



IDA

Russell County, VA

Agenda Packet

Thursday, March 14, 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

March 14, 2019

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on March 14, 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 -A20)***

February 12, 2019

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on February 12, 2019, at 5:30 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

MEMBERS

PRESENT: Ernie McFaddin, Chairman
Carlton Elliott, Secretary
Roger Sword, Member
Jarred Glass, Member
Scott Gilmer, Member
Tony Dodi, Member

ABSENT: Richard Lockridge, Vice Chairman
David Mullins, Member
Mike Hincer, Member

STAFF: Katie Patton, Attorney

GUEST:

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 Tony Dodi, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the January 10, 2019 meeting.

The Vote was:

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

Absent: M. Hincer, D. Mullins, R. Lockridge

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 February 12, 2019.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

PUBLIC COMMENT

No Comment

ATTORNEY'S REPORT

The attorney presented the deed for the road in the Cumberland Plateau Regional Industrial Park to the Town of Lebanon, allowing the road to be taken into the VDOT system.

Upon motion made by Carlton Elliott, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia conveying the road located in the Cumberland Plateau Regional Industrial Park, described in plat dated 1/31/2019 recorded on slide 465-D to the Town of Lebanon.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

CHAIRMAN'S REPORT

The chairman reported Mr. Stoots has asked the land grant to be put on hold at this time.

The chairman reported the DSS office is scheduled to be operational March 1, 2019.

The Chairman presented requests for letters of support from the IDA.

Upon motion made by Tony Dodi, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to issue a letter of support for Appalachian Turf's application to VCEDA seed capital program.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Abstain: S. Gilmer

Nay: None

Upon motion made by Scott Gilmer, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to issue a letter of support for Preston Ball Photography's application to VCEDA seed capital program.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

Upon motion made by Roger Sword, second by Scott Gilmer, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to issue a letter of support for Redbud Family Medicine's application to VCEDA seed capital program.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

Upon motion made by Roger Sword, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to issue a letter of support for application of VCEDA funds to complete a feasibility study for a regional event center.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

The Chairman reported Project "Blue Jay" financing is being finalized.

Upon motion made by Roger Sword, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to sign any and all necessary documents in conjunction with the VCEDA loan for Project "Blue Jay".

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

Upon motion made by Roger Sword, second by Scott Gilmer, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to sign any and all necessary documents in conjunction with the VCC loan for Project "Blue Jay".

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

NEW BUSINESS

Mr. Sword inquired about an avenue to access funds from Cumberland Plateau Planning District generated from Sunset/BVU agreement.

The Chairman agreed to talk with Mr. Baldwin at CPPD to see if there is any means to access the funds.

CLOSED SESSION

Upon motion made by Carlton Elliott, second by Scott Gilmer 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. Sword, C. Elliott, S. Gilmer, T. Dodi, J. Glass

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Carlton Elliott, second by Tony Dodi, 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. Sword, C. Elliott, S. Gilmer, T. Dodi, J. Glass

Absent: M. Hinchler, D. Mullins, R. Lockridge

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

MOTIONS FROM CLOSED SESSION

Upon motion made by Carlton Elliott, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the attorney to send Mr. Fugate a letter of default regarding rent for the sawmill in Castlewood.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

Upon motion made by Carlton Elliott, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to apply to VCEDA for \$17,000.00 to complete a feasibility study for a meat packing facility in Russell County.

The Vote was:

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

Absent: M. Hinchler, D. Mullins, R. Lockridge

Nay: None

ADJOURNMENT

Upon motion made by Roger Sword, second by Scott Gilmer, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:54 PM.

The Vote was:

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

Absent: M. Hincer, D. Mullins, R. Lockridge

Nay: None

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



| DmmE | AMOUNT: |
|-----------------------------|---------|
| Cleaning Feb: 2019 | |
| Feb 1 | |
| Feb 5-6-8 | |
| Feb 12-13-15 | |
| Feb 19-20-22 | |
| Feb 26-27 | |
| 16 BUFF AND WAX TILE FLOORS | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

TOTAL

\$ 1,400.⁰⁰

Thank you
 Susan & Barry



Invoice Number: 141082

Invoice Date: 02/18/2019

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 01/09/2019 to 02/08/2019 overage period \$171.18**

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 10 columns: Meter Type, Meter Group, Begin Meter, End Meter, Credits, Total, Covered, Billable, Rate, Overage. Rows for B/W and Color meters.

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 (\$171.18), Exempt (\$0.00), Total Tax (\$0.00), Invoice Total (\$171.18)

Thrower, Blanton & Associates P.C.

Certified Public Accountants and Consultants

612 Trent Street NE
Norton, VA 24273

Phone: 276-679-2780

Fax: 276-679-7445

| | | | |
|----------|------------|-------|----------|
| Invoice: | 423931 | Date: | 02/22/19 |
| Amount: | \$6,500.00 | Due: | 03/04/19 |

Industrial Dev. Authority of Russell County
Becki Joyce - Chairperson
P.O. Box 1150
Honaker, VA 24260

This invoice is for the following services rendered for Industrial Dev. Authority of Russell County.

Preparation of audit report for the year ended June 30, 2018.

| | |
|----------------------|-------------------|
| Billed Amount | \$6,500.00 |
| Invoice Total | \$6,500.00 |



Please return this portion with payment. Thank you for your prompt payment.

| | | |
|---|---|---|
| Invoice: 423931 Date: 02/22/2019 Due Date: 03/04/2019 | Payment Amount: \$ _____ Payment Type: <input type="checkbox"/> Check <input type="checkbox"/> Credit Card | ID: 100215 Industrial Dev. Authority of Russell County 276-254-28*6 - Becki Joyce |
| Payable upon receipt-Finance charges apply 15 days after invoice date-1 1/2 % per month | Card Type / Exp Date / Zip Code _____ Card #: _____ CVS # _____ Signature: _____ | |
| Please make checks payable to Thrower, Blanton & Associates P.C.. | | |



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 #: 948

Transaction Date: 3/4/2019

Terms: Net 30

Invoice I7526

| Item | Description | Quantity | Price | Amount |
|-----------|-------------|----------|---------|---------|
| MCQ | Maintenance | 1 | \$66.00 | \$66.00 |
| Subtotal: | | | | \$66.00 |
| Tax: | | | | \$0.00 |
| Total: | | | | \$66.00 |



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 30 Days

Products

1 Product

| Description | Price | Unit | Total |
|--------------------------------|-------|------|-------|
| February Maintenance & Hosting | \$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



D-U-N-S 09-4738007
FED. ID 58-2608861

District # 209
5695 Bobby Hicks Highway
JOHNSON CITY, TN 37615-6200
423-467-3547

Billing Questions, Contact = Cindy J Booher

Johnson Controls Fire Protection LP

INVOICE NO.
85614574

INVOICE DATE
02-13-19

PO NUMBER
Signed Copy

SERVICE REQUEST #
43940932

SERVICE REQ. CREATED
01-28-19

NATIONAL ACCOUNT NUMBER

PAYMENT TERMS
COD

Bill To: 209-01485461
Russell County Board Of Super
P.O. BOX 1208
LEBANON VA 24266

Ship To: 209-01497032
Russell County Health Dept.
115 Rogers Street
LEBANON VA 24266-0000

Service Requested By: JACK WYCOFF

Requestors Phone Number: 276-889-7621

.....
Fixed Price Service Request

Scope of work for service performed on your Wet Sprinkler System is not covered by your service agreement

Description of work
Performed 5 year inspection on sprinkler system, returned system to normal operation.

| | |
|----------------------|----------|
| Labor | |
| Material | |
| Other | \$920.00 |
| Invoice Amount | \$920.00 |
| Taxes | \$0.00 |
| Total Invoice Amount | \$920.00 |
| Payment Received | \$0.00 |

Total Amount Due  \$920.00

REMITTANCE COPY

PLEASE TEAR OFF AND RETURN THIS PORTION WITH YOUR PAYMENT - WRITE INVOICE NO. ON YOUR CHECK.

TOTAL AMOUNT DUE
\$920.00



BILL TO Russell County Board Of S
209-01485461
SHIP TO Russell County Health Dept.
209-01497032

INVOICE NUMBER 85614574
INVOICE DATE 02-13-19
CUSTOMER P.O. Signed Copy

REMIT TO Johnson Controls Fire Protection LP
Dept. CH 10320
Palatine IL 60055-0320

5000092000285614574

CHAFIN LAW FIRM, P. C.

A. Benton Chafin, Jr.
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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>

March 5, 2019

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

RE: Billing from January 25, 2019 through March 5, 2019

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from January 25, 2019 through March 5, 2019, in the amount of \$11,471.80.

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

PLEASE PAY THIS AMOUNT:

\$ 11,471.80

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

(JANUARY 25, 2019 THROUGH MARCH 5, 2019)

| FILE | FILE NO. | AMOUNT |
|--|--------------|---------------------|
| Fugate Forest Products | 11-K-2054.54 | \$ 189.80 |
| General File | 92-G-2054 | \$ 1,043.00 |
| Project Blue Jay | 18-G-2054.74 | \$ 9,676.00 |
| RCDSS Proposed Lease at Government Center | 18-G-2054.73 | \$ 48.00 |
| Project Reclaim | 17-G-2054.70 | \$ 165.00 |
| TDEC Lease | 19-K-2054.76 | \$ 350.00 |
| TOTAL | | \$ 11,471.80 |

Chafin Law Firm, P.C.

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

March 05, 2019

Invoice No. 44794

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

Client Number: 11-K-2054.54 (Lease) IDA.FUGATE FOREST PRODUCTS LLC
Matter Number: 11-K-2054.54 IDA.Fugate Forest Products, LLC.Lease
For Services Rendered Through 3/5/2019.

Fees

| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
|-------------------------------|-------------------|---|--------------|-----------------|
| 2/12/2019 | KP8 | Reviewed Lease. Drafted Letter. | 0.60 | \$90.00 |
| 2/19/2019 | KP8 | Received and Reviewed E-mail. Revised and Finalized Letter. E-mail to Chairman. | 0.60 | \$90.00 |
| Billable Hours / Fees: | | | 1.20 | \$180.00 |

Timekeeper Summary

Timekeeper KP8 worked 1.20 hours at \$150.00 per hour, totaling \$180.00.

Cost Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> | <u>Check No.</u> |
|--------------------|---|---------------|------------------|
| 2/19/2019 | Certified Mail/Return Receipt Requested - \$6.30 (Plus postage) | \$6.30 | |
| 2/19/2019 | Postage-1 oz. Rate (2 @ \$.50 ea.) = \$1.00 | \$1.00 | |
| 2/19/2019 | Photocopies - (5 @ \$.50 each) = \$2.50 | \$2.50 | |
| Total Costs | | \$9.80 | |

Continued On Next Page

Client Number: 11-K-2054.54
Matter Number: 11-K-2054.54

3/5/2019
Page: 2

Current Invoice Summary

| | |
|--------------------------|-------------------------------|
| Prior Balance: | \$0.00 |
| Payments Received: | \$0.00 |
| Unpaid Prior Balance: | <u>\$0.00</u> |
| Current Fees: | \$180.00 |
| Advanced Costs: | \$9.80 |
| TOTAL AMOUNT DUE: | <u><u>\$189.80</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

March 05, 2019

Invoice No. 44795

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 3/5/2019.

| Fees | | | | |
|-------------|-------------------|---|----------------------------------|----------------------|
| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
| 2/11/2019 | RS3 | Review agenda for February meeting | 0.20 | \$18.00 |
| 2/12/2019 | KP8 | TF with Ernie. Review of Plat. | 0.50 | \$75.00 |
| 2/12/2019 | KP8 | Phone calls with Chairman and Counsel for the Town of Lebanon | 0.40 | \$60.00 |
| 2/12/2019 | KP8 | Preparation of Deed to Town for Right of Way off Regional Park Road | 0.00 | \$125.00 |
| 2/12/2019 | KP8 | February monthly meeting | 3.50 | \$525.00 |
| 2/13/2019 | KP8 | Review meeting notes | 0.20 | \$30.00 |
| 2/21/2019 | KP8 | Review and revise Art Gallery Agreement | 0.40 | \$60.00 |
| 3/4/2019 | B16 | Review files; prepare 2018 Auditing Letter | 1.00 | \$150.00 |
| | | | Billable Hours / Fees: | 6.20 \$918.00 |
| | | | Flat Charge Hours / Fees: | \$125.00 |

Timekeeper Summary

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

Timekeeper KP8 worked 5.00 hours at \$150.00 per hour, totaling \$750.00.

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

Timekeeper KP8 - flat charges totaling \$125.00.

Continued On Next Page

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

3/5/2019
Page: 2

Payment Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> |
|--------------------------|--------------------|---------------|
| 2/18/2019 | Check Number 5761 | (\$1,673.00) |
| Total Payments Received: | | (\$1,673.00) |

Current Invoice Summary

| | | |
|--------------------------|-------------------|-------------------------|
| Prior Balance: | \$1,673.00 | |
| Payments Received: | (\$1,673.00) | Last Payment: 2/18/2019 |
| Unpaid Prior Balance: | \$0.00 | |
| Current Fees: | \$1,043.00 | |
| Advanced Costs: | \$0.00 | |
| TOTAL AMOUNT DUE: | \$1,043.00 | |

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

March 05, 2019

Invoice No. 44796

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 3/5/2019.

Fees

| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
|-------------|-------------------|--|--------------|---------------|
| 1/23/2019 | KP8 | Preparation of first draft Lease and IFA. | 2.50 | \$375.00 |
| 1/24/2019 | KP8 | Continued work on draft of lease and IFA. | 2.50 | \$375.00 |
| 1/25/2019 | RS3 | Work on file | 1.00 | \$90.00 |
| 1/28/2019 | KP8 | Correspondence with Chairman and Ben. | 0.30 | \$45.00 |
| 2/4/2019 | B16 | Phone conference with Chairman | 0.30 | \$45.00 |
| 2/4/2019 | RS3 | Work on revisions to Lease, Industrial Facilities Agreement and Guaranty | 2.80 | \$252.00 |
| 2/5/2019 | RS3 | Phone calls with Chairman regarding necessary documents | 0.20 | \$18.00 |
| 2/9/2019 | B16 | Modify and Review proposed agreements and follow-up. | 2.00 | \$300.00 |
| 2/18/2019 | RS3 | Work on file under direction of attorney | 5.00 | \$450.00 |
| 2/18/2019 | B16 | Reviewing documents; drafting guaranty agreements and equipment lease and follow-up. | 5.70 | \$855.00 |
| 2/19/2019 | RS3 | Work on file | 3.50 | \$315.00 |
| 2/19/2019 | B16 | Direct paralegal regarding file | 0.40 | \$60.00 |
| 2/20/2019 | RS3 | Work on file | 2.40 | \$216.00 |
| 2/20/2019 | KP8 | Preparation of Documents. Phone Calls with Chairman, Jim Elliot, and Jonathan Belcher. | 4.00 | \$600.00 |
| 2/21/2019 | B16 | Title Search for VCEDA Loan Closing and written opinion. | 0.00 | \$4,300.00 |
| 2/21/2019 | RS3 | Work on file | 3.80 | \$342.00 |

Continued On Next Page

Client Number: 18-G-2054.74
Matter Number: 18-G-2054.74

3/5/2019
Page: 2

| | | | | |
|-----------|-----|---|----------------------------------|-------------------|
| 2/21/2019 | KP8 | Prepared for Closing. | 3.00 | \$450.00 |
| 2/22/2019 | RS3 | Prepare for Closing | 2.00 | \$180.00 |
| 2/22/2019 | RS3 | Attend closing at VCEDA | 1.50 | \$135.00 |
| 2/22/2019 | KP8 | Attend closing at VCEDA | 1.50 | \$225.00 |
| 3/1/2019 | RS3 | Compile closing documents; e-mail to Chairman | 0.30 | \$27.00 |
| | | | Billable Hours / Fees: | 44.70 |
| | | | | \$5,355.00 |
| | | | Flat Charge Hours / Fees: | \$4,300.00 |

Timekeeper Summary

Timekeeper RS3 worked 22.50 hours at \$90.00 per hour, totaling \$2,025.00.
Timekeeper KP8 worked 13.80 hours at \$150.00 per hour, totaling \$2,070.00.
Timekeeper B16 worked 8.40 hours at \$150.00 per hour, totaling \$1,260.00.
Timekeeper B16 - flat charges totaling \$4,300.00.

Cost Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> | <u>Check No.</u> |
|-------------|----------------------------------|--------------------|------------------|
| 1/30/2019 | Recording Fee for Plat - \$21.00 | \$21.00 | |
| | | Total Costs | \$21.00 |

Payment Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> | |
|-------------|--------------------|---------------------------------|-------------------|
| 2/18/2019 | Check Number 5761 | (\$893.00) | |
| | | Total Payments Received: | (\$893.00) |

Continued On Next Page

Client Number: 18-G-2054.74
Matter Number: 18-G-2054.74

3/5/2019
Page: 3

Current Invoice Summary

| | | |
|--------------------------|--------------------------|-------------------------|
| Prior Balance: | \$893.00 | |
| Payments Received: | (\$893.00) | Last Payment: 2/18/2019 |
| Unpaid Prior Balance: | <u>\$0.00</u> | |
| Current Fees: | \$9,655.00 | |
| Advanced Costs: | \$21.00 | |
| TOTAL AMOUNT DUE: | <u>\$9,676.00</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

March 05, 2019

Invoice No. 44797

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 3/5/2019.

Fees

| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
|-------------------------------|-------------------|---------------------------------------|--------------|----------------|
| 2/26/2019 | B16 | Revisions to Lease | 0.20 | \$30.00 |
| 2/26/2019 | RS3 | E-mail to Chairman and Patrick Brunty | 0.20 | \$18.00 |
| Billable Hours / Fees: | | | 0.40 | \$48.00 |

Timekeeper Summary

Timekeeper RS3 worked 0.20 hours at \$90.00 per hour, totaling \$18.00.
Timekeeper B16 worked 0.20 hours at \$150.00 per hour, totaling \$30.00.

Payment Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------------|--------------------|-------------------|
| 2/18/2019 | Check Number 5761 | (\$210.00) |
| Total Payments Received: | | (\$210.00) |

Continued On Next Page

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

3/5/2019
Page: 2

Current Invoice Summary

| | | |
|--------------------------|-----------------------|-------------------------|
| Prior Balance: | \$210.00 | |
| Payments Received: | (\$210.00) | Last Payment: 2/18/2019 |
| Unpaid Prior Balance: | <u>\$0.00</u> | |
| Current Fees: | \$48.00 | |
| Advanced Costs: | \$0.00 | |
| TOTAL AMOUNT DUE: | <u>\$48.00</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

March 05, 2019

Invoice No. 44798

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 3/5/2019.

Fees

| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
|-------------------------------|-------------------|-----------------------------|--------------|-----------------|
| 2/28/2019 | B16 | Telephone w/John Matney | 0.40 | \$60.00 |
| 2/28/2019 | B16 | 2nd Telephone w/John Matney | 0.20 | \$30.00 |
| 2/28/2019 | B16 | Telephone w/Ernie McFaddin | 0.50 | \$75.00 |
| Billable Hours / Fees: | | | 1.10 | \$165.00 |

Timekeeper Summary

Timekeeper B16 worked 1.10 hours at \$150.00 per hour, totaling \$165.00.

Payment Detail

| <u>Date</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------------|--------------------|------------------|
| 2/18/2019 | Check Number 5761 | (\$75.00) |
| Total Payments Received: | | (\$75.00) |

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

3/5/2019
Page: 2

Current Invoice Summary

| | | |
|--------------------------|------------------------|-------------------------|
| Prior Balance: | \$75.00 | |
| Payments Received: | (\$75.00) | Last Payment: 2/18/2019 |
| Unpaid Prior Balance: | <u>\$0.00</u> | |
| Current Fees: | \$165.00 | |
| Advanced Costs: | \$0.00 | |
| TOTAL AMOUNT DUE: | <u>\$165.00</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

March 05, 2019

Invoice No. 44799

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY

P. O. BOX 2378
P. O. BOX 1150
LEBANON, VA 24266

Client Number: 19-K-2054.76 IDA.TDEC (LEASE)

Matter Number: 19-K-2054.76 IDA.TDEC (Lease)

For Services Rendered Through 3/5/2019.

| Fees | | | | |
|-------------|-------------------|-------------------------------------|----------------------------------|--------------------------|
| <u>Date</u> | <u>Timekeeper</u> | <u>Description</u> | <u>Hours</u> | <u>Amount</u> |
| 2/26/2019 | MBJ | Open file, assign file to Paralegal | 1.00 | \$50.00 |
| 3/5/2019 | B16 | Preparation of Lease | 0.00 | \$300.00 |
| | | | Billable Hours / Fees: | 1.00 \$50.00 |
| | | | Flat Charge Hours / Fees: | \$300.00 |

Timekeeper Summary

Timekeeper MBJ worked 1.00 hours at \$50.00 per hour, totaling \$50.00.

Timekeeper B16 - flat charges totaling \$300.00.

Continued On Next Page

Client Number: 19-K-2054.76
Matter Number: 19-K-2054.76

3/5/2019
Page: 2

Current Invoice Summary

| | |
|--------------------------|-------------------------------|
| Prior Balance: | \$0.00 |
| Payments Received: | \$0.00 |
| Unpaid Prior Balance: | <u>\$0.00</u> |
| Current Fees: | \$350.00 |
| Advanced Costs: | \$0.00 |
| TOTAL AMOUNT DUE: | <u><u>\$350.00</u></u> |

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