



IDA

Russell County, VA

Agenda Packet

Tuesday, February 12, 2019

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

February 12, 2019

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on February 12, 2019 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 -A17)***

January 10, 2019

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on January 10, 2019, 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
Jarred Glass, Member
David Mullins, Member
Tony Dodi, Member

ABSENT: Scott Gilmer, Member
Mike Hincer, Member

STAFF: Katie Patton, Attorney

GUEST: Sandy Ratliff, Virginia Community Capital
Cindy Snider, Virginia Community Capital

The Chairman called the meeting to order at 5:32 P.M.

Secretary called the roll and recorded the roll call.

PUBLIC COMMENT

Sandy Ratliff presented the VCC, Inc. program to the IDA. The program is designed to expand businesses and to aid start-up businesses. The program consists of lending, investing, and community impact.

APPROVAL OF MINUTES

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 minutes of the December 17, 2018.

The Vote was:

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

Absent: S. Gilmer, M. Hincer

Nay: None

FINANCIAL REPORT

Upon motion made by Roger Sword, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of January 10, 2019.

The Vote was:

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

Absent: S. Gilmer, M. Hinchler

Nay: None

ATTORNEY'S REPORT

The attorney presented the land grant of the 1 acres +/- lot in the Russell County Industrial Park to Darrell Stoots. The IDA discussed the survey location of the lot and will have further discussion with Mr. Stoots.

Upon motion made by Richard Lockridge, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Attorney to finalize the land grant agreement with Mr. Stoots, pending finalization of the survey.

The Vote was:

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

Absent: S. Gilmer, M. Hinchler

Nay: None

The Attorney reported the deed with the State Police has been signed and recorded.

CHAIRMAN'S REPORT

The chairman reported DSS project should be completed by the end of February 2019.

The chairman reported an IT company is interested in the 911 Center. Plans are being considered to move the Sheriff's Office to the DSS building and the Health Department to The Government Center.

The County is asking for a letter of support for a feasibility study for a meat packing facility.

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 a letter of support for a VCEDA grant to complete a feasibility study for a meat packing facility.

The Vote was:

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

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

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

Absent: S. Gilmer, 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	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 David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to attend the public hearing, requesting the Cleveland School be transferred from the Russell County Board of Supervisors to the IDA

The Vote was:

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

Absent: S. Gilmer, M. Hincer

Nay: None

ADJOURNMENT

Upon motion made by Richard Lockridge, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia rescheduling February's regular monthly meeting to February 12, 2019 at 5:30P.M. at Bonanza Family Restaurant.

The Vote was:

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

Absent: S. Gilmer, M. Hincer

Nay: None

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 9:13 PM.

The Vote was:

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

Absent: S. Gilmer, M. Hincer

Nay: None



BAILEY ENGINEERING & LAND SURVEYING, INC., P.C.

P. O. BOX 155
ROSEDALE, VA 24280
Tel: (276) 880-9027 Fax: (276) 880-1278
MAIL@BELSURVEYING.COM
WWW.BELSURVEYING.COM

Invoice Date	Invoice Num
Jan 31, 2019	19011
Billing From	Billing To
Jan 01, 2019	Jan 31, 2019

Mr. ERNIE McFADDIN
RUSSELL CO. I. D. A.
P. O. BOX 2378
LEBANON, VA 24266

Project ID: BELS1904-P3:
Project Name: R. C. IDA: MISC. SERVICES
Manager: B0001

INVOICE

PREFERRED CLIENT 10% DISCOUNT APPLIED. THANK YOU.

Date	Employee	Description	Hours	Rate	Amount
Services:					
1/23/2019	C0003	D1 / PROJECT REVIEW REVIEW DATA AND PREPARE LEGAL DESCRIPTION FOR LOT 2	1.50	\$65.00	\$97.50
1/25/2019	B0001	S1 / PROJECT REVIEW REVIEW DOCUMENTS FOR RECORDING (DIFFERENT ACREAGES); PREPARE MAPS FOR MR. ERNIE McFADDIN	1.00	\$90.00	\$90.00

Total Service Amount: \$187.50

Discount Applied: (\$18.75)

Amount Due This Invoice: **\$168.75**

This invoice is due upon receipt



Lab 20

Invoice

Sent from

Lab 20
P.O. Box 450
St. Paul, VA 24283

Sent to

Russell County IDA
PO BOX 2378
LEBANON, VA 24266

\$200

Payment Due Upon Receipt

Products

1 Product

Description	Price	Unit	Total
January Hosting and Maintenance	\$200	1	\$200

Thank You

SubTotal \$200

Discount \$0

Total \$200

Contact

Lab 20
(276) 608-1607
lab20.com
P.O. Box 450
St. Paul, VA 24283



Lab 20

Invoice

Sent from

Lab 20
P.O. Box 450
St. Paul, VA 24283

Sent to

Russell County IDA
PO BOX 2378
LEBANON, VA 24266

\$200

Payment Due Upon Receipt

Products

1 Product

Description	Price	Unit	Total
Monthly Maintenance & Host Fee	\$200	1	\$200

Thank You

SubTotal \$200

Discount \$0

Total \$200

Contact

Lab 20
(276) 608-1607
lab20.com
P.O. Box 450
St. Paul, VA 24283



STARNES, INC.
REFRIGERATION & AIR CONDITIONING
1-800-STARNES

Starnes Refrigeration & Air
Conditioning, Inc
PO Box 2259
Lebanon, VA 24266

Phone: (276) 889-2410
Fax: (276) 889-2246
www.starnesinc.com

Bill To
Russell County IDA
PO Box 2378
Lebanon VA 24266

Ship To
Russell County IDA
PO Box 2378
Lebanon VA 24266

Work Order #: 611

Transaction Date: 2/1/2019

Terms: Net 30

Invoice I7270

Item	Description	Quantity	Price	Amount
MCQ	Maintenance Monthly February DSS, Health Dept	1	\$66.00	\$66.00

Subtotal: \$66.00

Tax: \$0.00

Total: \$66.00

CHAFIN LAW FIRM, P. C.

A. Benton Chafin, Jr.

bchafin@chafinlaw.com

M. Katherine Patton

kpatton@chafinlaw.com

Jennifer A. Baker

jbaker@chafinlaw.com

*Licensed in VA & TN

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>

January 24, 2019

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

RE: Billing from December 7, 2018 through January 24, 2019

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from December 7, 2018 through January 24, 2019, in the amount of \$2,851.00.

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

PLEASE PAY THIS AMOUNT:

\$ 2,851.00

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

(DECEMBER 7, 2018 THROUGH JANUARY 24, 2019)

FILE	FILE No.	AMOUNT
General File	92-G-2054	\$ 1,673.00
Project Blue Jay	18-G-2054.74	\$ 893.00
Project Reclaim	17-G-2054.70	\$ 75.00
RCDSS Proposed Lease at Government Center	18-G-2054.73	\$ 210.00
TOTAL		\$ 2,851.00

Chafin Law Firm, P.C.

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

January 24, 2019

Invoice No. 44461

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 1/24/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/3/2018	KP8	TF with Ernie.	0.20	\$30.00
12/17/2018	KP8	December monthly meeting	3.70	\$555.00
12/17/2018	KP8	Drafted Loan Documents.	1.50	\$225.00
12/18/2018	KP8	Review December meeting notes	0.30	\$45.00
12/18/2018	KP8	Reviewed Lease.	0.30	\$45.00
12/19/2018	KP8	EMial to Richard Lockridge	0.20	\$30.00
1/8/2019	KP9	TF with Ernie.	0.20	\$35.00
1/9/2019	RS3	Review agenda for January meeting	0.20	\$18.00
1/10/2019	KP8	TF with Ernie. Met with Ernie and Carlton.	0.40	\$60.00
1/10/2019	KP8	January monthly meeting	4.00	\$600.00
1/22/2019	KP8	TF with Tony Dodi.	0.20	\$30.00
Billable Hours / Fees:			11.20	\$1,673.00

Timekeeper Summary

Timekeeper RS3 worked 0.20 hours at \$90.00 per hour, totaling \$18.00.

Timekeeper KP8 worked 10.80 hours at \$150.00 per hour, totaling \$1,620.00.

Timekeeper KP9 worked 0.20 hours at \$175.00 per hour, totaling \$35.00.

Continued On Next Page

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

1/24/2019
Page: 2

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/20/2018	Check Number 5733	(\$1,675.00)
12/20/2018	Check Number 5733	(\$70.00)
Total Payments Received:		<u>(\$1,745.00)</u>

Current Invoice Summary

Prior Balance:	\$1,745.00	
Payments Received:	(\$1,745.00)	Last Payment: 12/20/2018
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$1,673.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$1,673.00</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

January 24, 2019

Invoice No. 44464

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY

P. O. BOX 2378
LEBANON, VA 24266

Client Number: 18-G-2054.74 GREENFIELD HOLDINGS ICI, INC. IDA.PROJECT BLUE JAY/POLYCAP, LLC &
Matter Number: 18-G-2054.74 IDA.Project Blue Jay.Fees & Reimbursable Costs
For Services Rendered Through 1/24/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/14/2018	MBJ	Open file, conflict check, assign file to Paralegal	1.00	\$50.00
12/14/2018	B16	Meet with Chairman and Jonathan Belcher	1.00	\$150.00
12/14/2018	RS3	Work on File	1.00	\$90.00
12/20/2018	B16	Discussions with Mayor and Chairman regarding project	1.00	\$150.00
12/20/2018	B16	Meeting with Town Council and County Administrator regarding project	1.30	\$195.00
1/2/2019	RS3	Phone call with Chairman	0.20	\$18.00
1/15/2019	KP8	Phone call with Chairman	0.20	\$30.00
1/15/2019	KP8	TF with Ernie and Jonathan. Correspondence to Ben. Preparation and Review of Documents.	1.20	\$180.00
1/17/2019	KP8	TF with Chairman.	0.20	\$30.00
Billable Hours / Fees:			7.10	\$893.00

Continued On Next Page

Timekeeper Summary

Timekeeper MBJ worked 1.00 hours at \$50.00 per hour, totaling \$50.00.
Timekeeper RS3 worked 1.20 hours at \$90.00 per hour, totaling \$108.00.
Timekeeper KP8 worked 1.60 hours at \$150.00 per hour, totaling \$240.00.
Timekeeper B16 worked 3.30 hours at \$150.00 per hour, totaling \$495.00.

Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$893.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$893.00</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

January 24, 2019

Invoice No. 44466

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
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 1/24/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/6/2018	B16	Telephone call w/Russell County Reclamation Group	0.50	\$75.00
			Billable Hours / Fees:	0.50 \$75.00

Timekeeper Summary

Timekeeper B16 worked 0.50 hours at \$150.00 per hour, totaling \$75.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/20/2018	Check Number 5733	(\$186.00)
Total Payments Received:		(\$186.00)

Continued On Next Page

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

1/24/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$186.00	
Payments Received:	(\$186.00)	Last Payment: 12/20/2018
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$75.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$75.00</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

January 24, 2019

Invoice No. 44465

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 1/24/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/19/2018	KP8	Revisions to Lease at Chairman's request	0.40	\$60.00
12/19/2018	KP8	TF Ernie, revised lease, email to Ernie	1.00	\$150.00
Billable Hours / Fees:			<u>1.40</u>	<u>\$210.00</u>

Timekeeper Summary

Timekeeper KP8 worked 1.40 hours at \$150.00 per hour, totaling \$210.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/20/2018	Check Number 5733	(\$186.00)
Total Payments Received:		<u>(\$186.00)</u>

Continued On Next Page

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

1/24/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$186.00	
Payments Received:	(\$186.00)	Last Payment: 12/20/2018
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$210.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$210.00</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

January 24, 2019

Invoice No. 44463

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

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 1/24/2019.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/20/2018	Check Number 5733	(\$18.60)
Total Payments Received:		(\$18.60)

Current Invoice Summary

Prior Balance:	\$18.60	
Payments Received:	(\$18.60)	Last Payment: 12/20/2018
Unpaid Prior Balance:	\$0.00	
Current Fees:	\$0.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	\$0.00	

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

January 24, 2019

Invoice No. 44462

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

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 1/24/2019.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/20/2018	Check Number 5733	(\$437.50)
Total Payments Received:		(\$437.50)

Current Invoice Summary

Prior Balance:	\$437.50	
Payments Received:	(\$437.50)	Last Payment: 12/20/2018
Unpaid Prior Balance:	\$0.00	
Current Fees:	\$0.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	\$0.00	

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 January 2019	
Jan 2-4	
Jan 8-9-11	
Jan 15-16-18	
Jan 22-23-25	
Jan 29-30	
TOTAL	

\$1516.⁰⁰
 Thank you
 Susan Ballig