



IDA

Russell County, VA

Agenda Packet

Wednesday November 17, 2021

Russell County Conference Center

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

November 17, 2021

AGENDA

The Industrial Development Authority of Russell County Virginia has moved the regular monthly meeting to the Russell County Conference Center on November 17, 2021 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. Attorney's Report**
- 7. Executive Director's Report**
- 8. Old Business**
- 9. New Business**
- 10. Closed Session as permitted by Virginia Code #2.2-3711**
- 11. Adjourn Meeting**

Attachments:

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October 14, 2021

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on October 14, 2021, at 5:30 P.M. at the Russell County Conference Center.

MEMBERS

PRESENT: Richard Lockridge, Chairman
Tony Dodi, Vice Chairman
Carlton Elliott, Secretary
Harry Ferguson, Member
John Stamper, Member
Donnie Christian, Member
DeAnna Jackson, Member

ABSENT: Jarred Glass, Member

STAFF: Ernie McFaddin, Executive Director
Heather Musick, Administrative Assistant
Katie Patton, Attorney

GUESTS:

The Vice Chairman called the meeting to order at 5:39 P.M.

Secretary called the roll and recorded the roll call.

Upon motion made by Donnie Christian, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia amending the agenda, moving the election of officers until after the financial report.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

APPROVAL OF MINUTES

Upon motion made by Donnie Christian, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the September 09, 2021 and September 30, 2021 meetings.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

FINANCIAL REPORT

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the September 2021 financial reports and pay invoices presented.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

ELECTION OF OFFICERS

The Vice Chairman relinquished the chair to the Attorney.

The Chair entertained nominations for Chairman.

Tony Dodi nominated Richard Lockridge for Chairman. Seeing no other nominations, the Chair called for a vote.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

The Attorney relinquished the Chair to the Chairman.

The Chair entertained nominations for Vice Chairman.

John Stamper nominated Tony Dodi for Vice Chairman. Seeing no other nominations, the Chair called for a vote.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

ATTORNEY'S REPORT

The Attorney presented amendments to the by-laws for the appointment of the Executive Director.

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing amendments to the by-laws to provide for duties of the Executive Director as presented by the Attorney.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

EXECUTIVE DIRECTOR'S REPORT

The Executive Director reviewed announced projects for the new members. The Executive Director also informed the board Samuel has several job openings and would like to post these openings on our Facebook page.

Upon motion made by Donnie Christian, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to spend up to \$200.00 on advertising job openings.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

The Executive Director reported the Rambler Company is just now getting their equipment installed and would like to ask for a one-year extension on the VCEDA loan for the project.

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to request a one-year extension on the VCEDA loan for Project "Brown". The Executive Director, Chairman and Secretary are authorized to sign all documents regarding this action.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass
Nay: None

The Executive Director has been contacted for letters of support from EAT Campus and Gift Box Air B&B for VCEDA seed capital grants.

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to prepare letters of support for EAT Campus and Gift Box B&B to VCEDA for the seed capital grant. The Executive Director, Chairman and Secretary are authorized to sign all document relating to this motion.

The Vote was:
Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson
Absent: J. Glass
Nay: None

CLOSED SESSION

Upon motion made by Donnie Christian, second by Harry Ferguson 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.

The Vote was:
Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson
Absent: J. Glass
Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Donnie Christian, 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: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson
Absent: 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 Call Vote Was:

Richard Lockridge	Yes	DeAnna Jackson	Yes
Carlton Elliott	Yes	Donnie Christian	Aye
Harry Ferguson	Yes	Jarred Glass	Absent
Tony Dodi	Yes	John Stamper	Yes

MOTIONS FROM CLOSED SESSION

Upon motion made by Donnie Christian, second by John Stamper, and duly approved by The Industrial Development Authority of Russell County, Virginia revising the small purchases policy to reflect the changes in procedures in cost ranges for goods and services and professional services.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approving the lease with the Department of General Services for the Health Department subject to final approval of the Executive Director and the Attorney. The Chairman is authorized to sign the lease.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: 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 Executive Director to apply for a Site Classification Grant from VEDP with a match up to \$5,000.00. The Executive Director, Chairman and Secretary are authorized to sign all documents relating to this motion.

The Vote was:

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

ADJOURNMENT

Upon motion made by Tony Dodi, second by Carlton Elliott, and duly approved by the Industrial Development Authority of Russell County, Virginia changing the next meeting to November 18, 2021 at 5:30PM at the Conference Center.

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

Upon motion made by John Stamper, second by DeAnna Jackson, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:40 PM.

Aye: C. Elliott, J. Stamper, T. Dodi, D. Christian, H. Ferguson, D. Jackson

Absent: J. Glass

Nay: None

**Bank Recap Report
For All Document Types**

Document Date Range: From: 1001 To: 1031

Industrial Development Authority of Russell County (IDA)

Bank FB&T Operating Account

Bank Code-Document/	Docu-ment	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning	67,639.40
10/1/2021	Check	0000000028	Heather W. Musick	989.86	66,649.54
10/1/2021	Check	W0000000065	First Bank & Trust Company	5,764.59	60,884.95
10/4/2021	Deposit		CASH RECEIPT DEPOSIT	10,125.00	71,009.95
10/5/2021	Check	W0000000066	Appalachian Power Company	623.28	70,386.67
10/6/2021	Deposit		CASH RECEIPT DEPOSIT	1,705.00	72,091.67
10/7/2021	Deposit		Deposit - Polycap	33,551.21	105,642.88
10/8/2021	Withdrawal		Transfer General to Project	6,478.75	99,164.13
10/12/2021	Deposit		Deposit	24,002.18	123,166.31
10/13/2021	Deposit		CASH RECEIPT DEPOSIT	13,582.00	136,748.31
10/14/2021	Check	0000002514	Bonanza	179.67	136,568.64
10/14/2021	Check	0000006158	Blevins Septic Service	90.00	136,478.64
10/14/2021	Check	0000006159	Chafin Law Firm, PC	3,036.33	133,442.31
10/14/2021	Check	0000006160	First Impressions	52.65	133,389.66
10/14/2021	Check	0000006161	Hungate Business Services	127.66	133,262.00
10/14/2021	Check	0000006162	Kestner Locksmith	952.60	132,309.40
10/14/2021	Check	0000006163	The Lebanon News	48.15	132,261.25
10/14/2021	Check	0000006164	Susan's Cleaning Service Inc	325.00	131,936.25
10/14/2021	Check	0000006165	Turner Cleaning Service LLC	400.00	131,536.25
10/14/2021	Check	0000006166	Virginia Coalfield Economic	37,935.76	93,600.49
10/14/2021	Check	0000006167	Billy Hughes Maintenance	700.00	92,900.49
10/14/2021	Check	W0000000068	Internal Revenue Service	2,806.71	90,093.78
10/14/2021	Check	W0000000071	Internal Revenue Service	643.70	89,450.08
10/15/2021	Deposit		CASH RECEIPT DEPOSIT	4,200.00	93,650.08
10/15/2021	Check	0000000029		0.00	93,650.08
10/15/2021	Check	0000000030	Carlton Elliott	688.38	92,961.70
10/15/2021	Check	0000000031	Ernest McFaddin	4,474.93	88,486.77
10/15/2021	Check	0000000032	Richard Lockridge	184.70	88,302.07
10/15/2021	Check	0000000033	Donnie Christian	184.70	88,117.37
10/15/2021	Check	0000000034	John M. Stamper	184.70	87,932.67
10/15/2021	Check	0000000035	DeAnna C. Jackson	184.70	87,747.97
10/15/2021	Check	0000000036	Harry Ferguson	184.70	87,563.27
10/19/2021	Deposit		Deposit -Tobacco Grant	16,700.00	104,263.27
10/19/2021	Check	W0000000069	Virginia Department of	731.64	103,531.63
10/20/2021	Deposit		CASH RECEIPT DEPOSIT	38,129.00	141,660.63
10/21/2021	Check	0000006168	Bailey Engineering	70.00	141,590.63
10/21/2021	Check	0000006169	Ernest McFaddin	208.02	141,382.61
10/21/2021	Check	0000006170	Honaker Florist	84.19	141,298.42
10/21/2021	Check	0000006171	Innovative Technology	1,012.50	140,285.92
10/21/2021	Check	0000006172	Russell County Board of	3,700.00	136,585.92
10/21/2021	Check	0000006173	VCC Bank	32,960.20	103,625.72
10/27/2021	Deposit		CASH RECEIPT DEPOSIT	19,987.08	123,612.80
10/29/2021	Deposit		CASH RECEIPT DEPOSIT	2,128.75	125,741.55
10/29/2021	Deposit		Deposit	32,978.51	158,720.06
10/31/2021	Interest		Bank Stmnt	4.71	158,724.77
				Ending	158,724.77

Bank Recap Report
For All Document Types

Document Date Range: From: 1001 To: 1031

Industrial Development Authority of Russell County (IDA)

Bank Code: **FB&T Motel Account**

Document/ Check	Document Type	Check Numbe	Comment/ Check Payee Name	Document Amount	Bank Balance
		-		Beginning Balance:	38.94
10/12/2021	Deposit		Deposit	8,535.16	8,574.10
10/12/2021	Check	00000026	Virginia Small Business	5,287.86	3,286.24
10/12/2021	Check	00000026	Cumberland Plateau	3,247.30	38.94
				Ending	38.94

Bank Recap Report
For All Document Types

Document Date Range: From: 1001 To: 1031

Industrial Development Authority of Russell County (IDA)

Bank Code: **FB&T - Steel Fab**

Document/ Check	Docume nt	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	80,290.41
10/21/2021	Check	0000002784	Town of Lebanon VA	44,198.32	36,092.09
10/21/2021	Check	0000002785	Virginia Coalfield Economic	25,606.40	10,485.69
10/31/2021	Interest		Bank Stmt	2.38	10,488.07
				Ending Balance:	10,488.07

**Bank Recap Report
For All Document Types**

Document Date Range: From: 1001 To: 1031

Industrial Development Authority of Russell County (IDA)

Bank Code: **FB&T - Projects**

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	49,326.24
10/8/2021	Deposit		Move Ceccato Rent to Project	6,478.75	55,804.99
10/8/2021	Deposit		Draw From Loan 4820	50,000.00	105,804.99
10/8/2021	Deposit		Deposit	8,467.45	114,272.44
10/8/2021	Check	0000001145	Chad Newberry Construction	16,008.45	98,263.99
10/8/2021	Check	0000001146	American Electric Power	1,664.01	96,599.98
10/8/2021	Check	0000001147	Appalachia Design Services,	5,550.00	91,049.98
10/8/2021	Check	0000001148	Chad Newberry Construction	56,600.50	34,449.48
10/8/2021	Check	0000001149	East Tennessee Sprinkler Co.	6,510.64	27,938.84
10/8/2021	Check	0000001150	Town of Lebanon VA	8,586.94	19,351.90
10/12/2021	Check	0000001151	Baker Roofing Company	48,000.00	28,648.10-
10/13/2021	Deposit		CASH RECEIPT DEPOSIT	6,478.75	22,169.35-
10/21/2021	Check	W000000072	Virginia Department of	204.00	22,373.35-
10/31/2021	Interest		Bank Stmt	1.75	22,371.60-
				Ending	22,371.60-

**Bank Recap Report
For All Document Types**

Document Date Range: From: 1001 To: 1031

Industrial Development Authority of Russell County (IDA)

Bank Code: **FB&T - Savings**

Document/ Check	Document Type	Check Number	Check Type	Reference Number	Comment/ Check Payee Name	Document Amount	Bank Balance
						Beginning Balance:	101,240.81
10/31/2021	Interest			INTEREST	Bank	21.50	101,262.31
						Ending	101,262.31

Invoice

TRI CITY BLUEPRINT & SUPPLY, INC.
833 Goode Street
Bristol, VA 24201
(276) 466-8880

Invoice Number: 0153209-IN
Invoice Date: 10/20/2021

Order Number: 0017598
Order Date: 10/15/2021

tcbs@bvu.net

Customer Number: 0000948

Sold To:
RUSSELL, COUNTY OF
137 HIGHLAND DRIVE SUITE A
LEBANON, VA 24266
Confirm To:
ERNIE MCFADDEN

Ship To:
RUSSELL, COUNTY OF
137 HIGHLAND DRIVE SUITE A
LEBANON, VA 24266

Customer P.O.	Ship VIA	SALESPERSON	Terms			
	DELIVERY	KM	NET 30 DAYS			
Item Number	Unit	Ordered	Shipped	Back Ordered	LIST PRICE	AMOUNT W/ DISC
CANONPFI-120MBK MATTE BLACK INK TANK 130ML	EA	2.00	2.00	0.00	99.99	189.98
CANONPFI-120BK BLACK INK TANK 130ML	EA	2.00	2.00	0.00	99.99	189.98

A/P

DATE PAID: _____
AMOUNT PAID: _____
GL CODE: _____
APPROVED BY: _____
ENTERED: _____

RECEIVED BY: _____

Net Invoice: 379.96

Freight: 0.00
Sales Tax: 0.00
Invoice Total: 379.96

Turner Cleaning Service LLC Invoice 4
120 David Martin LN
Dante, VA 24237

Cleaning at: Lebanon Probation
Cleaning days: 8
\$50 per cleaning
Total Due: \$400



Innovative Technology
Solutions

Innovative Technology Solutions

1158 Thackers Branch Road
Honaker, VA 24260
musick.jacob@gmail.com

INVOICE

BILL TO

Russell County IDA

INVOICE # 3003

DATE 10/21/2021

DUE DATE 11/20/2021

TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Caleb Johnson (10/7/21) Switch Carlton over to the firewall and off the switch.	0:30	75.00	37.50

BALANCE DUE

\$37.50

INVOICE

35607

A/P

Blevins Septic Service
Johnny on the Spot
1762 Middle Valley Road
Lebanon, VA 24266

(276) 889-4758

JOB PHONE	DATE OF ORDER 10-14-21
JOB NAME/LOCATION Russell Manuf. Building	

TO Russell Co. IDA
133 Highland Dr. Suite B
Lebanon, VA 24266

PHONE
ORDER TAKEN BY

TERMS: Weekly service

DESCRIPTION	AMOUNT
> 1- Portable Toilet Rental	
9-10-21 to 10-7-21	90 00
10-8-21 to 10-14-21 * End Rental	22 47

LABOR	HOURS	RATE	AMOUNT	TOTAL MATERIAL
				TOTAL LABOR
WORK ORDERED BY	DATE COMPLETED	TOTAL LABOR		TAX

Thank You

PAY THIS AMOUNT → **112 47**

SIGNATURE (I hereby acknowledge the satisfactory completion of the above described work.)



REMIT PAYMENT TO:
 PO BOX 1161
 BRISTOL, VA. 24203
 1-276-642-0086

Invoice

DATE	INVOICE #
11/3/2021	10268127

BILL TO
RUSSELL COUNTY IDA 133 HIGHLAND DRIVE SUITE B LEBANON, VA 24266

SHIP TO
RUSSELL CO BOARD OF SUPERVISORS 137 HIGHLAND DR LEBANON, VA 24266 *BEHIND WENDY'S

P.O. NUMBER	TERMS	DUE DATE	REP	VIA
DAVE	NET 30	12/3/2021	RB	OUR TRUCK

QTY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
11	KT-FLED75-R1A-UNV-8...	75 WATT (250W MH EQUAL) LED FLOOD, 10725 LUMENS, SELECTABLE CCT 3000K, 4000K, 5000K, UNIVERSAL TRUNNION OR SLIP FITTER MOUNTING, KT-FLED75-R1A-UNV-8CSB-VDIM	150.25	1,652.75T
		*****CALL BRADY HALE - 276-451-8153 - HE WILL SHOW YOU WHERE TO DROP THE MATERIAL***** VIRGINIA EXEMPT	0.00	0.00

It's been a pleasure working with you!	Total	\$1,652.75
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Invoices that are not paid within terms will be subject to a 1.5% monthly finance charge. Returns on stock items may be subject to a restocking fee. Sales on all special order items are final.

Signature:
