Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda

Assembly

Peter Ribbens, President
Kelly Cooper, Vice President
James Baisden
Tyson Cox
Willy Dunne
Cindy Ecklund
Brent Johnson
Leslie Morton
Ryan Tunseth

Tuesday, February 4, 2025 **6:00 PM** **Betty J. Glick Assembly Chambers**
Meeting ID: 835 6358 3837 Passcode: 606672
https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1

Meeting ID: 835 6358 3837 Passcode: 606672

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

VACANCY, DESIGNATIONS OR SEATING MEMBERS

1. KPB-6595 Appointment of Assembly Member for District 5 – Funny River/Sterling

Attachments:

- Memo to Assembly
- Applicant Bio Marty Anderson
- Applicant Bio Jill Craig
- Applicant Bio Dale Eicher
- Applicant Bio Paul Marks
- Applicant Bio Leslie Morton
- Applicant Bio Ed Oberts
- Applicant Bio Greg Olcott
- Applicant Bio Craig Schwartz
- Interview Questions - Assembly Applicants
- Anderson Response to Questions
- Public Comment

2. Swearing in of Newly Appointed Assembly Member

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.)

ACTION ITEMS CURRENTLY ON CONSENT AGENDA:
KPB-6583: LAYDOWN January 21, 2025 Regular Assembly Meeting Minutes
KPB-6593: A Resolution Commending the Soldotna High School Girls' Wrestling Team - ASAA Girls' State Wrestling Champions for the Year 2024
Resolution 2025-010: Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2025 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2024 and Prior
Resolution 2025-011: Authorizing Fiscal Year 2026 Federal Legislative Priority Project of Re-Design of Central Peninsula Landfill Solid Waste Handling and Recycling Project
Resolution 2025-012: Authorizing a Sole Source Award for Purchase of an Excavator for the Homer Transfer Facility
Ordinance 2024-19-28: Approving the Scope of Work Change and Reallocating the Fisheries Business Tax Funds Received from the State of Alaska Under the Federal Pass-Through Program, American Rescue Plan Act of 2021 in the Amount of $934.04
KPB-6585: Approving a Petition to Vacate the Entirety of Farmwald Circle Right-of-Way in Bridge Creek Cooperative Subdivision HM-81-5
KPB-6594: Confirming Appointments to the Board of Equalization

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:
Ordinance 2024-19-24: Authorizing the Acquisition of 80 Acres of Real Property Located in Seward, Appropriating Funds from the Land Trust Investment Fund and the Land Trust Fund for the Purchase, and Authorizing a Memorandum of Agreement for the Completion of a Road Access Feasibility Study
Ordinance 2024-19-25: Accepting and Appropriating Grant Funds from Southern Region Emergency Medical Service, Inc. on Behalf of Bear Creek Fire Service Area for FY2023 Alaska Code Blue Grant
Ordinance 2024-19-26: 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
Ordinance 2024-19-27: Appropriating Funds for the Design of Repairs to Kenai Central High School Vocational Education Facility
Ordinance 2025-02: 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

APPROVAL OF MINUTES

KPB-6583 January 21, 2025 Regular Assembly Minutes

Attachments: January 21, 2025 Regular Assembly Minutes

COMMENDING RESOLUTIONS AND PROCLAMATIONS

*1. A Resolution Commending the Soldotna High School Girls' Wrestling Team - ASAA Girls' State Wrestling Champions for the Year 2024 (Mayor, Cox)

PRESENTATIONS WITH PRIOR NOTICE

(20 minutes total)

1. KPB-6584 Marathon Petroleum, Bruce Jackman, Plant Manager (10 Minutes)

Attachments: Marathon Petroleum Presentation

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

KPB-6586 Mayor's Report Cover Memo

Attachments: Mayor's Report Cover Memo

Mayor's Report Meeting Notes 02.04.25

1. Assembly Requests/Responses - None

2. Agreements and Contracts

a. KPB-6587 Authorization to Award Contract RFP25-007 Kachemak Selo School Design Development

Attachments: Authorization to Award Contract RFP25-007 Kachemak Selo School Design De

b. KPB-6591 Authorization to Award Contract RFP23-001 Mass Notification System Maintenance Agreement

Attachments: Authorization to Award Contract RFP23-001 Mass Notification System Maintena

c. KPB-6592 Sole Source – South Kenai Peninsula Hospital Generator EES System Engineering Contract

Attachments: Sole Source - RESPEC for SPH Generator EES System Engineering Contract

3. Other

a. KPB-6588 Budget Revisions – December 2024

Attachments: Budget Revisions - December 2024

b. KPB-6589 Investment Report Quarter Ended 12.31.24

Attachments: Investment Report Quarter Ended 12.31.24

c. KPB-6590 Revenue Expenditure Report – December 2024

Attachments: Revenue-Expenditure Report - December 2024

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

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)

Attachments:
- Ordinance 2024-19-24
- Cox Amendment
- Advisory Board Recommendations
- Memo
- Map
- Memorandum of Agreement
- Purchase Agreement
- First Addendum to Purchase Agreement
- KPB Land Acquisition Support Letter
- Public Comment 020425
- Blueberry Hill Tsunami Map
- Blueberry Hill Flood Hazard Map
- Public Comment - Additional
- LM Memo and Blueberry Hill Feasibility Study (submitted to the Assembly 0610

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)

Attachments:
- Ordinance 2024-19-25
- Advisory Board Recommendations
- Memo

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)

Attachments:
- Ordinance 2024-19-26
- Memo

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

Attachments: Ordinance 2024-19-27
Amendment Memo
Memo

2025-01 An Ordinance Amending KPB Chapter 5.19, Uniform Remote Seller Sales Tax Code, in Accordance with Updates and Changes Adopted by the Alaska Remote Seller Sales Tax Commission (Mayor)

Attachments: Ordinance 2025-01
Memo

Ordinances referred to Lands Committee

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)

Attachments: Ordinance 2025-02
Advisory Board Recommendations
Memo
Map
1977 Documents
1985 Documents

Ordinances referred to Policies and Procedures Committee

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]

Attachments:
Ordinance 2024-35
Memo
FIS and FIRM Adoption Supporting Documents
Project Timeline
Advisory Board Recommendations
Public Comment
Public Comment 010725
010725 Planning Department Presentation
Planning Commission Recommendations
Public Comment 012125

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

2025-010 A Resolution Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2025 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2024 and Prior (Mayor)

Attachments:
Resolution 2025-010
Memo
Quote

2025-011 A Resolution Authorizing Fiscal Year 2026 Federal Legislative Priority Project of Re-Design of Central Peninsula Landfill Solid Waste Handling and Recycling Project (Mayor, Assembly)

Attachments:
Resolution 2025-011
Memo

2025-012 A Resolution Authorizing a Sole Source Award for Purchase of an Excavator for the Homer Transfer Facility (Mayor)

Attachments: Resolution 2025-012
Memo

2. Ordinances for Introduction

Ordinances for Introduction and referred to Finance Committee

2024-19-28 An Ordinance Approving the Scope of Work Change and Reallocating the Fisheries Business Tax Funds Received from the State of Alaska Under the Federal Pass-Through Program, American Rescue Plan Act of 2021 in the Amount of $934.04 (Mayor)

Attachments: Ordinance 2024-19-28
Memo
Reference Copy O2021-19-34

3. Other

Other items referred to Lands Committee

KPB-6585 Approving a Petition to Vacate the Entirety of Farmwald Circle Right-of-Way in Bridge Creek Cooperative Subdivision HM-81-5

[Clerk's Note: At its regular meeting of January 13, 2025, the Planning Commission unanimously approved the referenced petition to vacate.]

Attachments: Memo ROWV Farmwald Circle

Other items referred to Policies and Procedures Committee

KPB-6594 Confirming Appointments to the Board of Equalization (Mayor)
Michelle Glaves, Seat A, Term Expires 12/31/2027
Bentley Hamilton, Alternate Seat A, Term Expires 12/31/2027

Attachments: Appointments to Board of Equalization

c. KPB-6599 WITHDRAWN Public Hearing and Legislation Decision on Protest of Borough Clerk's Certification of Insufficiency Regarding Citizen Initiative 2024-01, Amending Title 4 Related to Elections to Require Hand Count Ballots and Other Amendments; Protest Filed by Petition Sponsor Duane Edelman (Mayor)

Attachments: Rescind Protest 02/03/25
Memo
Mayor's Letter 01/29/25
Protest Filed with Mayor's Office 01/27/25
Borough Clerk's Certification of Insufficiency 01/17/25

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. 2025-03 An Ordinance Amending KPB Chapter 21.20 Relating to Hearings and Appeals to a Hearing Officer (Mayor)

Attachments: Ordinance 2025-03
Advisory Board Recommendations
Memo

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. February 25, 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

This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), K201AO(KSKA)-FM 88.1 (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: 895 1103 3332 Passcode: 193069. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at www.kpb.us: "Borough Assembly Meeting Notices" "Assembly Meeting Calendar".

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 www.kpb.us for copies of the agenda, meeting minutes, ordinances and resolutions.