



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF APRIL 16, 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, Clark Kagele, George Rodeck and Jim Walter. Kim Ramm arrived at 7:37 p.m.

Absent: Todd King

Others Present:

MINUTES:

Chairman Powell declared the minutes approved as presented prior to the meeting.

Action: Mike Edens moved and George Rodeck seconded a motion to approve the Minutes of 3/21/11 as presented prior to the meeting. Motion carried. 5 – 0

TREASURER’S REPORT:

Bills: The following bills were approved to be paid:

Payable To:	Regarding:	Project:	Amount:
BCMD	March 2011 Billing	OPDA	\$160.00
BCMD	March 2011 Billing	IEO	\$96.00
BCMD	March 2011 Billing	CPoW	\$96.00
	TOTAL BCMD	\$352.00	
Steven Powell	April 2011 Payroll	OPDA	\$1,000.00
Kim King	April 2011 Payroll	OPDA	\$858.58
	Payroll Expenses	OPDA	TBD
LOW	March 2011 Billing	OPDA	\$115.00
Lincoln County Treasurer	1st Half Property Taxes	IEO	\$4.00
Lincoln County Treasurer	1st Half Property Taxes	North Basin Seed	\$5,327.40
Lincoln County Treasurer	1st Half Property Taxes	Seed-Rite	\$2,353.24
Lincoln County Treasurer	1st Half Property Taxes	SemBioSys	\$1,073.19
Lincoln County Treasurer	1st Half Property Taxes	Barr	\$124.58
	TOTAL LINCOLN CO.	\$8,882.41	

Action: Clark Kagele moved and George Rodeck seconded a motion to approve bills as presented. Motion carried. 5 – 0

The following bills were paid:

Payable To:	Regarding:	Amount:	CK #:
BCMD	January 2011 Billing	\$200.00	982
LOW	February 2011 Billing	\$115.00	981
Belsby Engineering	CPoW Preliminary Engineering Report	\$1,859.30	983
Steven Powell	March 2011 Payroll	\$1,000.00	984
Kim King	March 2011 Payroll	\$1,647.04	986
Steven Powell	Misc Expense	\$677.09	985
Kim King	Misc Expense	\$389.52	987
Dept of Treasury	Payroll	\$991.53	EFTPS

1st quarter financial report:

Bank of America Checking	\$30,430.27
Bank of America Savings	\$127,514.02
Wheatland Bank Money Market	\$73,138.63
US Bank Admin Account	\$184,979.75

OLD BUSINESS:

Barr Regional Bio-Industrial Park: Waiting for Jack Gillingham to sign off on final letter for construction. Barr-Tech is receiving lots of product as weather warms, will receive more product.

Inland Empire Oilseeds: IEO should be signing an agreement with the new investors within the next week. Cynthia Frees of Work Source will be working with the new management team to hire employees.

Solar Farm: Meeting rescheduled for mid May.

NEW BUSINESS:

Records Request Policy:

Action: George Rodeck moved and Mike Edens seconded a motion to approve The Records Request policy, 2011-01. Motion carried. 6 – 0

CERB Project: **Action:** Clark Kagele moved and George Rodeck seconded a motion to authorize President Steven Powell to sign the Initial Offer of Financial Assistance for the Processing Facility. Motion carried. 6 – 0

Steven Powell signed the assignment of lease for North Basin Seed and signed the release for the option on five acres at the OIP.

Next meeting will be May 16, 2011 at 7:30 p.m. in the Hospital Guild Room.

ADJOURNMENT:

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

Steven Powell, President

Kim Ramm, Secretary

Odessa Public Development Authority Public Records Officer:

Kim King
PO Box 763
Odessa, WA 99159
509-988-3046

Public records may be requested by e-mail or postal mail. Submit the request to the Authority's Public Records Officer named above.

The Authority will respond promptly to your request. Within five business days after receiving a request, the Authority will either:

1. Provide the record(s);
2. Acknowledge your request and give you a reasonable estimate of how long it will take to respond;
3. Communicate to you if any portion of your request is exempt from disclosure under state law.

Additional time may be required to respond to a request because of the need to seek clarification, to locate and assemble the information requested or to determine whether any of the information requested is exempt and that a denial should be made as to all or part of the request (RCW 42.56.520).

REVIEW: Once the records have been assembled, you will be notified that the records are available for your review.

PHOTOCOPIES: Copies of records can be requested after the review is completed, or you may request to have copies made without conducting a review of the files. A fee of 10 cents per page (or per side on two-sided copies) is charged for letter and legal size copies of documents. Prepayment of 20% of the total number of pages will be due when the requestor is notified of the number of pages. Photocopying may be done in installments so that the Authority staff can continue to complete the essential functions of the Authority .

ELECTRONIC COPIES: If the record exists in electronic format, there is no charge to provide those records on CD or via e-mail to the requestor. If the records do not currently exist in electronic format, the records will be scanned by a representative of the Authority using a third party's equipment. The requestor will be charged actual costs to use the third party's equipment plus the cost of media storage.

CLOSING A REQUEST: If the requestor fails to inspect or copy the records or make other arrangements within ten business days of the date of the notification the Authority will close the request and refile the records.

For more information regarding public records disclosure, please visit the Public Records and Open Meetings section of the Washington State Attorney General website at www.atg.wa.gov/records.

Last updated on 03/24/11

Approved 4/18/11