain in effect until the certification of the November election.

**SECTION 7.** That during this transition period all incumbent elected officials will retain the full authority and responsibilities of their office until their successors are elected, certified and qualified.

**SECTION 8.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2026.**

---

Ryan Tunseth, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Office of the Borough Clerk

---

### MEMORANDUM

**TO:** Members, KPB Assembly

**THRU:** Ryan Tunseth, Assembly President *AT*  
Dale Eicher, Assembly Member *DE*  
Lenora Niesen, Assembly Member *LN*

**FROM:** Michele Turner, Borough Clerk *MT*

**DATE:** January 8, 2026

**RE:** Ordinance 2026-02 : Amending Title 4, Elections, to Update Election Worker Compensation, the Candidate Filing Period, add a New Candidate Withdrawal Period and Extend the Terms of Office for Current Elected Officials to Align with a November Election Date (Eicher, Niesen and Tunseth at the request of the Borough Clerk)

---

The purpose of this ordinance is to revise and update Title 4 of the Kenai Peninsula Borough Code following the ratification of 2025-01 Citizen Initiative Ordinance – Proposition No. 5, changing Borough elections from October to November.

The proposed amendments revise the candidate filing period to better align with a November election schedule, provide for competitive election worker compensation, establish seven day period for candidates to withdraw their filings, and clarifies the terms of office for the currently seated elected officials. Additional context and details for each proposed amendment is provided below:

**Section 2.** Amending KPB 4.10.130(B). Historically, the majority of election workers serve during both state elections (August primary and November general elections) in even numbered years, and borough regular elections in October. In order to retain experienced election workers as well as attract new workers, it is important that the borough offer election workers a competitive wage. This amendment would allow the election supervisor to set hourly compensation at a rate set by the Assembly through the budget process and not in accordance to that paid by the state for state elections.

**Section 3.** Amending KPB 4.30.020(C). Moving the candidate filing period to the end of August will adequately accommodate a seven-day withdrawal period (as discussed in Section 4) without affecting the timeline needed to provide candidate information to the Borough's election software provider and ballot printer.

Page -2-  
January 8, 2026  
RE: Ordinance 2026-02

---

**Section 4.** KPB 4.30.040. This amendment provides for a withdrawal period of seven days for candidates to withdraw their declaration of candidacy in the event the candidate no longer wishes to run for the office they filed for.

**Sections 5-7.** The terms of office for currently seated elected officials are scheduled to expire in October. For elections occurring in 2026, 2027 and 2028, it is recommended that those terms remain in effect until certification of the November regular election. These seats include Borough Mayor, Assembly Members, and elected service area board members.

Your consideration is appreciated.

# Kenai Peninsula Borough

## Office of the Borough Mayor

## MEMORANDUM

**TO:** Ryan Tunseth, Assembly President  
Members of the Borough Assembly

**FROM:** Peter A. Micciche, Borough Mayor *PAM*

**DATE:** January 20, 2026

**RE:** Appointments to Service Area Boards

In accordance with KPB Title 16, appointments from the borough to the Advisory Planning Commission are appointed by the Mayor and confirmed by the Assembly. The following appointments are forwarded to the Assembly for consideration and confirmation:

## SELDOVIA RECREATIONAL SERVICE AREA BOARD

PAUL A. CZIKO SEAT B TERM EXPIRES 10/2026

Seat B

## Kenai Peninsula Borough

## Office of the Borough Clerk

## MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor *PM*  
**THRU:** Michele Turner, Borough Clerk *MT*  
**FROM:** Sue Ellen Essert, Deputy Borough Clerk *SEE*  
**DATE:** January 5, 2026  
**RE:** Seldovia Recreational Service Area Application for Appointment

A notice of vacancy for the Seldovia Recreational Service Area Seat B was advertised on September 25, 2025. The vacancy notice was posted on the Borough's website, Facebook page, in the borough administration building and was provided to the service area. The application period closed on October 16, 2025, and has remained open until filled.

Pursuant to KPB Title 16, the applicant below has been verified as a registered voter of the Borough and resident of the service area.

Below is the application received and submitted for your consideration.

## SELDOVIA RECREATIONAL SERVICE AREA

Paul A. Cziko

Seat B

Thank you.

# Kenai Peninsula Borough

Service Area Appointment Application Submitted 2025-12-19 11:54:55

<b>Applicant Name</b> Paul A. Cziko		<b>Select One</b> Seldovia Recreational Service Area Board, Seat B (Term Expires 10/2026)
<b>Email</b> pcziko@gmail.com		<b>Daytime Phone</b> 217-819-7976
<b>Voter #</b>	<b>Date of Birth</b> [REDACTED]	<b>SS #</b> [REDACTED]
<b>Physical Residence Address</b> 1451 North Boone Ln. Seldovia, AK 99663		<b>Mailing Address</b> PO Box 125 Seldovia, AK 99663
<b>Borough Residence:</b> Years: 2 Months: 2		<b>Service Area Residence:</b> Years: 2 Months: 2
<p><b>What knowledge, experience, or expertise will you bring to this board?</b></p> <p>I am employed as a Research Marine Biologist at NOAA's Kasitsna Bay Laboratory near Seldovia. Prior to this, I was a Research Professor at the University of Oregon, an Instructor at the Oregon Institute of Marine Biology, and a technical consultant for marine scientific observing technology. I have a PhD in Biology and bachelor's degrees in Biology and Biochemistry from the University of Illinois, U-C.</p> <p>Over the last two years, I have been heavily involved in planning, teaching and supporting the SOCC-supported Science Friday Program for area youth. This has now transitioned to become a collaboration with Susan B. English School and various local educational organizations, supporting all of the SRSA's kids. The Science Friday program has used (and greatly benefited from) the SOCC's facilities and staff support.</p> <p>I have worked with City of Seldovia leadership and the Seldovia Village Tribe Environmental Program on project development and various grant applications related to environmental and natural resource stewardship in the area.</p> <p>I have two school-aged children who have regularly attended SRSA/SOCC-supported programming over the past two years.</p> <p><a href="https://www.paulcziko.net/about">https://www.paulcziko.net/about</a></p>		

# Kenai Peninsula Borough

## Purchasing & Contracting

---

### MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Robert Mathis, Deputy Fire Chief *RM*

**DATE:** December 22, 2025

**RE:** Authorization to Award a Contract for ITB26-006 DOI Skid Units

---

The Purchasing and Contracting Office formally solicited and received bids for the ITB26-006 DOI Skid Units. Bid packets were released on October 27, 2025 and the Invitation to Bid was advertised on Bid Express from October 27 – November 12, 2025.

The project consists of providing three (3) Slip-on firefighting units per the minimum specifications noted in the ITB.

On the due date of November 12, 2025, five (5) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The bid of \$69,900 was submitted by Alaska Mine Services, LLC, Nenana, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 444-51410-26443-48514.

*P. Micciche*

---

Peter A. Micciche, Borough Mayor

12/22/2025

---

Date

FINANCE DEPARTMENT FUNDS VERIFIED
Acct. No. <u>444-51410-26443-48514</u>
Amount: <u>\$69,900.00</u>
By: <i>CJ BH</i> Date: <u>12/22/2025</u>

NOTES: NA