



IDA

Russell County, VA

Agenda Packet

Thursday June 9, 2022

**Russell County Government Center
Conference Room**

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

June 9, 2022

AGENDA

The Industrial Development Authority of Russell County Virginia will hold the regular monthly meeting at the Russell County Conference Center on June 9, 2022 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:

Minutes

Financials

Invoices

Pages 1-6

Pages 7-12

Pages 13-19

May 12, 2022

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on May 12, 2022 at 5:30 P.M. at the Russell County Government Center Board of Supervisors Meeting Room.

MEMBERS

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

ABSENT Jarred Glass, Member

STAFF: Ernie McFaddin, Executive Director
Jeff Campbell, Attorney

GUESTS:

The Chairman called the meeting to order at 5:31 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by DeAnna Jackson, second by Harry Ferguson and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the April 14, 2022 meeting.

The Vote was:

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

Absent: J. Glass

Nay: None

FINANCIAL REPORT

Upon motion made by Tony Dodi, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia

approving the April 2022 financial reports and approve paying invoices presented, and the additional rent payments to the RCBOS for \$2,629.64.

The Vote was:

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

Absent: J. Glass

Nay: None

ATTORNEY'S REPORT

Project "Trout" has been paid in full and closed out.

Project "Whale" has asked for two dates to finalize the agreement on the property. The Executive Director and the attorney will coordinate a date with the project.

EXECUTIVE DIRECTOR'S REPORT

Congressman Griffith wants to have a ribbon cutting on June 1, 2022 at the MOSS III industrial site.

Project "Trout" now being closed, the IDA needs to release the VCEDA funds appropriated for the project.

Upon motion made by Roger Sword, second by John Stamper, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the Executive Director to submit a letter to VCEDA releasing the funds obligated to Project "Trout". The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

Old Mill Ventures has asked for a loan from the USDA Revolving Loan Program.

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 submit a loan application for Old Mill

Ventures to USDA for approval. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

The Mountain Heritage Project has asked for a letter of support for a trail to Laurel Bed Lake.

Upon motion made by John Stamper, second by Donnie Christian, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the Executive Director to submit a letter of support for the Mountain Heritage Project. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

The Virginia Coalfield Coalition has asked for a letter of support for the ARC power grant for regional cellular coverage.

Upon motion made by Roger Sword, second by Donnie Christian, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the Executive Director to submit a letter of support for the Virginia Coalition Project. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

The Christian Center wants to lease one of the back offices in the Government Center. A lease has been prepared and needs to be approved by the board.

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 finalize the lease with the Christian Center for the office space in the Government Center. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

The IDA has received a request for lease space from the USDA.

Upon motion made by Donnie Christian, second by Harry Ferguson, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the Executive Director submit a proposal for the USDA's lease request. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

The Vote was:

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

Absent: J. Glass

Nay: None

The Southwest Virginia Economic Forum will be held May 25th at UVA wise. The Executive Director will be attending.

Polycap has purchased the raw materials needed for production with the latest financial support from the IDA.

CLOSED SESSION

Upon motion made by Donnie Christian, 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 Business (7) & (8) Legal.

The Vote was:

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

R. Sword
Absent: J. Glass
Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Tony Dodi, second by Donnie Christian, 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
R. Sword
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	Yes
Harry Ferguson	Yes	Jarred Glass	Absent
Tony Dodi	Yes	John Stamper	Yes
Roger Sword	Yes		

Upon motion made by Tony Dodi, second by Harry Ferguson, and duly approved by The Industrial Development Authority of Russell County, Virginia, authorizing the Executive Director to advertise for bids to demolish the remaining brick section of the Russell Place. The Executive Director, Chairman and Secretary are authorized to sign all documents pertaining to this motion.

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

ADJOURNMENT

Upon motion made by Donnie Christian, second by John Stamper, and duly approved by the Industrial Development Authority of Russell County, Virginia setting the next monthly meeting in the Russell County Government Center Jefferson Room.

The Vote was:

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

Absent: J. Glass

Nay: None

Upon motion made by John Stamper, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:08 PM.

The Vote was:

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

Absent: J. Glass

Nay: None

**Bank Recap Report
For All Document Types**

Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T Operating Account

Document/ Check	Documen t	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning	83,600.42
5/2/2022	Deposit		Deposit Polycap	Polycap Rent	32,960.20
5/2/2022	Check	W000000136	First Bank & Trust Company	Pymt Probation	3,472.44
5/2/2022	Check	W000000137	First Bank & Trust Company	Pymt DSS	5,764.59
5/5/2022	Deposit		CASH RECEIPT DEPOSIT	Rent Income	1,705.00
5/6/2022	Deposit		CASH RECEIPT DEPOSIT	Rent Income	17,082.00
5/6/2022	Deposit		Deposit	Legal Refund	685.00
5/9/2022	Check	0000006272	Susan's Cleaning Service Inc	Cleaning TDEC	325.00
5/9/2022	Check	0000006273	Turner Cleaning Service LLC	Cleaning Probation	450.00
5/9/2022	Check	W000000141	First Bank & Trust Company	Pymnt VDH	2,208.22
5/10/2022	Check	W000000142	Appalachian Power	Utilities Acme	185.76
5/11/2022	Deposit		Deposit	Grant VCEDA	100,000.00
5/11/2022	Check	0000006274	Polycap, LLC	Grant Distribution	100,000.00
5/12/2022	Deposit		CASH RECEIPT DEPOSIT	JM Conveyors	14,383.00
5/12/2022	Check	0000006275	Campbell Chafin, PC	Legal	1,645.00
5/12/2022	Check	0000006276	Chief Comprehensive	Mowing	350.00
5/12/2022	Check	0000006277	Draper Aden Associates	Site Characterization	3,190.00
5/12/2022	Check	0000006278	Hungate Business Services	Copier	194.81
5/12/2022	Check	0000006279	RFC Company	HVAC Repair	1,262.89
5/12/2022	Check	0000006280	Russell County Board of	Rent	2,629.64
5/12/2022	Check	0000006281	Virginia Coalfield Economic	JM Conveyors	12,441.66
5/16/2022	Deposit		CASH RECEIPT DEPOSIT	Rent	200.00
5/16/2022	Check	W000000143	First Bank & Trust Company	Roof Pymnt	6,943.62
5/16/2022	Check	W000000144	Internal Revenue Service	P/R Tax	3,127.33
5/18/2022	Check	0000000105			0.00
5/18/2022	Check	0000000106	Roger D. Sword		184.70
5/18/2022	Check	0000000107	William C. Elliott		688.38
5/18/2022	Check	0000000108	Richard Lockridge		184.70
5/18/2022	Check	0000000109	Donnie Christian		184.70
5/18/2022	Check	0000000110	John M. Stamper		184.70
5/18/2022	Check	0000000111	DeAnna C. Jackson		184.70
5/18/2022	Check	0000000112	Harry Ferguson		184.70
5/26/2022	Check	0000006287	VCC Bank	Polycap Pymt	32,960.20
5/27/2022	Deposit		CASH RECEIPT DEPOSIT		650.00
5/31/2022	Interest		Bank Stmtnt		3.74
5/31/2022	Check	0000000113	Ernest McFaddin		4,525.52
5/31/2022	Check	0000000114	Heather W. Musick		2,043.20
5/31/2022	Check	W000000158	First Bank & Trust Company	Probation Int	3,753.96
				Ending	61,998.94

**Bank Recap Report
For All Document Types**

Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T Motel Account

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount Beginning	Bank Balance
5/6/2022	Deposit		CASH RECEIPT DEPOSIT	8,535.16	5,326.80
5/26/2022	Check	0000002631	Virginia Small Business	5,287.86	38.94

**Bank Recap Report
For All Document Types**

Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - Steel Fab

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning	69,227.97
5/16/2022	Deposit		Deposit	35,145.98	104,373.95
5/16/2022	Check	0000002799	Town of Lebanon VA	22,099.16	82,274.79
5/16/2022	Check	0000002800	Virginia Coalfield Economic	12,873.51	69,401.28
5/31/2022	Interest		Bank Stmt	1.94	69,403.22

Bank Recap Report
For All Document Types
Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: J FB&T - Projects

Document/ Check	Source Module	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
					Beginning	16,404.64
5/4/2022	AP	Check	W000000139	The University of Virginia's Economic Forum	86.08	16,318.56
5/6/2022	AP	Check	W000000140	Microsoft Software	30.00	16,288.56
5/12/2022	AP	Check	W000000146	Walmart Meeting	68.42	16,220.14
5/13/2022	AP	Check	W000000147	United States Postal Service Postage	1.76	16,218.38
5/13/2022	AP	Check	W000000148	Pizza Town Meeting	191.64	16,026.74
5/16/2022	AP	Check	W000000149	Food City Meeting	7.66	16,019.08
5/31/2022	BR	Interest		Bank Stmt	0.40	16,019.48
5/31/2022	AP	Check	W000000154	Walmart Meeting	9.72	16,009.76
5/31/2022	AP	Check	W000000155	JGreat Entertainment Moss 3	200.00	15,809.76
5/31/2022	AP	Check	W000000156	Southwest Tool Rental, Inc. Moss 3	581.88	15,227.88

**Bank Recap Report
For All Document Types**

Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - USDA RLF

Document/ Check	Document Type	Reference Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning	12,763.21
5/23/2022	Deposit	12	Deposit	355.28	13,118.49
5/31/2022	Interest	INTEREST	Bank Stmt	0.32	13,118.81

**Bank Recap Report
For All Document Types**

Document Date Range: From: 050122 To: 053122

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - Savings

Document/ Check	Document Type	Check Number	Check Number	Reference Number	Comment/ Check Payee Name	Document Amount	Bank Balance
						Beginning	101,363.34
5/31/2022	Interest			INTEREST	Bank Stmt	30.82	101,394.16



Appalachian Council for Innovation
 P O Box 2336
 Lebanon, VA 24266

Invoice

Date	Invoice #
6/3/2022	47

Bill To
Russell County IDA Ernie McFadden 133 Highland Drive, Suite B PO Box 2378 Lebanon, VA 24266

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	IN Appalachia 1 year membership	300.00	300.00
		Total	\$300.00

Invoice

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

Invoice Number: 0154810-IN

Invoice Date: 5/25/2022

Order Number: 0017973

Order Date: 5/19/2022

Customer Number: 0000948

tcbs@bvu.net

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

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

Confirm To:
 ERNIE MCFADDEN

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-120C CYAN INK TANK 130ML	EA	1.00	1.00	0.00	103.95	98.75
CANONPFI-120M MAGENTA INK TANK 130ML	EA	1.00	1.00	0.00	103.95	98.75
CANONPFI-120Y YELLOW INK TANK 130ML	EA	1.00	1.00	0.00	103.95	98.75

RECEIVED BY: _____

Net Invoice: 296.25

Freight: 0.00

Sales Tax: 0.00

Invoice Total: 296.25



RUSSELL COUNTY CONFERENCE CENTER

P.O. Box 1208 • Lebanon, VA 24266 • Office: 276-889-8221 • Cell: 276-254-0153

Email: chelsie.watson@russellcountyva.us

INVOICE

Date: 05/26/22

Name: Russell County IDA

Event: Russell County Health Department Community Engagement

Date of Event: 05/24/22

Room: \$100.00

Technology Fee: \$10.00

White Liens: \$ 0

Total \$110.00

**Payment is due upon Receipt
Please make check payable to**



281 W Main Street
 P.O. Box 760
 Lebanon, VA 24266
 Fax: 276-889-5763
 Phone: 276-889-0481
 Toll Free: 800-688-0481
www.dominionofficeproducts.com
 Dominion Office Products

INVOICE

Invoice Number 143712
 5/20/2022

Bill-To Address
 INDUSTRIAL DEV AUTHORITY OF
 RUSSELL CO VA
 133 HIGHLAND DRIVE
 SUITE B
 LEBANON, VA 24266
 Phone: 276-873-6126
 Fax: 276-873-6213

Ship-To Address
 INDUSTRIAL DEV AUTHORITY OF
 RUSSELL CO VA
 133 HIGHLAND DRIVE
 LEBANON, VA 24266

Order Taker: HM | Sales Rep: HOUSE HOUSE | **HANNAH** | Terms: Net 30

Item #	Description	UOM	Qty	Filled	List Price	Customer Price	Total
SOL26824	LoCor Bath Tissue - 2 Ply - 3.85" x 4.05" - 1500 Sheets/Roll - White - Fiber - Eco-friendly, Soft - For Hand - 18 / Carton	00018 RL/CT	1	1	\$82.12	\$66.00	\$66.00
Subtotal:					\$82.12		\$66.00
FREIGHT COST							\$0.00
Tax							\$0.00
Total							\$66.00

Received By: _____

All **RETURNS** must be made within 15 days from date of invoice.
 A **FINANCE** charge of 1.5% will be added to all unpaid invoices over 30 days old.

INVOICE



Johnstone Supply Kingsport
 1909 Brookside Lane
 KINGSPORT TN 37660
 423-246-6995 Fax

INVOICE DATE	INVOICE NUMBER
05/09/22	213-S101103655.001
ACCOUNT NUMBER	
21074	
REMIT TO:	
RFC Company d/b/a Johnstone Supply of Knoxville P.O. Box 53008 KNOXVILLE TN 37950	

BILL TO:

7155 1 MB 0.485 E0383 10681 D9089546886 S2 P9016810 0002:0002



RUSSELL COUNTY BOARD OF SUPERVISORS
 137 HIGHLAND DR STE A
 LEBANON VA 24266-7169

SHIP TO:

RUSSELL COUNTY BOARD OF SUPERVISORS
 137 HIGHLAND DR STE A
 LEBANON VA 24266

TERMS		CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON
Net Due 30 days		IDA HEALTH DEPARTMENT		MELISSA JUSTICE
WRITER		SHIP VIA	ORDER DATE	SHIP DATE
KENNETH TAYLOR		JOHNSTONE TRUCK	05/06/22	05/09/22
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	1.00	L46-668 TH8320R1003/U THERMOSTAT PROGRAMMABLE REDLINK HONEYWELL VISIONPRO 2H/2C CONVENTIONAL 3H/2C HEATPUMP	223.49	223.49

Never miss a due date!
 Schedule your payment online. Look for your enrollment token on the bottom of this invoice and visit <https://secure.billtrust.com/jknox/ig/signup>

Invoice is due by 06/30/22.
 Questions or disputes with the above Invoice must be reported within 10 days; call 1-800-826-4116 ext 1128.
 Special Orders, if returnable under Vendor policies, are subject to a restocking charge plus return freight to Vendor.
 Past Due invoices may be subject to 1.5% late charge



SUBTOTAL	223.49
S&H CHARGES	
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	223.49

TO VIEW OR PAY YOUR BILLS ONLINE, GO TO: <https://jknox.billtrust.com> **USE THIS ENROLLMENT TOKEN:** TTZ QBP VLG



Invoice Number: 200490
Invoice Date: 5/9/2022
Account Number: RC07
Balance Due: \$266.02

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 columns: Account No, Payment Terms, Due Date, Invoice Total, Balance Due. Row 1: RC07, 30 Days from invoice, 6/8/2022, \$ 266.02, \$ 266.02

Table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Row 1: 1939-05, Treasurer (276) 971-0690, \$ 266.02, 3/9/2022, 3/8/2023

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 4/9/2022 to 5/8/2022 overage period \$266.02 **

Detail:

Equipment included under this contract

Xerox/7835

Table with columns: Number, Serial Number, Base Adj., Location, Meter Type, Meter Group, Begin Meter, End Meter, Total, Covered, Billable, Rate, Overage. Includes Xerox H3100 details and meter usage data.

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

Summary table: Invoice Subtotal: \$266.02, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$266.02

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

GST: 54-1375633