



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Assembly

Brent Johnson, President
Brent Hibbert, Vice President
Jesse Bjorkman
Lane Chesley
Tyson Cox
Richard Derkevorkian
Cindy Ecklund
Bill Elam
Mike Tupper

Tuesday, December 7, 2021

6:00 PM

Betty J. Glick Assembly Chambers

Zoom Meeting ID: 938 6524 5999 Passcode: 886199

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a voluntary offering of a private person, to and for the benefit of the assembly. No member of the community is required to attend or participate in the invocation.

[Clerk's Note: President Johnson offered a moment of silence.]

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.)*

ACTION ITEMS CURRENTLY ON CONSENT AGENDA:

KPB 3755 – November 9, 2021 Regular Assembly Meeting Minutes
Resolution 2021-085 – Modifying Scope of Homer Roof Project
Resolution 2021-086 – Authorizing Contract K-Selo Schematic
Resolution 2021-087 – Approving SKPHSAB Bylaws
Resolution 2021-084 – Confirming Assembly Non-Borough Board Appts
Resolution 2021-088 – Supporting Transportation Priorities for SOA
Ordinance 2021-19-30 – Accepting Grant for WESA
Ordinance 2021-19-31 – Approving \$770,164 South Bend Bluff RIAD
Ordinance 2021-19-32 – Approving DHSS funding
Ordinance 2021-41 – Updates to Material Site Code
KPB 3753 – Confirming Appointments to Board of Equalization
KPB 3775 - Confirming Appointments to NREATF

ACTION ITEMS ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2021-19-28 Redirecting Coronavirus Funds

APPROVAL OF MINUTES

[KPB-3755](#) November 9, 2021 Regular Assembly Meeting Minutes

Attachments: [November 9, 2021 Regular Assembly Meeting Minutes](#)

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

(20 minutes total)

1. [KPB-3756](#) Central Peninsula Hospital Quarterly Report (10 Minutes)

Attachments: [LAYDOWN Presentation](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

ITEMS NOT COMPLETED FROM PRIOR AGENDA**PUBLIC HEARINGS ON ORDINANCES**

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

1. [2021-19-28](#) An Ordinance Allocating and Redirecting U.S. Department of Treasury, Coronavirus State and Local Fiscal Recovery Funds Established by the American Rescue Plan Act of 2021 and Appropriating General Fund Fund Balance to Specific Pay-Go Capital Projects (Mayor)

Attachments: [Ordinance 2021-19-28](#)
[Memo](#)
[Reference Copy O2021-19-08](#)

Ordinances referred to Policies and Procedures Committee

2. [2021-38](#) An Ordinance Amending KPB Title 7 Regarding Alcohol and Marijuana Regulations to Require Applicant Compliance with Form Filing Requirements under Alaska Law, Add Three Items Under Applicant Standards for Review, and to Define the Term Applicant (Cox)

Attachments: [Ordinance 2021-38](#)
[Memo](#)

3. [2021-40](#) An Ordinance Amending KPB 2.40.015 Regarding Planning Commission Membership and Apportionment (Cox, Chesley)

Attachments: [Ordinance 2021-40](#)
[Memo](#)
[Chesley Cox Amendment 120721](#)
[Amendment 1 120721](#)
[Amendment 2 120721](#)
[Bjorkman Amendment 120721](#)
[Advisory Board Recommendations 120721](#)
[City of Seldovia Resolution and Letter of Support](#)
[City of Soldotna Resolution](#)
[City of Kenai Resolution](#)
[City of Seward Resolution](#)
[City of Homer Letter 1](#)
[City of Homer Letter 2](#)
[Mayor Pierce letter to City Mayors and Managers 111921](#)
[2005 Legal Memo 120721](#)
[Public Comment 120721](#)
[Reference Copy Ordinance 2016-25 SUB](#)
[Public Comments 120721](#)

UNFINISHED BUSINESS**NEW BUSINESS**

1. Resolutions

Resolutions referred to Finance Committee

[2021-085](#) A Resolution Modifying the Scope of the Previously Appropriated Local Funds for Design of the Homer Roof Replacement Project to Include Phases 2 and 3 (Mayor)

Attachments: [Resolution 2021-085](#)
[Memo](#)
[Reference Copy Ordinance 2020-19-21](#)
[Reference Copy Ordinance 2021-19-28](#)

[2021-086](#) A Resolution Authorizing Award of a Contract for the Kachemak Selo School Schematic Design Project (Mayor)

Attachments: [Resolution 2021-086](#)
[Memo](#)
[LAYDOWN Advisory Board Recommendations](#)

Resolutions referred to Policies and Procedures Committee

[2021-087](#) A Resolution Approving Board Bylaws for the South Kenai Peninsula Hospital Service Area Board (Mayor at the Request of the South Kenai Peninsula Hospital Service Area Board)

Attachments: [Resolution 2021-087](#)
[Memo](#)
[South Kenai Peninsula Hospital Service Area Board Bylaws](#)

[2021-084](#) A Resolution Confirming the Appointment of an Assembly Member to a Non-Borough Board (Johnson)

Attachments: [Resolution 2021-084](#)
[R2021-084 Ref Copy R96-020](#)

Resolutions referred to Legislative Committee

[2021-088](#) 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)

Attachments: [Resolution 2021-088](#)
[Memo](#)
[Reference Copy R2019-045](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to Finance Committee

[2021-19-30](#) An Ordinance Accepting and Appropriating the Remaining Balance of \$255,854.84 from the U.S. Department of Homeland Security's Staffing for Adequate Fire and Emergency Response Grant, and Appropriating \$5,117.10 for the Administrative Fee on Behalf of Western Emergency Service Area (Mayor) (Hearing on 01/04/22)

Attachments: [Ordinance 2021-19-30](#)
[Memo](#)
[Award Letter](#)
[Reference Copy Resolution 2013-022](#)

[2021-19-31](#) An Ordinance Appropriating \$770,164 to the South Bend Bluff Estates Road Improvement Special Assessment District (Mayor) (Hearing on 01/04/22)

Attachments: [Ordinance 2021-19-31](#)
[Memo](#)

[2021-19-32](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$153,940.61 for the Healthy and Equitable Communities Program, a Federal Pass-Thru Award under the Centers for Disease Control and Prevention (Mayor) (Hearing on 01/04/22)

Attachments: [Ordinance 2021-19-32](#)
[Memo](#)
[Allocations Notice](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

[2021-41](#) An Ordinance Amending KPB 21.29, KPB 21.25, and KPB 21.50.055 Regarding Material Site Permits, Applications, Conditions, and Procedures (Mayor, Johnson) (Hearing on 01/18/22)

Attachments: [Ordinance 2021-41](#)
[Memo](#)
[Material Site Work Group Timeline](#)
[Reference Copy Ordinance 2006-01 SUB](#)
[Reference Copy Resolution 2018-004 SUB](#)
[Reference Copy Resolution 2018-025](#)

3. Other

Other items referred to Policies and Procedures Committee

a. [KPB-3711](#) Approving Amendments to the 2022 Assembly meeting schedule to include travel to Seward in April and Homer in September (Ecklund)

Attachments: [2022 Meeting Schedule Amendment](#)

[KPB-3753](#) Confirming Appointments to the Board of Equalization (Mayor)

Chris Van Slyke, Seat A, Term Expires 12/31/2024
James Baisden, Alternate Seat A, Term Expires 12/31/2023

Attachments: [Appointments](#)

[KPB-3775](#) LAYDOWN Confirming Appointments to the North Road Extension Advisory Task Force (Mayor)

Joseph Ross, Seat A, Term Expires October 12, 2022
Scott Hamann, Seat B, Term Expires October 12, 2022
Nathan Warren, Seat C, Term Expires October 12, 2022

Attachments: [LAYDOWN Appointments](#)

[KPB-3781](#) LAYDOWN Confirming the Appointment to the Funny River Advisory Planning Commission (Mayor)

Kevin Lee OBrien, Seat D, Term Expires September 30, 2024

Attachments: [LAYDOWN Appointment](#)

[KPB-3785](#) LAYDOWN Confirming the Appointment to the Eastern Peninsula Highway Emergency Service Area (Mayor)

Cristina Rachel Rolfe, Seat A, Term Expires October, 2024

Attachments: [LAYDOWN Appointment](#)

f. [KPB-3798](#) LAYDOWN Confirming the Appointment to the Planning Commission (Mayor)

Michael Horton, Northwest Borough Seat, Term Expires July 31, 2023

Attachments: [LAYDOWN Appointment](#)

MAYOR'S REPORT

[KPB-3757](#) Mayor's Report Cover Memo

Attachments: [Cover Memo](#)

1. Assembly Requests/Responses

2. Agreements and Contracts

a. [KPB-3758](#) Authorization to Award Contract for RFP22-007 Gravel Road Design to Nelson Engineering P.C., Kenai, Alaska.

Attachments: [Authorization to Award RFP 22-007](#)

b. [KPB-3759](#) Authorization to Award a Contract for RFP 22-006 Basargin Road Phase 3 Design to McLane Consulting Inc., Soldotna, Alaska.

Attachments: [Authorization to Award RFP 22-006](#)

c. [KPB-3760](#) Authorization to Award a Contract for RFP 22-008 Asphalt Road Design Poolside Avenue, Dkyline Drive, Chinulna Court to McLane Consulting Inc., Soldotna, Alaska.

Attachments: [Authorization to Award RFP 22-008](#)

d. [KPB-3761](#) Authorization to Award a Contract for RFP 22-005 Municipal Government Services and Tourism/Economic Development Public Relations Campaigns to Agnew Beck Consulting, Inc., Anchorage, Alaska.

Attachments: [Authorization to Award RFP 22-005](#)

- e. [KPB-3762](#) Authorization to Award a Contract for RFP 22-004 South Peninsula Hospital Facilities Plan to Architects Alaska, Anchorage, Alaska.
Attachments: [Authorization to Award RFP 22-004](#)
- f. [KPB-3763](#) Authorization to Award a Contract for RFP22-001 Air Conditioning and Domestic Hot Water Professional Designs Services to PDC Engineers, Anchorage, Alaska.
Attachments: [Authorization to Award RFP 22-001](#)
- g. [KPB-3764](#) Authorization to Award a Contract for ITB 22-022 Central Peninsula Hospital Door and Roof Ladder Project to HPM, Inc., Anchorage, Alaska.
Attachments: [Authorization to Award ITB22-022](#)
- h. [KPB-3765](#) Sole Source - Kenai Central High School Lockers to Vibetech.
Attachments: [KCHS Lockers Sole Source](#)
- i. [KPB-3766](#) Sole Source - Shop Wash/Melt Water Evaporator Tank to Totem Equipment and Supply.
Attachments: [Shop Wash Melt Water Evaporator Tank](#)
- j. [KPB-3767](#) Sole Source - Control System Operating System Upgrade, Multiple Sites to Siemens Industries.
Attachments: [Control System Operating System Upgrade](#)
- k. [KPB-3768](#) Sole Source - Hope School Building Automation Control System Upgrade to Siemens Industries
Attachments: [Hope School Control System Upgrade](#)
- l. [KPB-3769](#) Sole Source - Mt. View School Building Automation Control System Upgrade to Siemens Industries.
Attachments: [Mt.View Control System Upgrade](#)
- m. [KPB-3770](#) Sole Source - North Star School Building Automation Control System Upgrade to Siemens Industries.
Attachments: [North Star Auto Control System Upgrade](#)
3. Other
- a. [KPB-3771](#) Tax Adjustment Request Approval
Attachments: [Tax Adjustment Request Approval](#)

- b. [KPB-3772](#) Revenue - Expenditure Report - October 2021

Attachments: [Revenue-Expenditure Report - October 2021](#)

- c. [KPB-3773](#) Budget Revision - October 2021

Attachments: [Budget Revisions](#)

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. January 4, 2022 Regular Assembly Meeting
6:00 PM Betty J. Glick Assembly Chambers, Borough Administration Building
Remote participation available through Zoom, Meeting ID: 884 7373 9641 Passcode: 671108

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 through Zoom, the Meeting ID: 938 6524 5999 Passcode: 886199 and in-person from the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. COVID-19 mitigation protocols will be observed. To join the meeting from a computer, visit <https://zoom.us/j/93865245999>. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 938 6524 5999 Passcode: 886199. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at kpb.us: "Meeting and Public Notices" "Current Assembly Agenda".

Copies of the agenda and ordinances to be considered can be viewed on the website referenced above or at the Public Bulletin Board located on the window right of the double doors in the back of the Borough Administration Building. 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 summaries, ordinances and resolutions.