



**ODESSA PUBLIC DEVELOPMENT AUTHORITY  
MINUTES OF January 16, 2017**

**THE CALL TO ORDER:**

The meeting was called to order at 7:02 p.m. by President Ramm.

**BOARD MEMBERS:**

Present: Kim Ramm, JoEllen Wollman, Mike Edens, Gerald Greenwalt

Absent: Clark Kagele, Todd King

Others Present: Debbie Norris, Richard Palmer (by phone)

**MINUTES:**

Gerald Greenwalt moved and Mike Edens 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:

<b>Payable To:</b>	<b>Regarding:</b>	<b>Project:</b>	<b>Amount:</b>	<b>Account</b>
LOW	December Billing	OPDA	\$130.00	OPDA
Avista Utilities	December Sembiosys Building	Industrial Park	TBD	OPDA
Avista Utilities	December Biodiesel Plant	Biodiesel Plant	TBD	US Bank-Admin
Town of Odessa	November Sembiosys Building	Industrial Park	\$80.52	OPDA
Town of Odessa	November Biodiesel Plant	Biodiesel Plant	\$64.42	US Bank - Admin
Department of Commerce	C2002-142 - Tile building	Industrial Park	\$5,807.30	OPDA
Department of Commerce	C2002-143 - Seed Rite	Seed-Rite	\$12,202.75	OPDA
USPS	PO Box Fee	OPDA	\$48.00	OPDA

Stacey Rasmussen	Miscellaneous Expenses	OPDA Website	\$49.01	OPDA
Stacey Rasmussen	January 2017 Payroll	OPDA	TBD	OPDA
EFTPS	January 2017 Payroll Taxes	OPDA	TBD	OPDA

**Action:** Mike Edens moved and JoEllen Wollman seconded a motion to approve the bills as presented. Motion carried. 4-0.

The following bills were paid:

<b>Payable To:</b>	<b>Regarding:</b>	<b>Project:</b>	<b>Amount:</b>	<b>CK #:</b>	<b>Date Pd:</b>
LOW	November Billing	OPDA	\$130.00	1326	12/27/16
CMd	November Billing	Biodiesel Plant	\$400.00	1327	12/27/16
Avista Utilities	November Building	Sembiosys Industrial Park	\$952.57	1328	12/27/16
Avista Utilities	November Plant	Biodiesel Plant	\$59.53	1329	12/27/16
Town of Odessa	November Building	Sembiosys Industrial Park	\$161.04	1330	12/27/16
Town of Odessa	November Plant	Biodiesel Plant	\$128.84	1331	12/27/16
Stacey Rasmussen	December 2016 Payroll	OPDA	\$450.21	1335	1/5/17
EFTPS	December 2016 Payroll Taxes	OPDA	\$73.44	EFTPS	1/5/17
Department of Labor & Industries	Quarterly Payroll Taxes	OPDA	\$15.91	1334	12/27/16
Employment Security	Quarterly Payroll Taxes	OPDA	\$1.85	1333	12/27/16

**OLD BUSINESS:**

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

**NEW BUSINESS:**

Stacey updated the board on the results of the Title Report for the biodiesel plant and the steps that are being taken to clear up outstanding issues.

Stacey informed the board of a recent conversation with WSDA regarding deferred loan payments.

Stacey read an email from LPCA in regards to when we will receive payment for their outstanding balance.

Board Positions & Officers

**Action:** Kim Ramm moved and Mike Edens seconded a motion to appoint Debbie Norris to vacant Position #4 (term ending 1/24/19) on the Odessa PDA Board. Motion carried. 4-0

**Action:** Gerald Greewalt moved and JoEllen Wollman seconded a motion to keep existing officers in their current positions for 2017. Those positions are as follows: Kim Ramm, President; Clark Kagele, Vice-President; Mike Edens, Secretary; Todd King, Treasurer. Motion carried. 5-0.

**ADJOURNMENT:**

President Ramm adjourned the meeting at 7:29 p.m.

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Kim Ramm, President

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Michael S. Edens, Secretary