



**IDA**

**Russell County, VA**

*Agenda Packet*

Thursday March 9, 2023

**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

**March 9, 2023**

## **AGENDA**

The Industrial Development Authority of Russell County Virginia will hold the regular monthly meeting on March 9, 2023 at 5:30 PM at the Russell County BOS 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**
- 11. Motions from Closed Session**
- 12. Adjourn Meeting**

***Attachments:***

***Minutes***      ***Page 1 - 7***  
***Financials***    ***Page 8 - 13***  
***Invoices***      ***Page 14 - 31***

## **February 16, 2023**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on February 16, 2023 at 5:30 P.M. at the Russell County Board of Supervisors overflow room.

### **MEMBERS**

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

**ABSENT:** None

**STAFF:** Ernie McFaddin, Executive Director  
Jed Arnold, Attorney

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

Secretary called the roll and recorded the roll call.

Upon motion made by Tony Dodi, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia to allow John Stamper to participate in the meeting electronically pursuant to the electronic meeting policies due to being out of town for work.

The Vote was:

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

Nay: None

Absent: None

### **APPROVAL OF MINUTES**

Upon motion made by Harry Ferguson, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the January 12, 2023 meeting.

The Vote was:

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

### **FINANCIAL REPORT**

Upon motion made by Tony Dodi, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia approving the January 2023 financial reports and approve paying invoices presented with the following additions.

United Refrigeration	\$237.81
Johnston Supply	\$127.58

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

Upon motion made by Harry Ferguson, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia directing the Executive Director to gather further information on the invoice from Mr. Dave Leonard before approving payment.

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

### **ATTORNEY'S REPORT**

No Report

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

Upon motion made by Donnie Christian, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia adopting the attached resolution for the refinancing of the loans held by First Bank & Trust Company.

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

Absent: None

The business from Tennessee is not going to locate in Russell County because the current employees will not relocate to the area.

Honaker Wholesale has been given a second notice of their delinquency on the USDA loan. The notice requires the loan to be paid in full.

The block wall at Russell Place will be replaced within the next few weeks.

The Funds for the remainder of the Acme renovation have been approved by VCEDA. The HVAC work has been completed, and work continues with the lighting and ceiling.

### **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 Business (7) & (8) Legal.

The Vote was:

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

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, T. Dodi, H. Ferguson, J. Glass, D. Jackson, D. Christian, J. Stamper

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	Carlton Elliott	Yes
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Donnie Christian	Yes
Jarred Glass	Yes	John Stamper	Yes

### **MOTIONS FROM CLOSED SESSION**

Upon motion made by Harry Ferguson, second by Donnie Christian, and duly approved by The Industrial Development Authority of Russell County, Virginia, extending the contracted closing deadline on the Bush Building with Abingdon Collision, until May 1, 2023.

The Vote was:

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

Nay: None

### **ADJOURNMENT**

Upon motion made by Tony Dodi, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:04 PM.

The Vote was:

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

Nay: None

**March 2, 2023**

A special called meeting of the Industrial Development Authority of Russell County, Virginia was held on March 2, 2023 at 5:30 P.M. at the Russell County Board of Supervisors overflow room.

**MEMBERS**

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

**ABSENT:** None

**STAFF:** Ernie McFaddin, Executive Director

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

Secretary called the roll and recorded the roll call.

Upon motion made by Tony Dodi, second by Donnie Christian and duly approved by the Industrial Development Authority of Russell County, Virginia to allow DeAnna Jackson to participate in the meeting electronically, due to health reasons, pursuant to the electronic meeting policies.

The Vote was:

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

Nay: None

Absent: None

**NEW BUSINESS**

The Executive Director presented a place to consolidate the loans related to the Polycap Project. The loans will be consolidated into a bond with FB&T to give Polycap a lower monthly obligation with an interest rate of 5.05%. The bank has not completed all their paperwork so no action can be taken tonight.

Polycap has reported to have a verbal conformation of an equity investor.

**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 (4) Privacy (5) Prospective Business (7).

The Vote was:

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

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, T. Dodi, H. Ferguson, J. Glass, D. Jackson, D. Christian, J. Stamper

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	Carlton Elliott	Yes
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Donnie Christian	Yes
Jarred Glass	Yes	John Stamper	Yes

**ADJOURNMENT**

Upon motion made by Donnie Christian, second by John Stamper, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 6:28 PM.

The Vote was:

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

Stamper

Nay: None

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

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

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>	<b>Document Amount</b>	<b>Bank Balance</b>
				<b>Beginning</b>	56,788.35-
2/1/2023	Check	W000000275	First Bank & Trust Company DSS Payment	5,764.59	62,552.94-
2/2/2023	Deposit		CASH RECEIPT DEPOSIT	1,705.00	60,847.94-
2/5/2023	Deposit		CASH RECEIPT DEPOSIT	13,882.00	46,965.94-
2/7/2023	Deposit		CASH RECEIPT DEPOSIT	16,935.75	30,030.19-
2/7/2023	Check	W000000286	Town of Lebanon VA Water	118.00	30,148.19-
2/8/2023	Check	W000000287	Old Dominion Power Utilities Bush Bld	952.33	31,100.52-
2/9/2023	Deposit		CASH RECEIPT DEPOSIT	900.00	30,200.52-
2/9/2023	Deposit		Deposit - Tobacco Grant I-Go	91,048.96	60,848.44
2/10/2023	Check	0000006423	Nelson A. Dodi Travel	432.28	60,416.16
2/14/2023	Check	W000000288	First Bank & Trust Company Roof Payment	6,943.62	53,472.54
2/15/2023	Deposit		Deposit - Polycap	34,628.84	88,101.38
2/16/2023	Deposit		CASH RECEIPT DEPOSIT	14,233.00	102,334.38
2/16/2023	Deposit		CASH RECEIPT DEPOSIT	4,700.00	107,034.38
2/16/2023	Check	0000006425	Campbell Chafin, PC Legal	745.00	106,289.38
2/16/2023	Check	0000006426	Dominion Office Products Office	139.98	106,149.40
2/16/2023	Check	0000006427	Hungate Business Services Copier	109.97	106,039.43
2/16/2023	Check	0000006428	Innovative Technology IT Support	225.00	105,814.43
2/16/2023	Check	0000006429	RFC Company HVAC Repair	127.58	105,686.85
2/16/2023	Check	0000006430	Dicky Lockridge Travel	438.62	105,248.23
2/16/2023	Check	0000006431	Ernest McFaddin Travel	203.71	105,044.52
2/16/2023	Check	0000006432	Russell County Board of HVAC Repair	51.29	104,993.23
2/16/2023	Check	0000006433	Sign Shop Signage	50.00	104,943.23
2/16/2023	Check	0000006434	Susan's Cleaning Service Inc Cleaning VDH TDEC	1,925.00	103,018.23
2/16/2023	Check	0000006435	Turner Cleaning Service LLC Cleaning Probation	675.00	102,343.23
2/16/2023	Check	0000006436	United Refrigeration Inc. HVAC Repair	237.81	102,105.42
2/16/2023	Check	0000006437	VACORP Insurance Polycap	5,379.00	96,726.42
2/16/2023	Check	0000006438	Virginia Coalfield Economic JM Conveyor	21,165.00	75,561.42
2/16/2023	Check	0000006439	Virginia Coalfield Economic Filing Fee	40.00	75,521.42
2/21/2023	Deposit		CASH RECEIPT DEPOSIT	833.33	76,354.75
2/21/2023	Check	W000000289	First Bank & Trust Company Probation	7,378.66	68,976.09
2/21/2023	Check	W000000290	First Bank & Trust Company VDH	10,553.57	58,422.52
2/22/2023	Check	W000000291	Town of Lebanon VA Water	254.70	58,167.82
2/24/2023	Deposit		CASH RECEIPT DEPOSIT	8,808.33	66,976.15
2/24/2023	Deposit		CASH RECEIPT DEPOSIT	17,668.34	84,644.49
2/28/2023	Interest		Bank Stmt	10.51	84,655.00
2/28/2023	Check	0000000201	Donnie Christian	184.70	84,470.30
2/28/2023	Check	0000000203	William C. Elliott	696.13	83,774.17
2/28/2023	Check	0000000204	Harry Ferguson	184.70	83,589.47
2/28/2023	Check	0000000205	Jarred Glass	184.70	83,404.77
2/28/2023	Check	0000000206	DeAnna C. Jackson	184.70	83,220.07
2/28/2023	Check	0000000207	Richard Lockridge	184.70	83,035.37
2/28/2023	Check	0000000208	John M. Stamper	184.70	82,850.67
2/28/2023	Check	0000006442	Ernest McFaddin	4,584.58	78,266.09
2/28/2023	Check	0000006443	Heather W. Musick	2,070.18	76,195.91
				<b>Ending</b>	76,195.91

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

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

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>	<b>Document Amount</b>	<b>Bank Balance</b>
				<b>Beginning</b>	38.94
2/5/2023	Deposit		CASH RECEIPT DEPOSIT	8,535.16	8,574.10
2/10/2023	Check	0000002656	Virginia Coalfield Economic	1,168.05	7,406.05
2/10/2023	Check	0000002657	Virginia Coalfield Economic	2,079.25	5,326.80
				<b>Ending</b>	5,326.80

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

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

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>		<b>Document Amount</b>	<b>Bank Balance</b>
					<b>Beginning</b>	45,236.43
2/2/2023	Check	W000000295	The Tobacco Company	Reception	166.04	45,070.39
2/3/2023	Check	W000000296	Omni Richmond Hotel	Reception	553.09	44,517.30
2/3/2023	Check	W000000297	Omni Richmond Hotel	Reception	589.96	43,927.34
2/3/2023	Check	W000000298	Omni Richmond Hotel	Reception	625.47	43,301.87
2/9/2023	Check	0000001175	Chad Newberry Construction	Acme	17,250.00	26,051.87
2/17/2023	Check	W000000299	United States Postal Service	Postage	8.13	26,043.74
2/28/2023	Interest		Bank Strmnt		2.57	26,046.31
					<b>Ending</b>	26,046.31

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

**Bank Code:** FB&T - USDA RLF

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>	<b>Document Amount</b>	<b>Bank Balance</b>
				<b>Beginning</b>	11,138.42
2/16/2023	Deposit		Deposit - NxtGen	180.00	11,318.42
2/21/2023	Deposit		Deposit - J&J Trash	175.28	11,493.70
2/28/2023	Interest		Bank Stmnt	0.86	11,494.56
				<b>Ending</b>	11,494.56

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

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

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>	<b>Document Amount</b>	<b>Bank Balance</b>
				<b>Beginning</b>	70,381.01
2/21/2023	Deposit		Deposit Steel Fab Payment	70,291.96	140,672.97
2/28/2023	Interest		Bank Stmt	6.75	140,679.72
				<b>Ending</b>	140,679.72

**Bank Recap Report  
For All Document Types**

**Document Date Range: From: 020123 To: 022823**

**Industrial Development Authority of Russell County (IDA)**

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

<b>Document/ Check</b>	<b>Document Type</b>	<b>Check Number</b>	<b>Comment/ Check Payee Name</b>	<b>Document Amount</b>	<b>Bank Balance</b>
				<b>Beginning</b>	102,869.72
2/28/2023	Interest		Bank Stmt	417.76	103,287.48
				<b>Ending</b>	103,287.48

# INVOICE

AP

**D.R. Price Engineering & Land Surveying, Inc., PC**  
 P.O. Box 1270  
 Honaker, VA 24260

drpeland@drpeandls.com  
 (276) 991-9100



## Russell Co IDA - Gilbert - Fields Property

<b>Bill to</b>	<b>Invoice details</b>
Russell Co IDA	Invoice no.: 23/060
P.O. Box 2378	Invoice date: 2/24/23
Lebanon, VA 24266	

Product or service	Amount
<p>1. <b>Surveyor/Engineer Tech</b> <span style="float: right;">3.5 hrs x \$75.00</span></p> <p>Service date: 11/14/22</p> <p>Gilbert - Fields property - Online research and deed research. Plot up subject deeds, Cedar Heights plat, and Eastern adjoinder. Fields property does not have plottable description. Create drawing and insert VGIN. Fit plots.</p>	\$262.50
<p>2. <b>Surveyor/Engineer Tech</b> <span style="float: right;">2.5 hrs x \$75.00</span></p> <p>Service date: 11/30/22</p> <p>Review DEM contours, place index labels, review with RLB, layout conceptual 50' ROW and 10 lots.</p>	\$187.50
<p>3. <b>Land Surveyor</b> <span style="float: right;">1 unit x \$90.00</span></p> <p>Service date: 11/30/22</p> <p>Site visit checking for drainage and review for development plan.</p>	\$90.00
<p>4. <b>Surveyor/Engineer Tech</b> <span style="float: right;">2.5 hrs x \$75.00</span></p> <p>Service date: 12/1/22</p> <p>Ronnie - Review VDOT project files for road plans with drainage. Download plans, scale and insert into drawing.</p>	\$187.50
<p>5. <b>Surveyor/Engineer Tech</b> <span style="float: right;">2.5 hrs x \$75.00</span></p> <p>Service date: 12/2/22</p> <p>Conceptual Plan - Discuss drainage with RLB. Label lots and acreages, discuss with Ernie.</p>	\$187.50
<p>6. <b>Surveyor/Engineer Tech</b> <span style="float: right;">4 hrs x \$75.00</span></p> <p>Service date: 12/5/22</p> <p>Ronnie - Conceptual Plan - Update border, insert labels, northarrow, legend, and adjust contours put in pipes and label drainage. Review with RLB and email conceptual plant to Ernie.</p>	\$300.00
<p>7. <b>Land Surveyor</b> <span style="float: right;">1 unit x \$90.00</span></p> <p>Service date: 12/5/22</p> <p>Richard - review conceptual plan with R.C.</p>	\$90.00

8. **Surveyor/Engineer Tech**

2 hrs × \$75.00

\$150.00

Service date: 12/9/22

Ronnie - Fields/Gilbert - Finalize conceptual plan. Labels and pipes, email to Ernie McFadden.

---

**Total**

**\$1,455.00**

---

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

AP

HEALTH DEPT.	AMOUNT:
February 2023. Cleaning	

TOTAL

\$1,600.<sup>00</sup>  
Shenyon  
Susmy Basing

Turner Cleaning Service LLC      Invoice February 2023  
120 David Martin LN  
Dante, VA 24237

Cleaning at: Lebanon Probation  
Cleaning days: 8  
\$75 per cleaning  
Total Due: \$600.00

Sure Drain

4329 Gate City Hwy.  
Bristol Va 24202

# Invoice

<b>DATE</b>	<b>INVOICE #</b>
2/17/23	I230220427

<b>BILL TO</b>
Russell County IDA 133 Highland DR Unit B Lebanon Va 24266

AIP

<b>P.O. NO.</b>	<b>PROJECT</b>

<b>DESCRIPTION</b>	<b>Technicians</b>	<b>AMOUNT</b>
Customer wanted camera ran to see why they were backing up. Found back bathrooms to reduce in direction of flow from 4" to 3" about 14' from wall cleanout. Determined that and the fact that the line is 180+ feet long to be the issue. Gave maintenance man 2 of the 2.4g diaphragms to get more water in the line.	jed	454.60

<b>Total</b>	<b>\$454.60</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$454.60</b>

Please note invoice number with payment. Thank you!

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>
276-669-1031	276-669-9188	libby@suredrainplumbing.com



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](http://www.dominionofficeproducts.com)  
 Dominion Office Products

INVOICE

Invoice Number 151657  
 2/24/2023

**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

*AIP*

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

Order Taker: VH	Sales Rep: HOUSE HOUSE	<b>GAVIN/FRIDAY</b>	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	2	2	\$91.97	\$69.99	\$139.98
<b>Subtotal:</b> \$183.94							\$139.98
<b>FREIGHT COST</b>							\$0.00
<b>Tax</b>							\$0.00
<b>Total</b>							\$139.98

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.



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](http://www.dominionofficeproducts.com)  
 Dominion Office Products

**INVOICE**

Invoice Number 151546  
 2/20/2023

**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

A/P

Order Taker: VH	Sales Rep: HOUSE HOUSE	<b>VICKIE</b>	Terms: Net 30
-----------------	------------------------	---------------	---------------

Item #	Description	UOM	Qty	Filled	List Price	Customer Price	Total	
BSN42251	Business Source Economical No. 10 Window Envelope - Single Window - #10 - 9 1/2" Width x 4 1/8" Length - 24 lb - 500 / Box - White	00500 EA/BX	1	1	\$117.98	\$47.66	\$47.66	
<b>Subtotal:</b>							\$117.98	\$47.66
<b>FREIGHT COST</b>								\$0.00
<b>Tax</b>								\$0.00
<b>Total</b>								\$47.66
<b>Amount Due:</b>								<b>\$47.66</b>

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

## Bill To:

Heather Musick  
IDA Russell County

*A/P*

## From:

Lindsay Kilgore  
Lindsay Kilgore Photography  
231 Cypress Street  
Gate City, VA 24251

Date: 9 February 2023

Description	Qty	Price	Total
Marketing Style Guide	1	\$ 340.00	\$ 340.00
Hourly Rate	7	\$ 210.00	\$ 210.00
Marketing Materials			
PowerPoint	1	\$ 50.00	\$ 50.00
Brochure	1	\$ 50.00	\$ 50.00
Letterhead	1	\$ 50.00	\$ 50.00

Sub Total

\$ 700.00

*Thank You!*



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

Marion Office  
Tel: (276) 783-8197  
Fax: (276) 706-8490

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

March 7, 2023

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

RE: Billing from February 7, 2023, through March 7, 2023

Dear Sir/Madam:

Enclosed herewith please find our invoices for services rendered in the total amount of \$926.00.

\*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,

CAMPBELL CHAFIN, P.C.

By:

\_\_\_\_\_  
JEFFREY L. CAMPBELL

JLC/rbs

Enclosures (as noted)

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

**(AS OF MARCH 7, 2023)**

<b>FILE</b>	<b>FILE No.</b>	<b>CURRENT FEES</b>	<b>TOTAL DUE</b>
General File	92-G-2054	\$450.00	\$450.00
Abingdon Collision & Towing, Inc.	22-G-2054.92	\$150.00	\$150.00
Acme Property	RE4085	\$326.00	\$326.00
<b>TOTAL</b>		<b>\$926.00</b>	<b>\$926.00</b>

**Campbell Chafin, P.C.**

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

March 07, 2023

Invoice No. 54928

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 3/7/2023.**

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
2/13/2023	JC1	Review agenda for February meeting	0.20	\$30.00
2/16/2023	JEA	February monthly meeting	0.00	\$250.00
2/16/2023	JEA	Preparation for meeting	0.00	\$150.00
3/6/2023	RS4	Phone call with Executive Director	0.20	\$20.00
			<b>Billable Hours / Fees:</b>	<b>0.40</b>
				<b>\$50.00</b>
			<b>Flat Charge Hours / Fees:</b>	<b>\$400.00</b>

---

**Timekeeper Summary**

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

Timekeeper JEA - flat charges totaling \$400.00.

Timekeeper JC1 worked 0.20 hours at \$150.00 per hour, totaling \$30.00.

---

**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
2/27/2023	Check Number 6425 against Inv# 54762	(\$665.00)
2/27/2023	Check Number 6425 against Inv# 54762	(\$20.00)
<b>Total Payments Received:</b>		<b>(\$685.00)</b>

---

Continued On Next Page

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

3/7/2023  
Page: 2

### Current Invoice Summary

<b>Prior Balance:</b>	\$685.00	
<b>Payments Received:</b>	(\$685.00)	<b>Last Payment: 2/27/2023</b>
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	
<b>Current Fees:</b>	\$450.00	
<b>Advanced Costs:</b>	\$0.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$450.00</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

March 07, 2023

Invoice No. 54927

IDA.ABINGDON COLLISION & TOWING, IN  
PO BOX 2378  
LEBANON, VA 24266

---

Client Number: 22CL0398 IDA.ABINGDON COLLISION & TOWING, INC.  
Matter Number: 22-G-2054.92 IDA.ABINGDON COLLISION & TOWING, INC.  
**For Services Rendered Through 3/7/2023.**

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
3/7/2023	JLC	Prepare Extension of Contract	0.00	\$150.00
<b>Flat Charge Hours / Fees:</b>				<b>\$150.00</b>

---

**Timekeeper Summary**

Timekeeper JLC - flat charges totaling \$150.00.

---

**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
2/27/2023	Check Number 6425 against Inv# 54761	(\$60.00)
<b>Total Payments Received:</b>		<b>(\$60.00)</b>

---

Continued On Next Page

Client Number: 22CL0398  
Matter Number: 22-G-2054.92

3/7/2023  
Page: 2

### Current Invoice Summary

<b>Prior Balance:</b>	\$60.00	
<b>Payments Received:</b>	(\$60.00)	
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	<b>Last Payment: 2/27/2023</b>
<b>Current Fees:</b>	\$150.00	
<b>Advanced Costs:</b>	\$0.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$150.00</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

March 07, 2023

Invoice No. 54929

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

---

Client Number: RE4085 IDA.ACME PROPERTY (Former)  
Matter Number: RE4085 IDA.ACME Property Purchase  
**For Services Rendered Through 3/7/2023.**

---

**Fees**

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
3/1/2023	JLC	Title update for VCEDA loan	0.00	\$300.00

**Flat Charge Hours / Fees:** \$300.00

---

**Timekeeper Summary**

Timekeeper JLC - flat charges totaling \$300.00.

---

**Cost Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check No.</u>
3/1/2023	Recording Fee for VCEDA DOT	\$26.00	
<b>Total Costs</b>		<u>\$26.00</u>	

---

**Payment Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
5/3/2022	Check Number 6270 against Inv# 52766	(\$250.00)
5/3/2022	Check Number 6270 against Inv# 52766	(\$26.00)
<b>Total Payments Received:</b>		<u>(\$276.00)</u>

---

Continued On Next Page

Client Number: RE4085  
Matter Number: RE4085

3/7/2023  
Page: 2

### Current Invoice Summary

<b>Prior Balance:</b>	\$276.00	
<b>Payments Received:</b>	(\$276.00)	
<b>Unpaid Prior Balance:</b>	<u>\$0.00</u>	<b>Last Payment: 5/3/2022</b>
<b>Current Fees:</b>	\$300.00	
<b>Advanced Costs:</b>	\$26.00	
<b>TOTAL AMOUNT DUE:</b>	<u><u>\$326.00</u></u>	

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