



IDA

Russell County, VA

Agenda Packet

Thursday, August 10, 2017

Bonanza Family Restaurant

5:30 P.M.

Virginia Code

Closed Sessions 2.2-3711

- 1. Personnel**
- 3. Acquisition/Sale of Property**
- 4. Privacy of Individuals**
- 5. Prospective Unannounced Business**
- 7. Legal**



IDA Russell County, VA

Industrial Development Authority of
Russell County, Virginia

August 10, 2017

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on August 10, 2017 at Bonanza Family Restaurant Main Street, Lebanon, Virginia, and beginning at 5:30 PM.

- 1. Call to Order**
- 2. Roll Call**
- 3. Welcome New Member**
- 4. Welcome Guests**
- 5. Approval of Minutes**
- 6. Approval of Financial and Treasurer's Report**
- 7. Guest Presentations**
 - a. Rachel Patton, Southwest Virginia Workforce Development**
- 8. Recess for Meal**
- 9. Attorney's Report**
- 10. Committee Reports**
- 11. Old Business**
- 12. New Business**
- 13. Closed Session as permitted by Virginia Code #2.2-3711**
- 14. Adjourn Meeting**

Attachments

- a. Accounts payable invoices*

July13, 2017

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on July 13, 2017, at 5:30 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

MEMBERS

PRESENT: Ernie McFaddin, Chairman
Roger Sword, Vice Chairman
Carlton Elliott, Secretary
Richard Lockridge, Member
Tony Dodi, Member
Jarred Glass, Member
Scott Gilmer, Member
Mike Hincer, Member
David Mullins, Member

STAFF: Jenny Baker, Attorney

The Chairman called the meeting to order at 5:30 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by David Mullins, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the June 8, 2017 meeting.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,

Absent: S. Gilmer, M. Hincer

Abstain: T. Dodi

Nay: None

FINANCIAL REPORT

Financial report was presented by Carlton Elliott

Upon motion made by Jarred Glass, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of July 13, 2017 as presented with the addition of the \$14,313.60 invoice to Russell County Board of Supervisors for rents collected.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,

Abstain: T. Dodi

Absent: S. Gilmer, M. Hinch

Nay: None

Chairman recessed at 5:45pm for the evening meal.

Chairman called the meeting back to order at 6:10pm

PUBLIC COMMENT

No public or guest comments

ATTORNEY REPORT

No attorney's report

COMMITTEE REPORTS

Jarred Glass reported the updated web page is now live.

The chairman reported the old Buster Brown building is now available with 93,000 square feet.

The lack of parking at the DSS building was discussed. Mr. Dodi agreed to speak with the Town Manager about increasing the parking on the street.

Mr. Dodi presented the IDA with a quote from CL Dale for \$2,800.00 to mow the industrial site at the new shell building.

Upon motion made by Tony Dodi, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to contract CL Dale Construction Services LLC for mowing of the industrial site for \$2,800.00.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hinchler, S. Gilmer, T Dodi
Nay: None

Discussed Steel Fab's employment numbers are below the COF requirements.

Upon motion made by Scott Gilmer, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to draft a letter requesting an extension to the COF employment terms for Steel Fab.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hinchler, S. Gilmer, T Dodi
Nay: None

Mr. Lockridge reported no updates from Alco on the plans for their building.

Mr. Lockridge reported the investment reports have been forwarded to 3-B Consulting for completion, however the reports have not been returned.

The hotel project has asked for a grace period on their loan payments to VCEDA and CPPD until August.

NEW BUSINESS

Mr. Hinchler reported on the meeting he attended concerning hydro-electric pump stations in the area. Dominion Power is considering several sites in the Southwest Virginia area that would result in 1000 construction jobs and 50 permanent jobs.

Upon motion made by Richard Lockridge, second by Mike Hinchler and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to draft a letter requesting the Board of Supervisors to support the Hydro-Electric resolution.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hinchler, S. Gilmer, T Dodi
Nay: None

CLOSED SESSION

Upon motion made by Carlton Elliott, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia to go into Closed Session as permitted by, VA Code #2.2-3711 (3) Property (5) Prospective unannounced industry (7) Legal Counsel.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hinchler, S. Gilmer, T. Dodi

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Tony Dodi, second by Carlton Elliott, and duly approved by The Industrial Development Authority of Russell County, Virginia, the Chairman called the meeting back into regular session and requested the “Certification Motion after reconvening in Public Session”.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hinchler, S. Gilmer, T Dodi

Nay: None

CERTIFICATION AFTER RECONVENING IN PUBLIC SESSION

The Industrial Development Authority of Russell County, Virginia hereby certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provision of the Virginia Freedom of Information Act cited in that motion.

The Roll Vote Was:

Ernie McFaddin	Yes	Roger Sword	Yes
Carlton Elliott	Yes	Mike Hinchler	Yes
Davis Mullins	Yes	Richard Lockridge	Yes
Scott Gilmer	Yes	Jarred Glass	Yes
Tony Dodi	Yes		

MOTION FROM CLOSED SESSION

Upon motion made by Carlton Elliott, second by Richard Lockridge, and duly approved by The Industrial Development Authority of Russell County,

Virginia, authorizing the chairman to negotiate the purchase of the Gilmer property beside the CGI site.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hincer, S. Gilmer, T Dodi

Nay: None

ADJOURNMENT

Upon motion made by Tony Dodi, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:30 PM.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, J. Glass, D. Mullins,
M. Hincer, S. Gilmer, T Dodi

Nay: None

VACORP
 1315 Franklin Road SW
 Roanoke, VA 24016
 (888) 822-6772
 FAX (540) 345-5330

INVOICE	
INVOICE DATE	07/01/2017
DUE DATE	07/21/2017
POLICY #	VA-RU-080B-18
INVOICE #	9517
MEMBER #	080B
POLICY CONTRIB	\$32,876.00
AMOUNT DUE	\$1,047.00

Russell County IDA
 PO Box 2378
 Lebanon, VA 24266

VACORP
 Policy Term: 07/01/2017 to 07/01/2018

DESCRIPTION	AMOUNT
Business Auto	0.00
Crime Exposure	0.00
General Liability	0.00
Increased Limits of Liability	0.00
Public Officials Liability	0.00
PR - Boiler & Machinery	87.00
Property	960.00
	=====
Balance Due	1,047.00

* Work Comp Credit included if applicable

A late charge of 1% per month (12% per annum) will be assessed for premiums received 30 days after the due date shown above.

PLEASE RETURN THIS PORTION WITH REMITTANCE

MEMBER	POLICY #	AMOUNT DUE
Russell County IDA	VA-RU-080B-18	\$1,047.00

AMOUNT ENCLOSED

REMIT TO:

VACORP
 1315 Franklin Road SW
 Roanoke, VA 24016
 (888) 822-6772
 FAX (540) 345-5330

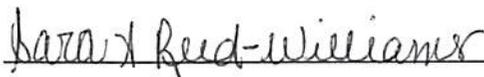
INVOICE DATE	07/01/2017
DUE DATE	07/21/2017
MEMBER #	080B
INVOICE #	9517

Policy Change
Number: CPC - 1

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.
POLICY CHANGES

IL 12 01 11 85

POLICY NUMBER VA-RU-080B-18	POLICY CHANGES EFFECTIVE 07/01/2017	COMPANY VACORP
NAMED INSURED Russell County IDA		AUTHORIZED REPRESENTATIVE Sara Reed-Williams
COVERAGE PARTS AFFECTED Property		
CHANGES Add building @ 693 Clydesway Drive -> Value \$950,000. All other terms and conditions remain the same. sararw 07/21/17		


Authorized Representative Signature

SUSANS CLEANING SERVICE
 261 WARNER SUB-DIVISION RD
 LEBANON VA. 24266



DmmE	AMOUNT:
Cleaning July 2017	
July 4-5-7	
July 11-12-14	
July 18-19-21	
July 25-26-28	
spot clean carpet	

TOTAL

\$ 1,400.⁰⁰
 Thank you
 Susany Bollig



STARNES, INC.
REFRIGERATION & AIR CONDITIONING
1-800-STARNES

Starnes Refrigeration & A/ C, Inc

P.O. Box 2259
Lebanon, VA 24266

Phone: 276-889-2410

Fax: 276-889-2246

Visit us at:
www.starnesinc.com

Invoice 66699

Date: 08/01/17

Customer ID: Rus Co IDA

Bill to:

Russell County IDA
P.O. Box 2378
Lebanon, VA 24266

Department	Terms	Due Date	P.O. Number
	Net 30	08/31/17	

Quantity	Item ID	Description	Unit Price	Amount
1.00	Lab Mai	Monthly August DDS Health Dept	66.00	66.00

Invoice Total: 66.00

Total Due: \$ 66.00

Thank You !

Remitt with one copy of Invoice to:
Starnes, Inc. Heating & Cooling
PO Box 2259
Lebanon, VA 24266



STARNES, INC.
REFRIGERATION & AIR CONDITIONING
1-800-STARNES

Starnes Refrigeration & A/ C, Inc

P.O. Box 2259
Lebanon, VA 24266

Phone: 276-889-2410

Fax: 276-889-2246

Visit us at:
www.starnesinc.com

Invoice 66638

Date: 07/24/17

Customer ID: Rus Co IDA

Bill to:

Russell County IDA
P.O. Box 2378
Lebanon, VA 24266

Department	Terms	Due Date	P.O. Number
	Net 30	08/23/17	Health Dept

Quantity	Item ID	Description	Unit Price	Amount
3.50	Lab Ser	Labor @ Health Dept	62.00	217.00

Invoice Total: 217.00

Total Due: \$ 217.00

Thank You !

Remitt with one copy of Invoice to:
Starnes, Inc. Heating & Cooling
PO Box 2259
Lebanon, VA 24266



STARNES, INC.
REFRIGERATION & AIR CONDITIONING
1-800-STARNES

www.starnesinc.com



TECHNICIAN: *Nick C.*

DATE: *7/20/17*

REFRIGERANT REPORT
Type R-

SERIAL #:
SERIAL #:
LBS RECYCLED:

LBS:
LBS:
LBS RECOVERED:

CUSTOMER NAME: *Russell County IDA*

PHONE:

ADDRESS:

CITY: *Lebanon*

STATE: *Va*

ZIP CODE:

EMAIL:

TROUBLE REPORTED:

EQUIPMENT TYPE:

UNIT #:

Bottom Left A/H

MODEL #:

SERIAL #:

WORK DESCRIPTION

The coil was freeze up due to the Blower motor not running. I found a bad connection in the high voltage for the Blower motor. I then thawed the coil and started the system.

System ops Normal at this time

WORK COMPLETE:

QTY	MATERIAL DESCRIPTION	PRICE	QTY	MATERIAL DESCRIPTION	PRICE

PENDING REPORT

TOTAL REPAIR:

REPAIR ESTIMATE:

EQUIPMENT REPLACEMENT PROPOSAL

OPTION 1:

OPTION 2:

CUSTOMER SIGNATURE:

Mary B. Howard

THANK YOU FOR YOUR BUSINESS

SAME DAY, 24-HOUR SERVICE 365 DAYS A YEAR, REGARDLESS OF TIME, WEATHER CONDITIONS, OR LOCATION. **THAT IS OUR PROMISE TO YOU.**

**BILLING FOR
RUSSELL COUNTY IDA**

(JUNE 5, 2017 THROUGH JULY 5, 2017)

FILE	FILE No.	AMOUNT
3B Consulting Services, LLC	13-K-2054.59	\$50.00
Appalachian Biofuels, LLC	14-G-2054.65	\$62.50
Project Belt	17-G-2054.68	\$1,162.50
General File	92-G-2065	\$287.50
TOTAL		\$1,562.50

Client Number: 92-G-2054
Matter Number: 92-G-2054

7/5/2017
Page: 2

Current Invoice Summary

Prior Balance:	\$1,175.00	
Payments Received:	(\$1,175.00)	Last Payment: 6/12/2017
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$287.50	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$287.50</u></u>	

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 05, 2017

Invoice No. 39625

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 1509
LEBANON, VA 24266

Client Number: 92-G-2054 IDA.GENERAL FILE

Matter Number: 92-G-2054 IDA.General File

For Services Rendered Through 7/5/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
6/8/2017	KP3	Prepare for meeting	0.30	\$37.50
6/8/2017	KP3	June monthly meeting	0.00	\$200.00
6/9/2017	KP3	Review notes from June meeting	0.20	\$25.00
6/21/2017	ABC	Phone conference with Chairman regarding Lease	0.20	\$25.00
			<u>Billable Hours / Fees:</u>	<u>0.70</u>
			<u>Flat Charge Hours / Fees:</u>	<u>\$87.50</u>
				<u>\$200.00</u>

Timekeeper Summary

Timekeeper ABC worked 0.20 hours at \$125.00 per hour, totaling \$25.00.

Timekeeper KP3 worked 0.50 hours at \$125.00 per hour, totaling \$62.50.

Timekeeper KP3 - flat charges totaling \$200.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
6/12/2017	Check Number 5488	(\$1,175.00)
Total Payments Received:		(\$1,175.00)

Continued On Next Page

Client Number: 17-G-2054.68
Matter Number: 17-G-2054.68

7/5/2017
Page: 2

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
6/12/2017	Check Number 5488	(\$5,775.00)
6/12/2017	Check Number 5488	(\$15.00)
Total Payments Received:		(\$5,790.00)

Current Invoice Summary

Prior Balance:	\$5,790.00	
Payments Received:	(\$5,790.00)	Last Payment: 6/12/2017
Unpaid Prior Balance:	\$0.00	
Current Fees:	\$1,162.50	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	\$1,162.50	

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 05, 2017

Invoice No. 39624

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 1509
LEBANON, VA 24266

Client Number: 17-G-2054.68 IDA.PROJECT BELT

Matter Number: 17-G-2054.68 IDA.Project Belt

For Services Rendered Through 7/5/2017.

Fees				
<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
6/7/2017	ABC	Tele-Conference w/Sandi McNich and Reviewed Contract	0.50	\$62.50
6/9/2017	ABC	Review e-mail and revised agreements re COF; e-mail to member and others	0.50	\$62.50
6/20/2017	ABC	Telephone calls with Chairman, Todd Asbury and Jim Pfeifer; e-mails with various individuals; review latest revisions to agreement	1.40	\$175.00
6/21/2017	ABC	Phone conference with Chairman; e-mails with Jim Pfeifer	0.40	\$50.00
6/21/2017	ABC	Work on Contract changes	1.70	\$212.50
6/27/2017	ABC	Finalize documents in preparation of closing; phone calls and e-mails with individuals regarding closing date	3.50	\$437.50
6/28/2017	ABC	E-mails and telephone calls regarding final documents in preparation for closing; review of revised documents	1.30	\$162.50
Billable Hours / Fees:			9.30	\$1,162.50

Timekeeper Summary

Timekeeper ABC worked 9.30 hours at \$125.00 per hour, totaling \$1,162.50.

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Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 05, 2017

Invoice No. 39623

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
DEVELOPMENT AUTHORITY
P. O. BOX 1509
P. O. BOX 1150
LEBANON, VA 24266

Client Number: 14-G-2054.65 (General) IDA.APPALACHIAN BIOFUELS, LLC
Matter Number: 14-G-2054.65 IDA.Appalachian Biofuels, LLC (General File)
For Services Rendered Through 7/5/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
6/6/2017	ABC	T/F Jason Eige RE: Discussed Appalachian BioFuel	0.50	\$62.50
Billable Hours / Fees:			<u>0.50</u>	<u>\$62.50</u>

Timekeeper Summary

Timekeeper ABC worked 0.50 hours at \$125.00 per hour, totaling \$62.50.

Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$62.50
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$62.50</u></u>

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Continued On Next Page

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 05, 2017

Invoice No. 39622

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 1509
LEBANON, VA 24266

Client Number: 13-K-2054.59 (Contract) IDA.3B CONSULTING SERVICES, LLC

Matter Number: 13-K-2054.59 IDA.3B Consulting Services, LLC

For Services Rendered Through 7/5/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
6/15/2017	ABC	Phone call and e-mails with Vice-Chairman; review of file for executed documents	0.40	\$50.00
			Billable Hours / Fees:	0.40 \$50.00

Timekeeper Summary

Timekeeper ABC worked 0.40 hours at \$125.00 per hour, totaling \$50.00.

Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	\$0.00
Current Fees:	\$50.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	\$50.00

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

CHAFIN LAW FIRM, P.C.

A. Benton Chafin, Jr.
Attorney at Law

44 East Main Street
Post Office Box 1210
Lebanon, Virginia 24266
Phone: (276) 889-0143
Fax: (276) 889-1121
Website: <http://www.chafinlaw.com>

M. Katherine Patton
Attorney at Law

Jennifer A. Baker
Attorney at Law
*Licensed in VA and TN

July 31, 2017

**Russell County Industrial
Development Authority
P. O. 2378
Lebanon, VA 24266**

RE: Billing from July 6, 2017 through July 31, 2017

Dear Sir/Madam:

Enclosed please find a statement for services rendered from July 6, 2017 through July 31, 2017, in the amount of \$737.50.

**Note: Billing may not be complete through the date listed above.*

PLEASE PAY THIS AMOUNT:

\$ 737.50

If you have any questions, please do not hesitate to contact me.

Very truly yours,
CHAFIN LAW FIRM, P.C.

By:


A. BENTON CHAFIN, JR.

Encl. (As noted)

**BILLING FOR
RUSSELL COUNTY IDA**

(JULY 6, 2017 THROUGH JULY 31, 2017)

FILE	FILE No.	AMOUNT
Appalachian Biofuels, LLC	14-G-2054.65	\$ 50.00
Project Belt	17-G-2054.68	\$ 37.50
General File	92-G-2065	\$ 650.00
TOTAL		\$ 737.50

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 31, 2017

Invoice No. 40032

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 13-K-2054.59 (Contract) IDA.3B CONSULTING SERVICES, LLC

Matter Number: 13-K-2054.59 IDA.3B Consulting Services, LLC

For Services Rendered Through 7/31/2017.

Current Invoice Summary

Prior Balance:	\$50.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$50.00</u>
Current Fees:	\$0.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$50.00</u></u>

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 31, 2017

Invoice No. 40033

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 14-G-2054.65 (General) IDA.APPALACHIAN BIOFUELS, LLC

Matter Number: 14-G-2054.65 IDA.Appalachian Biofuels, LLC (General File)

For Services Rendered Through 7/31/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/12/2017	ABC	Telephone with Jason Eighe, Attorney for Appalachian Biofuels, LLC	0.40	\$50.00
			Billable Hours / Fees:	0.40 \$50.00

Timekeeper Summary

Timekeeper ABC worked 0.40 hours at \$125.00 per hour, totaling \$50.00.

Current Invoice Summary

Prior Balance:	\$62.50
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$62.50</u>
Current Fees:	\$50.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$112.50</u></u>

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 31, 2017

Invoice No. 40034

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 92-G-2054 IDA.GENERAL FILE

Matter Number: 92-G-2054 IDA.General File

For Services Rendered Through 7/31/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/11/2017	ABC	Review agenda for July meeting	0.30	\$37.50
7/13/2017	ABC	Phone calls with members	0.40	\$50.00
7/13/2017	JB3	July monthly meeting	0.00	\$200.00
7/14/2017	JB3	Review notes from July meeting	0.20	\$25.00
7/17/2017	ABC	Review and revise proposed Lease with SWCC; phone call and e-mail with Chairman	0.80	\$100.00
7/17/2017	ABC	Talk with Chairman and Secretary regarding purchase of property	0.30	\$37.50
7/21/2017	ABC	Meeting with Chairman and others at VCEDA	1.60	\$200.00
			Billable Hours / Fees:	3.60 \$450.00
			Flat Charge Hours / Fees:	\$200.00

Timekeeper Summary

Timekeeper ABC worked 3.40 hours at \$125.00 per hour, totaling \$425.00.

Timekeeper JB3 worked 0.20 hours at \$125.00 per hour, totaling \$25.00.

Timekeeper JB3 - flat charges totaling \$200.00.

Continued On Next Page

Current Invoice Summary

Prior Balance:	\$287.50
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$287.50</u>
Current Fees:	\$650.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$937.50</u></u>

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.

Chafin Law Firm, P.C.

44 East Main Street
P.O. Box 1210
Lebanon, VA 24266
Telephone: 276-889-0143
Fax: 276-889-1121

July 31, 2017

Invoice No. 40035

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 17-G-2054.68 IDA.PROJECT BELT

Matter Number: 17-G-2054.68 IDA.Project Belt

For Services Rendered Through 7/31/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/17/2017	ABC	Review of e-mails; review lease; e-mail to Chairman	0.30	\$37.50
Billable Hours / Fees:			<u>0.30</u>	<u>\$37.50</u>

Timekeeper Summary

Timekeeper ABC worked 0.30 hours at \$125.00 per hour, totaling \$37.50.

Current Invoice Summary

Prior Balance:	\$1,162.50
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$1,162.50</u>
Current Fees:	\$37.50
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$1,200.00</u></u>

Thank You for Letting Us Serve You.
Payment Due Upon Receipt.