



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF May 23, 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, Mike Edens, Todd King

Absent: Clark Kagele

Others Present: Gerald Greenwalt, Richard Palmer (via phone), Bill Schweiger (via phone), Margie Hall

MINUTES:

JoEllen Wollman moved and Sherie Heimbigner seconded a motion to approve the minutes as corrected prior to the meeting. Motion carried. 5-0.

NEW BUSINESS:

Kim Ramm moved and Todd King seconded a motion to elect Gerald Greenwalt to the OPDA Board, filling vacant position #5, expiring 1/24/20. Motion carried. 5-0.

TREASURER'S REPORT:

Bills:

The following bills were presented:

Payable To:	Regarding:	Project:	Amount:	Account
LOW	April Billing	OPDA	\$130.00	OPDA
Avista Utilities	April Sembiosys Building	Industrial Park	\$78.01	OPDA
Avista Utilities	April Biodiesel Plant	Biodiesel Plant	\$880.45	US Bank-Admin
Town of Odessa	April Sembiosys Building	Industrial Park	\$80.52	OPDA
Town of Odessa	April Biodiesel Plant	Biodiesel Plant	\$64.42	US Bank - Admin
Stacey Rasmussen	May 2016 Payroll	OPDA	TBD	OPDA
EFTPS	May 2016 Payroll Taxes	OPDA	TBD	OPDA

Action: Mike Edens moved and JoEllen Wollman seconded a motion to approve the bills as presented. Motion carried. 6-0.

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	Account	CK #:	Date Pd:
LOW	March Billing	OPDA	\$130.00	OPDA	1257	4/28/16
CMD	March Billing	Biodiesel Plant	\$1,087.50	US Bank - Admin	1258	4/28/16
Avista Utilities	February Sembiosys Building	Industrial Park	\$34.35	OPDA	1259	4/28/16
Avista Utilities	February Biodiesel Plant	Biodiesel Plant	\$881.68	US Bank-Admin	1260	4/28/16
Lincoln County EDC	Membership	OPDA	\$250.00	OPDA	1261	4/28/16
Lincoln County Treasurer	Property Taxes	LPCA	\$2,978.11	OPDA - Tenant Billed	1262	4/28/16
Lincoln County Treasurer	Property Taxes	Biodiesel Plant	\$2,147.15	US Bank - Admin	1263	4/28/16
Lincoln County Treasurer	Property Taxes	Barr-Tech	\$4,362.68	OPDA - Tenant Billed	1264	4/28/16
Lincoln County Treasurer	Property Taxes	North Basin Seed	\$5,164.57	OPDA - Tenant Billed	1265	4/28/16
Lincoln County Treasurer	Property Taxes	Seed Rite	\$2,207.49	OPDA - Tenant Billed	1266	4/28/16
Lincoln County Treasurer	Property Taxes	Sembiosys Building	\$1,006.95	OPDA	1267	4/28/16
Town of Odessa	March Sembiosys Building	Industrial Park	\$80.52	OPDA	1268	4/28/16
Town of Odessa	March Biodiesel Plant	Biodiesel Plant	\$64.42	US Bank - Admin	1269	4/28/16
Stacey Rasmussen	April 2016 Payroll	OPDA	\$637.21	OPDA	1270	5/5/16
EFTPS	April 2016 Payroll Taxes	OPDA	\$100.98	OPDA	EFTPS	5/5/16

Quarterly Report:

Treasurer Todd King presented the quarterly financial report for the quarter ending 3/31/16 as follows:

Account Name	Type	Balance
WA Federal	Checking	\$205,492.33
WA Federal	Savings	\$305,185.14
Wheatland Bank	Money Market	\$135,843.17
US Bank (Admin)	WSDA Trust Account	\$35,506.11
US Bank (Sec Dep)	WSDA Trust Account	\$180,320.24

Action: JoEllen Wollman moved and Mike Edens seconded a motion to approve the quarterly financial report. Motion carried. 6-0.

OLD BUSINESS:

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

LPCA: Stacey notified the board of an amended letter that was sent to LPCA making the necessary adjustments to account for their total past due amount. This letter required acceptance, in writing, from LPCA. We are awaiting a response.

NEW BUSINESS:

Records Request: Stacey notified the board of a Records Request from an attorney for Lukins & Annis. Stacey has processed this request.

WSDA Letter: The board is reluctant in agreeing to the terms included in the letter from WSDA dated April 15, 2016 and after much discussion:

Action: Gerald Greenwalt moved and Kim Ramm seconded a motion to respond to WSDA in agreement with the terms outlined in their letter dated April 15, 2016. The letter will be drafted and reviewed by board members before being sent to WSDA. Motion carried. 5-1.

Odessa Industrial Park: Concern has been expressed to board members regarding the safety of drivers at the entrances to the industrial park, especially the locations in which truck drivers enter and exit, their speed and blind spots. The board discussed and directed Stacey to speak with the tenants about a stop sign at the corner of Frontage Rd. and Stein Ln.

ADJOURNMENT:

President Ramm adjourned the meeting at 8:35 p.m.

Kim Ramm, President

Michael S. Edens, Secretary