

Minutes of the Ottawa Port District Meeting of February 17, 2012

City Hall, Ottawa

1. Roll Call - All members were present except Tom Haeberle
2. Minutes were approved
3. No Citizens were present to address the board.
4. Financial Report and Payment of Claims: The City of Ottawa has proffered \$25,00.00 to the District through a governmental agreement. A motion was granted allowing an officer to sign drafts of the District along with either the Treasurer or President for the payment of general liabilities of the District.
5. Communications: The District shall establish a P.O. Box
6. Individual Member Reports: None
7. Old Business: Website contract is awarded to Diane Stelken Associates. Discussion as to what the logo and website shall entail: Air, Water and Rail.
8. New Business:
The following actions and documents were approved by the District:
 - A. Ordinance Designating Depositories
 - B. Adoption of an Investment Policy
 - C. Authorizing a Loan from the City of Ottawa
 - D. Annual Resolution Regarding Meetings
 - E. Annual Freedom of Information Act Resolution
 - F. Resolution Authorizing the Recording of a Memorandum as to the Establishment of Ottawa Port District
 - G. Resolution Setting Budget and Appropriation Ordinance for a Public Hearing Date
 - H. Oath of Office of Members
 - I. Memorandum as to Open Meetings Act

Said documents have been placed on file with the District for review by the public
9. Motion was made and the meeting was adjourned.