



IDA

Russell County, VA

Agenda Packet

Thursday, November 9, 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

November 9, 2017

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on November 9, 2017 at Bonanza Family Restaurant Main Street, Lebanon, Virginia, and beginning at 5:30 PM.

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

Attachments

- a. Accounts payable invoices (Page 1 - 10)***

October 12, 2017

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on October 12, 2017, at 5:30 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

MEMBERS

PRESENT: Ernie McFaddin, Chairman
Richard Lockridge, Vice Chairman
Carlton Elliott, Secretary
Roger Sword, Member
Scott Gilmer, Member
David Mullins, Member

ABSENT: Jarred Glass, Member
Tony Dodi, Member
Mike Hincer, Member

STAFF: Katie Patton, Attorney
Lonzo Lester, County Administrator

The Chairman called the meeting to order at 5:35 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by David Mullins, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the September 14, 2017 and the September 25, 2017 meetings.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hincer

Nay: None

FINANCIAL REPORT

Financial report was presented by Carlton Elliott

Upon motion made by Richard Lockridge, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of October 12, 2017 as presented.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

RECESS FOR MEAL

Upon motion made by David Mullins, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia to recess sfor the evening meal/

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

Upon motion made by Richard Lockridge, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia to resume the meeting.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

ATTORNEY REPORT

The deed for the land being granted to Cumberland Mountain Mental Health needs to be signed upon approval of the Town of Lebanon Planning Commission.

Upon motion made by Richard Lockridge, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to sign the deed for the Cumberland Mountain Mental Health Property.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

COMMITTEE REPORTS

The tree on the DSS property is to be removed within the next week.

Paving at the Regional Industrial Park has been completed.

Newmark Frank Grubb has requested to lower the listing price on the shell building. After discussion the IDA took no action on this matter.

Plans and drawings of the courthouse have been sent to a consultant for review to present a renovation plan.

CLOSED SESSION

Upon motion made by Carlton Elliott, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to enter 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, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Carlton Elliott, second by Richard Lockridge, 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, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

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 Hinch	Hinch
Davis Mullins	Yes	Richard Lockridge	Yes
Scott Gilmer	Yes	Jarred Glass	Absent
Tony Dodi	Absent		

MOTION FROM CLOSED SESSION

Upon motion made by Roger Sword, second by David Mullins, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing Richard Lockridge to sign the MOU and related documents with DOE-NETL relating to project Carbon.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinch

Nay: None

Upon motion made by Richard Lockridge, second by David Mullins, and duly approved by The Industrial Development Authority of Russell County, Virginia, adopting the small purchase policy as written in the resolution and amending the date.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinch

Nay: None

Upon motion made by Roger Sword, second by Scott Gilmer, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the chairman to obtain quotes for a consultant on the courthouse project.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

Upon motion made by Roger Sword, second by Richard Lockridge, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the chairman to sign the deed for the CGI property.

The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

ADJOURNMENT

Upon motion made by Carlton Elliott, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:40 PM.

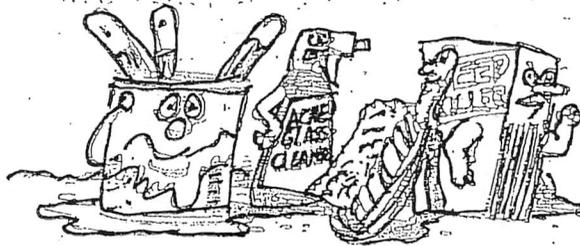
The Vote was:

Aye: C. Elliott, R. Lockridge, R. Sword, S. Gilmer, D. Mullins.

Absent: J. Glass, T. Dodi, M. Hinchler

Nay: None

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



Dmme	AMOUNT:
Cleaning Oct 2017	
Oct 3-4-6	
Oct 10-11-13	
Oct 17-18-20	
Oct 24-25-27	
Oct 31	
BUFF 20	

TOTAL

\$ 1516.00

Thank you
 Susana Baaluy

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

October 23, 2017

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

RE: Billing from September 27, 2017 through October 23, 2017

Dear Sir/Madam:

Enclosed herewith is a statement for services rendered from September 27, 2017 through October 23, 2017, in the amount of \$1,475.00.

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

PLEASE PAY THIS AMOUNT:

\$ 1,475.00

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

(SEPTEMBER 27, 2017 THROUGH OCTOBER 23, 2017)

FILE	FILE NO.	AMOUNT
3B Consulting Services, LLC	13-K-2054.59	\$ 150.00
General File *Includes \$162.50 from last billing that was left off the total in error. mbj	92-G-2054	\$ 1,212.50
Special Project Reclaim	17-G-2054.70	\$ 112.50
TOTAL		\$ 1,475.00

Chafin Law Firm, P.C.

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

October 23, 2017

Invoice No. 40861

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 10/23/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
9/27/2017	KP3	Reviewed GOF and TROFF. TF with Shelly Breeding.	0.50	\$62.50
10/5/2017	KP3	E-mail to Shelly Breeding.	0.30	\$37.50
10/12/2017	KP3	E-mail to Shelly Breeding. TF to Kim Ellet.	0.40	\$50.00
Billable Hours / Fees:			<u>1.20</u>	<u>\$150.00</u>

Timekeeper Summary

Timekeeper KP3 worked 1.20 hours at \$125.00 per hour, totaling \$150.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/23/2017	Check Number 5566	(\$175.00)
Total Payments Received:		<u>(\$175.00)</u>

Continued On Next Page

Client Number: 13-K-2054.59
Matter Number: 13-K-2054.59

10/23/2017
Page: 2

Current Invoice Summary

Prior Balance:	\$175.00	
Payments Received:	(\$175.00)	Last Payment: 10/23/2017
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$150.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u>\$150.00</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

October 23, 2017

Invoice No. 40865

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 10/23/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
9/27/2017	KP3	TF with Dicky. Work on 3B.	0.40	\$50.00
9/29/2017	ABC	Preparation of Deed to CMCSB for Site 3A	0.00	\$150.00
9/29/2017	ABC	Talk with Chairman; e-mails and phone call with Nancy Linder from CGI	0.40	\$50.00
10/6/2017	ABC	E-mails with Nancy Linder from CGI; review information provided by her	0.40	\$50.00
10/11/2017	KP3	Review CGI file and agreements to determine compliance with agreements; e-mails and telephone calls regarding file	1.20	\$150.00
10/11/2017	KP3	Review Steel Fab file and agreements; e-mails and phone calls regarding same and proposed release of 6 acres of land	2.00	\$250.00
10/12/2017	KP3	Review agenda for meeting	0.30	\$37.50
10/12/2017	KP3	October monthly meeting	0.00	\$200.00
10/13/2017	KP3	Review notes from October meeting	0.30	\$37.50
10/13/2017	KP3	Discussed issue with Ben. E-mail to Chairman.	0.40	\$50.00
10/13/2017	ABC	Discussed issue with Katie.	0.20	\$25.00
			Billable Hours / Fees:	5.60
			Flat Charge Hours / Fees:	\$700.00
				\$350.00

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Timekeeper Summary

Timekeeper ABC worked 1.00 hours at \$125.00 per hour, totaling \$125.00.

Timekeeper KP3 worked 4.60 hours at \$125.00 per hour, totaling \$575.00.

Timekeeper ABC - flat charges totaling \$150.00.

Timekeeper KP3 - flat charges totaling \$200.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/23/2017	Check Number 5566	(\$637.50)
Total Payments Received:		<u>(\$637.50)</u>

Current Invoice Summary

Prior Balance:	\$800.00	
Payments Received:	(\$637.50)	Last Payment: 10/23/2017
Unpaid Prior Balance:	<u>\$162.50</u>	
Current Fees:	\$1,050.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$1,212.50</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

October 23, 2017

Invoice No. 40862

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY

P. O. BOX 2378

P. O. BOX 1150

LEBANON, VA 24266

Client Number: 17-G-2054.70 IDA.SPECIAL PROJECT RECLAIM

Matter Number: 17-G-2054.70 IDA.SPECIAL PROJECT RECLAIM

For Services Rendered Through 10/23/2017.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
9/28/2017	ABC	Reviewing Application and Telephone w/ 2 Board Members.	0.90	\$112.50
			Billable Hours / Fees:	0.90 \$112.50

Timekeeper Summary

Timekeeper ABC worked 0.90 hours at \$125.00 per hour, totaling \$112.50.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/23/2017	Check Number 5566	(\$2,175.00)
10/23/2017	Check Number 5566	(\$65.00)
Total Payments Received:		(\$2,240.00)

Continued On Next Page

Client Number: 17-G-2054.70
Matter Number: 17-G-2054.70

10/23/2017
Page: 2

Current Invoice Summary

Prior Balance:	\$2,240.00	
Payments Received:	(\$2,240.00)	Last Payment: 10/23/2017
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$112.50	
Advanced Costs:	<u>\$0.00</u>	
TOTAL AMOUNT DUE:	<u><u>\$112.50</u></u>	

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

Real Tree Specialist

21316 Rich Valley Rd.

Abingdon, VA 24210

276-628-1400 423-854-TREE

Bill To: (8733)



Estimate/Invoice

Number: 2022

Date: 10/18/17

Work done/Performed at:

RCIA
Attn: Mike Hencher
276-623-2477
mike@forestlandgroup.com

79 Rogers St.
Lebanon, VA

Remove	Thin	Trim	Stump Grinding	Description of work to be performed	FRT. YD	SIDE L	SIDE R	BACK YD	A M O U N T
X				Removal of 1 Sweet Gum tree along fence line					
				Removal of Sweet Gum tree stump					700
				All debris hauled away					100
									800

Hauling & Removal of debris and job clean up included (unless indicated)

TOTAL

All material is guaranteed to be as specified, and above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of: **Eight hundred** (\$800.00)

Re: Stump grinding - Real Tree Specialist is not responsible for any underground damage, including electrical lines, sprinkler damage, water pipes, or any other unforeseen objects.

Acceptance of Proposal

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made upon completion of work.

X _____
Signature

Date