



**IDA**

**Russell County, VA**

*Agenda Packet*

**Monday, December 17, 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

**December 17, 2018**

## **AGENDA**

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on December 17, 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 -A18)***

**November 8, 2018**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on November 8, 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  
Scott Gilmer, Member  
Mike Hincer, Member  
David Mullins, Member  
Tony Dodi, Member

**ABSENT:** Jarred Glass, Member

**STAFF:** Ben Chafin, Attorney

The Chairman called the meeting to order at 5:34 P.M.

Secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by Richard Lockridge, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the October 11, 2018.

The Vote was:

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

Absent: J. Glass

Nay: None

**FINANCIAL REPORT**

Upon motion made by Tony Dodi, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of November 8, 2018.

The Vote was:

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

Absent: J. Glass

Nay: None

### **PUBLIC COMMENT**

No Comments

### **ATTORNEY'S REPORT**

The Attorney presented the lease for the Government Center space to DSS.

Upon motion made by Roger Sword, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia approving the DSS lease for the Government Center space and authorizing the Chairman to sign the lease.

The Vote was:

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

Absent: J. Glass

Nay: None

The Attorney discussed the resolution of support for the Phase II of Project Reclaim.

Upon motion made by Roger Sword, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia to ratify, confirm and approve the resolution indorsing the Project Reclaim application for Phase II.

The Vote was:

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

Absent: J. Glass

Nay: None

## **CHAIRMAN'S REPORT**

Chairman informed the board of the need to rescind the September 2018 motion amending the by-laws to allow the Chairman to sign all documents for projects. This authority for the chairman is contained in the by-laws and does not need to be amended.

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia rescinding the motion made in September 13, 2018 meeting amending 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, S. Gilmer, M. Hinchler, T. Dodi,  
D. Mullins

Absent: J. Glass

Nay: None

I-Go wireless is seeking a letter of support from the IDA for a project in the northern end of Russell County.

Upon motion made by Tony Dodi, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to draft and sign a letter of support for the I-Go wireless project with USDA

The Vote was:

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

Absent: J. Glass

Nay: None

The chairman presented the USDA Revolving Loan Fund program and asked for input for the parameters of the loan process. The IDA discussed the program terms and uses.

The chairman appointed Davis Mullins and Richard Lockridge to the Revolving Loan Fund Committee.

The chairman discussed the possibility of relocating the Sheriff's Office to the DSS building. This would all be contingent on the needs and desires of the Russell County Health Department. The chairman has not discussed the issue with the Health Department at this time.

The chairman has been in talks with 3B Consulting in reference to the requirements and deadlines for the COF grant. 3B Consulting would like to have an extension on the fulfillment of this grant.

Upon motion made by Tony Dodi, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to submit a letter of support for an extension of the COF funds for 3B Consulting.

The Vote was:

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

Absent: J. Glass

Nay: None

### **CLOSED SESSION**

Upon motion made by Richard Lockridge, second by Tony Dodi 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, S. Gilmer, M. Hinchler, T. Dodi,  
D. Mullins

Absent: J. Glass

Nay: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Carlton Elliott, 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, S. Gilmer, M. Hinchler, T. Dodi,  
D. Mullins

Absent: J. Glass

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	Yes	Jarred Glass	Absent
Tony Dodi	Aye	David Mullins	Yes
		Richard Lockridge	Yes

**MOTIONS FROM CLOSED SESSION**

None

**ADJOURNMENT**

Upon motion made by Mike Hinchler, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:05 PM.

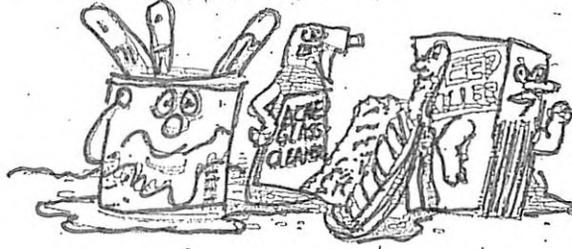
The Vote was:

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

Absent: J. Glass

Nay: None

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



DATE	AMOUNT:
Cleaning Nov. 2018	
2	
6-7-9	
13-14-14	
20-21-23	
27-28-30	
SHampoo carpet	

TOTAL

\$ 1516.<sup>00</sup>

Thank you  
 Susan Bolling



Invoice Number: 136408

Invoice Date: 11/07/2018

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

Customer: Russell County IDA
135 Highland Dr.
Lebanon, VA 24266

Table with 5 main columns: Account No, Payment Terms, Due Date, Invoice Total, Balance Due. Sub-table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Includes a Remarks section.

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 10/09/2018 to 11/08/2018 overage period \$16.47\*\*

Detail:

Equipment included under this contract

Xerox/7835

Table with 4 columns: Number, Serial Number, Base Adj., Location. Row 1: H3100, MX1193363, \$0.00, Russell County IDA 135 Highland Dr. Lebanon, VA 24266

Table with 11 columns: Meter Type, Meter Group, Begin Meter, End Meter, Credits, Total, Covered, Billable, Rate, Overage. Rows for B/W and Color meter types.

Effective June 1, 2012 a 1.5% finance charge per month will accrue after 30 days.

Summary table with 2 columns: Description, Amount. Rows: Invoice Subtotal (\$16.47), Exempt (\$0.00), Total Tax (\$0.00), Invoice Total (\$16.47)



Invoice Number: 137686

Invoice Date: 12/06/2018

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

Customer: Russell County IDA
135 Highland Dr.
Lebanon, VA 24266

Table with 5 main columns: Account No, Payment Terms, Due Date, Invoice Total, Balance Due. Sub-table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date.

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 11/09/2018 to 12/08/2018 overage period \$22.52 \*\*

Detail:

Equipment included under this contract

Xerox/7835

Table with columns: Number, Serial Number, Base Adj., Location, Meter Type, Meter Group, Begin Meter, End Meter, Credits, Total, Covered, Billable, Rate, Overage.

Effective June 1, 2012 a 1.5% finance charge per month will accrue after 30 days.

Summary table: Invoice Subtotal: \$22.52, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$22.52



**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 71506

Date: 11/28/18

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	12/28/18	DSS

Quantity	Item ID	Description	Unit Price	Amount
1.00	SCT	Diagnostic & Repair Heat	62.00	62.00

Invoice Total: 62.00

**Total Due: \$ 62.00**

Thank You !

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



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

www.starnesinc.com



TECHNICIAN:

J Trail

DATE:

11/27/18

REFRIGERANT REPORT  
Type R-

SERIAL #:

LBS:

SERIAL #:

LBS:

LBS RECYCLED:

LBS RECOVERED:

CUSTOMER NAME: Russell county social service  
ADDRESS:  
EMAIL:  
TROUBLE REPORTED: No heat  
OD MODEL #:  
ID MODEL #: 40RMQ008-B611HC

PHONE:  
CITY: Lebanon STATE: ZIP CODE:

EQUIPMENT TYPE: Carrier UNIT #: 67  
OD SERIAL #:  
ID SERIAL #: 0603F15154

**WORK DESCRIPTION**

Found that the thermostat was in cool mode. I turned it to heat and checked operation.

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 \_\_\_\_\_



**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 71536

Date: 12/03/18

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	01/02/19	

Quantity	Item ID	Description	Unit Price	Amount
1.00	MCQ	Maintenance Monthly	66.00	66.00

Invoice Total: 66.00

**Total Due: \$ 66.00**

Thank You !





DELUXE  
P.O. BOX 742572  
CINCINNATI, OH 45274-2572



# Invoice

SALES & CUSTOMER SERVICE  
800-328-0304  
ONLINE: [deluxe.com/shop](http://deluxe.com/shop)

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COMPUTERIZED BOOKKEEPING SERVI  
140 W MAIN ST  
  
LEBANON VA 24266-4214

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COMPUTERIZED BOOKKEEPING SERVI  
140 W MAIN ST  
  
LEBANON VA 24266

Terms - net 15 days, \$30 late fee, subject to applicable law  
All sales are subject to the terms of sale enclosed

CUSTOMER NAME						
COMPUTERIZED BOOKKEEPING SERVI						
AUTHORIZED NAME	CUSTOMER ID	ORDER NUMBER	PO NUMBER	INVOICE NUMBER	INVOICE DATE	
WILLIAM C. ELLIOTT	994057-829039	2043950468		02043950468	12/01/2018	
QUANTITY SHIPPED	SHIP DATE	SHIPPED VIA	ITEM NUMBER	DESCRIPTION	AMOUNT DUE	
200	11/30/2018	FRT	DLM102-1	LASER MID M/P CHECK	149.99	
				DISCOUNT	-60.00	89.99
200	11/30/2018			EZSHIELD PLUS		13.65
1	11/30/2018			SHOP DELUXE SHIPPING CHARGE		18.11
				SUBTOTAL		121.75
				SHIPPING & PROCESSING		0.00
				TAX		6.46
				TOTAL		128.21
				PREPAID		-128.21
					<b>BALANCE DUE</b>	0.00

For W9 request, send an email to: [w9\\_compliancerequests@deluxe.com](mailto:w9_compliancerequests@deluxe.com)  
FOR YOUR RECORDS ONLY  
YOUR VISA CARD \*\*\*\*1937 WILL BE CHARGED  
THANK YOU FOR YOUR ORDER



COMPUTERIZED BOOKKEEPING SERVI  
140 W MAIN ST  
  
LEBANON VA 24266-4214

Order Number	Due Date
2043950468	
Customer Number	Amount Due
994057-829039	\$0.00

DELUXE  
P.O. BOX 742572  
CINCINNATI, OH 45274-2572

Pay online at  
**[paydeluxeforbusiness.com](http://paydeluxeforbusiness.com)** to authorize  
payment via a debit to your checking  
account or credit card for a nominal fee.

# CHAFIN LAW FIRM, P. C.

A. Benton Chafin, Jr.  
bchafin@chafinlaw.com

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Nicholas "Nick" B. Compton  
ncompton@chafinlaw.com

A PROFESSIONAL CORPORATION  
OF  
ATTORNEYS AT LAW

Post Office Box 1210  
44 E Main Street  
Lebanon, VA 24266

Phone: (276) 889-0143  
Fax: (276) 889-1121  
Fax: (276) 889-1130

Website: <https://www.chafinlaw.com>

December 6, 2018

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

**RE: Billing from August 24, 2018 through December 6, 2018**

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from August 24, 2018 through December 6, 2018, in the amount of \$2,573.10.

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

**PLEASE PAY THIS AMOUNT:**

**\$ 2,573.10**

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

(AUGUST 24, 2018 THROUGH DECEMBER 6, 2018)

FILE	FILE NO.	AMOUNT
General File	92-G-2054	\$ 1,745.00
Lebanon Inn	11-G-2054.53A	\$ 437.50
Lebanon Inn	11-G-2054.53	\$ 18.60
Project Reclaim	17-G-2054.70	\$ 186.00
RCDSS Proposed Lease at Government Center	18-G-2054.73	\$ 186.00
<b>TOTAL</b>		<b>\$ 2,573.10</b>

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

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

December 06, 2018

Invoice No. 44113

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

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

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

**For Services Rendered Through 12/6/2018.**

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
9/13/2018	KP3	September monthly meeting	0.00	\$200.00
9/14/2018	KP3	Research, e-mails and phone conference with Chairman regarding meeting	0.70	\$87.50
9/17/2018	KP3	Review notes and needed items from September meeting	0.50	\$62.50
10/11/2018	ABC	October monthly meeting	0.00	\$200.00
10/11/2018	KP3	Preparation of Lease Agreement.	2.00	\$250.00
10/11/2018	KP3	Prepared Memorandum of Understanding.	1.00	\$125.00
10/12/2018	B16	Review notes from meeting with paralegal	0.30	\$45.00
10/23/2018	B16	Phone conference with VSBFA, VCEDA, CPC regarding intercreditor agreement and Lebanon Inn project	0.70	\$105.00
11/8/2018	B16	Review agenda for meeting	0.20	\$30.00
11/8/2018	B16	November monthly meeting	3.80	\$570.00
			<b>Billable Hours / Fees:</b>	<b>9.20      \$1,275.00</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$400.00</b>

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### Timekeeper Summary

Timekeeper KP3 worked 4.20 hours at \$125.00 per hour, totaling \$525.00.

Timekeeper B16 worked 5.00 hours at \$150.00 per hour, totaling \$750.00.

Timekeeper ABC - flat charges totaling \$200.00.

Timekeeper KP3 - flat charges totaling \$200.00.

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### Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
10/11/2018	Photocopies - (88 @ \$0.20 each) = \$17.60	\$17.60	
10/11/2018	Photocopies - (53 @ \$0.20 each) = \$10.60	\$10.60	
11/8/2018	Photocopies - (209 @ \$0.20 each) = \$41.80	\$41.80	
	<b>Total Costs</b>	<b>\$70.00</b>	

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### Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	\$0.00
Current Fees:	\$1,675.00
Advanced Costs:	\$70.00
<b>TOTAL AMOUNT DUE:</b>	<b>\$1,745.00</b>

Thank You for Letting Us Serve You.

Payment Due Upon Receipt.

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

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

December 06, 2018

Invoice No. 44114

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

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Client Number: 11-G-2054.53 IDA.LEBANON INN, LLC  
Matter Number: 11-G-2054.53A IDA.Lebanon Inn Re: Holiday Inn Project  
For Services Rendered Through 12/6/2018.

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/11/2018	KP3	Reviewed Documents. Preparation of Summary.	3.50	\$437.50
<b>Billable Hours / Fees:</b>			<u>3.50</u>	<u>\$437.50</u>

---

**Timekeeper Summary**

Timekeeper KP3 worked 3.50 hours at \$125.00 per hour, totaling \$437.50.

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**Current Invoice Summary**

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$437.50
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$437.50</u></u>

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

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

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

December 06, 2018

Invoice No. 44115

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

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Client Number: 11-G-2054.53 IDA.LEBANON INN, LLC  
Matter Number: 11-G-2054.53 IDA.Lebanon Inn, LLC.General file  
For Services Rendered Through 12/6/2018.

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**Cost Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
10/11/2018	Photocopies - (93 @ \$0.20 each) = \$18.60	\$18.60	
	<b>Total Costs</b>	<b>\$18.60</b>	

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**Current Invoice Summary**

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	\$0.00
Current Fees:	\$0.00
Advanced Costs:	\$18.60
<b>TOTAL AMOUNT DUE:</b>	<b>\$18.60</b>

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

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

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

December 06, 2018

Invoice No. 44117

RUSSELL COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

P. O. BOX 2378

P. O. BOX 1150

LEBANON, VA 24266

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

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

For Services Rendered Through 12/6/2018.

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/26/2018	B16	Direct paralegal on needed action	0.20	\$30.00
10/26/2018	RS3	Revise resolution per instruction from attorney; e-mails with William Wampler; meet with Carlton Elliott for resolution execution	0.40	\$36.00
12/5/2018	B16	Telephone Conference with Chairman; work on project	0.80	\$120.00
			<b>Billable Hours / Fees:</b>	<b>1.40      \$186.00</b>

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**Timekeeper Summary**

Timekeeper RS3 worked 0.40 hours at \$90.00 per hour, totaling \$36.00.

Timekeeper B16 worked 1.00 hours at \$150.00 per hour, totaling \$150.00.

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Continued On Next Page

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

12/6/2018  
Page: 2

### Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$186.00
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b><u><u>\$186.00</u></u></b>

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

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

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

December 06, 2018

Invoice No. 44116

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

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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 12/6/2018.**

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/6/2018	KP8	Draft of Lease. TF with Chairman.	1.00	\$150.00
11/8/2018	RS3	Revisions to Draft Lease; phone call with Chairman	0.40	\$36.00
<b>Billable Hours / Fees:</b>			<u>1.40</u>	<u>\$186.00</u>

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**Timekeeper Summary**

Timekeeper RS3 worked 0.40 hours at \$90.00 per hour, totaling \$36.00.  
Timekeeper KP8 worked 1.00 hours at \$150.00 per hour, totaling \$150.00.

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Continued On Next Page

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

12/6/2018  
Page: 2

### Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$186.00
Advanced Costs:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b><u><u>\$186.00</u></u></b>

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