ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF January 21, 2019

CALL TO ORDER:
The meeting was called to order at 7:00 p.m. by President Wollman

BOARD MEMBERS:
Present: Kim Ramm, JoEllen Wollman, Mike Edens, Clark Kagele, Debbie Norris, Todd King, Gerald Greenwalt
Absent:
Others Present: Tom Clavel, Fred Brown, Elisa Vasquez

MINUTES:
Gerald Greenwalt moved and Kim Ramm seconded a motion to approve the minutes as presented prior to the meeting. Motion carried. 7-0.

TREASURER'S REPORT:
Bills:
The following bills were presented:

LOW	December Billing	OPDA	$130.00	OPDA
Town of Odessa	December Biodiesel Plant	Biodiesel Plant	$70.41	OPDA
Department of Commerce	CERB Contract C2002-143	Seed Rite	$12,202.75	OPDA
USPS	Annual Box Fee	OPDA	$54.00	OPDA
Stacey Rasmussen	January 2019 Payroll	OPDA	Not to exceed $1,000	OPDA
EFTPS	January 2019 Payroll Taxes	OPDA	Not to exceed $300	OPDA
Employment Security	Quarterly Payroll Taxes	OPDA	$2.21	OPDA
Department of L&I	Quarterly Payroll Taxes	OPDA	$17.49	OPDA
IRS	Form 940-Annual Payroll Taxes	OPDA	$42.00	OPDA

Action: Debbie Norris moved and Clark Kagele seconded a motion to approve the bills as presented. Motion carried. 7-0.

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	Account	CK #:	Date Pd:
LOW	November Billing	OPDA	$130.00	OPDA	1531	12/22/18
Town of Odessa	November Biodiesel Plant	Biodiesel Plant	$70.41	OPDA	1531	12/22/18
Stacey Rasmussen	December 2018 Payroll	OPDA	$533.32	OPDA	1531	1/4/19
EFTPS	December 2018 Payroll Taxes	OPDA	$71.96	OPDA	1531	1/4/19

Quarterly Report:

Treasurer Todd King presented the quarterly financial report for 12/31/18 as follows:

WA Federal Checking	$322,379.69
WA Federal Savings	$306,447.24
Wheatland Bank MM	$136,299.61

Action: Clark Kagele moved and Mike Edens seconded a motion to approve the quarterly report. Motion carried. 7-0.

OLD BUSINESS:

LPCA: LPCA was in attendance to discuss the upcoming meeting with the CERB Board. A letter outlining our request is due to the CERB board by March 1st. A special board meeting was set for February 25th to review final documents. LPCA will discuss the presentation in further detail at our next regular meeting.

Biodiesel Plant: The board discussed the progress of real estate listing.

NEW BUSINESS:

L&I Audit: Stacey notified the board of an upcoming L&I Audit. All documents are ready and it will be a smooth process.

ADJOURNMENT:

President Wollman adjourned the meeting at 8:04p.m.

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JoEllen Wollman, President Debbie Norris, Secretary