



**IDA**

Russell County, VA

*Agenda Packet*

Thursday December 10, 2020

**Conference Call**

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 10, 2020**

## **AGENDA**

The Industrial Development Authority of Russell County Virginia will hold its regular monthly meeting on December 10, 2020 at 5:30 PM via conference call, pursuant to the Russell County Emergency Ordinance of April 6, 2020.

**Please join my meeting from your computer, tablet or smartphone.**

**<https://global.gotomeeting.com/join/351564181>**

**You can also dial in using your phone.**

**United States: [+1 \(872\) 240-3212](tel:+18722403212)**

**Access Code: 351-564-181**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
- 4. Approval of Financial and Treasurer's Report**
- 5. Guest Presentations**
- 6. Attorney's Report**
- 7. Chairman's Report**
- 8. Old Business**
- 9. New Business**
- 10. Public Comment**
- 11. Adjourn Meeting**

***Attachments:***

**November 11, 2020**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on November 11, 2020 at 5:30 P.M. via conference call pursuant to the Russell County Emergency Ordinance of April 6, 2020.

**MEMBERS**

**PRESENT:** Ernie McFaddin, Chairman  
Richard Lockridge, Vice Chairman  
Carlton Elliott, Secretary  
Roger Sword, Member  
Tony Dodi, Member  
John Stamper, Member  
Donnie Christian, Member

**ABSENT:** Scott Gilmer, Member  
Jarred Glass, Member

**STAFF:** Ben Chafin, Attorney

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 Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the October 8, 2020 Meeting.

The Roll Call Vote was:

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

Absent: S. Gilmer, D. Christian, J. Stamper, J. Glass

Nay: None

**FINANCIAL REPORT**

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the financial report and pay invoices presented.

The Roll Call Vote was:

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

Absent: S. Gilmer, D. Christian, J. Stamper, J. Glass  
Nay: None

### **PUBLIC/GUEST PRESENTATIONS**

No guest presentations.

### **ATTORNEY'S REPORT**

Project "Reclaim" is looking at another round of grants for further development of the site. The Tobacco Commission had concerns about the development of the Golden Pond area, therefore the IDA took possession of the tracts with performance-based contracts in place with Russell County Reclamation LLC.

Project "Brown" financing has been closed out and the building has been purchased.

### **CHAIRMAN'S REPORT**

Dogfather Hotdogs has asked for a letter of support to VCEDA for a seed capital grant.

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 prepare a letter of support for The Dogfather Hotdogs seed capital application to VCEDA. The chairman is hereby authorized to sign all documentation relating to this project.

The Roll Call Vote was:

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

Absent: S. Gilmer, D. Christian, J. Glass

Nay: None

The Chairman request the IDA to request the remaining COVID loans with VCEDA be converted to grants.

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to prepare a letter to VCEDA requesting that the remaining balance of \$25,000 for our COVID loans be converted into a grant. The chairman is hereby authorized to sign all documentation relating to this project.

The Roll Call Vote was:

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

Absent: D. Christian, J. Glass

Nay: None

The IDA received a \$40,000.00 payment from the Hotel and the money has been distributed to the creditors.

The probation office is in final negotiations on the lease price and design.

The Carriage House property does not meet VCEDA's project guidelines, therefore the application for funding of this project has been withdrawn.

Project "Grow" now has all their crop in barns.

### **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 Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, J. Stamper, S. Gilmer, D. Christian

Absent: J. Glass

Nay: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Donnie Christian, 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 Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, J. Stamper, D. Christian

Absent: S. Gilmer, 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	Donnie Christian	Yes
Carlton Elliott	Yes	Jarred Glass	Absent
Scott Gilmer	Absent	David Mullins	Yes
Tony Dodi	Yes	Richard Lockridge	Yes
Roger Sword	Yes		

### **MOTIONS FROM CLOSED SESSION**

Upon motion made by John Stamper, second by Richard Lockridge, and duly approved by The Industrial Development Authority of Russell County, Virginia authorizing legal counsel to prepare a performance agreement for Project Build on the Gray Farm Road Property. The agreement will be for one year and require the construction of a 2400 square foot building at a minimum cost of \$45,000 and add two additional employees by the end of the one-year term. If all parameters are met by the end of the term the property will be deeded to the Project with no consideration. All legal costs incurred will be paid by the project. The chairman and secretary are hereby authorized to sign all documentation relating to this project.

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, J. Stamper, D. Christian

Absent: S. Gilmer, J. Glass

Nay: None

Upon motion made by Donnie Christian, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to apply for funding from VCEDA, The Tobacco Commission and DHCD for the acquisition and renovation of the Russell Place property. The chairman and secretary are hereby authorized to sign all documentation relating to this project.

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, J. Stamper, D. Christian

Absent: S. Gilmer, J. Glass

Nay: None

## **PUBLIC COMMENT**

No public comment

## **ADJOURNMENT**

Upon motion made by Tony Dodi, second by John Stamper, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:27 PM

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, J. Stamper, D. Christian

Absent: S. Gilmer, J. Glass

Nay: None

**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 08, 2020

Invoice No. 49450

RUSSELL COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

P. O. BOX 2378  
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 12/8/2020.**

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/19/2020	B16	Review Letter form Tobacco Commission; Telephone w/Chairman	0.50	\$75.00
12/3/2020	B16	Review revised agreements; phone conference with Karl Kindig, John Matney and Ernie McFaddin; prepare request for administrative extension	1.00	\$150.00
12/8/2020	B16	Preparation of letter to Evan Feinman	0.40	\$60.00
<b>Billable Hours / Fees:</b>			<u>1.90</u>	<u>\$285.00</u>

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**Timekeeper Summary**

Timekeeper B16 worked 1.90 hours at \$150.00 per hour, totaling \$285.00.

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**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/16/2020	Check Number 5979 against Inv# 49248	(\$660.00)
<b>Total Payments Received:</b>		<u>(\$660.00)</u>

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

12/8/2020  
Page: 2

### **Current Invoice Summary**

<b>Prior Balance:</b>	\$660.00	
<b>Payments Received:</b>	(\$660.00)	
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	<b>Last Payment: 11/16/2020</b>
<b>Current Fees:</b>	\$285.00	
<b>Advanced Costs:</b>	\$0.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$285.00</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 08, 2020

Invoice No. 49451

RUSSELL COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

P. O. BOX 2378  
LEBANON, VA 24266

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

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

**For Services Rendered Through 12/8/2020.**

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/4/2020	B16	Preparation of Amendment to Lease Agreement	0.00	\$150.00
12/4/2020	RS3	Phone calls and e-mails with Chairman regarding terms for amendment	0.50	\$45.00
			<b>Billable Hours / Fees:</b>	<b>0.50</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$45.00</b>
				<b>\$150.00</b>

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**Timekeeper Summary**

Timekeeper B16 - flat charges totaling \$150.00.

Timekeeper RS3 worked 0.50 hours at \$90.00 per hour, totaling \$45.00.

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**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/20/2020	Check Number 5890 against Inv# 47325 (Prior Balance on Inv# 47703)	(\$2.03)
4/21/2020	Check Number 5896 against Inv# 47703	(\$2.03)
4/21/2020	Check Number 5896 against Inv# 47325 (Prior Balance on Inv# 47703)	(\$132.97)
<b>Total Payments Received:</b>		<b>(\$137.03)</b>

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

12/8/2020  
Page: 2

### Current Invoice Summary

<b>Prior Balance:</b>	\$137.03	
<b>Payments Received:</b>	(\$137.03)	<b>Last Payment: 4/21/2020</b>
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	
<b>Current Fees:</b>	\$195.00	
<b>Advanced Costs:</b>	\$0.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$195.00</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 08, 2020

Invoice No. 49452

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 12/8/2020.**

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**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/3/2020	B16	General Discussion w/Chairman RE: DMME	0.40	\$60.00
11/11/2020	B16	Review agenda for November meeting; phone call with Chairman	0.70	\$105.00
11/11/2020	B16	November monthly meeting	3.00	\$450.00
11/16/2020	RS3	Phone call with Chairman	0.30	\$27.00
<b>Billable Hours / Fees:</b>			<b>4.40</b>	<b>\$642.00</b>

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**Timekeeper Summary**

Timekeeper B16 worked 4.10 hours at \$150.00 per hour, totaling \$615.00.

Timekeeper RS3 worked 0.30 hours at \$90.00 per hour, totaling \$27.00.

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**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/16/2020	Check Number 5979 against Inv# 49244	(\$435.00)
<b>Total Payments Received:</b>		<b>(\$435.00)</b>

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

12/8/2020  
Page: 2

### Current Invoice Summary

<b>Prior Balance:</b>	\$435.00	
<b>Payments Received:</b>	(\$435.00)	
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	<b>Last Payment: 11/16/2020</b>
<b>Current Fees:</b>	\$642.00	
<b>Advanced Costs:</b>	\$0.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$642.00</u></u>	

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



Nov 16, 2020

# 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

INV0503

**\$400**  
Payment Due Upon Receipt

## 2 Products

Description	Price	Unit	Total
September Web Hosting and Maintenance	\$200	1	\$200
October Hosting & Maintenance	\$200	1	\$200

Thank You

SubTotal	\$400
Discount	\$0

**Total \$400**

## Contact

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



Dec 2, 2020

# 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

INV0511

**\$200**

Payment Due Upon Receipt

## 1 Product

Description	Price	Unit	Total
November Monthly Hosting & 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