



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF December 19, 2016**

THE CALL TO ORDER:

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

BOARD MEMBERS:

Present: Kim Ramm, Todd King, JoEllen Wollman, Clark Kagele

Absent: Mike Edens, Gerald Greenwalt

Others Present: Debbie Norris

MINUTES:

Clark Kagele moved and JoEllen Wollman seconded a motion to approve the minutes as correct prior to the meeting. Motion carried. 4-0.

TREASURER'S REPORT:

Bills:

The following bills were presented:

Payable To:	Regarding:	Project:	Amount:	Account
LOW	November Billing	OPDA	\$130.00	OPDA
CMd	November Billing	Biodiesel Plant	\$400.00	US Bank - Admin
Avista Utilities	November Sembiosys Building	Industrial Park	\$952.57	OPDA
Avista Utilities	November Biodiesel Plant	Biodiesel Plant	\$59.53	US Bank-Admin
Town of Odessa	November Sembiosys Building	Industrial Park	\$161.04	OPDA
Town of Odessa	November Biodiesel Plant	Biodiesel Plant	\$128.84	US Bank - Admin
Stacey Rasmussen	December 2016 Payroll	OPDA	TBD	OPDA
EFTPS	December 2016 Payroll Taxes	OPDA	TBD	OPDA
Department of Labor & Industries	Quarterly Payroll Taxes	OPDA	\$15.91	OPDA
Employment Security	Quarterly Payroll Taxes	OPDA	\$1.85	OPDA

Action: Todd King moved and JoEllen Wollman seconded a motion to approve the bills as presented. Motion carried. 5-0.

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	Account	CK #:	Date Pd:
LOW	October Billing	OPDA	\$130.00	OPDA	1319	11/27/16
CMD	October Billing	Biodiesel Plant	\$187.50	US Bank - Admin	1324	11/27/16
Avista Utilities	October Sembiosys Building	Industrial Park	\$50.42	OPDA	1320	11/27/16
Avista Utilities	October Biodiesel Plant	Biodiesel Plant	\$889.56	US Bank-Admin	1321	11/27/16
Town of Odessa	October Sembiosys Building	Industrial Park	\$80.52	OPDA	1322	11/27/16
Town of Odessa	October Biodiesel Plant	Biodiesel Plant	\$64.42	US Bank - Admin	1323	11/27/16
Stacey Rasmussen	November 2016 Payroll	OPDA	\$380.94	OPDA	1325	12/5/16
EFTPS	November 2016 Payroll Taxes	OPDA	\$73.44	OPDA	EFTPS	12/5/16

OLD BUSINESS:

Biodiesel plant: Richard was unavailable to be on the phone for an update on the status of closing the sale.

NEW BUSINESS:

Discussion was held about interest from a Bellingham based brokerage group to help generate interest in the Odessa Industrial Park. Stacey has been in communication with them and is providing requested maps, utility information and property specs. This will be an ongoing process.

Stacey informed the board of a recent conversation with WSDA regarding the close out report that will be due once the sale of the biodiesel plant is finalized.

President Ramm presented a letter she received which included the public comment timeframe for LPCA's new wastewater permit.

ADJOURNMENT:

President Ramm adjourned the meeting at 7:32 p.m.

Kim Ramm, President

Michael S. Edens, Secretary