



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF October 23, 2017**

THE CALL TO ORDER:

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

BOARD MEMBERS:

Present: Kim Ramm, JoEllen Wollman, Debbie Norris, Todd King, Clark Kagele, Gerald Greenwalt

Absent: Mike Edens

Others Present: Tom Clavel, Jerry Schafer, Keith Schafer, Leeann Schafer, Kevin Greene (by phone), Jim Gray, Levi Bridges

MINUTES:

Clark Kagele moved and JoEllen Wollman seconded a motion to approve the minutes as presented prior to the meeting. Motion carried. 6-0.

TREASURER'S REPORT:

Quarterly Report:

Treasurer Todd King presented the quarterly report as follows:

WA Federal	Checking	\$223,195.80
WA Federal	Savings	\$305,872.26
Wheatland Bank	Money Market	\$136,044.13
US Bank (Admin)	WSDA Trust Account	\$531.50
US Bank (Security Deposit)	WSDA Trust Account	\$20,000.00

Action: Debbie Norris moved and Gerald Greenwalt seconded a motion to approve the quarterly financial report as presented. Motion carried. 6-0.

Bills:

The following bills were presented:

Payable To:	Regarding:	Project:	Amount:	Account
LOW	September Billing	OPDA	\$190.00	OPDA
CMD	September Billing	Biodiesel Plant	\$537.50	US Bank - Admin
Avista Utilities	September Building Sembiosys	Industrial Park	\$55.08	OPDA

Avista Utilities	September Biodiesel Plant	Biodiesel Plant	\$771.81	US Bank - Admin
Town of Odessa	September Sembiosys Building	Industrial Park	\$77.97	OPDA
Town of Odessa	September Biodiesel Plant	Biodiesel Plant	\$62.63	US Bank - Admin
Sprague Pest	Monthly Pest Control	OPDA	\$91.80	OPDA
Lincoln County Treasurer	Property Taxes	Seed Rite	\$2,252.62	OPDA - Tenant Billed
Lincoln County Treasurer	Property Taxes	North Basin Seed	\$5,270.35	OPDA - Tenant Billed
Lincoln County Treasurer	Property Taxes	OPDA	\$1,027.46	OPDA
Lincoln County Treasurer	Property Taxes	Barr-Tech	\$4,082.70	OPDA - Tenant Billed
	Tax Statement 1 Total		\$12,633.13	
Lincoln County Treasurer	Property Taxes	LPCA	\$3,039.05	OPDA - Tenant Billed
	Tax Statement 2 Total		\$3,039.05	
Stacey Rasmussen	October 2017 Payroll	OPDA	TBD	OPDA
EFTPS	October 2017 Payroll Taxes	OPDA	TBD	OPDA

Action: Gerald Greenwalt moved and Debbie Norris 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:
CMD	August Billing	Biodiesel Plant	\$1,458.00	US Bank - Admin	1410	9/19/17
Avista Utilities	August Sembiosys Building	Industrial Park	\$55.07	OPDA	1411	9/19/17
Town of Odessa	August Sembiosys Building	Industrial Park	\$77.97	OPDA	1412	9/19/17
Town of Odessa	August Biodiesel Plant	Biodiesel Plant	\$62.63	US Bank - Admin	1413	9/19/17
Sprague Pest	Monthly Pest Control	OPDA	\$91.80	OPDA	1414	9/19/17
Odessa Record	Biodiesel RFP	Biodiesel Plant	\$55.00	US Bank - Admin	1415	9/19/17
Stacey Rasmussen	September 2017 Payroll	OPDA	\$987.08	OPDA	1418	10/2/17
EFTPS	September 2017 Payroll Taxes	OPDA	\$142.52	OPDA	EFT PS	10/2/17
Dept. of Labor & Industries	Quarterly Payroll Taxes	OPDA	\$23.66	OPDA	1416	9/27/17
Employment Security	Quarterly Payroll Taxes	OPDA	\$2.76	OPDA	1417	9/27/17

OLD BUSINESS:

Auction: Stacey provided an update on Booker Auction's activities to prepare for the auction, including the note that the item catalog was now live and people can begin bidding on items.

LPCA: There is still a large sum of money outstanding from LPCA. Stacey was directed to again follow up to find out status of payment and operations.

Audit: Stacey updated the board on the status of the audit. The audit will be complete by the November 2017 board meeting.

NEW BUSINESS:

Solar Panels: Stacey updated the board on a conversation with Lou Riello regarding his interest in purchasing/leasing land in the industrial park to install solar panels.

Proposal for vacant building: Prior to the meeting, the board received a proposal from a company that wishes to grow cannabis in the vacant building in the industrial park. Jim Grey and Levi Bridges were in attendance to discuss their proposal and answer questions about their company and plans for the space. Discussion was held, and visitors were in attendance to participate in the discussion. There was additional business on the agenda and President Ramm tabled this agenda item to be discussed in Executive Session later in the meeting.

WSDA closeout report: Stacey updated the board on the status of the closeout report to be submitted to WSDA.

EXECUTIVE SESSION:

President Ramm called for a 15 minute executive session at 8:24 pm. Executive session was extended by President Ramm for an additional 10 minutes at 8:39. Executive session ended at 8:49 pm. No action was taken during executive session.

Action: Kim called for a vote to proceed with the proposal of lease/purchase of the vacant building in the industrial part. Motion stalled at 3-3. President Ramm tabled the motion until the next meeting for a vote of all OPDA board members.

Stacey was directed by the board to place an ad in the Odessa Record requesting public comment on the proposal to grow cannabis in the industrial park.

ADJOURNMENT:

President Ramm adjourned the meeting at 9:05 p.m.

Kim Ramm, President

Michael S. Edens, Secretary