

COMMISSIONERS' MEETING MINUTES

February 12, 2018 – 9:00 AM

Those present were:

Commissioner Kenny Schutte
Commissioner Terry Thompson
Commissioner Gary Weaver

Executive Director Chris Faix
Admin Assistant Angela Davis

Guest: Marty Gergen, Riedesel Engineering

T. Thompson made a motion to approve the agenda, G. Weaver second the motion and it was passed. T. Thomson made a motion to approve minutes from January 23, G. Weaver second the motion and it was passed. C. Faix read the minutes from 2/6/2018 special meeting. T. Thompson made a motion to approve as read, and G. Weaver second the motion and it was approved. T. Thompson made a motion to approve vouchers, G. Weaver second the motion and it was passed.

Marty Gergen from Riedesel Engineering gave a report on the CIP project. When it comes time to bid the project, they will be requesting a base bid, with an add alternate for the portion of pavement that was replaced in 2016. Mr. Gergen presented the engineering service contract to get the project started. T. Thompson made a motion to accept the engineering contract, allowing C. Faix to sign, G. Weaver second the motion and it was approved.

Mr. Gergen also discussed the storm water retention swale at 615 S. Broadway. He discussed the different options the Port has for filling in the swale. It was decided by the commission to table the topic.

C. Faix reported a strong, chemical type smell at in the storage room at the airport. It was decided to clean out the unit, and see if the source of the smell can be located.

C. Faix stated he went to CHS and was introduced to Palmer Phillips who does has sprayed weeds for the Port at the airport and around the water system in the past. It was also discussed that C. Faix will rent a propane tank and burn the tumbleweeds that are accumulating around the airport.

C. Faix reported the sink hole at the well has been fixed.

C. Faix attended a meeting last week for the Sandhill Crane Festival. The committee requested the Port have a booth at the festival. After discussion, it was decided the Port will participate.

Resolution 2018 – 1, Resolution adopting an employment agreement between the Port of Othello and Chris Faix for the Position for Port Executive Director was read. It was decided a resolution naming him specifically was not necessary.

Employment agreement for Chris was reviewed. K. Schutte asked for it to be amended to read gross annual earning, as opposed to monthly. A. Davis will make the correction to the agreement, and C. Faix will sign, and it will be placed in his employment file.

Resolution 2018-2 Resolution changing authorized check signers and authorizing use of a bank credit card for the Executive Director was read. T. Thompson made a motion to accept the Resolution as read, G. Weaver second the motion and it was passed. After the meeting adjourns, C. Faix will take the letter to the bank and get the accounts changed, additionally the commissioners will go in and sign.

Resolution 2018-3 Resolution authorizing the Port Executive Director to invest port funds with the Adams County Treasurer was read. T. Thompson made a motion to accept the Resolution as read, G. Weaver second the motion and it was passed. A. Davis will fax a copy of the signed resolution to the treasurer's office.

Resolution 2018-4 Resolution to grant emergency authority to the executive director was read. G. Weaver made a motion to accept the Resolution as read, T. Thompson second the motion and it was passed.

Resolution 2018-5 Resolution authorizing the Port of Othello match for the deferred compensation plan was read. K. Schutte asked for it to be amended to read gross annual earning, as opposed to monthly. A. Davis will prepare an amended resolution for next meeting.

There being no further business the meeting was adjourned.



Kenny Schutte, Chairman



Terry Thompson



Gary Weaver



Angela Davis, Clerk