



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF SEPTEMBER 26, 2011**

THE CALL TO ORDER:

The meeting was called to order at 7:30 p.m. by President Steven Powell.

BOARD MEMBERS:

Present: Mike Edens, Todd King, George Rodeck and Jim Walter.

Absent: Kim Ramm and Clark Kagele

Others Present: Sue Lani Madsen; Walter Kempe, Margie Hall, Joel Edmonds

MINUTES:

Chairman Powell declared the minutes of August 29, 2011 approved as presented prior to the meeting.

Action: George Rodeck moved and Steven Powell seconded a motion to approve the Minutes as presented prior to the meeting. Motion carried. 5 – 0

TREASURER’S REPORT:

Bills: The following bills were presented to be paid:

Payable To:	Regarding:	Project:	Amount:
LOW	August Accounting	OPDA	\$115.00
CMD	August Billing	OIP	\$1,424.00
CMD	August Billing	SemBioSys	\$542.00
CMD	August Billing	CPoW	\$602.00
	TOTAL CMD	\$2,568.00	
Steven Powell	September 2011 Payroll	OPDA	\$1,000.00
Kim King	September 2011 Payroll	OPDA	\$896.32
Kim King	September Mileage	OPDA	\$140.76
	Payroll Expenses	OPDA	TBD
EFTPS	Form 941 Payment		\$515.46

Action: Todd King moved and Mike Edens seconded a motion to approve bills as presented. Motion carried. 5 – 0

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
LOW	June Accounting	OPDA	\$115.00	1012	8/8/11
BCMD	June Billing	General Matters	\$1,662.00	1013	8/8/11
BCMD	June Billing	IEO	\$36.00	1013	8/8/11
	TOTAL BCMD	\$1,698.00			
Steven Powell	July 2011 Payroll	OPDA	\$1,000.00	1011	8/3/11
Kim King	July 2011 Payroll	OPDA	\$735.93	1010	8/3/11
EFTPS	Payroll Expenses	OPDA	\$978.76	EFTPS	
Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
LOW	July Accounting	OPDA	\$115.00	1014	9/9/2011
BCMD	July Billing	General Matters	\$36.00	1015	9/9/2011
Steven Powell	August 2011 Payroll	OPDA	\$500.00	1017	9/9/2011
Steven Powell	Mileage	OPDA	\$210.00	1016	9/9/2011
Kim King	August 2011 Payroll	OPDA	\$839.71	1018	9/9/2011
	Payroll Expenses	OPDA	\$897.90		9/9/2011
Jerry & Ellen Schafer	Option - OIP	OPDA	\$100.00	1019	9/9/2011
Enduris	E & O Insurance	All Tenants	\$1,995.00	1020	9/8/2011
	Property Insurance	SemBioSys	\$566.00	1020	9/8/2011
	Named Coverage Position	Barr-Tech	\$163.00	1020	9/8/2011
	TOTAL ENDURIS	\$2,724.00			
EFTPS	Payroll Expenses	OPDA	\$897.90	EFTPS	9/7/2011

OLD BUSINESS:

Cattle Producers of Washington Co-Op: Sue Lani Madsen provided and update on the securities process. The bylaws will be finalized in October. CPoW will be holding their annual meeting on 10/21/11 at Pillar Rock in Moses Lake. The co-op and the processing plant will be discussed from 1:00pm – 3:00 pm.

Inland Empire Oilseeds: Joel Edmonds provided an update to the Board. The plant is producing about 300,000 gallons per month. Steven Powell and Kim King will be performing inventory at IEO the week of 9/28/11. Mark DeWulf has sent a letter to 1138 regarding financials. The plant currently has 21 FTEs.

Barr Regional Bio-Industrial Park: Larry Condon has been let go from Barr-Tech.

Odessa Industrial Park: Working on covenants and signage. Wilbur-Ellis will be spraying sometime this fall.

SemBioSys: The Board reviewed the Addendum to Lease.

Action: Jim Walter moved and Todd King seconded a motion to authorize Steven Powell to sign the Addendum to Lease document. Motion carried.5 – 0

NEW BUSINESS:

Budget: The budget will be worked on and presented prior to the end of the year.

Kim King gave an update to the Board on the classes she attended regarding Public Works Projects with Labor and Industries and the Department of Revenue. She also attended a grant workshop sponsored by the Senator Murray.

Kim King contacted an Electrical contractor located in southeast Washington that has done work in Lincoln County about the possibility of relocating to the area and how the OPDA might be able to assist them.

Next meeting will be October 17, 2011 at 7:00 p.m.

ADJOURNMENT:

Chairman Powell adjourned the meeting at 8:30 p.m.

Steven Powell, President

Kim Ramm, Secretary