



IDA

Russell County, VA

Agenda Packet

Thursday, October 11, 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

October 11, 2018

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on October 11, 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 1 -10)***

September 13, 2018

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on September 13, 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
Tony Dodi, Member
Mike Hincer, Member

ABSENT: Scott Gilmer, Member

STAFF: Katie Patton, Attorney

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 Richard Lockridge, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the August 9, 2018.

The Vote was:

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

Absent: S. Gilmer

Nay: None

FINANCIAL REPORT

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 Financial Report of September 13, 2018.

The Vote was:

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

PUBLIC COMMENT

No Comments

ATTORNEY'S REPORT

No report

CHAIRMAN'S REPORT

The Chairman presented the progress of the DSS relocation to the government center. The projected cost of the remodel is approximately \$400,000.00. FB&T is offering to loan the money at 4.6% for a 6-year period.

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing The Chairman to secure financing from a lending institution for the DSS construction project and authorizing The Chairman to sign any and all documents relating to the DSS construction project.

The Vote was:

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

The CPRWMA has occupied office space in the government center and a lease agreement with the authority must be approved.

Upon motion made by Roger Sword, second by Mike Hinchler, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the lease agreement with CPRWMA for a term of 3 years.

The Vote was:

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

The USDA grant for the revolving loan fund must have a resolution adopted to complete the grant process.

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 resolution presented by The Chairman for the USDA revolving loan fund grant. (Resolution Attached)

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Tony Dodi, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to authorizing the Chairman or Vice-Chairman to write a letter of support for a grant to VA Tech from the Tobacco Commission for a regional workforce analysis.

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Richard Lockridge, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia to authorizing the Chairman or Vice-Chairman to write a letter of support for Go Virginia's grant application for a coal to graphene study.

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Jarred Glass, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to authorizing the Chairman or Vice-Chairman to write a letter of support for Dante Community Association's grant application to AML.

The Vote was:

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

Absent: S. Gilmer
Nay: None

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia directing the Attorney to draft a Memorandum of Understanding with the Russell County PSA for pipe storage on Parcel # 117R2709B1D in the Industrial Park and authorize the Chairman to sign all related documents.

The Vote was:

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

Upon motion made by Mike Hinchler, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, directing the Attorney to draft a lease for the 911 Center with Russell County.

The Vote was:

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

CLOSED SESSION

Upon motion made by Tony Dodi, 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 (1) Personnel (5) Prospective unannounced industry (7) & (8) Legal Counsel.

The Vote was:

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

RECONVENE TO PUBLIC SESSION

Upon motion made by Richard Lockridge, second by Mike Hinchler, 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, M. Hinchler, T Dodi

Absent: S. Gilmer

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

MOTIONS FROM CLOSED SESSION

Upon motion made by Richard Lockridge, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, modifying the standing resolution, removing the max limitation of 12 meetings for member reimbursement for official representation of the IDA, pursuant to VA Code #15.2-4904 sub section D.

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Carlton Elliott, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, approving the Memorandum of Agreement with the TDEC Corporation locating in the government center, and authorizing the Chairman to sign all documents relating to this project.

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, moving to amend the bylaws to give the Chairman the continuing authority to sign any and all documents of any kind, including but not limited to contracts, deeds, deeds of trust, promissory notes, memorandums of understanding, moral obligations in connection with projects that have been approved by the Industrial Development Authority.

The Vote was:

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

Absent: S. Gilmer

Nay: None

Upon motion made by Mike Hinchler, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, authorizing the Attorney to write a summary of the motel agreement and to include provisions for default and remedies.

The Vote was:

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

Absent: S. Gilmer

Nay: None

ADJOURNMENT

Upon motion made by Roger Sword, second by Mike Hinchler, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:46 PM.

The Vote was:

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

Absent: S. Gilmer

Nay: None

RESOLUTION OF GOVERNING BODY OF
The Industrial Development Authority of Russell County, Virginia

The Governing Body of the Industrial Development Authority of Russell County, Virginia, consisting of 9 members, in a duly called meeting held on the 13 day of September, 2018 at which a quorum was present, RESOLVED as follows:

BE IT HEREBY RESOLVED that, in order to facilitate obtaining financial assistance through a Rural Business Development Grant from the USDA, Rural Development, in order to provide financing to small and emerging businesses in Russell County, Virginia, the governing body does hereby adopt and abide by the covenants contained in the following agreements:

1. "Letter of Conditions", dated July 11, 2018.
2. Scope of Work,
3. Form RD 1942-46, "Letter of Intent To Meet Conditions"
4. Form RD 1940-1, "Request For Obligation of Funds"
5. Form RD 400-1, "Equal Opportunity Agreement"
6. Form RD 400-4, "Assurance Agreement"
7. Form AD-1047, "Certification Regarding Debarment, Suspension, and other responsibility Matters-Primary Covered Transactions"
8. Form AD-1049, "Certification Regarding Drug-Free Workplace Requirements (Grants)"
9. RD Instruction 1940-Q, Exhibit A-1, "Certification for Contracts, Grants, and Loans Regarding Lobbying"
10. SF-LLL, "Disclosure Form to Report Lobbying"

BE IT FURTHER RESOLVED that the Chairman of The Industrial Development Authority of Russell County, Virginia, be authorized to execute, on behalf of the governing board, the above agreements and to execute such other documents including, but not limited to, debt or grant instruments and security instruments as may be required in obtaining the said financial assistance.

This Resolution, along with a copy of the above-named documents, is hereby entered into the permanent minutes of the meeting of this Committee.

The Industrial Development Authority of Russell County, Virginia

Attest:

9/13/18

By: EJ McFarland Chairman

CERTIFICATION

I hereby certify that the above resolution was duly adopted by the IDA of Russell County, in a duly assembled meeting on the 13 day of Sept, 2018.

Courtney Elliott
Secretary/Clerk





Innovative Technology
Solutions

Innovative Technology Solutions
1158 Thackers Branch Road
Honaker, VA 24260
musick.jacob@gmail.com

INVOICE

BILL TO
RCSS Project

INVOICE # 1704
DATE 09/24/2018
DUE DATE 10/09/2018
TERMS Net 15

IDA/DSS

ACTIVITY	QTY	RATE	AMOUNT
Hours-Jacob 9/6/18 Meeting on where wire drops need to go	1	65.00	65.00
Chris 9/6/18 Tech-Chris meeting on wiring for new location	1	60.00	60.00
Chris 9/10/18 Tech-Chris 3:00-4:00 Met with contractor to go over plans for data and phone cable drops	1	60.00	60.00
Hours-Jacob 9/10/18 3:00-4:00 Met with contractor to go over plans for data and phone cable drops	1	65.00	65.00

BALANCE DUE

\$250.00

Thank you for your business.

Thompson & Litton, Inc.

PO Box 759059
Baltimore, MD 21275-9059

September 15, 2018

Invoice Number: 88516

Russell County Industrial Development Authority
P.O. Box 1208
Lebanon, VA 24266

Re: Job 14395
Tennant Build Out

Consulting Services through September 15, 2018

Total Fee	\$	11,500.00
Amount This Invoice	\$	(11,500.00)
Amount Previously Invoiced	\$	-
Amount Remaining	\$	-
*****Invoice Total*****	\$	11,500.00



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 70926

Date: 10/01/18

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	10/31/18	DDS/Health Dept

Quantity	Item ID	Description	Unit Price	Amount
1.00	Lab Mai	Maintenance Monthly	66.00	66.00

Invoice Total: 66.00

Total Due: \$ 66.00

Thank 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

Invoice 68849

Date: 03/01/18

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	03/31/18	

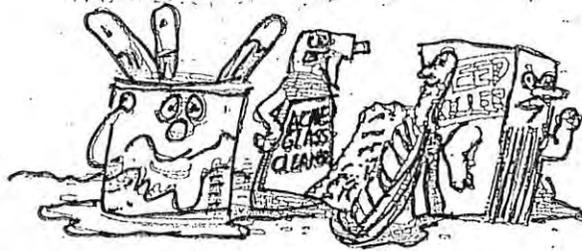
Quantity	Item ID	Description	Unit Price	Amount
1.00	Lab Mai	Maintenance Monthly March	66.00	66.00

Invoice Total: 66.00

Total Due: \$ 66.00

Thank You !

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



Dmme	AMOUNT:
September 2018 Cleaning	
Sept 4-5-7	
Sept 11-12-14	
Sept 18-19-21	
Sept 25-26-28	
TOTAL	

\$ 1,400.⁰⁰

Thank you
 Susany Belling

Motive Power, Inc.
 2539 Steelsburg Highway
 Cedar Bluff, VA 24609-7028
 (276) 963-2256
 www.motivepowercarts.com



BILL TO
 Russell County Board of
 Supervisors
 P.O. Box 1208
 Lebanon, VA 24266

SHIP TO
 CPU @ Cedar Bluff, VA

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
60307	09/07/2018	\$250.00	10/07/2018	Net 30	

SHIP DATE	SHIP VIA	SALESMAN
08/31/2018	CPU	Kevin

ACTIVITY	QTY	RATE	AMOUNT
VIRGINIA:Rental of Golf Cart - Virginia (Tax Exempt) Standard Golf Cart Rental (\$250/week) Rental Period: August 31, 2018 to September 7, 2018	1	250.00	250.00

Please include Invoice Number with payment.
 Thank you for your business!

BALANCE DUE **\$250.00**

Family owned & operated since 1985. A Club Car (authorized dealer), EZ-Go, & Yamaha cart center in Virginia, West Virginia, Tennessee, & Eastern Kentucky. Please contact us or visit our website for information on new or used purchases, leasing & renting, parts & accessories, servicing & repairs, & customization to carts. Delivery & financing available.



172 MAIN STREET
LEBANON, VA 24266
276-889-1695



SOLD TO:

RUSSELL CO BD OF SUPERVISORS
PO BOX 1208
LEBANON
VA 24266

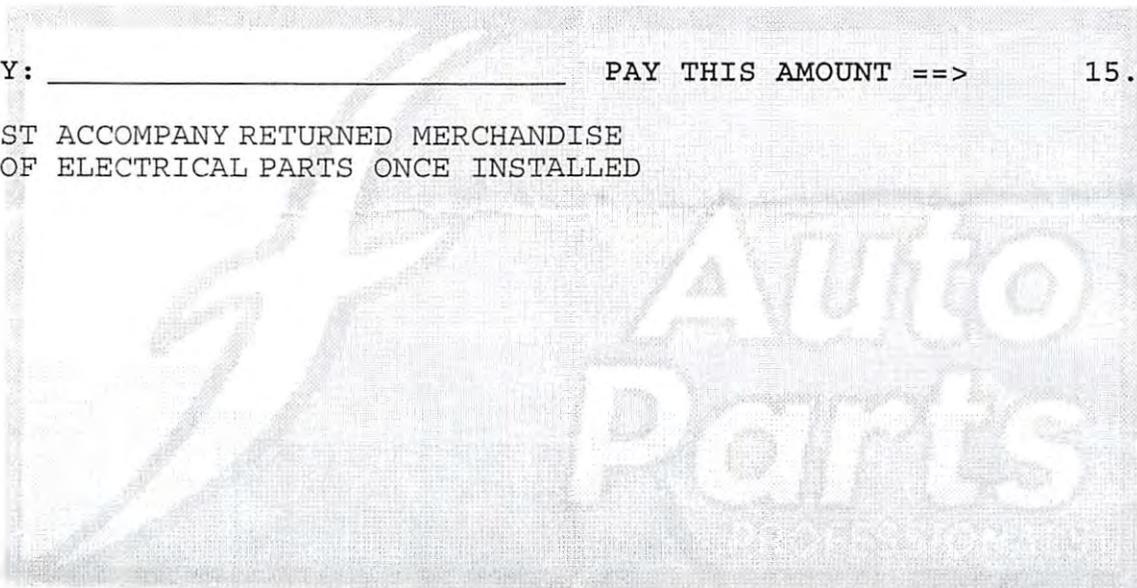
REF #	ACCT #	P.O. #	SLM	PG	INV DATE	TYPE	INVOICE #	TIME
	741300	OLD CGI ROOM	9722	1	9/10/2018	CHARGE	397-237814	09:43

QTY	LINE	PART NUMBER	DESCRIPTION	LIST	COST	EXTEND	TAX
2	MSC	BLUE WOLF		2.00	7.95	15.90	

UNITS	BATT	FRT	LABOR	MISC	CORE	NON-TAX	TAXABLE	TAX
2				15.90		15.90		

RECEIVED BY: _____ PAY THIS AMOUNT ==> 15.90

INVOICE MUST ACCOMPANY RETURNED MERCHANDISE
NO RETURN OF ELECTRICAL PARTS ONCE INSTALLED





172 MAIN STREET
LEBANON, VA 24266
276-889-1695



SOLD TO:
RUSSELL CO BD OF SUPERVISORS
PO BOX 1208
LEBANON
VA 24266

IDA

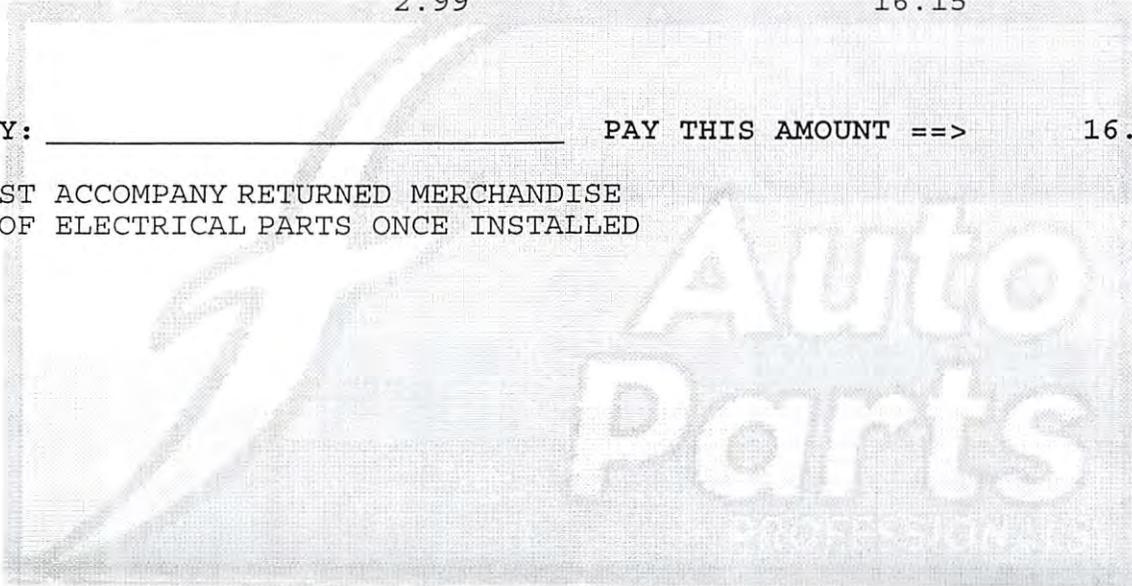
REF #	ACCT #	P.O. #	SLM	PG	INV DATE	TYPE	INVOICE #	TIME
	741300		9722	1	9/13/2018	CHARGE	397-237958	13:08

QTY	LINE	PART NUMBER	DESCRIPTION	LIST	COST	EXTEND	TAX
2	127	4320P	CLEANER Purple Power- Gal	9.10	6.58	13.16	
1	MSC	DISK		2.00	2.99	2.99	

UNITS	BATT	FRT	LABOR	MISC	CORE	NON-TAX	TAXABLE	TAX
3				2.99		16.15		

RECEIVED BY: _____ PAY THIS AMOUNT ==> 16.15

INVOICE MUST ACCOMPANY RETURNED MERCHANDISE
NO RETURN OF ELECTRICAL PARTS ONCE INSTALLED



Kestner Locksmith
Lebanon, VA 24266
P.O. Box 1448
Lebanon, VA 24266
 Phone # (276) 889-4308

Invoice

Date	Invoice #
9/22/2018	1244

Commercial/Residential/Automotive
 High Security Locks
 Access Control Systems
 Safe Servicing & Repair
 Masterkey Systems
 Automotive Keys and Remotes
 Fire Door Assembly Inspection
 VA Lic # 11-5767

Website: www.kestnerlocksmith.com
 Email: kestlock@yahoo.com

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

P.O. No.	Terms	Project
	Net 30	

Item	Quantity	Description	Rate	Amount
SC-97F	1	Service Call, for old GCI section of Government building	50.00	50.00
GMS-M118-G23-... DK-C123	2	1-1/8 Mortise Cylinder, Schlage Everest C123	33.24	66.48T
	2	Duplicate Key, Schlage, C123 Key JA1	5.00	10.00T
		Tax Exempt	0.00%	0.00
Total				\$126.48