KENAI PENINSULA Borough

Assembly Action Agenda

February 4, 2025 - 6:00 PM | Regular Meeting | Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building and Through
Meeting ID: 835 6358 3837 Passcode: 606672

Peter Ribbens
President
Seat 3 - Nikiski
Term Expires 2025

Kelly Cooper
Vice President
Seat 8 – Homer
Term Expires 2026

James Baisden
Assembly Member
Seat 1 – Kalifornsky
Term Expires 2027

Tyson Cox
Assembly Member
Seat 4 - Soldotna
Term Expires 2025

Willy Dunne
Assembly Member
Seat 9 - South Peninsula
Term Expires 2027

Cindy Ecklund
Assembly Member
Seat 6 – East Peninsula
Term Expires 2027

Leslie Horton
Assembly Member
Seat 5-Sterling/Funny River
Appointed Term Expires 10/2025

Brent Johnson
Assembly Member
Seat 7 – Central
Term Expires 2025

Ryan Tunseth
Assembly Member
Seat 2 - Kenai
Term Expires 2026

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

An 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 ..... **LAYDOWN**

2. Swearing in of Newly Appointed Assembly Member

   Leslie Morton

APPROVAL OF AGENDA AND CONSENT AGENDA

(Action 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: January 21, 2025 Regular Assembly Meeting Minutes ..... LAYDOWN
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

*****1. KPB-6583: January 21, 2025 Regular Assembly Meeting Minutes
. ..... **LAYDOWN**

COMMENDING RESOLUTIONS AND PROCLAMATIONS

*****1. KPB-6593: 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)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA
(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

1. Assembly Requests/Responses

   None

2. Agreements and Contracts

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

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

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

3. Other

   a. KPB-6588: Budget Revisions – December 2024

   b. KPB-6589: Investment Report Quarter Ended 12.31.24

   c. KPB-6590: Revenue Expenditure Report – December 2024

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES (Testimony limited to 3 minutes per speaker)

1. **ENACTED AS AMENDED** 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 (Mayor) (Referred to Finance Committee) ***[8 Yes, 1 No, 0 Absent]***

*****2. 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 (Mayor) (Referred to Finance Committee)

*****3. 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 (Mayor) (Referred to Finance Committee)

*****4. **AS AMENDED** Ordinance 2024-19-27: Appropriating Funds for the Design of Repairs to Kenai Central High School Vocational Education Facility (Mayor) (Referred to Finance Committee)

5. **ENACTED** Ordinance 2025-01: 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) (Referred to Finance Committee) ***[9 Yes, 0 No, 0 Absent]***

*****6. 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 (Mayor) (Referred to Lands Committee)

7. **ENACTED** Ordinance 2024-35: 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) (Referred to Policies and Procedures Committee) *[Postponed on 01/21/25]* ***[9 Yes, 0 No, 0 Absent]***

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

*****a. 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 (Mayor) (Referred to Finance Committee)

*****b. Resolution 2025-011: Authorizing Fiscal Year 2026 Federal Legislative Priority Project of Re-Design of Central Peninsula Landfill Solid Waste Handling and Recycling Project (Mayor) (Referred to Finance Committee)

*****c. Resolution 2025-012: Authorizing a Sole Source Award for Purchase of an Excavator for the Homer Transfer Facility (Mayor) (Referred to Finance Committee)

2. Ordinances for Introduction

*****a. 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 (Mayor) (Hearing on 02/25/25) (Referred to Finance Committee)

3. Other

*****a. KPB-6585: Approving a Petition to Vacate the Entirety of Farmwald Circle Right-of-Way in Bridge Creek Cooperative Subdivision HM-81-5 (Referred to the Lands Committee)

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

*****b. KPB-6594: Confirming Appointments to the Board of Equalization (Mayor) (Referred to the Policies and Procedures Committee)

Appointment	Board Seat	Term Expires
Michelle Glaves	A	12/31/2027
Bentley Hamilton	Alternate A	12/31/2027

c. KPB-6599: 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)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS (3 minutes per speaker)

ASSEMBLY COMMENTS

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

1. Ordinance 2025-03: Amending KPB Chapter 21.20 Relating to Hearings and Appeals to a Hearing Officer (Mayor) (Hearing on 02/25/25) (Referred to Policies and Procedures Committee)

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. February 25, 2025 Regular Assembly Meeting
   6:00 PM 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 and KIBH FM 91.7 (East Peninsula).

The meeting will be held in the Betty J. Glick Assembly Chambers, George A. Navarre Borough Administration Building, Soldotna, Alaska. This 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: 835 6358 3837 Passcode: 606672 or enter Meeting ID: 835 6358 3837 Passcode: 606672 on the Zoom app or webpage. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at 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.