



IDA

Russell County, VA

Agenda Packet

Thursday, January 9, 2020

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

January 9, 2020

AGENDA

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on January 9, 2020 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-A8)

December 18, 2019

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on December 18, 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
Jarred Glass, Member
Roger Sword, Member
Tony Dodi, Member

ABSENT: Scott Gilmer, Member
David Mullins, Member
Mike Hincer. Member

STAFF: Ben Chafin, Attorney

GUESTS: Donnie Christian

The Chairman called the meeting to order at 5:41 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by Roger Sword, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the November 14, 2019 meeting.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

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 to pay invoices presented on December 18, 2019 and the additional invoices from Susan's Cleaning for \$1516.00 and Owens & Assoc. for \$12,000.00.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

Nay: None

ATTORNEY'S REPORT

The attorney informed the IDA of the meeting with Project "Reclaim" concerning the survey of the 232-acre plot that will be transferred to the IDA. Russell County Reclaim will submit a preliminary survey to the board for approval.

CHAIRMAN'S REPORT

The Chairman should receive the Health Department's first draft plans for the Government Center project next week.

The Board of Supervisor only received one bid for the Courthouse renovation consultant. Hopefully the BOS will sign the contract with Skanska, and the project will move forward.

The board discussed the possibility of asking for a deposit from the applicant to initiate an industrial project. No action was taken.

Request from CPRWMA to provide a letter of support to VCEDA for a compost facility feasibility study.

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 provide a letter of support to VCEDA in regard to a grant for CPRWMA's feasibility study for compost facility.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

Nay: None

CLOSED SESSION

Upon motion made by Richard Lockridge, second by Jarred Glass 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, C. Elliott, T. Dodi, R. Sword, J. Glass

Absent: S. Gilmer, M. Hinchler, D. Mullins

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

Absent: S. Gilmer, M. Hinchler, D. Mullins

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

Upon motion made by Richard Lockridge, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to submit an application to VCEDA for the Riverbound Farm Project and authorize the chairman to sign all necessary documents regarding this application.

The Vote was:

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

Absent: S. Gilmer, M. Hinchler, D. Mullins

Nay: None

Upon motion made by Roger Sword, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to apply for a \$25,000.00 grant from VCEDA for TDEC to purchase equipment and add five full time employees.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

Nay: None

Upon motion made by Tony Dodi, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia appropriating \$700.00 for advertising to promote employment opportunities for existing businesses in Russell County.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

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 adjourning this meeting at 10:32 PM.

The Vote was:

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

Absent: S. Gilmer, M. Hincer, D. Mullins

Nay: None

CHAFIN LAW FIRM, P. C.

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January 3, 2020

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

RE: Billing from December 4, 2019 through January 3, 2020

Dear Sir/Madam:

Enclosed, herewith is a statement for services rendered from December 4, 2019 through January 3, 2020, in the amount of \$2,000.50.

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

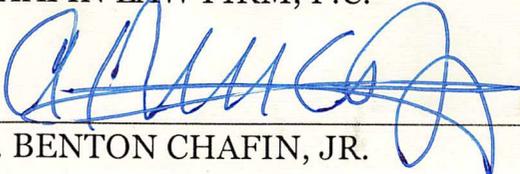
PLEASE PAY THIS AMOUNT:

\$ 2,000.50

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 4, 2019 THROUGH JANUARY 3, 2020)

FILE	FILE No.	AMOUNT
General File	92-G-2054	\$ 1,160.50
Project Blue Jay	18-G-2054.74	\$ 210.00
Project Reclaim	17-G-2054.70	\$ 630.00
TOTAL		\$ 2,000.50

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 03, 2020

Invoice No. 47058

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 1/3/2020.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/12/2019	B16	Preparation of 2019 Auditing Letter	1.00	\$150.00
12/12/2019	B16	Phone calls and e-mails regarding general matters	0.20	\$30.00
12/18/2019	B16	Review Agenda prior to December meeting	0.20	\$30.00
12/18/2019	B16	December Monthly Meeting	5.50	\$825.00
12/19/2019	KP8	Preparation of Quitclaim Deed of Gift from IDA of Russell County to Town of Lebanon for 1.308 acres	0.00	\$125.00
			Billable Hours / Fees:	6.90 \$1,035.00
			Flat Charge Hours / Fees:	\$125.00

Timekeeper Summary

Timekeeper B16 worked 6.90 hours at \$150.00 per hour, totaling \$1,035.00.

Timekeeper KP8 - flat charges totaling \$125.00.

Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
12/16/2019	Postage-1 oz. Rate (1 @ \$.50 ea.) = \$.50	\$0.50	
		Total Costs	\$0.50

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

1/3/2020
Page: 2

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/3/2020	Check Number 5864 against Inv# 46875	(\$1,329.00)
Total Payments Received:		<u>(\$1,329.00)</u>

Current Invoice Summary

Prior Balance:	\$1,329.00	
Payments Received:	(\$1,329.00)	Last Payment: 1/3/2020
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$1,160.00	
Advanced Costs:	\$0.50	
TOTAL AMOUNT DUE:	<u><u>\$1,160.50</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

January 03, 2020

Invoice No. 47059

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 1/3/2020.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/12/2019	B16	Telephone with Chairman	0.40	\$60.00
12/18/2019	B16	Review second engagement letter	1.00	\$150.00
Billable Hours / Fees:			1.40	\$210.00

Timekeeper Summary

Timekeeper B16 worked 1.40 hours at \$150.00 per hour, totaling \$210.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/3/2020	Check Number 3711 against Inv# 46876	(\$30.00)
Total Payments Received:		(\$30.00)

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

1/3/2020
Page: 2

Current Invoice Summary

Prior Balance:	\$30.00	
Payments Received:	(\$30.00)	Last Payment: 1/3/2020
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 03, 2020

Invoice No. 47060

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 1/3/2020.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/10/2019	B16	Meeting with Bill Wallace, William Wampler and Glen Phillips	1.20	\$180.00
12/11/2019	B16	Telephone with John Matney and William Wampler	0.30	\$45.00
12/12/2019	B16	Work on matters involving project	0.70	\$105.00
12/12/2019	B16	Telephone with Sara at Tobacco Commission	0.40	\$60.00
12/17/2019	B16	Work on matters involving project	1.30	\$195.00
12/20/2019	B16	Telephone w/Wampler and working on Contract	0.30	\$45.00
Billable Hours / Fees:			4.20	\$630.00

Timekeeper Summary

Timekeeper B16 worked 4.20 hours at \$150.00 per hour, totaling \$630.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/3/2020	Check Number 5864 against Inv# 46878	(\$330.00)
Total Payments Received:		(\$330.00)

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

1/3/2020
Page: 2

Current Invoice Summary

Prior Balance:	\$330.00	
Payments Received:	(\$330.00)	
Unpaid Prior Balance:	<u>\$0.00</u>	Last Payment: 1/3/2020
Current Fees:	\$630.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$630.00</u></u>	

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