



IDA

Russell County, VA

Agenda Packet

Thursday August 11, 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

August 11, 2022

AGENDA

The Industrial Development Authority of Russell County Virginia will hold the regular monthly meeting at the Russell County Conference Center on August 11, 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 1-4

Pages 5-9

Pages 10-17

July 14, 2022

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on July 14, 2022 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
Roger Sword, Member

ABSENT: Jarred Glass, Member

STAFF: Ernie McFaddin, Executive Director
Jeff Campbell, Attorney

GUESTS:

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

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by Donnie Christian, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the June 9, 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 June 2022 financial reports and approve paying invoices presented, and the additional payment to Campbell Chafin Law Firm for \$1295.00.

The Vote was:

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

Absent: J. Glass

Nay: None

GUEST COMMENT

Mr. Frank Kilgore presented a project considering the feasibility of constructing a road to Laurel Bed Lake. Mr. Kilgore's non-profit organization is seeking a \$25,000.00 grant from VCEDA for the feasibility study.

ATTORNEY'S REPORT

Mr. Campbell informed the board the Project 'Whale' option agreement has been finalized and signed.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director informed the IDA, Mr. Kilgore's request for funding of the feasibility study will come from VCEDA local funds. The board directed the Executive Director to speak with VCEDA about using regional funds, and to speak with VDOT and AEP about the project.

The Executive Director informed the board, representatives from VEDP have been in the area the last few weeks viewing our industrial sites. The current program with VEDP allows for infrastructure grants on industrial sites that are 50 plus acres.

The Executive Director was questioned about the lease of the Health Department section of the Government Center. The Executive Director stated the lease has been executed and the lease payments will be made, however the County Administrator and the Health Department are at odds over the proposed budget.

The USDA lease application for the Probation office building is in process. The proposed lease term has been amended from a 3-year lease to 10 years.

Russell Place project funds have been reallocated to demolish the front corner of the building.

The Probation project is 99% complete on the inside and the personnel have moved in. The outside should be completed in the next few weeks, weather permitting.

The Executive Director has rough sketches for the inside improvements for the Acme Building. The next step is to get the plans drawn up and request bids for the update.

CLOSED SESSION

Upon motion made by Tony Dodi, second by Donnie Christian 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 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

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		

MOTIONS FROM CLOSED SESSION

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

authorizing the Executive Director to apply to VCEDA for a loan up to \$2.5 million to construct a shell building on the Russell Place site.

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 Harry Ferguson, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director and the Attorney to negotiate with Ceccato on reclaiming possession of the Russell Place Building.

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 DeAnna Jackson, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:50 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: 0701 To: 0731

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T Operating Account

Document/ Check	Document Type	Check Number	Comment/ Check Payee Name		Document Amount	Bank Balance
					Beginning Balance:	108,860.77
7/1/2022	Check	W000000169	First Bank & Trust Company	DSS Note	5,764.59	103,096.18
7/6/2022	Deposit		CASH RECEIPT DEPOSIT		2,128.75	105,224.93
7/7/2022	Deposit		CASH RECEIPT DEPOSIT		1,705.00	106,929.93
7/8/2022	Check	W000000170	American Electric Power	Utilities Acme	185.63	106,744.30
7/8/2022	Check	W000000174	Virginia Department of	P/R Tax	1,299.75	105,444.55
7/11/2022	Deposit		CASH RECEIPT DEPOSIT		42,198.00	147,642.55
7/11/2022	Deposit		CASH RECEIPT DEPOSIT		150.00	147,792.55
7/11/2022	Deposit		Deposit		32,960.20	180,752.75
7/11/2022	Check	0000006300	Kestner Locksmith	Locks Gov Cent	291.75	180,461.00
7/11/2022	Check	0000006301	R.E. Michel Company, LLC	HVAC	100.47	180,360.53
7/11/2022	Check	0000006302	Regina Stinson	Cleaning	500.00	179,860.53
7/11/2022	Check	0000006303	VACORP	Insurance	25,301.00	154,559.53
7/11/2022	Check	0000006304	Virginia Coalfield Economic	JM Convey	24,883.32	129,676.21
7/11/2022	Check	0000006305	Thompson & Litton, Inc.	USDA Floor Plan	1,000.00	128,676.21
7/12/2022	Check	W000000171	American Electric Power	Russell Place	1,098.73	127,577.48
7/14/2022	Deposit		CASH RECEIPT DEPOSIT		3,500.00	131,077.48
7/14/2022	Check	0000006306	Campbell Chafin, PC	Legal	1,295.00	129,782.48
7/14/2022	Check	0000006307	Chief Comprehensive	Mowing	350.00	129,432.48
7/14/2022	Check	0000006308	Dominion Office Products	Office Supplies	66.00	129,366.48
7/14/2022	Check	0000006309	Hungate Business Services	Copier	109.64	129,256.84
7/14/2022	Check	0000006310	Turner Cleaning Service LLC	Cleaning TDEC	400.00	128,856.84
7/14/2022	Check	W000000172	First Bank & Trust Company	Roof Payment	6,943.62	121,913.22
7/15/2022	Check	W000000173	Internal Revenue Service	Fed P/R Tax	3,127.33	118,785.89
7/18/2022	Check	0000000126			0.00	118,785.89
7/18/2022	Check	0000000127	Roger D. Sword		184.70	118,601.19
7/18/2022	Check	0000000128	William C. Elliott		688.38	117,912.81
7/18/2022	Check	0000000129	Richard Lockridge		184.70	117,728.11
7/18/2022	Check	0000000130	Donnie Christian		184.70	117,543.41
7/18/2022	Check	0000000131	John M. Stamper		184.70	117,358.71
7/18/2022	Check	0000000132	DeAnna C. Jackson		184.70	117,174.01
7/18/2022	Check	0000000133	Harry Ferguson		184.70	116,989.31
7/18/2022	Check	0000006311	Hungate Business Services	Copier	82.90	116,906.41
7/18/2022	Check	0000006312	Kestner Locksmith	Locks Gov Cent	76.00	116,830.41
7/18/2022	Check	0000006313	Susan's Cleaning Service Inc	Cleaning VDH	2,025.00	114,805.41
7/19/2022	Deposit		CASH RECEIPT DEPOSIT		16,935.75	131,741.16
7/19/2022	Check	W000000175	First Bank & Trust Company	Interest	2,711.76	129,029.40
7/25/2022	Check	0000006314			0.00	129,029.40
7/25/2022	Check	0000006315	Virginia Coalfield Economic	JM Convey	12,441.66	116,587.74
7/26/2022	Deposit		CASH RECEIPT DEPOSIT		1,800.00	118,387.74
7/26/2022	Withdrawal		Transfer from Operating to	Old Mill	35,200.00	83,187.74
7/29/2022	Check	0000006316	C & S Construction &	Russell Place	17,000.00	66,187.74
7/31/2022	Interest		Bank Stmtnt		4.38	66,192.12
7/31/2022	Check	0000000134	Ernest McFaddin		4,525.52	61,666.60
7/31/2022	Check	0000000135	Heather W. Musick		2,043.20	59,623.40
					Ending	59,623.40

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0701 To: 0731

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	Bank Balance
				Beginning Balance:	5,326.80
7/6/2022	Check	00000026:	Virginia Small Business	5,287.86	38.94
7/14/2022	Deposit		CASH RECEIPT DEPOSIT	8,535.16	8,574.10
7/14/2022	Check	00000026:	Virginia Coalfield Economic	1,168.05	7,406.05
7/14/2022	Check	00000026:	Virginia Coalfield Economic	2,079.25	5,326.80
				Ending	5,326.80

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0701 To: 0731

Industrial Development Authority of Russell County (IDA)

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

Document/ Check	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
			Beginning Balance:	2,002.40
7/5/2022	W000000166	United States Postal Service	26.95	1,975.45
7/7/2022	W000000167	Microsoft	30.00	1,945.45
7/15/2022	W000000168	Bonanza	228.96	1,716.49
7/18/2022	W000000176	Food City	3.58	1,712.91
7/20/2022	W000000177	Shell Gas Station	3.86	1,709.05
			Ending	1,709.05

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0701 To: 0731

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - Steel Fab

Document/ Check	Check Number	Comment/ Check Payee Name	Document Amount	Bank Balance
			Beginning Balance:	69,568.87
7/26/2022		Deposit	22,099.16	91,668.03
7/26/2022	000000280	Town of Lebanon VA	22,099.16	69,568.87
7/26/2022	000000280	Virginia Coalfield Economic	12,892.45	56,676.42
7/31/2022		Bank Stmt	1.97	56,678.39
			Ending	56,678.39

**Bank Recap Report
For All Document Types**

Document Date Range: From: 0701 To: 0731

Industrial Development Authority of Russell County (IDA)

Bank Code: FB&T - Savings

Document/ Check	Check Number	Reference Number	Comment/ Check Payee Name	Document Amount	Bank Balance
				Beginning Balance:	101,453.33
7/31/2022		INTEREST	Bank Stmt	65.49	101,518.82
				Ending	101,518.82

Jeffrey L. Campbell, Esq.
A. Benton Chafin, Jr., Esq. (1985-2021)
Nicholas B. Compton, Esq.
M. Katherine Patton, Esq.
Jed Arnold, Esq.



CAMPBELL CHAFIN, P.C.
Attorneys at Law

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Lebanon Office
Tel: (276) 889-0143
Fax: (276) 889-1121

August 8, 2022

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

RE: Billing from July 14, 2022, through August 8, 2022

Dear Sir/Madam:

Enclosed herewith please find our invoices for services rendered in the amount of \$965.00.

*Billing may not be complete through the date listed above.

PLEASE PAY THIS AMOUNT:

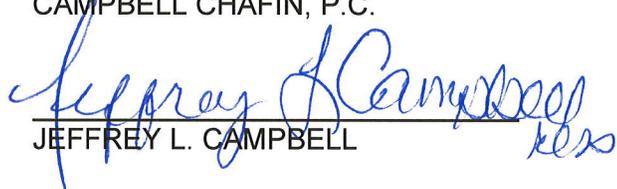
\$ 965.00

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

Very truly yours,

CAMPBELL CHAFIN, P.C.

By:


JEFFREY L. CAMPBELL

JLC/rbs

Enclosures (as noted)

**BILLING FOR
INDUSTRIAL DEVELOPMENT AUTHORITY
OF RUSSELL COUNTY, VIRGINIA**

(AS OF AUGUST 8, 2022)

FILE	FILE No.	CURRENT FEES	TOTAL DUE
General File	92-G-2054	\$670.00	\$670.00
Project Brown	20-G-2054.85	\$120.00	\$120.00
Old Mill Ventures, LLC	22-G-2054.91	\$175.00	\$175.00
TOTAL		\$965.00	\$965.00

Campbell Chafin, P.C.

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

August 08, 2022

Invoice No. 53596

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 92-G-2054 IDA.GENERAL FILE

Matter Number: 92-G-2054 IDA.General File

For Services Rendered Through 8/8/2022.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/14/2022	JLC	July monthly meeting	0.00	\$250.00
7/21/2022	JC1	Update titles and prepare letters to bank	0.00	\$300.00
8/3/2022	JC1	Phone call with Executive Director regarding Ceccato agreement	0.30	\$45.00
8/4/2022	JC1	Review Ceccato agreement	0.50	\$75.00
			Billable Hours / Fees:	0.80
			Flat Charge Hours / Fees:	\$120.00
				\$550.00

Timekeeper Summary

Timekeeper JLC - flat charges totaling \$250.00.

Timekeeper JC1 worked 0.80 hours at \$150.00 per hour, totaling \$120.00.

Timekeeper JC1 - flat charges totaling \$300.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
7/21/2022	Check Number 6306 against Inv# 53475	(\$1,100.00)
Total Payments Received:		(\$1,100.00)

Continued On Next Page

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

8/8/2022
Page: 2

Current Invoice Summary

Prior Balance:	\$1,100.00	
Payments Received:	(\$1,100.00)	
Unpaid Prior Balance:	<u>\$0.00</u>	Last Payment: 7/21/2022
Current Fees:	\$670.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$670.00</u></u>	

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

Campbell Chafin, P.C.

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

August 08, 2022

Invoice No. 53593

RUSSELL COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY, INC.
P. O. BOX 2378
LEBANON, VA 24266

Client Number: 20-G-2054.85 IDA.PROJECT BROWN-RAMBLER PROPERTIES LLC
Matter Number: 20-G-2054.85 IDA.Project Brown-Rambler Properties, LLC and Rambler Staves, LLC
For Services Rendered Through 8/8/2022.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/29/2022	JC1	Call with Frank Kilgore	0.50	\$75.00
8/5/2022	JC1	Review agreements	0.30	\$45.00
Billable Hours / Fees:			0.80	\$120.00

Timekeeper Summary

Timekeeper JC1 worked 0.80 hours at \$150.00 per hour, totaling \$120.00.

Payment Detail

<u>Date</u>	<u>Description</u>	<u>Amount</u>
7/21/2022	Check Number 6306 against Inv# 53470	(\$90.00)
Total Payments Received:		(\$90.00)

Continued On Next Page

Client Number: 20-G-2054.85
Matter Number: 20-G-2054.85

8/8/2022
Page: 2

Current Invoice Summary

Prior Balance:	\$90.00	
Payments Received:	(\$90.00)	Last Payment: 7/21/2022
Unpaid Prior Balance:	<u>\$0.00</u>	
Current Fees:	\$120.00	
Advanced Costs:	\$0.00	
TOTAL AMOUNT DUE:	<u><u>\$120.00</u></u>	

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

Campbell Chafin, P.C.

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

August 08, 2022

Invoice No. 53594

IDA.OLD MILL VENTURES, LLC
P.O. BOX 2378
LEBANON, VA 24266

Client Number: 22CL0255 IDA.OLD MILL VENTURES, LLC
Matter Number: 22-G-2054.91 IDA.OLD MILL VENTURES, LLC
For Services Rendered Through 8/8/2022.

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
7/26/2022	JC1	One-Half Fee for Document Preparation and Closing	0.00	\$175.00

Flat Charge Hours / Fees: \$175.00

Timekeeper Summary

Timekeeper JC1 - flat charges totaling \$175.00.

Current Invoice Summary

Prior Balance:	\$0.00
Payments Received:	\$0.00
Unpaid Prior Balance:	<u>\$0.00</u>
Current Fees:	\$175.00
Advanced Costs:	\$0.00
TOTAL AMOUNT DUE:	<u><u>\$175.00</u></u>

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

Chief Comprehensive Services, LLC
119 Deel Street
Lebanon VA 24266

Mowing at Russell Place Lebanon VA July 3 and 23, 2022

\$350.00