



IDA

Russell County, VA

Agenda Packet

Thursday July 14, 2022

**Russell County Government Center
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

July 14, 2022

AGENDA

The Industrial Development Authority of Russell County Virginia will hold the regular monthly meeting at the Russell County Conference Center on July 14, 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 1-5

Pages 6-10

Pages 11-13

June 6, 2022

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on June 6, 2022 at 5:30 P.M. at the Russell County Government Center, Jefferson Conference 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
Jarred Glass, Member

STAFF: Ernie McFaddin, Executive Director
Katie Patton, Attorney

GUESTS:

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

Secretary called the roll and recorded the roll call.

REORGANIZATION AND ELECTION OF OFFICERS

The Chairman relinquished the chair to the attorney, Katie Patton, for the nomination of Chairman.

Upon a motion made by Harry Ferguson, second by Tony Dodi, nominating Richard Lockridge for chairman and electing Mr. Lockridge by acclamation.

The Vote was:

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

Absent: None

Nay: None

The Attorney relinquished the chair to the Chairman, Mr. Lockridge.

Upon a motion made by DeAnna Jackson, second by John Stamper, nominating Tony Dodi for vice-chairman and electing Mr. Dodi by acclamation.

The Vote was:

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

Absent: None

Nay: None

Upon a motion made by Tony Dodi, second by Roger Sword, nominating Carlton Elliott for secretary/treasurer and electing Mr. Elliott by acclamation.

The Vote was:

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

Absent: None

Nay: None

Upon a motion made by Roger Sword, second by John Stamper, and duly approved by the Industrial Development Authority of Russell County, Virginia setting the monthly meeting time to 5:30PM on the second Thursday of each month, located at the Lobby of The Board of Supervisors Meeting Room.

The Vote was:

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

Absent: None

Nay: None

Upon a motion made by Tony Dodi, second by Harry Ferguson, and duly approved by the Industrial Development Authority of Russell County, Virginia appointing Campbell-Chafin Law Firm as legal counsel for the 2022-2023 fiscal year.

The Vote was:

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

Absent: None

Nay: None

Upon a motion made by Roger Sword, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia appointing Bostic Tucker CPA's to conduct the pre-audit and appointing Robinson, Farmer, Cox Associates as the auditor.

The Vote was:

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

Absent: None

Nay: None

APPROVAL OF MINUTES

Upon motion made by Harry Ferguson, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the March 12, 2022 meeting.

The Vote was:

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

Absent: None

Nay: None

FINANCIAL REPORT

Upon motion made by Donnie Christian, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia approving the May 2022 financial reports and approve paying invoices presented, and the additional payment to Chief Comprehensive Services for \$350.00.

The Vote was:

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

Absent: None

Nay: None

ATTORNEY'S REPORT

No Report

EXECUTIVE DIRECTOR'S REPORT

The Executive Director received a request for a letter of support from Maxfield Design.

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 to VCEDA for Maxfield Design Seed Capital Grant.

The Vote was:

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

Absent: None

Nay: None

The Executive Director attended the economic forum and met the new director of VEDP, Jason El Koubi.

The Health Department is scheduled to move into the Government Center location next Tuesday.

The Executive Director has a walkthrough of Northrop Grumman scheduled for June 23rd with VEDP.

The former 911 building has been appraised at \$470,000.00.

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) 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, J. Glass

Absent: None

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Tony Dodi, second by John Stamper, 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, J. Glass
Absent: None
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	Yes
Tony Dodi	Yes	John Stamper	Yes
Roger Sword	Yes		

ADJOURNMENT

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 7:08 PM.

The Vote was:

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

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0601 To: 0630

Industrial Development Authority of Russell County (IDA)

Bank FB&T Operating Account

Document / Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning	61,998.94
6/1/2022	Deposit		CASH RECEIPT DEPOSIT	2,128.75	64,127.69
6/2/2022	Deposit		CASH RECEIPT DEPOSIT	150.00	64,277.69
6/2/2022	Deposit		Deposit - Polycap	46,960.20	111,237.89
6/6/2022	Deposit		CASH RECEIPT DEPOSIT	1,705.00	112,942.89
6/6/2022	Check	0000006288	Appalachian Council for Innovation Membership	300.00	112,642.89
6/6/2022	Check	0000006289	Dominion Office Products Supplies	66.00	112,576.89
6/6/2022	Check	0000006290	Hilt's Garage Inc. & Crane Service HVAC Repair	429.30	112,147.59
6/6/2022	Check	0000006291	Hungate Business Services Copier	266.02	111,881.57
6/6/2022	Check	0000006292	RFC Company HVAC Repair	223.49	111,658.08
6/6/2022	Check	0000006293	Russell County Conference Center Health Dept	110.00	111,548.08
6/6/2022	Check	0000006294	Susan's Cleaning Service Inc TDEC Dept Cleaning	325.00	111,223.08
6/6/2022	Check	0000006295	Tri City Blueprint & Supply, Inc Plotter	296.25	110,926.83
6/6/2022	Check	0000006296	Turner Cleaning Service LLC Probation Cleaning	450.00	110,476.83
6/6/2022	Check	W000000157	First Bank & Trust Company DSS Note Payment	5,764.59	104,712.24
6/8/2022	Check	0000006297	Chief Comprehensive Services, LLC Mowing	350.00	104,362.24
6/8/2022	Check	W000000159	Virginia Employment Comm VEC	25.00	104,337.24
6/8/2022	Check	W000000160	American Electric Power Acme	207.78	104,129.46
6/9/2022	Check	0000000205	Stone Cellar Meeting	352.85	103,776.61
6/9/2022	Check	W000000161	First Bank & Trust Company Interest VHD	2,208.22	101,568.39
6/13/2022	Deposit		Tobacco Grant I-Go	66,699.03	168,267.42
6/13/2022	Deposit		CASH RECEIPT DEPOSIT	13,732.00	181,999.42
6/13/2022	Check	0000000115	Donnie Christian	184.70	181,814.72
6/13/2022	Check	0000000116		0.00	181,814.72
6/13/2022	Check	0000000117	William C. Elliott	688.38	181,126.34
6/13/2022	Check	0000000118	Harry Ferguson	184.70	180,941.64
6/13/2022	Check	0000000119	Jarred Glass	184.70	180,756.94
6/13/2022	Check	0000000120	DeAnna C. Jackson	184.70	180,572.24
6/13/2022	Check	0000000121	Richard Lockridge	184.70	180,387.54
6/13/2022	Check	0000000122	John M. Stamper	184.70	180,202.84
6/13/2022	Check	0000000123	Roger D. Sword	184.70	180,018.14
6/14/2022	Check	0000006298	I-Go Technology	66,698.03	113,320.11
6/14/2022	Check	W000000162	First Bank & Trust Company Roof Payment	6,943.62	106,376.49
6/15/2022	Deposit		USDA Grant for Old Mill	35,200.00	141,576.49
6/15/2022	Check	W000000163	Internal Revenue Service Payroll Tax	3,096.73	138,479.76
6/27/2022	Deposit		CASH RECEIPT DEPOSIT	14,025.00	152,504.76
6/27/2022	Check	0000006299	VCC Bank Polycap	32,960.20	119,544.56
6/30/2022	Interest		Bank Stmt	4.04	119,548.60
6/30/2022	Check	0000000124	Ernest McFaddin	4,525.52	115,023.08
6/30/2022	Check	0000000125	Heather W. Musick	2,043.20	112,979.88
6/30/2022	Check	W000000164	First Bank & Trust Company Interest Probation	4,119.11	108,860.77
				Ending	108,860.77

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0601 To: 0630

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - Savings

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	101,394.16
6/30/2022	Interest		Bank Stmt	59.17	101,453.33
				Ending	101,453.33

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0601 To: 0630

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 Balance:	69,403.22
6/27/2022	Deposit		Deposit Steel Fab	35,145.98	104,549.20
6/27/2022	Check	0000002801	Town of Lebanon VA	22,099.16	82,450.04
6/27/2022	Check	0000002802	Virginia Coalfield	12,882.97	69,567.07
6/30/2022	Interest		Bank Stmt	1.80	69,568.87
				Ending	69,568.87

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0601 To: 0630

Industrial Development Authority of Russell County (IDA)

Bank FB&T Motel Account
Code:

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	38.94
6/27/2022	Deposit		CASH RECEIPT DEPOSIT	8,535.16	8,574.10
6/27/2022	Check	0000002632	Virginia Coalfield Economic	1,168.05	7,406.05
			Motel Payment		
6/27/2022	Check	0000002633	Virginia Coalfield Economic	2,079.25	5,326.80
			Motel Payment		
				Ending Balance:	5,326.80

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0601 To: 0630

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - USDA RLF

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	13,118.81
6/27/2022	Deposit		Deposit Nxt Gen	180.00	13,298.81
6/30/2022	Interest		Bank Stmt	0.32	13,299.13
				Ending	13,299.13



CONTRACT INVOICE

Invoice Number: 202219
Invoice Date: 6/8/2022
Account Number: RC07
Balance Due: \$109.64

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, 7/8/2022, \$ 109.64, \$ 109.64

Invoice Remarks

Table with 6 columns: Contract Number, Contact, Contract Amount, P.O. Number, Start Date, Exp. Date. Row 1: 1939-05, Treasurer (276) 971-0690, \$ 109.64, , 3/9/2022, 3/8/2023

Contract Remarks

Summary:

Contract base rate charge for this billing period \$0.00
Contract overage charge for the 5/9/2022 to 6/8/2022 overage period \$109.64 **

Detail:

Equipment included under this contract

Xerox/7835

Table with 4 columns: Number, Serial Number, Base Adj., Location. Row 1: H3100, MX1193363, \$0.00, Russell County IDA 135 Highland Dr. Lebanon, VA 24266

Table with 10 columns: Meter Type, Meter Group, Begin Meter, End Meter, Total, Covered, Billable, Rate, Overage. Rows for B/W and Color meters.

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

Summary table: Invoice Subtotal: \$109.64, Exempt: \$0.00, Total Tax: \$0.00, Invoice Total: \$109.64

VDH



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
f Dominion Office Products

INVOICE

Invoice Number 144462
6/17/2022

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: VH | Sales Rep: HOUSE HOUSE | **VICKIE** | 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.

Subject: russell place

From: "Mark Mitchell (via Google Docs)" <lpd300.mm@gmail.com>

Date: 7/1/2022, 5:23 PM

To: wce0909@gmail.com

Mark Mitchell attached a document



Mark Mitchell (lpd300.mm@gmail.com) has attached the following document:



Snapshot of the item below:

Chief Comprehensive Services, LLC
119 Deel Street
Lebanon VA 24266

Mowing at Russell Place Lebanon VA June 5 and 17, 2022

\$350.00

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because lpd300.mm@gmail.com shared a document with you from Google Docs.