



IDA

Russell County, VA

Agenda Packet

Thursday, August 9, 2018

Bonanza Family Restaurant

5:30 P.M.



IDA Russell County, VA

Industrial Development Authority of
Russell County, Virginia

August 9, 2018

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on August 9, 2018 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**
 - a. Chris Horton, Commonwealth Organics*
- 6. Recess for Meal**
- 7. Attorney's Report**
- 8. Chairman's Report**
- 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 - 9)*

Virginia Code

Closed Sessions 2.2-3711

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

July 12, 2018

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on July 12, 2018, 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
David Mullins, Member

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

STAFF: Katie Patton, Attorney

GUEST: Ralph Woods
Donnie Nelson

The Chairman called the meeting to order at 5:33 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by Roger Sword, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the June 14, 2018.

The Vote was:

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

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

Nay: None

FINANCIAL REPORT

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 Financial Report of July 12, 2018.

The Vote was:

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

Absent: J. Glass, S. Gilmer, 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 amending the agenda moving the recess for meal to after closed session.

The Vote was:

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

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

Nay: None

PUBLIC COMMENT

Donnie Nelson and Ralph Woods shared their plan to purchase the Russell Meat Packing facility. Their plan is to update the facility to enable the sale of meat products in the are both wholesale and retail.

ATTORNEY REPORT

The Attorney reported she is waiting on the square footage of the space occupied by Workforce Development to finalize the lease agreement. She is also waiting on the survey of the property being deeded to Phillip Powers to finalize the agreement.

CHAIRMAN'S REPORT

Heart of Appalachia is applying for a grant to promote the seven-county region. They are asking for a letter of support from the IDA.

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 send a letter of support for the Heart of Appalachia Grant.

The Vote was:

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

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

Nay: None

The Tiger Stop is seeking a \$10,000.00 seed grant and asking the IDA for a letter of support.

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 send a letter of support for the Tiger Stop Grant.

The Vote was:

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

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

Nay: None

The Fair Association is asking for advertisement during the fair. After discussion no action was taken.

DSS has submitted plans for the renovation of the dark space. The Chairman is in the process of getting preliminary cost estimates.

DEQ has agreed to release the permit on the shell building.

The USDA grand for \$75,000.00 revolving loan has been awarded.

NEW BUSINESS

The waste management authority is seeking office space in the government center. The space requested will be offered at \$200.00 per month.

CLOSED SESSION

Upon motion made by Richard Lockridge, 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)&(8) Legal Counsel.

The Vote was:

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

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

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Richard Lockridge, 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: R. Lockridge, R. Sword, C. Elliott, D.Mullins

Absent: J. Glass, S. Gilmer, 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 Hinchler	Absent
Scott Gilmer	Absent	Jarred Glass	Absent
Tony Dodi	Adsent	David Mullins	Yes
		Richard Lockridge	Yes

Recess for meal.

ADJOURNMENT

Upon motion made by Carlton Elliott, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 7:06 PM.

June 14, 2018

The Vote was:

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

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

Nay: None

Development Authority
P. O. 2378
Lebanon, VA 24266

RE: Billing from June 21, 2018 through July 19, 2018

Dear Sir/Madam:

Enclosed herewith is a statement for services rendered from March 21, 2018 through July 19, 2018, in the amount of \$560.97.

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

PLEASE PAY THIS AMOUNT:

\$ 560.97

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)

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 19, 2018

Invoice No. 43083

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY

P. O. BOX 2378

LEBANON, VA 24266

Page 2

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

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

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/6/2018	ABC	Preparation of letter to RCDSS	0.40	\$50.00
7/11/2018	JB3	Review agenda for July meeting	0.30	\$37.50
7/11/2018	ABC	Review and revise agreement with iGo Technology, Inc.	1.00	\$125.00
7/11/2018	ABC	Preparation of Deed from CMCS to the IDA for site 3A	0.00	\$125.00
7/12/2018	KP3	July monthly meeting	0.00	\$200.00
Billable Hours / Fees:			1.70	\$212.50
Flat Charge Hours / Fees:				\$325.00

Timekeeper Summary

Timekeeper ABC worked 1.40 hours at \$125.00 per hour, totaling \$175.00.

Timekeeper JB3 worked 0.30 hours at \$125.00 per hour, totaling \$37.50.

Timekeeper ABC - flat charges totaling \$125.00.

Timekeeper KP3 - flat charges totaling \$200.00.

Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
7/6/2018	Postage (1 @ .47) = \$0.47	\$0.47	
7/19/2018	Recording Fee - CMCSB Deed to IDA	\$23.00	

Continued On Next Page

Client Number: 92-G-2054

7/19/2018

Matter Number: 92-G-2054

Page: 2

Total Costs \$23.47

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
7/18/2018	Check Number 5678	(\$1,100.00)
	Total Payments Received:	<u>(\$1,100.00)</u>

Current Invoice Summary

Prior Balance: \$1,100.00

Payments Received: (\$1,100.00)

Unpaid Prior Balance: \$0.00

Last Payment: 7/18/2018

Current Fees:	\$537.50
Advanced Costs:	\$23.47
TOTAL AMOUNT DUE:	<u><u>\$560.97</u></u>

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

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



Dmme	AMOUNT:
Cleaning July 2018	
July 3-4-6	
July 10-11-13	
July 17-18-20	
July 24-25-27	
July 31	
spot clean carpet	
TOTAL	

\$ 1516.⁰⁰
 Thank You
 Susany Billing



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 70230

Date: 07/30/18

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	08/29/18	Health Dept

Quantity	Item ID	Description	Unit Price	Amount
1.50	Lab Ser	Check Coolers	75.00	112.50
1.00	Servic Part	Coil Cleaner	19.50	19.50

Invoice Total: 132.00

Total Due: \$ 132.00

Thank You !



STARNES, INC.
HEATING & COOLING
1-800-STARNES

www.starnesinc.com



TECHNICIAN: *Jeff Hayward*

DATE: *7-25-18*

REFRIGERANT REPORT
Type R-

SERIAL #:

SERIAL #:

LBS RECYCLED:

LBS:

LBS:

LBS RECOVERED:

CUSTOMER NAME: *Russell County Health Dept.*

ADDRESS:

EMAIL:

TROUBLE REPORTED:

OD MODEL #:

ID MODEL #:

Russell County Health Dept.

CITY:

PHONE:

STATE:

ZIP CODE:

EQUIPMENT TYPE: *Refrigeration Unit*

OD SERIAL #:

ID SERIAL #:

UNIT #:

Vaccines

WORK DESCRIPTION

These 2 units have good work, condit. need condenser coils, units are starting to get some units would recommend putting in a budget to replace a future

Page 5

WORK COMPLETE:

QTY

MATERIAL DESCRIPTION

PRICE

QTY

MATERIAL DESCRIPTION

PRICE

PENDING REPORT

TOTAL REPAIR:

REPAIR ESTIMATE:

LIMITED WARRANTY: All materials, parts, and equipment are warranted by the manufacturers' or suppliers' written warranty only. All labor performed by Starnes Inc. is warranted for 30 days unless otherwise indicated in writing. Starnes Inc. makes no other warranties implied or otherwise, and technicians or agents are not authorized to make any such warranties on behalf of Starnes Inc.

PAYMENT TERMS: Invoice past the due date will be charged a finance rate of 24% annually. In the event of collections, Starnes Inc. will be entitled to all court cost and attorney fees not to exceed 25%.

CUSTOMER SIGNATURE: *[Signature]*

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.

CONDENSER

- Meg Compressor
- Record Voltage
- Compressor amps
- Fan motor Amps
- Clean or inspect condenser coil
- Leak check
- Condenser Coil
- Defrost operation
- Reversing valve operation
- Contactor Condition
- Capacitor Measurement
- Overall Electrical Condition
- Overall Equipment Condition

AIR HANDLER

- Leak Check Evaporator
- Clean or inspect Evaporator Coils
- Voltage reading
- Inspect Blower Motor
- Blower Motor Amps
- Capacitor Measurement
- Flushed drain and verified ops
- Treated drain
- Replaced or washed Air filter
- Overall Electric condition
- Overall Equipment condition

HEATING ASSEMBLY

- Electric Heat
- Electric heat, Voltage reading
- Electric heat Amps
- Gas furnace
- Check for gas leaks
- Cleaned burners
- Inspected gas valve
- Inspected draft assembly
- Inspected Heat Exchanger
- Verified all safety controls

CONTROLLER

- Verified operation and condition

WWW