



**IDA**

**Russell County, VA**

*Agenda Packet*

Thursday February 15, 2024

**Russell County BOS Overflow 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

**February 15, 2024**

## **AGENDA**

The Industrial Development Authority of Russell County Virginia will hold the regular monthly meeting on Thursday February, 2024 at 5:30 PM at the Russell County Board of Supervisors Overflow Room.

- 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 (if needed)**
- 11. Motions from Closed Session**
- 12. Adjourn Meeting**

***Attachments:***

***Minutes***      ***Page 1 - 5***

***Invoices***      ***Page 11 - 14***

**January 11, 2024**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on January 11, 2024 at 5:30 P.M. at the Russell Board of Supervisors Overflow Room.

**MEMBERS**

**PRESENT:** Richard Lockridge, Chairman  
Tony Dodi, Vice Chairman  
Carlton Elliott, Secretary  
Harry Ferguson, Member  
John Stamper, Member  
DeAnna Jackson, Member  
Ron Blankenship, Member  
Jarred Glass, Member  
Bick Gibson, Member

**ABSENT:**

**STAFF:** Ernie McFaddin, Executive Director  
Will Wampler III, Attorney

**GUESTS:**

The Chairman called the meeting to order at 5:30 P.M.

The secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by Tony Dodi second by Harry Ferguson and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the December 13, 2023 meeting.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

**FINANCIAL REPORT**

Upon motion made by Tony Dodi, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia approving the December 2023 financial reports and payment of the invoices presented with the addition of the following invoices:

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

### **ATTORNEY'S REPORT**

The Attorney has been reviewing the 19 different agreements with Polycap. The Attorney is drafting a MOU with all the creditors to liquidate the personal property.

### **EXECUTIVE DIRECTOR'S REPORT**

The Executive Director presented the bid process for the completion of the USDA office space.

The Chairman appointed Jarred Glass and Harry Ferguson to attend the bid opening and make recommendations to the full board.

The Bates Farm project is moving this week to begin operations in the Acme facility.

Tate Inc. had a job fair this month with a tremendous response. Tate estimated over 220 applicants with 2-3 qualified applicants for each position.

Tate, Inc. is moving forward with the installation of solar panels on the bush building, therefore they need to purchase the building. Tate has asked the Executive Director to move forward with the payoff of the loan to purchase the building.

Upon motion made by John Stamper, second by Ron Blankenship and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute all documents relating to the purchase of the property located at 16360 Bush Place, St Paul, VA 24283. The Executive Director, Chairman and Secretary are authorized to sign all documents relating to this motion.

The Vote was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

### **CLOSED SESSION**

Upon motion made by Donnie Christian, 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) Acquisition/Sale of Property – Project “Call”, Project “Shoe”, Project “Ram”, Industrial Park Land (5) Prospective Unannounced Business - Project “Bluebird”, Project “Ace” (6&7) Legal - Project “Blue Jay”, Project “King” and 3B Consulting.

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Tony Dodi, second by DeAnna Jackson, 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, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: 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	Carlton Elliott	Yes
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Bick Gibson	Yes
Jarred Glass	Yes	John Stamper	Yes
Ron Blankenship	Yes		

## **MOTIONS FROM CLOSED SESSION**

Upon motion made by Jarred Glass, second by Ron Blankenship, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute a Memorandum of Understanding for Project “Blue Jay” liquidating the assets of this project. The Executive Director, Chairman and Secretary are authorized to sign all documents related to this motion.

The Vote Was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

Upon motion made by John Stamper, second by Harry Ferguson, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to begin purchase negotiations on the Project “Call” Building. The Executive Director, Chairman and Secretary are authorized to sign all documents related to this motion.

The Vote Was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

Upon motion made by Jarred Glass, second by Bick Gibson, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to begin purchase negotiations on the Project “Shoe” Building. The Executive Director, Chairman and Secretary are authorized to sign all documents related to this motion.

The Vote Was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

Upon motion made by Ron Blankenship, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute the Lease Agreements and Industrial Facilities Agreements for Project “Bluebird” subject to final legal approval. The Executive Director, Chairman and Secretary are authorized to sign all documents related to these agreements.

The Vote Was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

### **ADJOURNMENT**

Upon motion made by Carlton Elliott, second by John Stamper, and duly approved by the Industrial Development Authority of Russell County, Virginia scheduling the next monthly meeting for February 15, 2024 at 5:30 PM and adjourning this meeting at 8:10 PM.

The Vote Was:

Aye: C. Elliott, T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: None

# Invoice



Invoice number 908EF3FC-0005  
Date of issue February 1, 2024  
Date due March 1, 2024

**Votivigy LLC**  
7042 Campbell Dr.  
Salem, Virginia 24153  
United States  
+1 540-588-4246

**Bill to**  
Russell County IDA  
133 Highland Dr.  
Suite B  
Lebanon, Virginia 24266  
United States  
+1 276-971-0690  
russellcoida@gmail.com

**Ship to**  
Russell County IDA  
+12769710690

**\$50.00 USD due March 1, 2024**

[Pay online](#)

Description	Qty	Unit price	Amount
Website/Maintenance Subscription Jan 31 – Feb 29, 2024	1	\$50.00	\$50.00
Subtotal			\$50.00
Total			\$50.00
<b>Amount due</b>			<b>\$50.00 USD</b>

**Pay with ACH or wire transfer**

Bank transfers, also known as ACH payments, can take up to five business days. To pay via ACH, transfer funds using the following bank information.

Bank name WELLS FARGO BANK, N.A.  
Routing number 121000248  
Account number 40630169290243269  
SWIFT code WFBIUS6S



CONTRACT INVOICE

Invoice Number: 237579
Invoice Date: 1/31/2024
Account Number: RC07
Balance Due: \$6.93

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, 3/1/2024, \$6.93, \$6.93

Table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Row 1: 2704-02, Treasurer (276) 971-0690, \$6.93, 10/4/2023, 10/3/2024

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 1/4/2024 to 2/3/2024 overage period \$3.93 \*\*
Freight/Fuel/Materials Surcharge \$3.00

Detail:

Equipment included under this contract

Xerox/C8045

Table with columns: Number, Serial Number, Base Adj., Location, Meter Type, Meter Group, Begin Meter, End Meter, Total, Covered, Billable, Rate, Overage. Includes data for H3940 and meter details.

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

Summary table: Invoice Subtotal: \$6.93, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$6.93



CONTRACT INVOICE

Invoice Number: 236319
Invoice Date: 1/9/2024
Account Number: RC07
Balance Due: \$127.81

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, 2/8/2024, \$127.81, \$127.81

Table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Row 1: 1939-06, Treasurer (276) 971-0690, \$127.81, , 3/9/2023, 3/8/2024

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 12/9/2023 to 1/8/2024 overage period \$124.81 \*\*
Freight/Fuel/Materials Surcharge \$3.00

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 data for H3100 and meter details.

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

Summary table: Invoice Subtotal: \$127.81, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$127.81



CONTRACT INVOICE

Invoice Number: 238052
Invoice Date: 2/7/2024
Account Number: RC07
Balance Due: \$101.85

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, 3/8/2024, \$101.85, \$101.85

Table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Row 1: 1939-06, Treasurer (276) 971-0690, \$101.85, 3/9/2023, 3/8/2024

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 1/9/2024 to 2/8/2024 overage period \$98.85\*\*
Freight/Fuel/Materials Surcharge \$3.00

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 data for H3100 and meter usage details.

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

Summary table: Invoice Subtotal: \$101.85, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$101.85

**Russell Co. Probation & Parole's Office Cleaning Invoice**

**For January 2024**

**Cleaned by: Kayla Wiseman**

The Russell Co. Probation Office was cleaned twice a week for a total of 9 cleanings the rate of \$75.00 per cleaning for the month of January in 2024 on the following dates:

01/03/2024 and 01/05/2024

01/10/2024 and 01/12/2024

01/17/2024 and 01/19/2024

01/24/2024 and 01/26/2024

All 8 cleanings total a payment owed in the amount of \$600.00 for January 2024.



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Kayla Wiseman

SUSANS CLEANING SERVICE  
261 WARNER SUB-DIVISION RD  
LEBANON VA 24266  
276-701-6962

Health Dept...	AMOUNT:
January 2024 Cleaning	

TOTAL

\$1,600.<sup>00</sup>/<sub>3</sub>

Thank you  
Susany Bailey

**KILGORE LAW OFFICE, P.L.L.C.**  
**Attorneys at Law**

Terry G. Kilgore, Esq.  
Nicholas B. Compton, Esq.  
Jonathan E. (Jed) Arnold, Esq.  
William C. Wampler, III, Esq.  
P. Heith Reynolds, Esq.

Gate City Office  
Tel: (276) 386-7701  
Fax: (276) 386-2377  
Lebanon Office  
Tel: (276) 889-0143  
Fax: (276) 889-1121  
Marion Office  
Tel: (276) 783-8197  
Fax: (276) 706-8490  
Wise Office  
Tel: (276) 533-1481  
Fax: (276) 533-1452

February 8, 2024

Industrial Development Authority  
of Russell County, Virginia  
P. O. Box 2378  
Lebanon, VA 24266

RE: Billing from January 3, 2024, through January 31, 2024

Dear Sir/Madam:

Attached hereto please find our billing for services rendered to the Industrial Development Authority of Russell County, Virginia, in the amount of \$1,338.39.

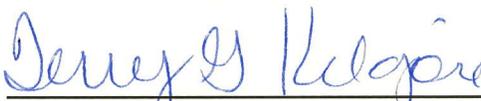
*\*Please note that billing may not be complete through the date listed above.*

If you have any questions, please do not hesitate to contact me.

Very truly yours,

KILGORE LAW OFFICE, P.L.L.C.

By:

  
TERRY G. KILGORE

*Kess*

TGK/rbs

Enclosure (as noted)

**Kilgore Law Office, P.L.L.C.**

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

February 08, 2024

Invoice No. 56639

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 2/8/2024.**

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<b>Fees</b>				
<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
1/3/2024	WCW	Outreach on MOU	0.10	\$15.00
1/7/2024	WCW	Call with Executive Director	0.20	\$30.00
1/7/2024	WCW	Evaluated potential confession of judgment	0.70	\$105.00
1/10/2024	RS4	Review agenda for January meeting	0.20	\$20.00
1/10/2024	WCW	Call with Executive Director	0.10	\$15.00
1/11/2024	WCW	January monthly meeting	0.00	\$250.00
1/13/2024	WCW	Review VCEDA language for Project Bluebird	0.20	\$30.00
1/17/2024	WCW	Call with Counsel for Project Bluebird	0.10	\$15.00
1/18/2024	WCW	Review of Project Bluebird lease	3.60	\$540.00
1/20/2024	WCW	Edited Lease	1.10	\$165.00
1/24/2024	WCW	Call with Counsel for Project Bluebird	0.20	\$30.00
1/25/2024	WCW	Review of leases regarding finished product/raw materials	0.40	\$60.00
1/30/2024	WCW	Call with Executive Director	0.20	\$30.00
1/31/2024	WCW	Call with Executive Director	0.20	\$30.00
			<b>Billable Hours / Fees:</b>	<b>7.30</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$1,085.00</b>
				<b>\$250.00</b>

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### Timekeeper Summary

Timekeeper WCW worked 7.10 hours at \$150.00 per hour, totaling \$1,065.00.

Timekeeper WCW - flat charges totaling \$250.00.

Timekeeper RS4 worked 0.20 hours at \$100.00 per hour, totaling \$20.00.

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### Cost Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
1/18/2024	Miscellaneous cost - Postage for 1/11	\$3.39	
	<b>Total Costs</b>	<b>\$3.39</b>	

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### Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/17/2024	Check Number 6572 against Inv# 56472	(\$2,105.00)
1/17/2024	Check Number 6572 against Inv# 56472	(\$24.00)
	<b>Total Payments Received:</b>	<b>(\$2,129.00)</b>

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### Current Invoice Summary

<b>Prior Balance:</b>	\$2,129.00	
<b>Payments Received:</b>	(\$2,129.00)	<b>Last Payment: 1/17/2024</b>
<b>Unpaid Prior Balance:</b>	\$0.00	
<b>Current Fees:</b>	\$1,335.00	
<b>Advanced Costs:</b>	\$3.39	
<b>TOTAL AMOUNT DUE:</b>	<b>\$1,338.39</b>	

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