



**IDA**

**Russell County, VA**

*Agenda Packet*

Thursday, September 13, 2018

**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 & 8. Legal**



# **IDA Russell County, VA**

Industrial Development Authority of  
Russell County, Virginia

**September 13, 2018**

## **AGENDA**

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on September 13, 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**
- 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 A1 -A16)***

**August 9, 2018**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on August 9, 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  
Jarred Glass, Member  
Scott Gilmer, Member  
Tony Dodi, Member

**ABSENT:** Mike Hincer, Member

**STAFF:** Ben Chafin, Attorney

**GUEST:** Chris Horton, Commonwealth Organics

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 David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the July 12, 2018.

The Vote was:

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

Absent: M. Hincer

Nay: None

## **FINANCIAL REPORT**

Upon motion made by Tony Dodi, 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 with the addition of;  
Starnes Inc. for \$69.00 and Southwest Virginia Community College for \$40.00.

The Vote was:

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

Absent: M. Hinchler

Nay: None

## **PUBLIC COMMENT**

Chris Horton with Commonwealth Organics presented details of the CBD Oil project to occupy the new shell building. The status of the project is pending on the license approval from the pharmacy board of the Commonwealth. The board's decision is to be made public on September 25.

## **ATTORNEY REPORT**

The Attorney has the survey for the land to be granted to Phillip Powers in the industrial park. He recommends to checking the 50 foot right of way that shall be broken.

The Attorney reported the land grant to the State Police and Appalachian Natural Gas need to be closed out.

Upon motion made by Tony Dodi, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman and secretary to sign all documents necessary to complete the land grant to the State Police and Appalachian Natural Gas.

The Vote was:

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

Absent: M. Hinchler

Nay: None

The Attorney presented the lease for the CPRWMA office in the Government Center for approval.

The Attorney updated the IDA on Project "Reclaim".

### **CHAIRMAN'S REPORT**

Praise Aeronautics LLC is applying for a \$10,000.00 seed capital grant from VCEDA and 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 a letter of support for Praise Aeronautics LLC seed capital grant application.

The Vote was:

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

Absent: M. Hinchler

Nay: None

### **CLOSED SESSION**

Upon motion made by Carlton Elliott, second by Richard Lockridge 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, J. Glass, S. Gilmer, T Dodi

Absent: M. Hinchler

Nay: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Tony Dodi, 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: R. Lockridge, R. Sword, C. Elliott, D.Mullins, J. Glass, S. Gilmer, T Dodi

Absent: 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 Hincer	Absent
Scott Gilmer	Yes	Jarred Glass	Yes
Tony Dodi	Yes	David Mullins	Yes
		Richard Lockridge	Yes

### **ADJOURNMENT**

Upon motion made by Tony Dodi, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 10:28 PM.

The Vote was:

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

Absent: M. Hincer

Nay: None



**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](http://www.starnesinc.com)**

Invoice 70653

Date: 08/31/18

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	09/30/18	

Quantity	Item ID	Description	Unit Price	Amount
2.00	Lab Ser	Diagnostic on Unit #1	62.00	124.00

Invoice Total: 124.00

**Total Due: \$ 124.00**

**Thank You !**



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

www.starnesinc.com



TECHNICIAN: Jeff Haywood

DATE: 8-30-18

REFRIGERANT REPORT  
Type R-

SERIAL #:  
SERIAL #:  
LBS RECYCLED:

LBS:  
LBS:  
LBS RECOVERED:

CUSTOMER NAME: Russell Co. IDA

VA Dept of Social Services

PHONE:

ADDRESS:

CITY:

STATE:

ZIP CODE:

EMAIL:

TROUBLE REPORTED:

EQUIPMENT TYPE: Carrier / Split

UNIT #: 1

OD MODEL #: 4PRMQ008--B611HC

OD SERIAL #: 0603F15154

ID MODEL #:

ID SERIAL #:

**WORK DESCRIPTION**

Upon Arrival found unit to be noisy, checked bearings in blower assembly. Found bearings to be going bad in blower motor. Need to replace blower to return unit to normal operation.

GE mod- SK49MV4293AX  
V-208-230/460 3PH

HD56FL651  
scr. no MVJ160098

WORK COMPLETE:

- 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** \_\_\_\_\_

QTY	MATERIAL DESCRIPTION	PRICE

QTY	MATERIAL DESCRIPTION	PRICE

**PENDING REPORT**

Need to replace blower motor

Please Quote

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: X Annette Patrick

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.**



**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](http://www.starnesinc.com)

Invoice 70619

Date: 09/04/18

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	10/04/18	September

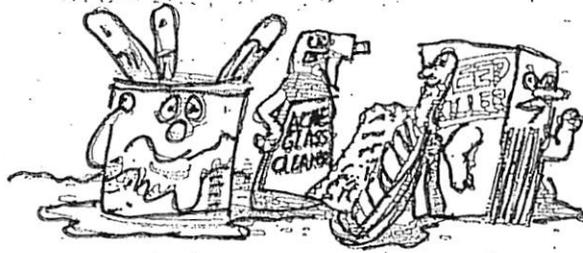
Quantity	Item ID	Description	Unit Price	Amount
1.00	Lab Mai	Maintenance Monthly @DSS, Health Dept	66.00	66.00

Invoice Total: 66.00

**Total Due: \$ 66.00**

Thank You !

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



Dmme	AMOUNT:
Cleaning August 2018	
August 1-3	
August 7-8-10	
August 14-15-17	
August 21-22-24	
August 28-29-31	
TOTAL	

\$ 1632.<sup>00</sup>

Thank you  
 Susany Belling



**LEBANON BLOCK & SUPPLY**

P.O. BOX 518  
LEBANON VA 24266  
(276) 889-2921

# Statement Of Account

<< CUT ALONG DASHED LINE

**LEBANON BLOCK & SUPPLY**

P.O. BOX 518  
LEBANON VA 24266

STATEMENT DATE
31-Jul-18

ACCOUNT NUMBER
302681

PAGE NO
1

STATEMENT DATE
31-Jul-18

ACCOUNT NUMBER
302681

TO: RUSSELL COUNTY IDA  
PO BOX 2378  
LEBANON, VA 24266

TO INSURE PROPER CREDIT TO YOUR  
ACCOUNT ALWAYS RETURN THIS PORTION  
OF THE STATEMENT WITH YOUR PAYMENT  
<< CUT ALONG DASHED LINE

ALL PURCHASES ARE DUE AND PAYABLE BY 10th OF MONTH FOLLOWING PURCHASE

\$ \_\_\_\_\_ AMOUNT REMITTED

DATE	INVOICE	DESCRIPTION	AMOUNT	BALANCE
24-Jul-18	266569	OFFICE PAINTING	54.32	54.32

INVOICE	AMOUNT	X
266569	54.32	<input type="checkbox"/>

CURRENT AMT DUE
54.32

PAST DUE 1 MONTH
0.00

PAST DUE 2 MONTHS
0.00

PAST DUE 3 MONTHS
0.00

TOTAL DUE
54.32

PLEASE PAY THIS AMT	
TOTAL >	54.32

NEW POLICY: ALL PURCHASES ARE DUE IN FULL THE FOLLWING MONTH!!

T D N								S D	
A E E	RUSSELL COUNTY IDA Acct#:302681 Inv:266569 Term:10 Sales Person:9							E I	
X F T	Scan Number	Description	Part #	Qty	Price One	Sell Price	Per Qty	Ext	L S
X	070798121416	COMPOUND SPACKLING LT WT PIN	3889722	1	5.99	5.99 /	1	05.99	L C
X	071497644619	LINER PAINT TRY PLSTC 11IN Q	0539361	1	1.19	1.19 /	1	01.19	
X	080047272998	PAINT INTR SAT LTX PSTL BS G	8712911	1	41.99	41.99 /	1	41.99	
X	077089173123	ROLLER COVER MCROFBR 9X3/8IN	2004836	1	5.15	5.15 /	1	05.15	
				CHARGE	54.32			Sub Total	54.32
								Total Tax	0.00
								Grand Total	54.32

*Russell County*

Account Number: 302681 Name:  
Memo: OFFICE PAINTING

# 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

August 23, 2018

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

**RE: Billing from July 20, 2018 through August 23, 2018**

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from July 20, 2018 through August 23, 2018, in the amount of \$1,282.00.

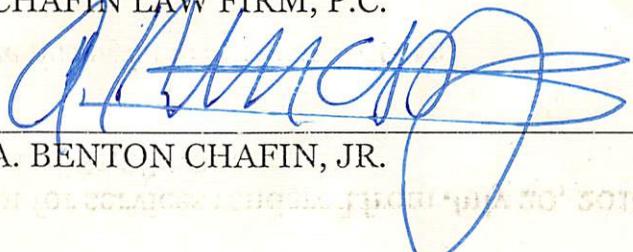
*\*Note: Billing may not be complete through the date listed above.*

**PLEASE PAY THIS AMOUNT:**

**\$ 1,282.00**

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

(JULY 20, 2018 THROUGH AUGUST 23, 2018)

FILE	FILE No.	AMOUNT
Cumberland Plateau Regional Waste Management	18-K-2054.71	\$ 400.00
General File	92-G-2054	\$ 344.50
Powers (Phillip) Property in Industrial Park	18-G-2054.72	\$ 362.50
RCDSS Proposed Lease at Government Center	18-G-2054.73	\$ 175.00
<b>TOTAL</b>		<b>\$ 1,282.00</b>

**Chafin Law Firm, P.C.**

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

August 23, 2018

Invoice No. 43383

RUSSELL COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

P. O. BOX 2378

P. O. BOX 1150

LEBANON, VA 24266

---

Client Number: 18-K-2054.71 MANAGEMENT AUTHORITY (LEASE) IDA.CUMBERLAND PLATEAU REGIONAL  
Matter Number: 18-K-2054.71 IDA.Cumberland Plateau Regional Waste Management

For Services Rendered Through 8/23/2018.

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
8/9/2018	ABC	Prepare Draft of Lease with Cumberland Plateau Regional Waste Management Authority	0.00	\$250.00
8/16/2018	ABC	Open file, conflict check, assign file to Paralegal	0.40	\$50.00
8/16/2018	ABC	Phone conference with Chairman; revisions to proposed Lease	0.30	\$37.50
8/22/2018	ABC	Phone call with Chairman; additional revisions to Lease	0.50	\$62.50
			<b>Billable Hours / Fees:</b>	<b>1.20</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$250.00</b>

---

**Timekeeper Summary**

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

Timekeeper ABC - flat charges totaling \$250.00.

---

Continued On Next Page

Client Number: 18-K-2054.71  
Matter Number: 18-K-2054.71

8/23/2018  
Page: 2

### Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$400.00
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b><u><u>\$400.00</u></u></b>

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

August 23, 2018

Invoice No. 43384

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 8/23/2018.

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
8/9/2018	ABC	Phone call with Chairman; review agenda for August meeting	0.50	\$62.50
8/9/2018	ABC	August monthly meeting	0.00	\$200.00
8/21/2018	ABC	Phone conference with Chairman	0.40	\$50.00
			<b>Billable Hours / Fees:</b>	<b>0.90</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$112.50</b>
				<b>\$200.00</b>

---

**Timekeeper Summary**

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

Timekeeper ABC - flat charges totaling \$200.00.

---

**Cost Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
8/9/2018	Photocopies - (64 @ \$0.50 each) = \$32.00	\$32.00	
		<b>Total Costs</b>	<b>\$32.00</b>

---

Continued On Next Page

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

8/23/2018  
Page: 2

### Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
8/14/2018	Check Number 5692	(\$537.50)
8/14/2018	Check Number 5692	(\$23.47)
Total Payments Received:		<u>(\$560.97)</u>

---

### Current Invoice Summary

Prior Balance:	\$560.97	
Payments Received:	(\$560.97)	Last Payment: 8/14/2018
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$312.50	
Advanced Costs:	\$32.00	
<b>TOTAL AMOUNT DUE:</b>	<b><u><u>\$344.50</u></u></b>	

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

August 23, 2018

Invoice No. 43385

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

---

Client Number: 18-G-2054.72 PROPERTY IN INDUSTRIAL PARK IDA.POWERS (PHILLIP)

Matter Number: 18-G-2054.72 IDA.Powers (Phillip).Property in Industrial Park

For Services Rendered Through 8/23/2018.

---

<b>Fees</b>				
<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
8/21/2018	ABC	Phone calls with Phillips Powers; draft proposed Deed and Industrial Facilities Agreement	2.50	\$312.50
8/22/2018	ABC	Open file, conflict check, assign file to Paralegal	0.40	\$50.00
			<b>Billable Hours / Fees:</b>	<b>2.90      \$362.50</b>

---

**Timekeeper Summary**

Timekeeper ABC worked 2.90 hours at \$125.00 per hour, totaling \$362.50.

---

Continued On Next Page

Client Number: 18-G-2054.72  
Matter Number: 18-G-2054.72

8/23/2018  
Page: 2

### Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$362.50
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b><u><u>\$362.50</u></u></b>

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

August 23, 2018

Invoice No. 43386

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

---

Client Number: 18-G-2054.73 Center IDA.RCDSS Proposed Lease at Government  
Matter Number: 18-G-2054.73 IDA.RCDSS Proposed Lease at Government Center  
For Services Rendered Through 8/23/2018.

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
8/22/2018	ABC	Open file, assign file to Paralegal	0.40	\$50.00
8/22/2018	ABC	Phone conference with Chairman; preparation of Letter of Intent	1.00	\$125.00
<b>Billable Hours / Fees:</b>			<u>1.40</u>	<u>\$175.00</u>

---

**Timekeeper Summary**

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

---

**Current Invoice Summary**

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$175.00
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$175.00</u></u>

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

Continued On Next Page

Client Number: 18-G-2054.73  
Matter Number: 18-G-2054.73

8/23/2018  
Page: 2