



IDA

Russell County, VA

Agenda Packet

Wednesday, December 18, 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

December 18, 2019

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on December 18, 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:

Invoices for Payment (Pages A1-A13)

November 14, 2019

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on November 14, 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
Mike Hincer, Member
Roger Sword, Member
Tony Dodi, Member
David Mullins, Member
Scott Gilmer, Member

ABSENT: Jarred Glass, Member

STAFF: Ben Chafin, Attorney

The Chairman called the meeting to order at 5:40 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by Scott Gilmer, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the October 10, 2019 meeting correcting the absence of Davis Mullins until the vote on the conveyance of property to the Town of Lebanon.

The Vote was:

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

Absent: J. Glass

Nay: None

FINANCIAL REPORT

Upon motion made by David Mullins, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve to pay invoices presented on November 14, 2019.

The Vote was:

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

Absent: J. Glass

Nay: None

ATTORNEY'S REPORT

The Attorney and the Chairman attending a meeting with Russell County Reclamation LLC to discuss the transference of property to the IDA. Terms of the transfer were discussed and the RCRLLC attorney will provide a draft of the agreement for review. The latest Tobacco Commission grant is approved and ready to be executed.

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 sign and execute a grant agreement with the Tobacco Commission for project "Reclaim".

The Vote was:

Aye: R. Lockridge, C. Elliott, R. Sword, D. Mullins, S. Gilmer

Absent: J. Glass, T. Dodi

Abstain: M Hinchler

Nay: None

CHAIRMAN'S REPORT

PolyCap ribbon cutting tentatively set for December 16th, 17th, or 18th.

The chairman informed the IDA, I-go wireless is asking for a non-disclosure agreement with the IDA.

Upon motion made by Richard Lockridge, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia adopting a non-disclosure agreement with I-go wireless and authorizing the chairman and members to sign pending legal review.

The Vote was:

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

Absent: J. Glass, T. Dodi

Nay: None

The chairman expressed a need for some office furniture in the IDA office.

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 purchase furniture and equipment for the IDA office.

The Vote was:

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

Absent: J. Glass, T. Dodi

Nay: None

The preliminary plans to locate the Health Department in the Government Center are being reviewed.

C-6 Corporation did not sign the agreement for the land grant and the time limit has expired.

CLOSED SESSION

Upon motion made by Mike Hincer, 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 (5) Prospective unannounced industry (7) & (8) Legal Counsel.

The Vote was:

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

Absent: J. Glass, T. Dodi

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Roger Sword, 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, C. Elliott, R. Sword, D. Mullins, S. Gilmer, M Hincer

Absent: J. Glass, T. Dodi

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	Mike Hincer	Yes
Carlton Elliott	Yes	Jarred Glass	Absent
Scott Gilmer	Aye	David Mullins	Yes
Tony Dodi	Absent	Richard Lockridge	Yes
Roger Sword	Yes		

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 enter in to a lease obligation with the Russell County Board of Supervisors for the Givens Elementary School and subleasing to Project “Grow” with the same terms.

The Vote was:

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

Absent: J. Glass, T. Dodi

Nay: None

ADJOURNMENT

Upon motion made by Scott Gilmer, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:12 PM.

The Vote was:

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

Absent: J. Glass, T. Dodi

Nay: None



HUNGATE BUSINESS SERVICES

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CONTRACT INVOICE

Invoice Number: 155436

Invoice Date: 12/11/2019

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

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

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
RC07	30 Days from invoice	01/10/2020	\$ 33.91	\$ 33.91	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
1939-02	Ernie McFaddin (270) 971-0690	\$ 33.91		03/09/2019	03/08/2020
Remarks					

Summary:

Contract base rate charge for this billing period \$0.00
 Contract overage charge for the 11/09/2019 to 12/08/2019 overage period \$33.91 **

Detail:

Equipment included under this contract

Xerox/7835

Number	Serial Number	Base Adj.	Location
H3100	MX1193363	\$0.00	Russell County IDA 135 Highland Dr. Lebanon, VA 24266

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B\W	B/W	129,328	129,880		552	0	552	\$0.012900	\$7.12
Color	Color	18,451	18,752		301	0	301	\$0.089000	\$26.79
									\$33.91

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

Invoice Subtotal:	\$33.91
Exempt	\$0.00
Total Tax:	\$0.00
Invoice Total:	\$33.91

209 N. Chestnut St. Marion, VA 24354 276-783-5442

GST: 54-1375633

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December 3, 2019

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

RE: Billing from October 8, 2019 through December 3, 2019

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from October 8, 2019 through December 3, 2019, in the amount of \$2,081.00.

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

PLEASE PAY THIS AMOUNT:

\$ 2,081.00

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

(OCTOBER 8, 2019 THROUGH DECEMBER 3, 2019)

FILE	FILE NO.	AMOUNT
Fugate Forest Products, LLC	11-K-2054.54	\$ 310.00
General File	92-G-2054	\$ 1,329.00
Greenfield Holdings ICI, Inc.	19-G-2054.74	\$ 30.00
Project Grow	19-G-2054.80	\$ 82.00
Project Reclaim	17-G-2054.70	\$ 330.00
TOTAL		\$ 2,081.00

Chafin Law Firm, P.C.

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

December 03, 2019

Invoice No. 46874

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 12/3/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
9/17/2019	NC7	Preparation and attendance at R/GDC	1.60	\$240.00
10/9/2019	NC7	Letter to Clerk and docket judgment	0.40	\$60.00
Billable Hours / Fees:			2.00	\$300.00

Timekeeper Summary

Timekeeper NC7 worked 2.00 hours at \$150.00 per hour, totaling \$300.00.

Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
10/8/2019	Clerk of Court for docketing judgment	\$10.00	
Total Costs		\$10.00	

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/29/2019	Check Number 5847 against Inv# 46636	(\$150.00)
Total Payments Received:		(\$150.00)

Continued On Next Page

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

12/3/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$150.00	
Payments Received:	(\$150.00)	Last Payment: 10/29/2019
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$300.00	
Advanced Costs:	\$10.00	
TOTAL AMOUNT DUE:	<u><u>\$310.00</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

December 03, 2019

Invoice No. 46875

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 12/3/2019.

Fees				
<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/10/2019	KP8	Review agenda and current matters with paralegal prior to meeting	0.40	\$60.00
10/10/2019	KP8	Preparation for and attendance at October monthly meeting	3.00	\$450.00
10/15/2019	RS3	Phone call and texts with Chairman regarding ongoing matters	0.30	\$27.00
10/15/2019	B16	Review Landlord Agreement for Project Belt; direct paralegal on needed action	0.30	\$45.00
10/17/2019	B16	E-mails regarding suggested revisions to Landlord Agreement	0.30	\$45.00
10/18/2019	B16	Phone calls with Chairman and Jonathan Belcher	0.20	\$30.00
11/6/2019	RS3	Phone call and e-mails with Carlton regarding PolyCap executed documents	0.40	\$36.00
11/8/2019	RS3	Finalize Landlord Agreement; meet with Chairman for execution; e-mail to Jim Pfeifer	0.40	\$36.00
11/14/2019	B16	November Monthly Meeting	4.00	\$600.00
Billable Hours / Fees:			9.30	\$1,329.00

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Timekeeper Summary

Timekeeper B16 worked 4.80 hours at \$150.00 per hour, totaling \$720.00.

Timekeeper KP8 worked 3.40 hours at \$150.00 per hour, totaling \$510.00.

Timekeeper RS3 worked 1.10 hours at \$90.00 per hour, totaling \$99.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/29/2019	Check Number 5847 against Inv# 46637	(\$630.00)
	Total Payments Received:	(\$630.00)

Current Invoice Summary

Prior Balance:	\$630.00	
Payments Received:	(\$630.00)	Last Payment: 10/29/2019
Unpaid Prior Balance:	\$0.00	
Current Fees:	\$1,329.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	\$1,329.00	

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

December 03, 2019

Invoice No. 46876

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 12/3/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/20/2019	B16	Review engagement letter	0.20	\$30.00
			Billable Hours / Fees:	0.20 \$30.00

Timekeeper Summary

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>
9/26/2019	Check Number 5838 against Inv# 46353	(\$360.00)
Total Payments Received:		(\$360.00)

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

12/3/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$360.00	
Payments Received:	(\$360.00)	Last Payment: 9/26/2019
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$30.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$30.00</u></u>	

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

Chafin Law Firm, P.C.

P. O. Box 1210
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Lebanon, VA 24266
Telephone: 276-889-0143
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December 03, 2019

Invoice No. 46877

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

Client Number: 19-G-2054.80 IDA.PROJECT GROW
Matter Number: 19-G-2054.80 IDA.PROJECT GROW
For Services Rendered Through 12/3/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/18/2019	B16	Phone calls with Chairman and Jonathan Belcher	0.30	\$45.00
			Billable Hours / Fees:	0.30 \$45.00

Timekeeper Summary

Timekeeper B16 worked 0.30 hours at \$150.00 per hour, totaling \$45.00.

Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
10/9/2019	Photocopies - (36 @ \$0.50 each) = \$18.00	\$18.00	
10/11/2019	Photocopies - (38 @ \$0.50 each) = \$19.00	\$19.00	
Total Costs		\$37.00	

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/29/2019	Check Number 5847 against Inv# 46638	(\$939.00)
Total Payments Received:		(\$939.00)

Continued On Next Page

Client Number: 19-G-2054.80
Matter Number: 19-G-2054.80

12/3/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$939.00	
Payments Received:	(\$939.00)	Last Payment: 10/29/2019
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$45.00	
Advanced Costs:	\$37.00	
TOTAL AMOUNT DUE:	<u><u>\$82.00</u></u>	

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

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December 03, 2019

Invoice No. 46878

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 12/3/2019.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/12/2019	B16	Telephone w/Ernie & John	0.50	\$75.00
11/13/2019	B16	Meeting w/Ernie, John Matney, William Wampler etc	1.70	\$255.00
Billable Hours / Fees:			<u>2.20</u>	<u>\$330.00</u>

Timekeeper Summary

Timekeeper B16 worked 2.20 hours at \$150.00 per hour, totaling \$330.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/29/2019	Check Number 5847 against Inv# 46639	(\$435.00)
Total Payments Received:		<u>(\$435.00)</u>

Continued On Next Page

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

12/3/2019
Page: 2

Current Invoice Summary

Prior Balance:	\$435.00	
Payments Received:	(\$435.00)	Last Payment: 10/29/2019
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$330.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$330.00</u></u>	

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