



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF April 18, 2016**

THE CALL TO ORDER:

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

BOARD MEMBERS:

Present: Kim Ramm, Sherie Heimbigner, JoEllen Wollman, Clark Kagele

Absent: Mike Edens, Todd King

Others Present: Richard Palmer (via phone)

MINUTES:

JoEllen Wollman moved and Sherie Heimbigner seconded a motion to approve the minutes as corrected prior to the meeting. Motion carried. 4-0.

TREASURER'S REPORT:

Bills:

The following bills were presented:

Payable To:	Regarding:	Project:	Amount:	Account
LOW	March Billing	OPDA	\$130.00	OPDA
CMD	March Billing	Biodiesel Plant	\$1,087.50	US Bank - Admin
Avista Utilities	February Sembiosys Building	Industrial Park	\$34.35	OPDA
Avista Utilities	February Biodiesel Plant	Biodiesel Plant	\$881.68	US Bank-Admin
Lincoln County EDC	Membership	OPDA	\$250.00	OPDA
Lincoln County Treasurer	Property Taxes	LPCA	\$2,978.11	OPDA - Tenant Billed
Lincoln County Treasurer	Property Taxes	Biodiesel Plant	\$2,147.15	US Bank - Admin
Lincoln County Treasurer	Property Taxes	Barr-Tech	\$4,362.68	OPDA - Tenant Billed
Lincoln County Treasurer	Property Taxes	North Basin Seed	\$5,164.57	OPDA - Tenant Billed
Lincoln County Treasurer	Property Taxes	Seed Rite	\$2,207.49	OPDA - Tenant Billed

Lincoln County Treasurer	Property Taxes	Sembiosys Building	\$1,006.95	OPDA
Town of Odessa	March Sembiosys Building	Industrial Park	\$80.52	OPDA
Town of Odessa	March Biodiesel Plant	Biodiesel Plant	\$64.42	US Bank - Admin
Stacey Rasmussen	April 2016 Payroll	OPDA	TBD	OPDA
EFTPS	April 2016 Payroll Taxes	OPDA	TBD	OPDA

Action: Clark Kagele moved and Sherie Heimbigner seconded a motion to approve the bills as presented. Motion carried. 4-0.

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
LOW	February Billing	OPDA	\$130.00	1246	3/29/16
CMD	January & February Billing	Biodiesel Plant	\$467.50	1248	3/29/16
		Barr-Tech	\$1,626.50	1248	3/29/16
		CMD TOTAL	\$2,094.00	1248	3/29/16
Avista Utilities	February Sembiosys Building	Industrial Park	\$54.86	1249	3/29/16
Avista Utilities	February Biodiesel Plant	Biodiesel Plant	\$1,009.57	1250	3/29/16
Town of Odessa	February Sembiosys Building	Industrial Park	\$76.69	1251	3/29/16
Town of Odessa	February Biodiesel Plant	Biodiesel Plant	\$61.35	1252	3/29/16
Stacey Rasmussen	March 2015 Payroll	OPDA	\$609.51	1254	4/5/16
EFTPS	March 2015 Payroll Taxes	OPDA	\$106.72	EFTPS	4/5/16
Department of Labor & Industries	Quarterly Payroll Taxes	OPDA	\$25.13	1255	4/5/16
Employment Security	Quarterly Payroll Taxes	OPDA	\$2.91	1256	4/5/16

OLD BUSINESS:

Biodiesel plant: Richard was on the phone to give us an update on the status of the sale transaction.

LPCA: Stacey read a letter from LPCA requesting a payment plan for their past due amounts. Their letter does not include accurate past due figures. Stacey was instructed to respond in writing with the acceptance of their payment plan, as adjusted with correct figured.

NEW BUSINESS:

Records Request: Stacey notified the board of a Records Request from the Cetyl Corp, which was processed.

WSDA Letter: The board reviewed a letter received from WSDA, which requires a written response. The board discussed their options for response and decided to table the issue until the May board meeting.

ADJOURNMENT:

President Ramm adjourned the meeting at 7:54 p.m.

Kim Ramm, President

Michael S. Edens, Secretary