



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF OCTOBER 17, 2011**

THE CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by President Steven Powell.

BOARD MEMBERS:

Present: Steven Powell, Mike Edens, Kim Ramm, George Rodeck and Jim Walter. Todd King arrived at 7:30 p.m.

Absent: Clark Kagele

Others Present: Mark DeWulf arrived at 7:30 p.m.

MINUTES:

Chairman Powell declared the minutes of September 26, 2011 approved as presented prior to the meeting.

Action: Mike Edens moved and Jim Walter 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:	Account
CMD	September Billing	OIP	\$380.00	OPDA
CMD	September Billing	IEO	\$612.00	
CMD	September Billing	SemBioSys	\$258.00	OPDA
CMD	September Billing	CPoW	\$36.00	OPDA
	TOTAL CMD	\$1,286.00		
Steven Powell	October 2011 Payroll	OPDA	\$1,000.00	OPDA
Kim King	October 2011 Payroll	OPDA	TBD	OPDA
Lincoln County Treasurer	2nd Half Property Taxes	Bill each tenant	\$8,878.40	OPDA
	Payroll Expenses	OPDA	TBD	OPDA

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

Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
LOW	August Accounting	OPDA	\$115.00	1021	10/3/11
CMD	August Billing	OIP	\$1,424.00	1022	10/3/11
CMD	August Billing	SemBioSys	\$542.00	1022	10/3/11
CMD	August Billing	CPoW	\$602.00	1022	10/3/11
	TOTAL CMD	\$2,568.00			10/3/11
Steven Powell	September 2011 Payroll	OPDA	\$1,000.00	1023	10/3/11
Kim King	September 2011 Payroll	OPDA	\$896.32	1024	10/3/11
Kim King	September Mileage	OPDA	\$140.76	1025	10/3/11
EFTPS	Form 941 Payment		\$515.46	EFT	10/3/11

Treasurer Todd King presented the quarterly financial information to the Board. Balances as of 9/30/11:

US Bank Admin Fund	\$184,596.38
Bank of America Checking	\$42,987.69
Bank of America Savings	\$127,540.75
Wheatland Bank Money Market	\$73,215.89

OLD BUSINESS:

Cattle Producers of Washington: CPoW will be holding their annual meeting on October 21, 2011 in Moses Lake. Steven Powell and Margie Hall will be attending. They are working on the land purchase and investment package.

Inland Empire Oilseeds: Mark DeWulf provided an update on the lease agreement.

Odessa Industrial Park: Mark DeWulf provided an update on the Covenants for the Industrial Park. He requested clarification from the Board on the intent and will be putting together a draft document for the Board to review.

NEW BUSINESS:

Audit: The Auditor has contacted Kim King and expects to be on-site 10/27 – 10/31.

Interlocal Agreement: The Town of Odessa, OPDA and Lincoln County Commissioners have signed an Inter-local Agreement to allow the OPDA to operate beyond the Town's of Odessa's incorporated limits and operate within the territorial limits of Lincoln County.

Lincoln County EDC: Margie Hall forwarded information to the Board regarding the properties available for rent or purchase within Lincoln County, including property at the Odessa Industrial Park. This information will be posted on the LCEDC's website and an ad will run in the Spokesman Review.

Odessa EDC: Kim King presented the Board an updated listing of newspaper subscriptions for 2011-2012 year. The Odessa PDA and Odessa Chamber jointly fund the newspaper being sent to the major employers in Grant and Adams County in the hopes of bringing new families to the area.

Action: Jim Walter moved and Todd King seconded a motion to pay up to \$500.00 for newspaper subscriptions. Motion carried. 6 – 0

Next meeting will be November 21, 2011 at 7:00 p.m. in the Hospital Guild Room.

ADJOURNMENT:

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

Steven Powell, President

Kim Ramm, Secretary