

RUSSELL COUNTY
BOARD OF SUPERVISOR’S MEETING
AGENDA – SEPTEMBER 5, 2023

BOS Board Room

Regular Meeting

6:00 PM

Russell County Governmental Center
Lebanon, Virginia 24266



CALL TO ORDER & ROLL CALL – Clerk of the Board

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PRESENTATIONS

- 1. **Debbie Milton – Cumberland Plateau Planning District – Dante Sewer Supplemental GrantA-1**
- 2. **Missy Carter – Community Workforce Program (CWP).....A-2**

NEW BUSINESS

- 1. **Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1**
 - a. **Unapproved minutes of August 7, 2023**
- 2. **Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2**

3. Committee Appointments for Board Consideration.....B-3

SWCC Local College Advisory Board

Kathryn Easton (Resigned) 2-Year Term June 30, 2025

RC Public Service Authority (PSA)

Thomas Tignor 4-Year Term June 24, 2027

Southwest VA Alcohol Safety Action Program

Zack Stoots 3-Year Term September 7, 2026

CITIZEN’S COMMENT PERIOD (Limited to 3 Minutes)

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

COUNTY ATTORNEY REPORTS AND REQUESTS

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

REPORTS

- 1. VA Department of Elections – Polling Place Accessibility Requirements.....C-1
- 2. VA Opioid Abatement Authority - VOAA Workshop – 9/7/2023.....C-2
- 3. VDOT Monthly Road System Report.....C-3

REQUESTS

- 4. Laurel Bed Lake Access Development Feasibility Study Contract.....C-4
- 5. Dante Steam Building Renovation Project Contract.....C-5
- 6. Cumberland Plateau Housing Authority – Payment in Lieu of Taxes for the Pittson Place.....C-6
- 7. Cumberland Plateau Housing Authority – Payment in Lieu of Taxes for the HUD Developments.....C-7
- 8. Disposal Truck Sell/Auction – 2022 Mack Truck.....C-8

9. County Vehicles Surplus – 2002 Ford Pickup & 2000 Freightliner.....C-9

10.Travel Request – VA Governor’s Tourism Summit.....C-10

11.Planning Commission Plats.....C-11

12.2023 Comprehensive Community Planning Grant for the Community
of Dante.....C-12

BOARD DISCUSSIONS & REMINDERS

ADJOURNMENT

COUNTY AGENCY / BOARD REPORTS:

- Treasurer’s Report.....D
- RC IDAE
- RC PSAF
- Castlewood W&SG
- RC Tourism.....H
- RC Planning CommissionI
- Conference Center.....J
- RC Fitness Center.....K
- RC Transportation & Safety.....L
- RC Cannery Reports.....M
- RC Building Inspector.....N
- RC Litter Report.....O



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Information Item
Presenters - Various

Meeting: 9/5/23 6:00 PM

Presentations

- 1. Debbie Milton – Cumberland Plateau Planning District – Dante Sewer Supplemental GrantA-1**
- 2. Missy Carter – Community Workforce Program (CWP).....A-2**

Staff Recommendation:

Presentation – Informational Only.

Suggested Motion:

Board Discretion.

ATTACHMENTS:

- Various

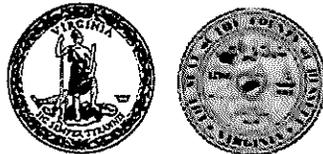
RUSSELL COUNTY ALTERNATIVE SENTENCING PROGRAM SAVINGS/BENEFITS

	CWP Daily Jail Cost Savings	CWP Community Service Hours x Minimum Wage	Drug Court Daily Jail Cost Savings	Total FY Savings/Benefits to Russell County
July 1, 2016-June 31, 2017	\$186,117.00	\$401,592.00	\$81,016.00	\$668,725.00
July 1, 2017-June 31, 2018	\$387,294.00	\$698,262.00	\$109,088.00	\$1,194,644.00
July 1, 2018-June 31, 2019	\$388,281.00	\$701,568.00	\$187,464.00	\$1,277,313.00
July 1, 2019-June 31, 2020	\$780,706.00	\$1,099,854.00	\$210,378.00	\$2,090,938.00
July 1, 2020-June 31, 2021	\$392,926.00	\$553,552.00	\$180,324.00	\$1,126,802.00
July 1, 2021-June 31, 2022	\$361,112.00	\$792,384.00	\$191,625.00	\$1,345,121.00
July 1, 2022- June 31, 2023	\$334,632.00	\$700,800.00	\$234,242.00	\$1,269,674.00
	\$2,831,068.00	\$4,948,012.00	\$1,194,137.00	\$8,973,217.00

Commonwealth of Virginia

ZACK A. STOOTS
Commonwealth's Attorney

JESSICA L. JACKSON
Chief Assistant Commonwealth's Attorney



MINDY R. MULLINS
LINDSEY E. COMPTON
REECE H. ROBERTSON
JOYCE S. KILGORE
Assistant Commonwealth's Attorneys

OFFICE OF THE COMMONWEALTH'S ATTORNEY
RUSSELL COUNTY, VIRGINIA
P.O. Box 2110, Lebanon, Virginia 24266
Phone: (276) 889-8214 · Fax: (276) 889-8217

August 16, 2023

Re: Russell County Drug Treatment Court Letter of Support

To Whom It May Concern:

This letter is being written to show my office's support of the Russell County Drug Treatment Court. The program began in 2010, and since that time, has had much success. Russell County has been in the grips of the opioid epidemic for many years, and I firmly believe that this program helps to meet the needs of our community.

The Russell County Drug Court team is a strong group of dedicated individuals with whom this office is proud to work. As Commonwealth's Attorney of Russell County, it is my honor to continue to support the Russell County Drug Treatment Court. I not only support the Russell County Drug Treatment Court, but also advocate for its expansion to help our county cope with the drug crisis that we are facing.

Please feel free to contact me if any additional information is needed.

Sincerely,

Zack A. Stoots
Commonwealth's Attorney
for Russell County, Virginia



Missy Carter <missy.carter@russellcountyva.us>

Thank You

1 message

Jarrold Sparks <jsparks@russell.k12.va.us>
To: missy.carter@russellcountyva.us

Mon, Jul 31, 2023 at 7:04 PM

I just wanted to reach out and express our gratitude for the work and help of the CWP program and its supervisor. I can't express enough how much they do for our school community and the overall appearance of our campus. These guys come out and do the hard work that is difficult for us to do during our normal school hours and never complain. Mr. Gibson is constantly reaching out to offer their assistance in any tasks that we may have available regardless of the weather or temperatures. He as well as the workers endure the summer heat just to lend us a helping hand. I just wanted to reach out and let you know what a valuable resource this program is to our community and school community. I truly hope to continue to have a great working relationship for years to come between Castlewood High School and the CWP. Thank you again.

—
Jarrold Sparks
Principal
Castlewood High School
304 Blue Devil Circle
Castlewood, VA 24224
Office: 276-762-9449

Disclaimer: Electronic Mail regarding matters associated with a student enrolled in the Russell County Public Schools may be considered part of a child's educational record and subject to disclosure and retention as part of the child's educational record.

August 16, 2023

Missy Carter
137 Highland Drive
Lebanon, VA 24266

Dear Mrs. Carter:

On behalf of Honaker High School and the Russell County School Board, I would like to take this opportunity to thank you for the partnership that you have established with us by providing community service workers to help us maintain our schools, our campus, and our facilities.

The Russell County Community Work program that has been established provides an invaluable service to our school system and our community. We are so thankful and appreciative of what the program does on a daily basis. Maintaining our buildings, grounds, and facilities is a team effort and we feel like the RCCW program is a big part of that team.

Mowing, weed eating, painting, moping, cleaning, picking up trash and general maintenance of our schools, campus, and facilities is just a few of the ways that this program has helped to make our school one of the most attractive in Southwest Virginia. We always strive to provide a neat, clean, and attractive learning environment for our students and we could not do it without the assistance of the community work program.

With that being said, I respectfully ask that we continue our partnership. It is certainly a program that is working and is benefiting the school system and our community.

Sincerely,

Tony Bush

Tony Bush, Principal
Honaker High School

Copper Creek Moccasin Volunteer Fire Department

Chief, Sonny Austin
8195 S. 71
Castlewood, VA 24224
(276) 794-7773
Sonny cell (276) 701-3807

July 14, 2023

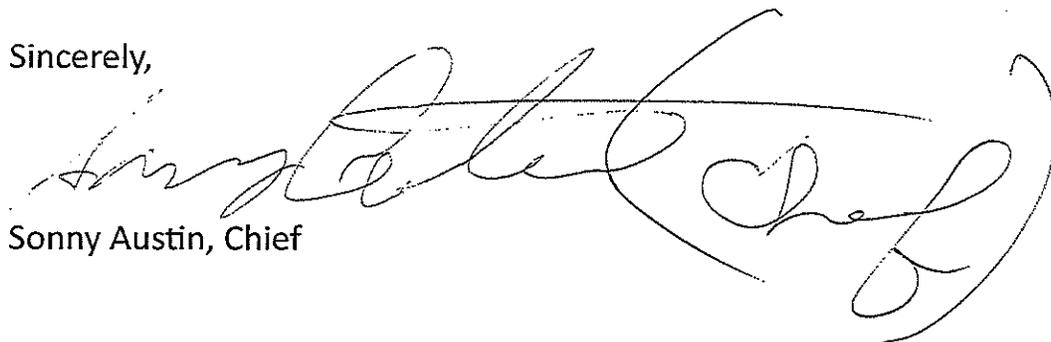
To whom it may concern:

Over numerous years I have received the benefits of Community Service from the Russell County Community Work Program and the Drug Court Program. The participants that I have worked with have all been excellent workers providing our department with wholesome work.

I am very appreciative of all the efforts of the individuals whose paths have crossed mine. I look forward to utilizing the participants for my future endeavors also. Our entire organization is volunteer, so we tremendously need community help and great workers. The Community Work Program and Drug Court Program definitely has delivered some great help, which in this day is truly hard to find.

I have been able to ask the participants for help with anything and never had to think that they would turn me down. That has truly been a blessing.

Sincerely,

A handwritten signature in black ink, appearing to read "Sonny Austin", written in a cursive style. The signature is positioned above the printed name "Sonny Austin, Chief".

Sonny Austin, Chief



COMMONWEALTH of VIRGINIA

HAROLD W. CLARKE
DIRECTOR

Department of Corrections

DISTRICT #17
PROBATION & PAROLE
26478 HILLMAN HIGHWAY
ABINGDON, VA 24210

July 11, 2023

To: Missy R. Carter, Director
Russell County Drug Court Program
Russell County Community Work Program

Dear Ms. Carter,

I wanted to take this opportunity to detail to you how the Russell County Drug Court Program and the Russell County Community Work Program have impacted the Russell County Adult Probation Office.

Probationers who meet criteria for the drug court program are able to receive enhanced and specialized substance use treatment and mental health services that are not readily available for most individuals on supervision. Our experience has been that this treatment is long lasting and life changing. We've had many graduates of the drug court program who have later become part of peer recovery support teams in our local community and continue to offer guidance to those seeking a substance-free lifestyle.

The Community Work Program has given us the opportunity to make referrals to a program in lieu of incarceration that not only serves that particular purpose, but assists us in closer supervision through daily monitoring, drug screening, etc while giving individuals on probation the chance to work off their fines and costs through community service. In addition, the county has saved a vast amount of money since individuals are serving their community rather than being incarcerated.

The full benefit of these programs really cannot be described. We are very appreciative of you, the County, and the Judicial system for allowing us the opportunity to utilize these programs.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer S. Helbert".

Jennifer S. Helbert
Senior Probation and Parole Officer
District 17/Abingdon
Russell County Sub-Office



RUSSELL COUNTY SHERIFF'S OFFICE

79 Rogers Avenue
Lebanon, VA 24266

sheriff@russellcountyva.us

Phone (276) 889-8033
Fax: (276) 889-8203

William J. Watson, Sheriff

July 7, 2023

Missy R. Carter, Program Director
Russell County Community Work Program
Russell County Adult Drug Court Program
Lebanon, VA 24266

To Whom It May Concern:

Due to the success of Russell County's Drug Treatment and Community Work programs, I am excited to continue my support.

Bearing in mind the ongoing issues my deputies face on a daily basis, I attribute a vast majority of the problem to the opioid epidemic Russell County is facing. However, since the inception of our drug court, I feel we have begun to see a decline in our drug cases.

I am fortunate to see first hand how the Community Service program helps Russell County be a better place to live for its citizens.

I look forward to working with you by allowing my deputies to assist with home/curfew checks of program participants and pledge any other support necessary to make Russell County the best it can be.

Sincerely,

Sheriff William J. Watson

WJW/rco

Please allow me to share with you my experience with the Russell County (VA) Community Work Program and Drug Court.

I direct the Russell County Public Library (RCPL) in Russell County. As a small county, we have a limited budget and staff; the work these “volunteers”—because that’s what RCPL calls them and how we treat them—have given to the Library in the past 10 years more is than I can measure.

The CWP has helped with renovations large and small. Sometimes they move furniture and sometimes they paint indoors and outdoors. They have also laid linoleum and carpet tile; their work exceeded the quality of some professional work I’ve seen done in our county.

Several Drug Court graduates have been long-term “volunteers” with RCPL, giving us several hundred hours in community service. We have found them to be good workers, and help them develop skills they can use in the workplace. In the 2022-2023 fiscal year, our Drug Court volunteer hours equated to a 10 hour per week position;

It’s not a one-way relationship. We view their work as an opportunity to share the resources that the library has to offer all members of our community. Additionally, I’ve seen participants regain their confidence in themselves, losing their defensive edge, and build skills to confidently provide library service to patrons.

Over the years working with Missy Carter, the coordinator of the Russell County Community work program, and the participates of the work program has been very beneficial to the Russell County Solid Waste Department. Since the start of the program the work program participates have put in a lot of time in assisting with the mowing and cleaning of the county 11 convenience sites that are located throughout the county. The Community work program workers have also been a big help at the Transfer Station in assisting in keeping the transfer station clean and have help to shred and cut thousands of tires. Every year the worker help with the household hazardous, tire take up, and clean your file day by helping over 100 residents unload their vehicles. The program has also become very instrumental in keeping our roadway clear of litter. They have also participated in several regional dumpsite clean-ups where surrounding counties come together and combine resource to work on cleaning up large dumpsites in each county. The participates of the program are very courteous and work very hard in completing the tasks at hand. At the end of the day the participates can see that their hard work has made a difference. The Community work program has become and will continue to be a huge benefit to Russell County and its citizens not only in a cost saving but also in keeping our county clean.

Cleveland Lifesaving Crew, Inc.

P.O. Box 129, Cleveland, VA 24225

Phone 276.889.4590

To: Missy Carter, Russell County Community Work Program/Drug Court Administrator

July 09, 2023

I would like to take this opportunity to thank you and all of your staff for your exemplary service to assist the operations of the Cleveland Lifesaving Crew. The Crew works diligently to maintain a complete volunteer status of membership, and provide our service to the citizens of Russell County for free.

Without the support of you and your program there would be multiple tasks that are left undone. From washing vehicles, grounds work, cleaning the facilities, carpentry, painting, and other odd jobs as needed your staff and program attendees provide a much needed service to this agency and the community.

We owe you a sincere debt of gratitude and are extremely grateful that we have this asset in our County to assist us in our daily operations. The Community Work Program, and Community Service Workers from the Drug Court Program work in a professional manner, and maintain themselves in a respectful way. Many of the graduates from the program maintain contact with the membership of the agency and are always interested in the progression and wellness of the agency and its managers and providers. Thank you for all that you do to help us. Our motto is and always has been, HELP US! HELP YOU! This program definitely helps us help others.

Sincerely,

Maxie Skeen

Maxie T. Skeen

Operations Manager CLSC

JODI EATON
Mayor
SCOTT McGLOTHLIN
Vice-Mayor
CYNDI HESS
Clerk
BRANDON CASSELL
Police Chief
EARNEST SHORT
Public Works Director



COUNCILMEN
CONNIE HARRIS
RYAN HART
JIM TAYLOR
RICHARD VANDYKE
DEWEY B. CHAFIN

July 6, 2023

County Work Program
Drug Court
Lebanon, Virginia 24266

Attention: Missy Carter (missy.carter@russellcountyva.us)

Dear Ms. Carter:

I want to take this opportunity to express my appreciation and sincere thanks to the Russell County Work Program/Drug Court. The Town of Honaker has been fortunate to receive workers from the programs to assist with office cleaning, litter pickup, weed trimming, vehicle cleaning and preparing sites for our Kid's Fishing Day, Redbud Festival and Independence Celebration. They have really made a difference in our town and community and for that I am thankful. Since the Covid Pandemic, our maintenance department remains short staffed and the assistance from the work programs have been a blessing. Please pass along our appreciation and thanks to all the participants, supervisors and anyone involved in making this program a success. May God bless each of you, Thanks again.

Sincerely,

A handwritten signature in black ink that reads "Jodi L. Eaton". The signature is written in a cursive style with a large initial "J" and "E".

Jodi L. Eaton, Mayor
Town of Honaker

Castlewood Elementary School

242 Blue Devil Circle • Castlewood, VA 24224 | Telephone: 276.762.2315 | Fax: 276.762.9261

July 25, 2023

Ms. Carter;

I am writing to you with regards to the Community Work Program that has been provided to us by Bob Gibson and his team. We are grateful recipients of the hard work that Mr. Gibson and his team have provided us last summer (2022) and this summer (2023) during which they have helped prepare our facilities for our students. In the span of two summers, the team brought to us by Mr. Gibson has painted most of our classrooms and has helped us maintain our outdoor space by weeding and mulching the school grounds.

The service brought to us through the Community Work Program has been a great help; moreover, it has been a great opportunity to participate in the rehabilitation of members within our community.

We hope that Castlewood Elementary School can continue to work in partnership with the Community Work Program in support of creating meaningful opportunities for rehabilitating members of our community.

Best regards,



Adam Padgett
Castlewood Elementary School, Principal
apadgett@russell.k12.va.us
276.762.2315



Lebanon Volunteer Fire Department

415 Main Street Lebanon, VA. 24266

STATION 32

PO Box 1147 Lebanon, Va. 24266

Chief – John Michael McCoy 3201

Missy Carter
Drug Court Program Coordinator

To Whom It May Concern

Missy I hope this letter finds you well. I wanted to take some time to reach out to you regarding what an excellent job the drug court program has been for Lebanon Fire Department in the past. At Lebanon Fire Department we have used your program several times for maintenance items in the building. You are only a phone call away when there may be a project that I can use the program for. Every project that this program has done in the past has always been done in the upmost professional manner. I find myself now trying to find projects we can use your program for because I see so many success stories come out of the program and work for the community. Again, I just wanted to reach out to you and your team to thank you for being such a great asset that is making a difference.

Thank you for your time.

Chief John Michael McCoy -
3201





Appalachian Soccer Association

PO Box 905 Lebanon, VA 24266 appalachiansoccer@yahoo.com 276-880-4373

Soccer was introduced to the kids of Russell County in 2004. We have steadily grown through the years and in the spring of 2023 had a record number of participants with over 260 kids enrolled to play. Through the years, we have primarily played at school facilities. For us to have a season in the fall of 2020, the Russell County Industrial Development Authority (IDA) graciously voted to allow us to use the field behind the Russell County Government Center. We just finished our sixth season on the IDA field. We are incredibly grateful for the continued use of the field. One challenge of the field is the maintenance responsibilities. Completely volunteer driven, the league was struggling to keep the field sufficiently maintained. Hyder Hughes offered the Russell County Community Works Program to assist with field maintenance. Since then they have taken care of mowing, trash removal and general field maintenance. This has been a huge benefit to the league. Unfortunately, in our region, a lot of parents struggle financially to an extent that even sport registration fees present a burden. We work hard to keep overhead to a minimum, so we can keep fees as low as possible. We currently have the lowest fees in the area, and a big part of that is due to the labor provided to us by the Russell County Community Works Program. We are extremely grateful for what this group does for the league as well as the kids of Russell County.

Heather Taylor

ASA Board of Directors

Lebanon Elementary School

PO Box 668, 56 George Ben Whited Drive
Lebanon, Virginia 24266
Phone: (276) 889-6531 Fax: (276) 880-0081

Mrs. Tabitha Long, Principal

Carolyn Townes, Assistant Principal
Elizabeth Perkins, Secretary

Penny Bailey, Guidance
Judy Meadows, Bookkeeper

July 14, 2023

Dear Sir or Madam:

I am writing to express our gratitude for the Community Work Program and how it has benefited our school. Each summer, we coordinate with Missy Carter on projects that we need assistance with before school starts for the new year. The program has assisted us with many requests.

We have an extremely steep bank on the southside of our building. For the past three years the Community Work Program workers have kept this bank weedeated for us. This has been so helpful for our custodians, allowing them to perform other duties necessary. The workers have also painted classrooms for us over the past few years and assisted with cleaning windows, restrooms, and other areas of the building. Whoever brings the crew, Mr. Gibson, Mr. Stoots, Mr. Howard, etc., has made sure the job is done in the most professional manner.

Currently, we have a crew working to remove two large flower beds from the front of our building. This is a project we've not been able to tackle ourselves. We are grateful for the crew who is working on this for us. It will help make our school more beautiful and inviting.

Our school staff is thankful for the Community Work Program and the work it has provided to our school. I am appreciative of this program as it allows people the opportunity to change their lives and strive to become better citizens in our communities in the future. Kudos to a job well done for us as an entire community.

Sincerely,



Tabitha Long

To: Missy Carter

CWP and Drug Court

At Lebanon Memorial United Methodist Church, we have the benefits of the drug court and CWP to help us in the programs we run and also in any help we need physically in the building.

Drug Court sets the AA programs and our Recovery Program as places that participants can use as part of their Rehabilitation. This allows us to meet these individuals and make lasting relationships and help them in any way that the church can. The United Methodist Church has always been an advocate of social justice and do all that we can in helping those who struggle with life. This includes addiction, poverty, racial inequality, and exclusion. In working with the Drug Court of Russell County we often meet individuals that falls in each of these categories and work with them in meshing our lives together to make ourselves, them and our world a place of hope and love.

We often use the CWP to help in many physical needs of the church or our ministries in the community. I know that CWP was here the week of July 1 to help with our tile floors in all parts of the church. This is a yearly work that helps out our custodian. The work of moving all tables and chairs, cleaning and buffing floors, and then putting all back is appreciated by the church. CWP also does work from time to time at Elk Garden School of which we are associated with as a part of the Russell County Parish. The work on the building itself as well as the grounds is often too great for the volunteers that work there and CWP is a wonderful asset in helping to get the work needed achieved.

Without Drug Court and CWP two large holes would be evident in our county. We would not have the individuals working in a program working to better their lives and we would not have the relationships and work needed to heal an often-fractured community. We are blessed by these programs and we hope that we can be a blessing also in their lives and in the lives of those who administer both the Drug Court and CWP.

Blessings to all,

Rev. Jeffrey L. Tallent

Rev. Jeff Tallent

Lebanon Memorial UMC

423-418-0449

Russell County VA Animal Shelter
458 Haber Drive, Lebanon, VA 24266
July 10th, 2023

Russell County VA Animal Shelter would like to express our appreciation for the hard work and dedication from Russell County Community Work Program and Russell County Drug Court Program. Both programs have made a great impact at our animal shelter. Those involved in the programs assist with daily job duties to help keep our shelter operating efficiently. Both CWP and Drug Court have a huge responsibility of feeding, watering and cleaning after the dogs in custody. They have also assisted with exercise for dogs, bathing dogs, providing love and compassion to animals in our custody, organizing storage, cleaning the facility, assisting our staff and our veterinarian and many more jobs. Both programs have been hard working, responsible, and professional. Russell County Community Work Program and Russell County Drug Court are crucial to our daily operation of Russell County VA Animal Shelter. We greatly appreciate the assistance from both programs.

Thank you,

Russell County VA Animal Shelter



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-1
Presenter: Chairperson

Meeting: 9/5/23 6:00 PM

Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of August 7, 2023**

STAFF RECOMMENDATION(s):

Board discretion

SUGGESTED MOTION(s):

Motion to approve Board Minutes.

ATTACHMENTS:

- Board Minutes

August 07, 2023

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, August 07, 2023 beginning with Executive (closed) Session 4:00 pm followed by the regular meeting at 6:00 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

EXECUTIVE SESSION (CLOSED)

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to enter into Executive (closed) Session pursuant to Section 2.2-3711(A)(5)(7)(8) – Legal Discussions concerning a Proposed Economic Development Project – Moss III.

The vote was:

Aye: Steve Breeding, David Eaton, Tim Lovelace, Lou Wallace, Rebecca Dye and Oris Christian
Nay: None

APPROVAL TO RETURN TO REGULAR SESSION

Motion made by Steve Breeding, second David Eaton and duly approved by Board of Supervisors to return to regular session.

The vote was:

Aye: Steve Breeding, David Eaton, Lou Wallace, Tim Lovelace, Carl Rhea, Rebecca Dye and Oris Christian
Nay: None

CERTIFICATION OF EXECUTIVE (CLOSED) SESSION

Board of Supervisors upon the Roll Call certifies that to the best of their knowledge (i) only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Supervisors.

Any member of the Board of Supervisors who believes that there was a departure from the requirements of clauses (i) and (ii) above shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.

Are there any Supervisors who believe a departure has taken place?

Seeing none, if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes.

Tim Lovelace - yes

Lou Ann Wallace - yes

Carl Rhea - yes

Steve Breeding - yes

David Eaton - yes

Rebecca Dye - yes

Oris Christian - yes

Invocation by Caleb Johnson, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve the agenda as presented.

The vote was:

Aye: Steve Breeding, David Eaton, Lou Wallace, Tim Lovelace, Carl Rhea, Rebecca Dye and Oris Christian

Nay: None

Presentation

Ernie McFadden – Russell County IDA discussed economic projects.

New Business

APPROVAL OF THE JULY 10, 2023 MINUTES

Motion made by Carl Rhea, second Oris Christian and duly approved by the Board of Supervisors to approve the July 10, 2023 minutes and dispense with the reading thereof.

The vote was:

Aye: Carl Rhea, Oris Christian, Tim Lovelace, Lou Wallace, David Eaton, Steve Breeding and Rebecca Dye

Nay: None

APPROVAL OF GENERAL COUNTY INVOICES

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$2,440,136.40 including withholdings and reoccurring.

The vote was:

Aye: Steve Breeding, David Eaton, Tim Lovelace, Lou Wallace, Carl Rhea, Rebecca Dye and Oris Christian

Nay: None

Committee Appointments

PATRICK BRUNTY AND JONI LESTER RE-APPOINTED TO THE CPMT

Motion made by Rebecca Dye, second Oris Christian and duly approved by the Board of Supervisors to appoint Patrick Lester and Joni Lester to the Community Policy Management Team for three (3) year terms, said terms ending August 07, 2026.

The vote was:

Aye: Rebecca Dye, Oris Christian, Tim Lovelace, Lou Wallace, Steve Breeding, David Eaton and Carl Rhea

Nay: None

Citizens' Comment

The Chair opened Citizens' Comment.

Sandy Hess, Swords Creek reminded the Board that the Pro-Life Resolution should have a plaque in the government center, she also commented that the bylaws need to be amended to allow a question and answer period for citizens.

Judy Hamilton Sullivan requested that the county needs a new animal control shelter or at the very least upgrades to the current one. Also, she thinks the County needs a new animal control officer.

Randy Burke, Lebanon thanked the Board for their support of Marc Mero. He thinks that we need to stop the dispensaries in this county before marijuana is legalized. He also commented that a question and answer period at the board meetings would be helpful.

The Chair closed Citizens' Comment.

County Administrator Reports & Requests

APPROVAL OF A \$45,470.42 NATIONAL OPIOID SETTLEMENT PAYMENT

Motion made by Steve Breeding, second Oris Christian duly approved by the Board of Supervisors to accept a National Opioid Settlement payment in the amount of \$45,470.42.

The vote was:

Aye: Steve Breeding, Oris Christian, Lou Wallace, Tim Lovelace, Carl Rhea, David Eaton, Rebecca Dye

Nay: None

APPROVAL OF A VDOT - RESOLUTION RURAL RUSTIC ROAD DESIGNATION

Motion made by Steve Breeding, second Oris Christian and duly approved by the Board of Supervisors to approve a VDOT Resolution – Rural Rustic Designation for Routes:

- Route 606, Blanche Davis Road
 - o From Route 609 to 1.20 miles south of Route 609, Length = 1.20 miles
- Route 636, Kents Ridge Road
 - o From 1.90 miles north of Route 640 to 3.20 miles north of Route 640, Length = 1.30 miles
- Route 671, Honaker Chapel Road
 - o From US 58 Alt to 1.30 miles west of US 58 Alt, Length = 1.30 miles
- Route 678, Lower Copper Creek Road
 - o From Route 606 to 1.00 mile east of Route 606, Length = 1.00 mile
- Route 679, Thomas Warner Road
 - o From Route 613 to 1.50 miles west of Route 613, Length = 1.50 miles
- Route 679, Tumbes Hollow Road
 - o From Route 613 to Route 824, Length = 0.90 mile
- Route 746, Stoney Point Hollow Road
 - o From Route 71 to End State Maintenance, Length = 1.17 miles

- Route 801, Steel Hollow Road
 - o From Route 668 to End State Maintenance, Length = 0.30 mile
- Route 824, Walt Drive
 - o From Route 679 to End State Maintenance, Length = 0.40 mile

The vote was:

Aye: Steve Breeding, Oris Christian, Tim Lovelace, Lou Wallace, David Eaton, Rebecca Dye and Carl Rhea
Nay: None

APPROVAL OF A VDOT RESOLUTION – HIGHWAY SYSTEM CHANGES – PUCKETT’S HOLE BRIDGE

Motion made by Rebecca Dye, second Oris Christian duly approved by the Board of Supervisors to approve a VDOT Resolution – Highway System Changes – Project 0652-083-315, C501, B635 (Puckett’s Hole Bridge).

The vote was:

Aye: Rebecca Dye, Oris Christian, Tim Lovelace, Lou Wallace, Carl Rhea, Steve Breeding and David Eaton
Nay: None

APPROVAL TO ADVERTISE FOR A FULL TIME COUNTY BUILDING & MAINTENANCE POSITION

Motion made by David Eaton, second Steve Breeding duly approved by the Board of Supervisors to advertise a full-time County Building & Grounds Maintenance Position.

The vote was:

Aye: David Eaton, Steve Breeding, Tim Lovelace, Lou Wallace, Carl Rhea, Rebecca Dye and Oris Christian
Nay: None

APPROVAL TO MOVE THE BOARD MEETING TO SEPTEMBER 05, 2023

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to set the September Board of Supervisors meeting on September 05, 2023 due to the holiday.

The vote was:

Aye: David Eaton, Steve Breeding, Tim Lovelace, Lou Wallace, Carl Rhea, Rebecca Dye and Oris Christian
Nay: None

APPROVAL TO APPROPRIATE \$500 VET FEST, \$300 POSITIVELY GYMNASTICS AND \$300 DANTE COMMUNITY ASSOCIATION

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to make the following donations: Russell County Vet Fest - \$500, Positively Gymnastics - \$300 and Dante Community Association - \$300.

The vote was:

Aye: David Eaton, Steve Breeding, Tim Lovelace, Lou Wallace, Carl Rhea, Rebecca Dye and Oris Christian
Nay: None

The Chair adjourned the meeting.

Clerk of Board

Chairperson



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-2
Presenter: Chairperson

Meeting: 9/5/23 6:00 PM

Approval of Expenditures

Request approval of the County's August 2023 Monthly Expenditures:

STAFF RECOMMENDATION(s):

County's August 2023 Monthly Expenditures are in compliance with budget and operational services.

SUGGESTED MOTION(s):

Motion to approve County's August 2023 Monthly Expenditures.

ATTACHMENTS:

- August 2023 Monthly Expenditures

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
9/05/2023	9/05/2023	004982 AMAZON CAPITAL	09052023	10	889.71	889.71	4100-073010-5411-	-
9/05/2023	9/05/2023	004982 AMAZON CAPITAL	09052023	10	30.00	30.00	4100-073010-5407-	-
					919.71	919.71 *		
9/05/2023	8/16/2023	005009 AMERICAN SOLUTI	INV06901600		2,533.04	2,533.04	4100-012130-5203-	-
					2,533.04	2,533.04 *		
9/05/2023	8/15/2023	000047 AT&T	08152023		.07	.07	4100-031020-5203-	-
					.07	.07 *		
9/05/2023	8/09/2023	003900 ATLANTIC TACTIC	SQ-90199403		2,179.56	2,179.56	4100-031020-5409-	-
					2,179.56	2,179.56 *		
9/05/2023	9/05/2023	000007 BAKER & TAYLOR	09052023		777.91	777.91	4100-073010-5411-	-
					777.91	777.91 *		
9/05/2023	9/05/2023	000079 BELFAST/ROSEDAL	09052023		500.00	500.00	4100-011010-5417-	-
					500.00	500.00 *		
9/05/2023	7/28/2023	000084 BEN FRANKLIN PR	45304		145.00	145.00	4100-013010-5401-	-
					145.00	145.00 *		
9/05/2023	8/22/2023	000052 BLEVINS SEPTIC	37632		595.00	595.00	4100-043020-3004-	-
					595.00	595.00 *		
9/05/2023	8/08/2023	000092 BONANZA RESTAUR	104286		258.00	258.00	4100-011010-5413-	-
					258.00	258.00 *		
9/05/2023	9/05/2023	005091 CASTLEWOOD FIRE	09052023		500.00	500.00	4100-011010-5417-	-
					500.00	500.00 *		
9/05/2023	9/05/2023	002170 CASTLEWOOD HIGH	TENNIS TEAM		500.00	500.00	4100-011010-5417-	-
					500.00	500.00 *		
9/05/2023	8/11/2023	003569 CLARK PRINT SHO	4742		752.00	752.00	4100-013010-5401-	-
					752.00	752.00 *		
9/05/2023	9/05/2023	000144 CLEVELAND LIFE	09052023		250.00	250.00	4100-011010-5417-	-
					250.00	250.00 *		
9/05/2023	9/05/2023	001243 CLINCH RIVER LI	09052023		500.00	500.00	4100-011010-5417-	-
					500.00	500.00 *		
9/05/2023	9/05/2023	000161 COPPER CREEK/MO	09052023		250.00	250.00	4100-011010-5417-	-
					250.00	250.00 *		
9/05/2023	8/24/2023	004452 CRYSTAL SPRINGS	16981294 082423		13.64	13.64	4100-021060-5401-	-
					13.64	13.64 *		
9/05/2023	8/16/2023	000170 CUMBERLAND PLAT	FY24 APPRO		1,800.00	1,800.00	4100-081090-5608-	-
					1,800.00	1,800.00 *		
9/05/2023	8/17/2023	000171 CUMBERLAND PLAT	301		73,592.60	73,592.60	4100-042010-3002-	-
					73,592.60	73,592.60 *		
9/05/2023	8/10/2023	001871 DELPH KELLY MCB	08102023	10	275.00	275.00	4100-073010-5411-	-
					275.00	275.00 *		
9/05/2023	8/15/2023	000193 DISCOUNT TIRE C	3587		105.00	105.00	4100-043020-5408-	-
9/05/2023	8/17/2023	000193 DISCOUNT TIRE C	3601		773.00	773.00	4100-022010-5415-	-
9/05/2023	8/18/2023	000193 DISCOUNT TIRE C	3610		84.00	84.00	4100-043020-5408-	-
					962.00	962.00 *		
9/05/2023	7/27/2023	000198 DOMINION OFFICE	155749		18.49	18.49	4100-021060-5401-	-
9/05/2023	8/03/2023	000198 DOMINION OFFICE	155920		269.48	269.48	4100-043020-5405-	-
9/05/2023	8/03/2023	000198 DOMINION OFFICE	155932		114.50	114.50	4100-043020-5405-	-
9/05/2023	8/04/2023	000198 DOMINION OFFICE	155970		229.00	229.00	4100-042400-5401-	-
9/05/2023	8/08/2023	000198 DOMINION OFFICE	156029		41.98	41.98	4100-021060-5401-	-
9/05/2023	8/08/2023	000198 DOMINION OFFICE	156032		87.98	87.98	4100-042400-5401-	-
9/05/2023	8/09/2023	000198 DOMINION OFFICE	156094		99.98	99.98	4100-072010-5405-	-
9/05/2023	8/10/2023	000198 DOMINION OFFICE	156110		99.14	99.14	4100-072010-5407-	-
9/05/2023	8/10/2023	000198 DOMINION OFFICE	156116		154.02	154.02	4100-032050-5401-	-
9/05/2023	8/11/2023	000198 DOMINION OFFICE	156139		59.99	59.99	4100-043020-5405-	-
9/05/2023	8/15/2023	000198 DOMINION OFFICE	156213		6.79	6.79	4100-021060-5401-	-
9/05/2023	8/15/2023	000198 DOMINION OFFICE	156223		19.96	19.96	4100-012010-5401-	-

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
9/05/2023	8/16/2023	000198 DOMINION OFFICE	156269		589.37	589.37	4100-021060-5401-	- -
9/05/2023	8/18/2023	000198 DOMINION OFFICE	156350		22.90	22.90	4100-012130-5401-	- -
9/05/2023	8/17/2023	000198 DOMINION OFFICE	156311		27.99	27.99	4100-021060-5401-	- -
9/05/2023	8/22/2023	000198 DOMINION OFFICE	156398		36.15	36.15	4100-012010-5401-	- -
9/05/2023	7/25/2023	000198 DOMINION OFFICE	155656	10	18.99	18.99	4100-073010-5401-	- -
9/05/2023	7/28/2023	000198 DOMINION OFFICE	155776	10	163.98	163.98	4100-073010-5407-	- -
9/05/2023	8/01/2023	000198 DOMINION OFFICE	155868	10	77.97	77.97	4100-073010-5401-	- -
9/05/2023	8/08/2023	000198 DOMINION OFFICE	156027	10	15.57	15.57	4100-073010-5401-	- -
9/05/2023	8/10/2023	000198 DOMINION OFFICE	156101.	10	184.49	184.49	4100-073010-5407-	- -
9/05/2023	8/22/2023	000198 DOMINION OFFICE	156399		109.99	109.99	4100-034010-5401-	- -
9/05/2023	8/24/2023	000198 DOMINION OFFICE	156486		19.99	19.99	4100-012010-5401-	- -
9/05/2023	8/17/2023	000198 DOMINION OFFICE	156300.		125.98	125.98	4100-012090-5401-	- -
9/05/2023	8/22/2023	000198 DOMINION OFFICE	156405		25.50	25.50	4100-013020-5401-	- -
9/05/2023	8/22/2023	000198 DOMINION OFFICE	156404		88.99	88.99	4100-021010-5401-	- -
9/05/2023	8/28/2023	000198 DOMINION OFFICE	156575		29.99	29.99	4100-021060-5401-	- -
					2,739.16	2,739.16 *		
9/05/2023	8/09/2023	004959 DOWNSTREAM STRA	4219		440.00	440.00	4100-094010-8033-	- -
					440.00	440.00 *		
9/05/2023	7/12/2022	000224 FEDERAL EXPRESS	781593212		41.30	41.30	4100-012010-5201-	- -
9/05/2023	1/17/2023	000224 FEDERAL EXPRESS	801044207		25.16	25.16	4100-012010-5201-	- -
9/05/2023	2/21/2023	000224 FEDERAL EXPRESS	964557684		2.01	2.01	4100-012010-5201-	- -
					68.47	68.47 *		
9/05/2023	8/22/2023	001445 FISHER AUTO PAR	397-293520		14.21	14.21	4100-042400-5408-	- -
9/05/2023	8/29/2023	001445 FISHER AUTO PAR	397-293769		14.99	14.99	4100-042400-5408-	- -
					29.20	29.20 *		
9/05/2023	7/19/2023	000239 FOOD CITY	07192023		12.97	12.97	4100-031020-5401-	- -
					12.97	12.97 *		
9/05/2023	9/05/2023	004760 FRIENDS OF HONA	09052023		500.00	500.00	4100-011010-5417-	- -
					500.00	500.00 *		
9/05/2023	8/29/2023	002871 GIBSON ENTERPRI	11435		283.12	283.12	4100-042400-5413-	- -
					283.12	283.12 *		
9/05/2023	8/14/2023	002323 HALL SIGNS	70754		622.84	622.84	4100-032050-5413-	- -
					622.84	622.84 *		
9/05/2023	8/21/2023	005074 HD MEDIA CO INC	3400745		34.00	34.00	4100-012130-5203-	- -
9/05/2023	7/31/2023	005074 HD MEDIA CO INC	962391		20.00	20.00	4100-011010-3007-	- -
					54.00	54.00 *		
9/05/2023	8/25/2023	003859 HESS DONNA	08252023		324.50	324.50	4100-013010-3002-	- -
					324.50	324.50 *		
9/05/2023	7/25/2023	004627 HOLSTON MEDICAL	211560		140.00	140.00	4100-031020-5409-	- -
9/05/2023	7/25/2023	004627 HOLSTON MEDICAL	225330		190.00	190.00	4100-031020-5409-	- -
					330.00	330.00 *		
9/05/2023	9/05/2023	000306 HONAKER FIRE DE	09052023		250.00	250.00	4100-011010-5417-	- -
					250.00	250.00 *		
9/05/2023	8/11/2023	002335 HONAKER HIGH SC	08112023	10	55.00	55.00	4100-073010-5411-	- -
					55.00	55.00 *		
9/05/2023	8/25/2023	000308 HONAKER TIRE SE	300858		2,683.98	2,683.98	4100-042400-5408-	- -
					2,683.98	2,683.98 *		
9/05/2023	9/01/2023	002725 ID NETWORKS IDE	281280		2,925.00	2,925.00	4100-031020-3005-	- -
					2,925.00	2,925.00 *		
9/05/2023	6/16/2023	001685 JERRY'S SIGNS	14775		200.07	200.07	4100-031020-5409-	- -
					200.07	200.07 *		
9/05/2023	8/25/2023	003587 JOHN DEERE FINA	08252023		395.08	395.08	4100-031020-5408-	- -
					395.08	395.08 *		
9/05/2023	6/30/2023	000353 KEGLEY SERVICE	39862		20.00	20.00	4100-022010-5415-	- -
9/05/2023	8/29/2023	000353 KEGLEY SERVICE	40443		20.00	20.00	4100-043020-5408-	- -
					40.00	40.00 *		

<u>DUE DATE</u>	<u>INV DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
9/05/2023	8/28/2023	000359 KWIK KAFE	3510:718186		40.00	40.00	4100-012010-5401-	- -
					40.00	40.00 *		
9/05/2023	8/23/2023	004546 LEAF	15219270	10	95.52	95.52	4100-073010-3002-	- -
					95.52	95.52 *		
9/05/2023	8/25/2023	000367 LEBANON BLOCK & 549862			155.32	155.32	4100-081040-3007-	- -
					155.32	155.32 *		
9/05/2023	9/05/2023	000373 LEBANON LIFE SA 09052023			500.00	500.00	4100-011010-5417-	- -
					500.00	500.00 *		
9/05/2023	8/16/2023	003051 LIGHTHOUSE SUPP 08165416			517.50	517.50	4100-043020-5407-	- -
9/05/2023	8/16/2023	003051 LIGHTHOUSE SUPP 08165419			384.00	384.00	4100-094010-8039-	- -
					901.50	901.50 *		
9/05/2023	7/31/2023	004883 LOONEY ALYSSA L JUL/AUG 23			207.37	207.37	4100-011010-5501-	- -
9/05/2023	7/31/2023	004883 LOONEY ALYSSA L JUL/AUG 23			369.79	369.79	4100-011010-5504-	- -
					577.16	577.16 *		
9/05/2023	8/16/2023	000393 LOWES 914824			687.35	687.35	4100-094010-8039-	- -
9/05/2023	8/23/2023	000393 LOWES 974385			380.24	380.24	4100-071040-5613-	- -
9/05/2023	8/08/2023	000393 LOWES 981214			255.80	255.80	4100-071040-5606-	- -
9/05/2023	8/09/2023	000393 LOWES 982430			36.25	36.25	4100-071040-5606-	- -
9/05/2023	8/11/2023	000393 LOWES 986058			321.08	321.08	4100-043020-5407-	- -
9/05/2023	8/22/2023	000393 LOWES 992738			48.28	48.28	4100-043020-5405-	- -
					1,729.00	1,729.00 *		
9/05/2023	8/18/2023	003338 MCGLOTHLIN ALIC 10091874717			205.04	205.04	4100-012130-5401-	- -
					205.04	205.04 *		
9/05/2023	6/27/2023	004625 MCINTYRE, LISA 23000004083			99.00	99.00	4100-012130-5801-	- -
					99.00	99.00 *		
9/05/2023	8/04/2023	004271 MOTOROLA SOLUTI 8281684962			15,623.16	15,623.16	4100-031020-5203-	- -
					15,623.16	15,623.16 *		
9/05/2023	8/17/2023	002304 MUMPOWER SIGN S 310111			1,653.00	1,653.00	4100-032050-5413-	- -
9/05/2023	8/08/2023	002304 MUMPOWER SIGN S 309940			187.00	187.00	4100-031020-5408-	- -
					1,840.00	1,840.00 *		
9/05/2023	8/16/2023	004196 NATIONAL AUTO F DE-14989			212,711.23	212,711.23	4100-042400-5408-	- -
					212,711.23	212,711.23 *		
9/05/2023	7/19/2023	004511 NATIONAL TEST S 69078			22.00	22.00	4100-022010-5415-	- -
					22.00	22.00 *		
9/05/2023	9/05/2023	000460 NEW GARDEN RESC 09052023			250.00	250.00	4100-011010-5417-	- -
					250.00	250.00 *		
9/05/2023	7/11/2023	003123 O'REILLY AUTO P 1943-110879			92.98	92.98	4100-022010-5415-	- -
9/05/2023	8/25/2023	003123 O'REILLY AUTO P 1943-116404			32.97	32.97	4100-043020-5408-	- -
					125.95	125.95 *		
9/05/2023	8/15/2023	000904 OLD DOMINION PO 08152023			152.34	152.34	4100-043020-5101-	- -
9/05/2023	9/19/2023	000904 OLD DOMINION PO 09192023			47.97	47.97	4100-043020-5101-	- -
					200.31	200.31 *		
9/05/2023	8/02/2023	004420 PROBILLING CORP 26W128853			1,806.28	1,806.28	4100-031020-5408-	- -
					1,806.28	1,806.28 *		
9/05/2023	8/09/2023	004138 PROJECT LIFESAV 23-052			450.00	450.00	4100-031020-5409-	- -
9/05/2023	8/16/2023	004138 PROJECT LIFESAV 23-054			529.07	529.07	4100-031020-5409-	- -
					979.07	979.07 *		
9/05/2023	8/08/2023	004843 QUADIENT LEASIN N10064006			537.93	537.93	4100-012010-5401-	- -
9/05/2023	9/20/2023	004843 QUADIENT LEASIN 17093713			400.90	400.90	4100-012010-5401-	- -
					938.83	938.83 *		
9/05/2023	8/10/2023	003192 ROBINSON FARMER 86816			4,325.00	4,325.00	4100-012080-3002-	- -
					4,325.00	4,325.00 *		
9/05/2023	8/21/2023	000578 RUSSELL COUNTY 2ND QUARTERFY24			92,348.75	92,348.75	4100-051020-5601-	- -
					92,348.75	92,348.75 *		
9/05/2023	8/21/2023	000663 RUSSELL COUNTY AUG-23		1	7,740.00	7,740.00	4100-095010-9130-	- -

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
9/05/2023	8/25/2023	000663 RUSSELL COUNTY	AUG23 WWTP	1	10,809.67	10,809.67	4100-082010-8025-	-
9/05/2023	8/21/2023	000663 RUSSELL COUNTY	BOS082123	2	1,491.69	1,491.69	4100-094010-8032-	-
9/05/2023	8/21/2023	000663 RUSSELL COUNTY	BOS082123-2	2	307.82	307.82	4100-094010-8032-	-
					20,349.18	20,349.18	*	
9/05/2023	8/23/2023	000594 SAM'S CLUB/GEGR	08232023		335.65	335.65	4100-031020-5409-	-
					335.65	335.65	*	
9/05/2023	8/16/2023	003380 SHENTEL	08162023		131.39	131.39	4100-031020-5203-	-
9/05/2023	8/16/2023	003380 SHENTEL	08162023		135.38	135.38	4100-031020-5203-	-
9/05/2023	8/16/2023	003380 SHENTEL	08162023		135.38	135.38	4100-012010-5413-	-
9/05/2023	7/25/2023	003380 SHENTEL	07252023-		71.38	71.38	4100-013020-5413-	-
9/05/2023	8/22/2023	003380 SHENTEL	08222023		145.93	145.93	4100-035050-5413-	-
9/05/2023	8/25/2023	003380 SHENTEL	08252023		137.95	137.95	4100-012130-5203-	-
					757.41	757.41	*	
9/05/2023	7/30/2023	004429 SHORTER DIANA	JUL/AUG 23		707.44	707.44	4100-011010-5504-	-
					707.44	707.44	*	
9/05/2023	8/07/2023	004555 SHOWCASES	326934	10	91.19	91.19	4100-073010-5407-	-
					91.19	91.19	*	
9/05/2023	8/23/2023	001700 SOUTHWEST VA VE	154477		12,518.18	12,518.18	4100-035010-5404-	-
					12,518.18	12,518.18	*	
9/05/2023	4/30/2023	002216 SOUTHWEST VIRGI	JAN-MAR 2023		450.00	450.00	4100-022010-5415-	-
					450.00	450.00	*	
9/05/2023	8/15/2023	005065 SPEARHEAD TRAIL	DANTE TRAIL-		27,589.80	27,589.80	4100-094010-8036-	-
					27,589.80	27,589.80	*	
9/05/2023	8/14/2023	002807 STANLEY'S PEST	BUGMANJOE		400.00	400.00	4100-031020-3002-	-
					400.00	400.00	*	
9/05/2023	8/22/2023	005071 STONEWALL TOOL	I-000004		210.60	210.60	4100-043020-5101-	-
					210.60	210.60	*	
9/05/2023	8/31/2023	003144 SUMMIT BUSINESS	2023317		78.75	78.75	4100-012300-7002-	-
					78.75	78.75	*	
9/05/2023	9/05/2023	004825 THE SALVATION A	09052023		1,000.00	1,000.00	4100-011010-5417-	-
					1,000.00	1,000.00	*	
9/05/2023	5/03/2023	004103 THE SUPPLY ROOM	4603617-0		22.14	22.14	4100-021020-5401-	-
9/05/2023	8/01/2023	004103 THE SUPPLY ROOM	5053946-0		16.80	16.80	4100-021020-5401-	-
					38.94	38.94	*	
9/05/2023	8/11/2023	003684 TOWN POLICE SUP	SD081123		3,288.00	3,288.00	4100-031020-5409-	-
					3,288.00	3,288.00	*	
9/05/2023	9/01/2023	000186 TREASURER OF VI	906567		1,326.00	1,326.00	4100-042010-3090-	-
					1,326.00	1,326.00	*	
9/05/2023	8/03/2023	000696 TREASURER OF VI	21362		1,822.76	1,822.76	4100-021060-3002-	-
					1,822.76	1,822.76	*	
9/05/2023	8/03/2023	002133 TREASURER OF VI	08032023		20.00	20.00	4100-035030-3001-	-
					20.00	20.00	*	
9/05/2023	7/16/2023	000700 TRI CITY BUSINE	AR33707	10	180.00	180.00	4100-073010-3002-	-
					180.00	180.00	*	
9/05/2023	8/22/2023	003965 UNIFIRST CORPOR	1730081368		18.21	18.21	4100-043020-3008-	-
9/05/2023	8/22/2023	003965 UNIFIRST CORPOR	1730081408		19.42	19.42	4100-043020-3008-	-
9/05/2023	8/22/2023	003965 UNIFIRST CORPOR	1730081410		33.39	33.39	4100-043020-3008-	-
9/05/2023	8/29/2023	003965 UNIFIRST CORPOR	13730082375		108.88	108.88	4100-043020-3008-	-
9/05/2023	8/29/2023	003965 UNIFIRST CORPOR	1730082377		33.39	33.39	4100-043020-3008-	-
9/05/2023	8/29/2023	003965 UNIFIRST CORPOR	1730082356		18.21	18.21	4100-043020-3008-	-
					231.50	231.50	*	
9/05/2023	7/10/2023	000758 WALLACE FURNITU	133304		37.45	37.45	4100-071040-5613-	-
					37.45	37.45	*	
9/05/2023	8/23/2023	004837 WEX ENTERPRISE	91302440		21,251.19	21,251.19	4100-031020-5408-	-
					21,251.19	21,251.19	*	

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
9/05/2023	7/31/2023	000219 XPRESS LUBE	07312023		48.59	48.59	4100-022010-5415-	- -
9/05/2023	8/28/2023	000219 XPRESS LUBE	08282023		93.59	93.59	4100-042400-5408-	- -
					142.18	142.18 *		
		TOTAL FOR DUE DATE	9/05/2023		527,556.26	527,556.26		
		TOTAL DUE FOR FUND-	4100		527,556.26	527,556.26		

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
9/05/2023	8/08/2023	003676	GENTRY LOCKE AT 08082023		13,760.50	13,760.50	4211-011010-5415-	-
					13,760.50	13,760.50 *		-
9/05/2023	8/18/2023	005090	MOUNTAINCAP MED 080223		600.00	600.00	4211-081040-3007-	-
					600.00	600.00 *		-
9/05/2023	8/23/2023	005027	POTESTA AND ASS 167130		14,912.18	14,912.18	4211-011010-5415-	-
					14,912.18	14,912.18 *		-
9/05/2023	8/23/2023	004031	WASTE PROCESSIN 20INV000425500		31,161.00	31,161.00	4211-042400-5407-	-
					31,161.00	31,161.00 *		-
			TOTAL FOR DUE DATE 9/05/2023		60,433.68	60,433.68		
			TOTAL DUE FOR FUND- 4211		60,433.68	60,433.68		

<u>DUE DATE</u>	<u>INV DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
9/05/2023	8/16/2023	003051 LIGHTHOUSE SUPP	08165417		235.00	235.00	4839-083990-5407-	-
					235.00	235.00	*	
9/05/2023	7/28/2023	000393 LOWES	994468		489.17	489.17	4839-083990-5407-	-
					489.17	489.17	*	
9/05/2023	8/11/2023	005070 NEWBERRY STANDA	5122		115.00	115.00	4839-083990-5407-	-
9/05/2023	8/11/2023	005070 NEWBERRY STANDA	5124		115.00	115.00	4839-083990-5407-	-
					230.00	230.00	*	
9/05/2023	8/22/2023	000082 VERIZON	0822023		77.80	77.80	4839-083990-5203-	-
					77.80	77.80	*	
		TOTAL FOR DUE DATE	9/05/2023		1,031.97	1,031.97		
		TOTAL DUE FOR FUND-	4839		1,031.97	1,031.97		
		NON-DIRECT DEPOSIT			589,021.91	589,021.91		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			589,021.91	589,021.91		
						.00		



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item: B-3
Presenter: Chairperson

Meeting: 9/5/23 6:00 PM

Board Appointments

SWCC Local College Advisory Board

Kathryn Easton (Resigned) 2-Year Term June 30, 2025

RC Public Service Authority (PSA)

Thomas Tignor 4-Year Term June 24, 2027

Southwest VA Alcohol Safety Action Program

Zack Stoots 3-Year Term September 7, 2026

Staff Recommendation:

Presentation – Informational Only.

Suggested Motion:

Board Discretion.

ATTACHMENTS:

Various

Board Appointments			
Name	District	Term	Term Ending
<u>Dante Community Center Board Members</u>			
Bobbie Gullett	2	Two Years	April 1, 2023
Arthur Phillips (deceased)	2	Two Years	April 1, 2023
Wanda Osborne (does not wish to serve)	2	Two Years	April 1, 2023
Name	District	Term	Term Ending
<u>Russell County Public Library Board</u>			
Yvonne Dye	4	Three Year	June 30, 2023
<u>Russell County Public Service Authority</u>			
Thomas Tignor	1	Four Years	June 24, 2023
<u>Southwest Community College Advisory Board</u>			
Randall Hillman	4	Four Years	June 30, 2023
Name	District	Term	Term Ending
<u>Spearhead Trails</u>			
Gilbert "Teddy" Clevinger	2	Three Years	August 7, 2023
Name	District	Term	Term Ending
<u>Dante Community Center Board</u>			
Catherine Pratt	2		October 12, 2023
Jason Gullett	2		October 12, 2023
<u>Highway & Safety Commission</u>			
Gary Dotson	1	Two Years	October 12, 2023
Johnny B. Jessee	3	Two Years	October 12, 2023
Eugene Ferguson	6	Two Years	October 12, 2023
Barbara K. cox	3	Two Years	October 12, 2023
Tony Maxfield	3	Two Years	October 12, 2023
Henry E. Stinson, Jr.	4	Two Years	October 12, 2023

<u>Russell County Planning Commission</u>			
Charles Edmonds	3	Four Years	October 7, 2023
John Mason	1	Four Years	October 4, 2023
<u>Cumberland Plateau Economic Development Commission</u>			
Frank Horton	5	1 Year	October 12, 2023
Tony Lambert	6	1 Year	October 12, 2023
Ron Blankenship	3	1 Year	October 12, 2023
Name			
District			
Term			
Term Ending			
<u>Community Policy Management Team</u>			
Lonzo Lester		Four Year	November 4, 2023
<u>Oak Grove Community Center</u>			
Linda Cross	1	Two Years	November 1, 2023
Rita "Charlene" Johnson	1	Two Years	November 1, 2023
Tammy Perry	1	Two Years	November 1, 2023
John Perry	1	Two Years	November 1, 2023
Nancy Osborne	1	Two Years	November 1, 2023
Name			
District			
Term			
Term Ending			
<u>Community Policy Management Team</u>			
Rebecca Dye	6	Four Year	December 31, 2023
<u>Highway & Safety Commission</u>			
Linda Cross	1	Two Years	December 31, 2023
<u>Industrial Development Authority</u>			
Donnie Christian	6	Four Term	December 31, 2023
Nelson "Tony" Dodi	5	Four Term	December 31, 2023
Richard Lockridge	5	Four Term	December 31, 2023
<u>Southwest Virginia EMS Council</u>			
Maxie Skeen	3	Four Years	December 31, 2023



June 28, 2023

Mrs. Lou Wallace, Chairperson
Russell County Board of Supervisors
137 Highlands Drive
Lebanon, VA 24266

Dear Mrs. Dye:

This letter is to notify you that the SWCC Local College Advisory Board term of Mrs. Kathryn Easton will expire on June 30, 2025, at the request of Mrs. Easton and having served two years of her four-year appointed term on the board, Mrs. Easton has resigned from her position on the board due to her family relocating out of the area. SWCC would like to request that the Russell County Board of Supervisors appoint a replacement for Mrs. Easton to complete the remainder of the unfinished term. Mrs. Easton served 7/1/2021 -6/30/2023, the next term which will begin on 7/1/2023 and will last until 6/30/2025 at that time the replacement board member will be allowed to be reappointed to their first four-year term. Also, the SWCC Local College Advisory Board term of Mr. Randall Hillman will expire on June 30, 2023. Mr. Hillman was appointed on 7/1/2019 and has completed his first four-year term as of 6/30/2023. Mr. Hillman is eligible to be appointed for one more four-year term should the Board of Supervisors wish to reappoint him at this time. SWCC would like to request that the Russell County Board of Supervisors appoint two individuals to serve on the local college board for the new term 7/1/2023 – 6/30/2028. I would appreciate receiving the decision of the Board as soon as possible.

The Board of Supervisors has always appointed individuals who are interested in the college and the community, and Mrs. Easton and Mr. Hillman have been very supportive and active Board members. While the appointment decision rests solely with the Board of Supervisors, please remember that the SWCC Local College Advisory Board members receive no compensation for their service, and a sincere desire to serve is important in the selection process. As you think about this decision, I want to make sure you are aware that as a system and institution each of our strategic plans are centered around diversity, equity, and inclusion and I believe these board openings provide a wonderful opportunity to provide a leadership and service opportunity to an appointee from an underrepresented group. You may email the Boards decision to Kristy.israel@sw.edu.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Tommy Wright". The signature is written in a cursive style with a large, sweeping initial "T".

Dr. Tommy Wright
President

***SOUTHWEST VIRGINIA
ALCOHOL SAFETY ACTION PROGRAM***

*Suite 204 Park Avenue Center; Norton, VA 24273
(276) 679-9337 (phone) or (276) 679-9339 (fax)*

August 29, 2023

Mr. Lonzo Lester

Dear Mr. Lester:

Per this letter, Southwest VASAP is requesting the appointment of Mr. Zack Stoots, Commonwealth Attorney, to Southwest VASAP's Policy Board. It is requested he be appointed for a term of not less than one (1) year but no more than three (3) years.

If there are questions or additional information required, please notify Southwest VASAP.

Thank you for your support, consideration, and cooperation!

Sincerely,

Elizabeth Salyers

Encl.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTON, ESTABLISHING, BY JOINT ACTION OF THE BOARDS OF SUPERVISORS OF THE COUNTIES OF BUCHANAN, DICKENSON, LEE, RUSSELL, SCOTT, TAZEWELL, WISE, AND THE CITY COUNCIL OF THE CITY OF NORTON, THE MEMBERSHIP OF THE REGIONAL POLICY BOARD OF THE ALCOHOL SAFETY ACTION PROGRAM (SOUTHWEST VIRGINIA ASAP) TO SERVE THE REGION COMPOSED OF THOSE COUNTIES AND CITY

WHEREAS, the General Assembly of Virginia has, by statute codified as Virginia Code Section 18.2-271.1 (H), provided that any county, city, town, or any combination thereof may establish and operate alcohol safety action programs in connection with highway safety, and that each such program shall operate under the direction of a local independent policy board chosen in accordance with procedures approved and promulgated by the Commission on VASAP; and

WHEREAS, the Commission on VASAP has approved and promulgated such procedures, which are set out in 24 Virginia Administrative Code 35-20-180; and

WHEREAS, Boards of Supervisors of the Counties of Buchanan, Dickenson, Lee, Russell, Scott, Tazewell, Wise, and the City Council of the City of Norton have established and do operate Southwest Virginia ASAP, which is a regional alcohol safety action program in connection with highway safety, and the Commission on VASAP had approved and promulgated procedures for the policy board of that regional alcohol safety action program to be reconstituted;

NOW, THEREFORE, in accordance with the procedures approved and promulgated by the Commission on VASAP, and pursuant to the authority granted to this Council by Virginia Code Section 15.2-1411 and the organic law of the Commonwealth;

IT IS RESOLVED:

1. *That one member of the policy board shall be appointed by the governing body of each participating jurisdiction, and the remaining members of the Policy Board shall be selected by those appointees in accordance with law and regulations;*
2. *That this City Council appoints JAMES LANE, Chief of Police, to Southwest Virginia ASAP's Policy Board for a period of _____ (___) years, term to end _____.*

Action taken this _____ day of _____, 2018, by the

Teste:

Clerk



RUSSELL COUNTY BOARD OF SUPERVISORS

BOARD / COMMITTEE APPLICATION

DATE OF APPLICATION: 2-28-23

(Please print or type in black ink)

VOTING DISTRICT: 3

NAME: Jonathan Eaton jjeaton2013@gmail.com
(First) (Last) (Email Address)

MAILING ADDRESS: 74 Sykes Drive Honaker, VA 24260

E911 ADDRESS: 74 Sykes Drive

TELEPHONE NUMBERS: _____
(Home) (Business) 296-701-1427 (Cell)

PROFESSION/VOCATION: President/Owner of Appalachian Chemical Company, Engineer and Technician for Cable Plus, Owner of J and A Investments

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Russell County IDA
Russell County Tourism
(List no more than 3 -- in order of preference :)

OTHER INTERESTS: Farming (raising cattle and horses), remodeling rental properties, Spending time with my wife and son,

EDUCATION: High School and Two years of college at SWCC

JOB EXPERIENCE: Eight years working for a cable and broadband company. Operating two of my companies, Appalachian Chemical Company and J+A Investments.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: President of Appalachian Gateway Horse and Trail Association (Non-profit Organization) 5 years at Cleveland, VA

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? No

IF YES, PLEASE NAME: _____

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? No

IF YES, PLEASE NAME: _____



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item C-1 – C-11
Presenter: Administrator

Meeting: 9/5/23 6:00 PM

County Administrator Reports & Requests

The County Administrator Reports & Request for September 2023:

REPORTS

- 1. **VA Department of Elections – Polling Place Accessibility Requirements.....C-1**
- 2. **VA Opioid Abatement Authority - VOAA Workshop – 9/7/2023.....C-2**
- 3. **VDOT Monthly Road System Report.....C-3**

REQUESTS

- 4. **Laurel Bed Lake Access Development Feasibility Study Contract.....C-4**
- 5. **Dante Steam Building Renovation Project Contract.....C-5**
- 6. **Cumberland Plateau Housing Authority – Payment in Lieu of Taxes for the Pittson Place.....C-6**
- 7. **Cumberland Plateau Housing Authority – Payment in Lieu of Taxes for the HUD Developments.....C-7**
- 8. **Disposal Truck Sell/Auction – 2022 Mack Truck.....C-8**
- 9. **County Vehicles Surplus – 2002 Ford Pickup & 2000 Freightliner.....C-9**
- 10. **Travel Request – VA Governor’s Tourism Summit.....C-10**
- 11. **Planning Commission Plats.....C-11**
- 12. **2023 Comprehensive Community Planning Grant for the Community of Dante.....C-12**

STAFF RECOMMENDATION(s):

Board Discretion.

SUGGESTED MOTION(s):

Board Discretion.



Polling Place Accessibility Checklist Form

Date: _____

Locality: _____

Precinct: _____

Polling Place Name: _____

Polling Place Address: _____

How to Use This Form: Follow the route a voter would take on election day approaching the building from the curb or parking area entering the building and reaching the voting room. Please try to avoid the busiest times at polling places from 6:00 a.m. until 8:00 a.m. and from 4:00 p.m. until 6:00 p.m. Each inspection should take between 30 minutes and an hour depending on the nature and location of the polling place.

Answer **every** question on the form by marking “YES,” “NO,” or “N/A” (Not Applicable) as appropriate. Be sure to indicate N/A if the question does not apply to the polling place. Many questions will require further comments/explanations in order for others to get a better understanding of the accessibility issues at hand. Please provide as much information as you can under “**comments**” for those questions that require further explanation. Remember that you have the advantage of being at the polling place site whereas others reviewing this form will not. Therefore, make all necessary comments to describe any deficiencies.

This checklist is based on the 2010 ADA Standards (2010 Standards). The 1991 ADA Standards (1991 Standards) and the 2010 Standards, as applied to polling places, are very similar, with the exception of the requirements for accessible parking. For example, the 1991 Standards required only one van-accessible space for every eight accessible spaces (*see* 28 C.F.R. pt. 36, Appendix D, §4.1.2(5)(b)), while the 2010 Standards require one van-accessible space for every six accessible spaces (*see* 2010 Standards §208.2.4). *Safe Harbor:* Elements and spaces in a building constructed or altered before March 15, 2012, that complied with the 1991 Standards are not required to be modified to be compliant with the 2010 Standards. See 28 C.F.R. §35.150(b)(2) for more information.

Tools and Documentation:

A few simple tools may be needed to conduct the survey:

1. A metal tape measure at least 16 ft long.
2. A 24 inch level with a bubble measure, or a digital device for measuring slope.
3. A pressure gauge or flash-hook scale to test the force required to open a door.
4. A clipboard, a copy of the survey (one for each polling place), and pens/pencils.



5. A digital camera or smartphone: Pictures will help to explain and document barriers on site.
** Please note: Exterior pictures only! **

This document was developed based on the United States Department of Justice (DOJ) [ADA checklist](#). The ADA Standards, the basis for this document, can be found on the United States Access Board website, [ADA Accessibility Standards](#). For solutions to common ADA barriers, please see the document from DOJ entitled, [Solutions for Five Common ADA Access Problems at Polling Places](#). ELECT also recommends consulting with your ADA Coordinator or other designated accessibility personnel within your local government.



Parking

At least one clearly marked accessible parking space must be provided for every 25 regular parking spaces.

Total Spaces	Number of Accessible Spaces
1-25	1
26-50	2
51-75	3
76-100	4

For every 6 accessible spaces provided, one space must be van accessible. If only one accessible space is available, it must be van accessible.

	Yes	No	N/A	Comments/Remedies:
Does the polling place have spaces designated for persons with disabilities? Total Number of Parking Spaces: Number of Accessible Spaces Required: Number of Accessible Space Available:				
Is there at least one Van Accessible space provided with an 8ft space and an 8ft access aisle or with an 11ft space and a 5ft access aisle?				
Do all standard spaces have an 8ft wide space with a 5ft access aisle? (2 spaces can share 1 access aisle.)				
Are the surfaces of the designated accessible parking spaces and access aisle stable, firm, and slip-resistant?				
Is the access aisle part of the accessible route to the entrance of the polling place?				
Are the designated accessible parking spaces located on the shortest route to the accessible entrance of the polling place?				



Passenger Drop-off Areas

Only complete this section if there is a passenger drop-off area provided. If not, proceed to the next section.

	Yes	No	N/A	Comments/Remedies:
Is the vehicle pull-up space on a level surface, with slopes not exceeding 1:48 in all directions?				
Is the access aisle next to the vehicle pull-up space on a level surface, with a slope not exceeding 1:48 in all directions?				
Is a curb ramp provided if a curb separates the access aisle from the accessible route to the polling place accessible entrance?				
Is the width of the curb ramp surface at least 36 inches (not counting the side flares)?				
Does an accessible route connect the access aisle and curb ramp to the accessible entrance of the polling place?				

Curbside Voting Area

	Yes	No	N/A	Comments/Remedies:
Is the curbside voting area clearly marked with a sign and instructions?				
Is the curbside voting area within 150ft of the entrance to the polling place?				
Does the curbside voting area block a fire lane or fire hydrant?				
Please describe how voters will be able to notify officers of election that they require assistance at the curbside voting area.				
If a doorbell/buzzer will be used, will it be positioned so that the voter does not need to leave their vehicle to interact with the device?				



Exterior Route to Accessible Entrance

Assess the routes from the parking lot, passenger drop-off area, public sidewalks, and public transportation stops separately. You may attach additional pages to this document to assess each of the routes.

	Yes	No	N/A	Comments/Remedies:
Is the route at least 3ft wide?				
Is the route free of abrupt changes in level greater than ½ inch, including stairs?				
Are walking surfaces stable, firm, and slip resistant?				
Is the route free of wall-mounted objects that protrude more than 4 inches into the path of travel and are between 27 inches and 80 inches high?				
Is the route free of post-mounted objects that protrude more than 1ft into the path of travel and are between 27 inches and 80 inches high?				
Are objects that hang over the pedestrian route 80 inches or higher, including the underside of exterior stairs?				
If the route crosses a curb, is there a curb ramp that is at least 3ft wide with a slope of no more than 1:12?				
Is the running slope part of the route greater than 1:20? If yes, go to the Ramps section.				
Is the cross slope of the accessible route no greater than 1:48?				
Are the signs designating the path of travel understandable, visible, & easy to read?				



Polling Place Entrances

	Yes	No	N/A	Comments/Remedies:
Is the clear width of the door opening (one door or one active leaf of a double door) at least 32 inches?				
Is each door hardware useable with one hand without tight grasping, pinching, or twisting of the wrist?				
On the pull side of the door, is there at least 18 inches of clearance provided to the side of the latch?				
Is the area in front of the door level, with slopes no greater than 1:48 in all directions?				
If there are doors in a series, is the distance between the two hinged doors at least 4ft plus the width of the door swinging into the space?				
Can the second door (interior door) in the series be opened with no more than 5lbs of force?				
Does the second door (interior door) in the series comply with the above questions regarding entrances?				
Are door thresholds no higher than ½ inch (Note: if the threshold is between ¼ inch and ½ inch it must be beveled.)				
Do inaccessible entrances have signage directing voters to the accessible entrance?				
If voters are directed to an alternative accessible entrance, is this entrance kept unlocked during voting hours?				

Route from Entrance into the Voting Area

	Yes	No	N/A	Comments/Remedies:
Is the route at least 3ft wide?				
Is the route free of wall-mounted objects that protrude more than 4 inches into the path of travel and are between 27 inches and 80 inches high?				



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

Is the route free of post-mounted objects that protrude more than 1ft into the path of travel and are between 27 inches and 80 inches high?				
Are objects that hang over the route 80 inches or higher, including the underside of stairs?				
Is the route free of abrupt changes in level greater than ½ inch, including stairs?				
Is the running slope part of the route greater than 1:20? If yes go to the Ramps section.				
If the route to the voting area has stairs, is a platform lift or elevator provided? If yes, go to the Lift or Elevator Section.				
If doors are provided along the route to the voting area, is the clear width of each door opening (one door or one active leaf of a double door) at least 32 inches?				
Is each door hardware useable with one hand without tight grasping, pinching, or twisting of the wrist?				
Can each door be opened with no more than 5lbs of force?				
Is the threshold at each door no higher than ½ inch? (Note: If the threshold is between ¼ inch and ½ inch it must be beveled.)				
On the pull side of each door, is there at least 18 inches of clearance provided to the side of the latch?				
Is the area in front of each door level, with slopes no greater than 1:48 in all directions?				
Are the signs designating the path of travel understandable, visible, & easy to read?				



Within the Voting Area

	Yes	No	N/A	Comments/Remedies:
Are floor surfaces stable, firm, and slip-resistant?				
Is the route free of wall-mounted objects that protrude more than 4 inches into the path of travel and are between 27 inches and 80 inches high?				
Is the route free of post-mounted objects that protrude more than 1ft into the path of travel and are between 27 inches and 80 inches high?				
Are objects that hang over the route 80 inches or higher including the underside of stairs?				
Is there enough room to provide a route at least 3ft wide to the registration table and voting stations?				
Is there enough room to provide a turning space in front of at least one voting station, such as a circle, that is at least 60 inches in diameter?				
Are the signs designating the check-in area and path of travel understandable, visible, & easy to read?				

Voting Stations and Accessible Devices

	Yes	No	N/A	Comments/ Remedies:
Does the location of the accessible voting station offer the same level of privacy to voters with disabilities as to all other voters?				
Are there devices to aid individuals with disabilities to vote, including large-type instructions for voters with visual disabilities and telecommunication devices for voters with hearing impairments?				



Ramps

Assess each ramp separately, whether exterior or interior. Attach these separate assessments to this checklist.

	Yes	No	N/A	Comments/Remedies:
Is the running slope of the ramp no greater than 1:12?				
Is the cross slope of the ramp 1:48 or less?				
Is the rise (height) for any ramp run 30 inches or less?				
Is the ramp, measured between handrails, at least 3ft wide?				
Does the ramp have a level landing that is at least 60 inches long, at the top and bottom of each section?				
For every 30 inches of rise, is a level landing at least 60 inches long provided?				
Is a level landing, at least 60 inches by 60 inches, provided where the ramp changes direction?				
If the rise of the ramp is greater than 6 inches and the ramp or landing has a vertical drop-off on either side of the ramp, is edge protection provided?				



Lifts

Only complete if your polling place has a wheelchair or other lift along the accessible route to the voting area.

	Yes	No	N/A	Comments/Remedies:
Is the lift operational at the time of this survey?				
Is the lift independently operable or can it be made so during Election Day?				
Is there 30 inches by 48 inches of clear floor space within the lift?				
Are the controls for the lift no higher than 48 inches?				
Are the controls useable with one hand without tight grasping, pinching, or twisting?				
Is the clear width of the door opening/gate opening at the end of the lift at least 32 inches? If a side door/gate is provided, is the clear opening width at least 42 inches?				

Elevators

Only complete if your polling place has an elevator along the accessible route to the voting area.

	Yes	No	N/A	Comments/Remedies:
Is the elevator door opening at least 3ft wide?				
Is there space to maneuver within the elevator, e.g. 51" deep and 68" wide OR 80" deep and 54" wide OR 60" deep and 60" wide?				
Are hallway elevator call buttons 48 inches high or lower?				
Does the elevator have visible and audible signals in the hallway to indicate the arrival and direction of the elevator car?				
Does the elevator have visible and audible signals within the elevator car to indicate the position of the car?				



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

The polling place has been reviewed according to this checklist. The statements made in this document are accurate and true to the best of my knowledge. Barriers identified in this document will be remedied before Election Day.

Printed Name

Signature

Position

Date



Lonzo Lester <lonzo.lester@russellcountyva.us>

Fwd: ACTION NEEDED: VOAA Workshop September 7

1 message

Tracy Lester <tracy.lester@russellcountyva.us>
To: Lonzo Lester <lonzo.lester@russellcountyva.us>

Wed, Aug 30, 2023 at 8:50 AM

----- Forwarded message -----

From: **Pamela Flynn** <pflynn@eisenmanassociates.com>
Date: Tue, Aug 29, 2023 at 5:18 PM
Subject: ACTION NEEDED: VOAA Workshop September 7
To: tracy.lester@russellcountyva.us <tracy.lester@russellcountyva.us>



Know Before You Go

We look forward to seeing you at the Virginia Opioid Abatement Authority (VOAA) Workshop at the Southwest Virginia Higher Education Center on Thursday, September 7. This email serves as a final confirmation of your event registration. However, we do need a little more information from you. In preparation for your arrival, [please take a moment to answer these questions](#), which will be used to create your name badge and provide us with any dietary information.

SCHEDULE

We will begin the day in the Executive Auditorium.

8:00 a.m. - Registration Opens

8:45-9:15 a.m. - Welcoming Comments

9:30-10:30 a.m. - Overview and lessons learned from the most recent grants cycle for cities and counties

10:30-10:45 a.m. - Break

10:45-11:45 a.m. - Service Provider Roundtables

11:45 a.m.-1:00 p.m. - Lunch and Guest Speaker Dr. Art Van Zee, M.D.

1:00-2:00 p.m. - A Grass Roots Response to Addiction: the story behind the Mended Women Treatment Center in Washington County

2:00-3:00 p.m. - The Role Law Enforcement Can Play in Supporting Prevention, Treatment and Recovery

3:00-3:15 p.m. - Break

3:15-4:15 p.m. - How Peer-Led Recovery Residences and RCOs Can Make a Difference

4:15-5:00 p.m. - How Local Governments Can Support Drug Courts and Specialty Dockets

VENUE INFORMATION

[Southwest Virginia Higher Education Center](#)

One Partnership Circle, Abingdon, VA 24212

(276) 619-4300

Parking: The Southwest Virginia Higher Education Center has free on-site parking.

Directions: Many GPS devices have trouble finding us. We are located [here](#).

Turn by turn directions from I-81 exit 14:

- Drive north on Jonesboro Road (0.3 miles)
- At the traffic light turn right onto VHCC Drive (0.4 miles)
- VHCC Drive will becomes French Moore Jr., Boulevard (0.2 miles)
- Turn left onto Partnership Circle (there is a large sign that says HirEd)

--

Tracy Lester

Procurement Officer

Russell County Board of Supervisors

137 Highland Drive, Suite A

Lebanon, Virginia 24266

276-889-8000

tracy.lester@russellcountyva.us



PUBLIC NOTICE

REQUEST FOR PROPOSALS (RFP)

Laurel Bed Lake Access Development Feasibility Study

Engineering and Technical Consulting Services

The County of Russell is currently seeking a Laurel Bed Lake Feasibility Study from engineering/consulting firms with capabilities and experience in recreational access development design to provide support for the Russell County's Laurel Bed Lake Feasibility Study Project. The Board of Supervisors of Russell County, Virginia, hereinafter referred to as "The Board," hereby issues to qualified firms or individuals a Request for Proposals (hereinafter referred to as "RFP"). The Board proposes to award a contract for these consulting services to assist the Board in determining the feasibility of a substantial recreational project.

Request for Proposals (RFP) will be evaluated based on the following information:

1. Experience and qualifications of firms or individuals.
2. Offeror's past work experience with feasibility of substantial recreational projects.
3. Relevant experience in providing similar consulting services.
4. Capability to meet recreational engineering/technical consulting services requirements.
5. Experience in recreational access development and design consulting services in the following areas but not limited to:
 - Roadway design
 - Survey
 - Environmental
 - Geotechnical
 - Right-of-way
 - Utilities

Firms/consultants meeting the requirements of this RFP are invited to submit their proposal. Request for Proposals (RFP) are available on the County's Website [Bid Postings](#) • [Russell County, VA](#) • [CivicEngage \(russellcountyva.us\)](#) or email lonzo.lester@russellcountyva.us to request the RFQ.

Proposals are due no later than 3:00 p.m., Friday, July 28, 2023. Any proposals received after this deadline will be returned to the offeror unopened. The County reserves the right to reject any and all proposals.

Disadvantaged Business Enterprises (small or minority and/or women owned firms) are encouraged to submit proposals. MBE/WBE firms are encouraged to submit proposals.

The County is an equal opportunity/affirmative action employer and will not discriminate based on race, creed, color, national origin, age, or handicap.

**BY ORDER OF THE
RUSSELL COUNTY BOARD OF SUPERVISORS**

Laurel Bed Lake Access Development Feasibility Study

Russell County, VA

August 28, 2023



THOMPSON
& LITTON EST.
1956



**THOMPSON
& LITTON** EST.
1956

ENGINEERS ARCHITECTS

July 28, 2023

Russell County
Mr. Lonzo Lester
137 Highland Drive
Lebanon, VA, 24266

Re: Request for Proposals for Laurel Bed Lake Access Development Feasibility Study

Dear Mr. Lester:

Thompson & Litton, Inc. (T&L) is excited to submit the attached proposal to provide professional engineering services for Russell County. We understand the County's needs and vision. T&L can help you navigate a successful study with open communication and sharing the County's vision. Working together, we can accomplish the goals set forth in this RFP and, if required, assist with funding, design, and construction phase services.

As you review our proposal we would like to highlight the following advantages we offer.

- PROVEN TEAM. T&L has completed engineering and architecture projects including planning, design and construction phase services including many recreational projects.
- FULL SERVICE IN-HOUSE. T&L is a full service engineering, surveying, architectural and construction company with all major disciplines under one corporate roof.
- PROXIMITY. Same day responsiveness of our firm and team members to the project. T&L will manage this project out of our Bristol, Tennessee Office.
- FINANCIAL MODELING. T&L understands the many variables that determine the financial viability of infrastructure studies.
- FUNDING. T&L has experience working with numerous Virginia funding agencies, and government agencies. Our team can assist you in navigating the often intricate details involved in applying for, and securing, grants and other types of funding for infrastructure projects.

At T&L we view our role on our projects as being an extension of the clients we serve. Ultimately, we are not successful if our clients are not successful. Accordingly, we will strive relentlessly to meet or exceed your expectations of this project.

We look forward to an opportunity to meet with you to further expand upon our capabilities and experience.

Sincerely,

Robert Cornett
Senior Project Manager



**THOMPSON
& LITTON**
EST. 1956

HISTORY

Since 1956, the words of our visionary founders, William A. Thompson, Jr., PE and John W. Litton, PE have guided the professional development of Thompson & Litton which is built on enduring principles shaped by the character and culture of our early years in southwestern Virginia. We know how to face problems and how to solve problems. We get to know our clients and commit ourselves to serving them well. Integrity and respect is essential to a business that's built to stay.

167 STAFF MEMBERS

PERSONNEL BY DISCIPLINE

Engineers	34
Architects	18
MEP	10
Survey	23
Transportation	1
Administration	81



Chilhowie, VA Bristol, TN
 Radford, VA Johnson City, TN
 Tazewell, VA Mosheim, TN
 Wise, VA Princeton, WV

INTEGRITY

T&L has been shaped not only by our history, but by our clients. Taking their advice to heart is a cornerstone value that has influenced our practice and fueled our success. Often a successful project is the outcome of deep and lasting professional relationships, not only with clients, but with partners and vendors as well. We are committed to maintaining great relationships.

INSIGHT

Since its earliest days, T&L has emphasized serving its clients by producing quality work by committed people.

“Firms don’t design projects. People do.”

Bill Thompson

INNOVATION

T&L has a wide array of experiences and technical depth that spans challenges. We built the first general aviation airport in the southwest Virginia region, as well as the first waste-water treatment facility. Growing out of our innovative culture, T&L has become good at many things. Our history has allowed us to hone our skills in a variety of venues.

EXPERIENCE AND QUALIFICATIONS

T&L's Project Team functions like an extension of the Client's staff. As such, the firm strives to maintain a very close working relationship with the client and its employees. Decisions on specific projects are coordinated through in-house Project Teams established to implement each project.

You will find T&L's Project Manager to be both accessible and technically knowledgeable working closely with the professionals in all T&L offices. T&L project managers will be responsible for internal communication with other Project Team Members and for external communication with you, review agencies, funding agencies, construction contractors, area residents, and the press, if desired.

T&L expects our Project Manager to:

Be responsible for making the project go

- The Project Manager has the primary responsibility of continual, forward project momentum

Serve as your point of contact

- No searching for who to call
- Instant access and responsiveness

Perform key tasks

- Administrative functions
- Assigns and coordinates the Project Team
- Overall project direction
- Management of budget and schedules

Achieve two (2) critical goals

- On-time/On-budget
- Exceed the expectations of the Client



RONALD G. HELTON, PE

OFFICER-IN-CHARGE



276.328.2161 •
rhelton@T-L.com •
www.T-L.com •
Wise | Virginia •



Chairman | Senior Vice President

YEARS OF EXPERIENCE

44 Years of Experience
1979 | Joined T&L

EDUCATION

Virginia Tech
1982 | Bachelor of Science
Civil Engineering

REGISTRATIONS

1987 | Professional Engineer | VA
1988 | Professional Engineer | WV
1988 | Professional Engineer | KY
1992 | Professional Engineer | TN
2001 | Professional Engineer | NC

AFFILIATIONS

National Society of Professional Engineers
Virginia Society of Professional Engineers
American Council of Engineering Companies
1997-2004 | Virginia Board
Architects, Professional Engineers, Land
Surveyors, Certified Interior Designers and
Landscape Architects

PROFILE

Ronald G. (Ron) Helton, PE, is a graduate of Virginia Tech, receiving a Bachelor of Science Degree in Civil Engineering. Ron serves the Firm as Chairman and Senior Vice President. His career at T&L began as a Cooperative Education Student. After graduating from Virginia Tech, Ron returned to T&L full-time where he went on to become Design Engineer, Associate, Project Engineer, Vice President of Engineering, Executive Vice President, President, and his current position as Chairman and Senior Vice President. As an extension of his role and duties as Chairman and Senior Vice President, Ron lends his expertise to a variety of projects as Officer-in-Charge, providing oversight and guidance, QA/QC, and ensures that the Project Team has access to the resources necessary to complete the project on time and within budget.

Across his years of experience with the development, planning, funding, and design of various water, wastewater, site and infrastructure developments for multiple engineering and architectural projects, Ron has gained valuable knowledge which he contributes regularly to a variety of professional organizations.

EXPERIENCE

Ager Recreation Park

Wythe County, Virginia. Design Supervisor.

Jonesville RV Park and Campground

Jonesville, Virginia. Principal-in-Charge.

Veldon B. Dotson Recreation Park

Wise, Virginia. Project Engineer.

Wise Recreational Park Soccer/Football Fields

Wise, Virginia. Principal-in-Charge.

Bear Creek Business/Wise County Justice Center Access Road Study

Wise County, Virginia. Principal-in-Charge.

East Side Development Access Road

Wise County, Virginia. Project Manager.

Wardell Industrial Park Access Road

Tazewell County, Virginia. Project Engineer.

Wise County Industrial Park - Esserville Access Road

Wise County, Virginia. Project Engineer/Design Supervisor.

ROBERT CORNETT

SENIOR PROJECT MANAGER



423.989.9491 •
rcornett@T-L.com •
www.T-L.com •
Bristol | Virginia •



PROFILE

Robbie Cornett serves as a Project Manager in our Bristol, Tennessee office and brings three decades of professional experience in the managerial field with a focus on safety, quality, cost, the client, and reliability. Robbie has dedicated 32 years of his career in managerial positions with the Washington County Service Authority where he was heavily involved with design work, record drawings, construction inspection, distribution, capital improvement, obtaining funding assistance, finding solutions to simple and complex problems and team leadership. His experience includes more than one hundred water and wastewater capital projects totaling an investment of \$145 million dollars. As a Project Manager, Robbie is responsible for project coordination and is the main point of contact between the client and the T&L Project Team.

YEARS OF EXPERIENCE

32 Years of Experience
2023 | Joined T&L

EDUCATION

Virginia Highlands Community College
1989 | Certificate
Drafting and Design

AFFILIATIONS

Graham Bible College Board Member

EXPERIENCE

Adaptive Reuse State-of-the-Art Regional Child Care and Workforce Development Center, United Way of Southwest Virginia
Abingdon, Virginia. Project Manager

New 12.0 MGD Raw Water Intake Evaluation and Project, Washington County Service Authority
Washington County, Virginia. General Manager.

4.6 MGD to 12.0 MGD Middle Fork Drinking Water Plant Evaluation and Improvements/Expansion Project, Washington County Service Authority
Washington County, Virginia. General Manager.

2.5 MGD to 3.1 MGD Mill Creek Regional Drinking Water Plant Improvements and Expansion Project, Washington County Service Authority
Washington County, Virginia. General Manager.

Water Meter System Evaluation and Replacement Project, Washington County Service Authority
Washington County, Virginia. General Manager.

200 Miles of Small Diameter Galvanized Waterline Evaluation and Replacement Project, Washington County Service Authority
Washington County, Virginia. General Manager.

Abingdon Water Storage Tank Evaluation and Replacement Project, Washington County Service Authority
Washington County, Virginia. General Manager.

Route 58 Corridor Water System Evaluation and Improvements Project, Washington County Service Authority
Washington County, Virginia. General Manager.

TIMOTHY A. MULLINS, PE

DIRECTOR OF TRANSPORTATION & UTILITIES



423.989.9491 •
tmullins@T-L.com •
www.T-L.com •
Bristol | Tennessee •



PROFILE

Tim Mullins, PE, is a graduate of Virginia Tech with a Bachelor of Science Degree in Civil Engineering and has experience in the design and construction of engineering projects. He has served the company in several capacities from Design Engineer to Design Supervisor. Currently, he serves as Director of Transportation and Utilities which allows him to over see the planning and development of design concepts and alternatives for various transportation, water, wastewater, site and infrastructure development projects for engineering and architecture. Tim also plays a major role in the preliminary and final design of various projects.

EXPERIENCE

Virginia Creeper Trail Enhancements
Abingdon, Virginia. Design Supervisor.

Greenway Hiking/Biking Trail
Pennington Gap, Virginia. Design Supervisor.

Beaver Dam Creek Trail and Bridge Project
Damascus, Virginia. Design Supervisor.

Pocahontas State Trail
Tazewell County, Virginia. Design Supervisor.

Powell River Trail Surface Model Survey
Dickenson County, Virginia. Design Supervisor.

Virginia Creeper Trail Watauga Parking Lot/Restrooms
Abingdon, Virginia. Design Supervisor.

Virginia Creeper Trail Alvarado Station Restoration
Abingdon, Virginia. Design Supervisor.

Bear Creek Business/Wise County Justice Center Access Road
Wise County, Virginia. Design Supervisor.

Giles County Hospital Access Road
Giles County, Virginia. Transportation Engineer.

Grayson County Prison Access Road PER, VDOC
Grayson County, Virginia. Transportation Engineer.

Lonesome Pine Regional Business & Technology Park Access Road
Wise County, Virginia. Transportation Engineer.

YEARS OF EXPERIENCE

37 Years of Experience
1986 | Joined T&L

EDUCATION

Virginia Tech
1992 | Bachelor of Science
Civil Engineering

REGISTRATIONS

1996 | Professional Engineer | VA
2001 | Professional Engineer | NC
2002 | Professional Engineer | TN
2003 | Professional Engineer | WV

AFFILIATIONS

American Society of Civil Engineers
Virginia Society of Professional Engineers

Steven J. Winter, PE

PRINCIPAL

Expertise

Geotechnical Engineering

Education

Master of Science,
Geotechnical Engineering,
Virginia Polytechnic Institute
and State University

Bachelor of Science, Civil
Engineering, Virginia
Polytechnic Institute and
State University

Registrations

Professional Engineer / VA

Certifications

CPR
First Aid
FOPP - Fundamentals of
Professional Practice (ASFE)

Affiliations

ASCE, IPP

Years with Schnabel/Total

34/34

Steve Winter has project engineering and project management expertise in geotechnical and materials engineering, and construction monitoring. He has experience as a project engineer and a project manager on hundreds of projects that have included providing recommendations for the design of structural fills, embankment and excavation slopes, shallow and deep foundations, floor slabs, ground improvement, retaining walls, and pavements. Steve has worked on a wide variety of projects including roadways, bridges, dams, buildings, landfills, storage tanks, and towers. As a project manager during the construction phase of projects, his responsibilities have involved coordination and supervision of field staff, and review of field reports on large earthwork, pavement, and transportation/building construction projects, including warehouses, prisons, office buildings, water and wastewater treatment facilities, and academic facilities.

Calfee Park Improvements / Pulaski, VA

Project Manager. Responsibilities on this project included preparing and managing the execution of the subsurface exploration and reviewing the geotechnical engineering report for major upgrades to Calfee Park at 700 South Washington Avenue in Pulaski. Upgrades included a ticket/concessions booth, press box, and visiting team clubhouse. Geotechnical engineering report included recommendations for seismic site class and for the design of foundations, floor slabs, and pavements.

West Main Street Renovations / Pulaski, VA

Project Manager. Responsibilities on this project included developing an exploration program and managing staff during the evaluation of new foundation subgrades for the renovation of an existing commercial building at the corner of Main Street and Jefferson Avenue in downtown Pulaski. Also managed field staff and reviewed field reports during construction of new foundations.

Virginia Tech Rector Field House Improvements and Expansion / Blacksburg, VA

Project Manager. Responsibilities on this project included managing field staff performing special inspections during construction of several new wings to Rector Field House. Responsible for overseeing field staff performing special inspections, reviewing field reports, providing consulting services, and preparing the final report of structural inspections.

Virginia Tech Brodie Hall Roofing Inspections / Blacksburg, VA

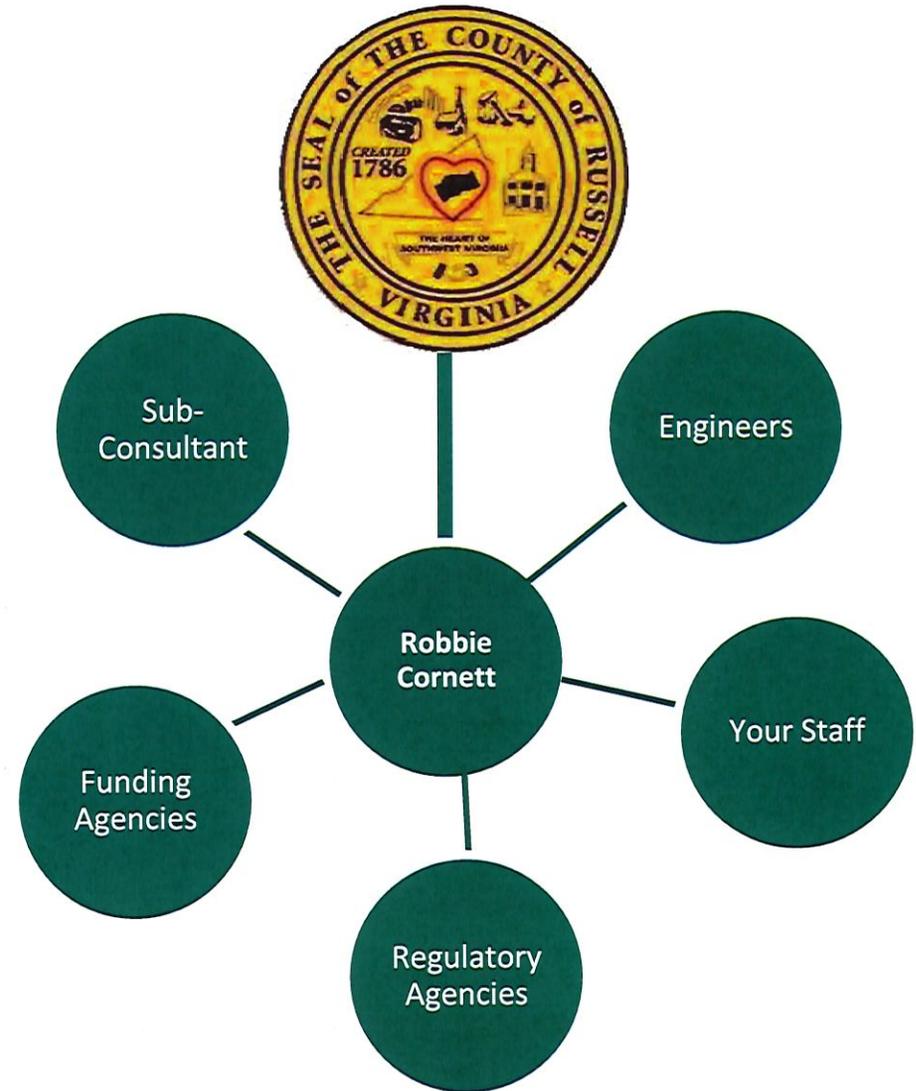
Project Manager. Responsibilities on this project included managing field staff performing roofing inspections during installation of new roofing materials for new Brodie Hall. Scheduled field staff, reviewed field reports, and reviewed final roof moisture survey summary report.

PROJECT MANGEMENT APPROACH



- **Project Manager Robbie Cornett**

- Responsible for Day-to-Day
 - Project Momentum
- Primary Point of Contact
 - No Wondering Who to Call
 - Timely Access and Responsiveness
 - Consistency
- Key Tasks:
 - Overall Project Direction
 - Assigns and Coordinates Team
 - Budget and Cost Management
 - Schedule Development and Adherence
 - Client Satisfaction



CAPACITY TO PERFORM WORK



- **Begin Work Immediately**
 - Determine Efficient Project Schedule
- **Producing 12,826 Monthly Man-Hours**
- **Regular Project Manager Review**
 - Determine Manpower Needed
 - Anticipate Future Needs
 - Adequate Resource Allocation
- **Every Major Discipline In-House**
 - Operations Geared to Service Municipalities
 - Can Mobilize Quickly
 - React to Dynamic and Sometimes Urgent Needs

RECREATIONAL PROJECT EXPERIENCE



**THOMPSON
& LITTON**
EST. 1956



A sampling of T&L's Trial Projects:

- Virginia Creeper Trail
- Cranesnest Trail
- Bobcat Trail
- Independence Ped Trail Phase I & II
- Pocahontas State Trail
- Beaver Dam Creek Trail
- Damascus Creeper Trail



A summary of the Team's relevant experience can be found on the following pages:





VA CREEPER ALVARADO TRAILHEAD

ABINGDON, VA

T&L provided engineering design services for many phases of the VA Creeper Trail. This Virginia Creeper Trail Enhancement project consisted of two-phases located at two separate locations along the Virginia Creeper Trail. The Alvarado Depot project was comprised of ADA compliant restroom facilities and an all-purpose room housed in a replica train depot that resembles the Green Cove Station. In addition, additional parking spaces were provided.



SERVICES PROVIDED

Architecture
MEP/Fire Protection Engineering
Structural Engineering

NOTABLE FEATURES

ADA Compliant

CONSTRUCTION COST

\$259,353

COMPLETION DATE

2011

CLIENT

Town of Abingdon
P.O. Box 789
Abingdon, Virginia 24212

CONTACT

Kevin Worley
Director of Parks and Recreation
276.623.5279



VA CREEPER WATAGUA TRAILHEAD

ABINGDON, VA

The Watauga Parking and Restroom Project includes a 23-space parking lot, restroom facility, and an access road. This project will improve safety by separating the parking area from the trail and controlling access to the parking lot after hours.



SERVICES PROVIDED
Civil Engineering

NOTABLE FEATURES
ADA Compliant

CONSTRUCTION COST
\$335,000

COMPLETION DATE
2019

CLIENT
Town of Abingdon
P.O. Box 789
Abingdon, Virginia 24212

CONTACT
Kevin Worley
Director of Parks and Recreation
276.623.5279



CRAINESNEST TRAILHEAD

CLINTWOOD, VA

T&L was commissioned by the Dickenson County Board of Supervisors to provide comprehensive engineering services for the design and construction of Phase I of the Cranesnest Trail Trailhead project in Dickenson County, Virginia. The Cranesnest Trail project is a multi-use trail that extends a total of twenty-three miles from this trailhead to the John W. Flannagan Reservoir.

Specific project components for Phase I included approximately three miles of trail and was constructed along a coal mining strip bench from the trailhead to the day use area at the Cranesnest Campground. Additionally, phase one included the construction of a graveled parking area and gravel path to the fishing pier.

T&L provided preliminary engineering and final design and construction plans for the Cranesnest Hiking/Biking/Horseback Trail - Phase II/III Project.

Phase II included the construction of approximately two miles of trail along Cranesnest Campground Road, and Phase III entailed the construction of the final sixteen miles of the trail from Cranesnest Campground Road to the John W. Flannagan Reservoir. Now completed, the trail consists of a total of twenty-three miles of trail to be used by hikers, bicyclists and horseback riders.



SERVICES PROVIDED
Civil Engineering

NOTABLE FEATURES
ADA Compliant

CONSTRUCTION COST
NA

COMPLETION DATE
2012

CLIENT
Dickenson County
P.O. Box 1098
Clintwood, Virginia 24228

CONTACT
Leman Kendrick, PE
County Engineer
276.926.6013



HIGH KNOB OBSERVATION TOWER

NORTON, VA

T&L was selected to provide architectural and engineering services to the Virginia Department of Agriculture for the High Knob Observation Tower Site Design in Norton, Virginia. Having been destroyed by arson in October 2007, the goal of the project was to replace the old observation tower and to add restrooms and improve trails in the area.

T&L services included design, preparation of plans, specifications, for construction of a new observation tower with plaza that blends in with the natural setting. Additional site components for design included survey and design of paved parking, walks, trails (including an ADA accessible trail from the paved parking lot to the tower), landscaping, and utilities.

The raised observation tower and plaza features a 360 degree view and showcases the “High Knob Hinge” angle (having to do with how the sun hits the structure during the several seasons), incorporating interpretative display panels. The resulting structure is simple, low-maintenance requiring no staffing presence, preserves natural vegetation, and is constructed with durable fireproof materials. The design was completed with minimal impact on the site from the equipment, mean, and methods used during construction.



SERVICES PROVIDED
Civil Engineering
Architecture

NOTABLE FEATURES
TE Funding

CONSTRUCTION COST
NA

COMPLETION DATE
2010

CLIENT
Norton IDA
PO Box 303
Norton, VA 24273

CONTACT
Fred Ramey
City Manager
276.679.1160



HIGH KNOB DESTINATION CENTER

WISE, VA

T&L assisted the City of Norton with architectural services pertaining to site improvements and the new building for the High Knob Destination/Visitor Center to showcase the recreational opportunities and ecological wealth of the area. The new facility will be situated on property currently owned by the City of Norton, located at the foot of the mountain on 12th Street SW (High Knob Road), directly off Exit 1 of US 23 in Norton, VA.

T&L provided architectural services pertaining to the exhibit hall portion of the new High Knob Destination/Visitor Center - an area containing approximately 1,000 SF, exhibits for the exhibit hall, and site work pertaining to a hiking trail traversing the site.



SERVICES PROVIDED
Civil Engineering
Architecture

CONSTRUCTION COST
\$1,000,000

COMPLETION DATE
2023

CLIENT
Norton IDA
PO Box 303
Norton, VA 24273

CONTACT
Fred Ramey
City Manager
276.679.1160

The following is a sample listing of clients with whom T&L has provided services::

Towns and Cities

- Town of Iron Gate
- Town of Abingdon
- City of Radford
- Town of Rocky Mount
- City of Lexington
- City of Waynesboro
- Town of Wise
- City of Norton
- Town of Jonesville
- Town of Lebanon
- Town of Tazewell
- Town of Bluefield
- City of Bristol
- Town of Hillsville
- Town of St. Paul
- Town of Chilhowie

County Governments

- Smyth County Board of Supervisors
- Botetourt County Board of Supervisors
- Franklin County Board of Supervisors
- Pulaski County Board of Supervisors
- Roanoke County Board of Supervisors
- Wise County Board of Supervisors
- Tazewell County Board of Supervisors
- Buchanan County Board of Supervisors
- Dickenson County Board of Supervisors
- Montgomery County Board of Supervisors
- Bland County Board of Supervisors
- Washington County Board of Supervisors

Solid Waste Authorities

- Cumberland Plateau Regional Waste Management Authority
- Mercer County Solid Waste Authority
- New River Resource Authority

Higher Education

- Virginia Community College System
- University of Virginia
- Bluefield State College
- King College
- Radford University
- Virginia Tech
- Longwood University
- Virginia Military Institute

Public Service Authorities

- Roanoke Valley Broadband Authority
- Giles County Public Service Authority
- Carroll County Public Service Authority
- Pulaski County Public Service Authority
- Wise County Public Service Authority
- Buchanan County Public Service Authority
- Tazewell County Public Service Authority
- Dickenson County Public Service Authority
- Scott County Public Service Authority
- Russell County Public Service Authority
- Gate City Sanitation Authority
- Sanitary Board of Bluefield
- Washington County Service Authority

Industrial/Economic Development Authorities

- Smyth-Washington Industrial Facilities Authority
- Roanoke County Department of Economic Development
- Montgomery County Industrial Development Authority
- Washington County Industrial Development Authority
- Tazewell County Economic Development Authority
- Carroll, Grayson, Galax, Regional Industrial Facilities Authority
- Wise County Industrial Development Authority
- Scott County Economic Development Authority
- Lee County Industrial Development Authority
- Town of Grundy Industrial Development Authority

State Agencies

- Virginia Department of Conservation and Recreation
- Virginia Department of Corrections
- Virginia Department of Military Affairs
- Virginia Department of Transportation
- Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services
- Virginia Division of State Parks

WHAT DO WE DO



**THOMPSON
& LITTON**
EST. 1956

CIVIL ENGINEERING

- *Business Park Planning and Design*
- *Subdivision Planning and Design*
- *Road and Drainage Systems*
- *Water and Sewerage Systems*
- *Site Preparation*
- *Site Selection*
- *Parking Facilities*
- *Solid Waste Management Facilities*
- *Flood/Dam Structures*
- *Airport Facilities*
- *Recreational Facilities*
- *Right-of-Way and Easement Acquisition*
- *Environmental Assessment & Audits*
- *Environmental Impact Studies*
- *Underground Storage Tank Studies/Remediation*
- *Land Use Studies*
- *A/E Expert Testimony*
- *Damage Reports and Investigations*
- *Value Engineering*
- *Consultations*
- *Construction Contract Administration*

ARCHITECTURE

- *Adaptive Reuse of Existing Structures*
- *Renovation of Existing Structures*
- *Roof Replacements*
- *A/E Preplanning Studies*
- *Space Planning and Utilization Studies*
- *A/E Feasibility Studies*
- *A/E Preliminary Reports*
- *Handicapped Accessibility*
- *Energy Efficiency Analyses*
- *Building Condition Surveys*
- *Code Compliance*
- *A/E Programming*
- *A/E Cost Estimating*
- *Asbestos Inspection & Abatement Design*
- *Rendering and 3-D Modeling*
- *Other Services as Needed*
- *New Construction Design*
- *Additions to existing structures*
- *Construction Contract Administration*

SURVEYING

- *Boundary*
- *ALTA*
- *Construction Stakeout*
- *Topographic*
- *Aerial – LIDAR/Conventional*
- *Plan-Profiles*
- *GIS*
- *Pond Volumes*
- *Waterway Crossings*
- *Dam Inundation Surveys*
- *Conservation Easement Plats*
- *Aerial Mapping Control*
- *GPS Control Network*
- *High Order Vertical Levels*
- *Machine Control 3D Modeling*
- *Expert Witness Testimony*
- *Streams/Wetlands Delineation Location Surveys*
- *Design Surveys*
- *Easement Plats*
- *Well/Utility/RW Plats*
- *Line Marking*
- *Accident Scene Insurance Surveys*

STRUCTURAL | MEP

- *Structural Evaluation*
- *Building Analysis*
- *Structural Planning & Design*
- *Environmental Structures*
- *Forensic Studies*
- *Pedestrian Bridges & Parking Structures*
- *Renovation*
- *Utility Structures*
- *Code Review*
- *Construction Contract Administration*
- *Heating, Ventilation, and AC Systems*
- *System and Energy Study Analysis*
- *Code Compliance and Inspections*

TRANSPORTATION

- *Roads*
- *Highways*
- *Bridges*
- *Access Roads*
- *Pedestrian Bridges*
- *LAP Project Assistance*
- *Pedestrian Master Planning*
- *Roundabout Design*
- *Natural Resources Data Collection*
- *Interchange Improvements*
- *Inspection*
- *Utility Relocation Services*
- *ROW Acquisition*

INNOVATIVE PROJECT DELIVERY | DESIGN

- *Athletic Facilities*
- *Utilities*
- *Access Roads*
- *Stream Restorations*
- *Landfill Expansions & Closures*
- *Office Buildings*
- *Maintenance Buildings*
- *Industrial Building Expansions*
- *Corrections Upgrades*

CAPABILITY TO MEET REQUIREMENTS



T&L is prepared to begin work immediately on this project so that the vision of the Client may become reality as soon as possible. We have the manpower available to perform the work in an efficient and timely manner. We believe that we can work with the Client to determine realistic schedules and provide efficient completion of all project phases.

T&L is currently capable of producing over 12,000 man-hours per month. We expect this level of production capability to remain constant for 2023. The overall resources of T&L indicate an availability of man-hours beginning immediately that can be dedicated to the Client's project.

On a regular basis, the project manager and the technical department managers review manpower availability and project demands. A formal review with Principal oversight is conducted monthly. The goal of these reviews is to determine where manpower is needed to keep projects on schedule and to meet client needs. These reviews also aid in anticipating future needs such that resources can be allocated accordingly.

While expecting the level of production capability to remain constant for 2023 with steady controlled growth into 2024, T&L anticipates adding manpower as needed during the next three years. Proactive planning affords us the opportunity to anticipate resource demands and make adjustments with our personnel such that our client's projects are completed on schedule.

ACCESS DEVELOPMENT EXPERIENCE



THOMPSON
& LITTON
EST. 1956



T&L has worked with VDOT, TDOT, and WVDOH on a variety of projects. T&L has a proven track record of providing utility, transportation-related planning and roadway design services, as well as natural resources data collection and analysis throughout the region with experience ranging from the design of streets and access roads, roadway widening, and interchange improvements, to major highway design and construction.

The firm's wide range of project experience is strengthened by the challenging terrain and topography present in Virginia, Tennessee, and West Virginia. T&L has extensive experience over several decades with the local municipalities and public service authorities.



ACCESS DEVELOPMENT EXPERIENCE

T&L has worked on many projects over the last few years that were administered by localities in accordance with VDOT's Locally Administered Project Program. T&L's scope of work for these projects varied. On a number of the projects, T&L was responsible for permitting, developing plans, bidding/advertising and performing construction administration with VDOT reviewing the construction plans to ensure compliance with VDOT design criteria. Whereas on two of the projects, T&L was responsible for permitting, developing plans, and submitting the construction plans to VDOT for bidding/advertising and construction administration. Therefore, T&L is very familiar with the Locally Administered Program process.

Please find a sampling of these projects below:



East Chilhowie Street Bridge
Town of Marion, Virginia



- Route 637 School Access Road - Dickenson County, VA
- MECC College Way – Big Stone Gap, VA
- State Route 61 – Tazewell, VA
- Norton Downtown Improvements – Norton, VA
- East Main Street Improvements – Wise, VA
- Bear Creek Justice Center Access Road – Wise, VA
- Route 723 – Wise, VA
- Stone Mill Infrastructure Development - Abingdon, VA
- Walden Road Pedestrian Improvements – Abingdon, VA
- North Main Street Utility Relocation – Blacksburg, VA
- Southgate Drive VA Tech – Blacksburg, VA
- Stadium Drive Realignment – Bluefield, VA
- U.S. Route 460 Improvements (Pounding Mill Quarry) – Claypool Hill, VA
- U.S. Route 460 Improvements (Wheatland ECO Park) – Giles County, VA
- U.S. Route 58 Improvements – Grayson County, VA
- Route 890 Improvements – Grayson County, VA
- Old Fort Road Extension – Rocky Mount, VA
- Kersey Industrial Access Road – Tazewell County, VA
- U.S. Route 460 Improvements (Bluestone RBTC) – Tazewell County, VA
- State Route 696 – Tazewell County, VA
- Oak Park Phase IV Access Road – Washington County, VA
- U.S. Route 11 Improvements – Washington County, VA
- Beaver Dam Creek Trail & Bridge Project – Carroll County, VA
- Independence Pedestrian and Bike Trail Phase II – Grayson County, VA
- Bush Mill Rehabilitation – Scott County, VA
- Cranesnest Hiking/Biking/Horseback Trail – Dickenson County, VA
- Rich Creek Downtown Enhancements – Giles County, VA
- VA Creeper Trail Enhancements and Alvarado Station Restoration – Washington County, VA
- Tazewell Riverwalk – Tazewell County, VA
- Cedar Bluff Sidewalk Improvements – Tazewell County, VA
- Rocky Mount Downtown Revitalization – Franklin County, VA

SIMILAR PROJECT EXPERIENCE



Route 637 Ridgeview School Access Road | Dickenson County, VA

SIMILAR PROJECT EXPERIENCE



Bluestone Reg Business & Tech Park Access Road | Tazewell County, VA

SIMILAR PROJECT EXPERIENCE



Route 696 | Tazewell County, VA

SIMILAR PROJECT EXPERIENCE



MECC Second Entrance Road | Big Stone Gap, VA

SIMILAR PROJECT EXPERIENCE



Pocahontas State Correctional Center Access Road | Pocahontas, VA

SIMILAR PROJECT EXPERIENCE



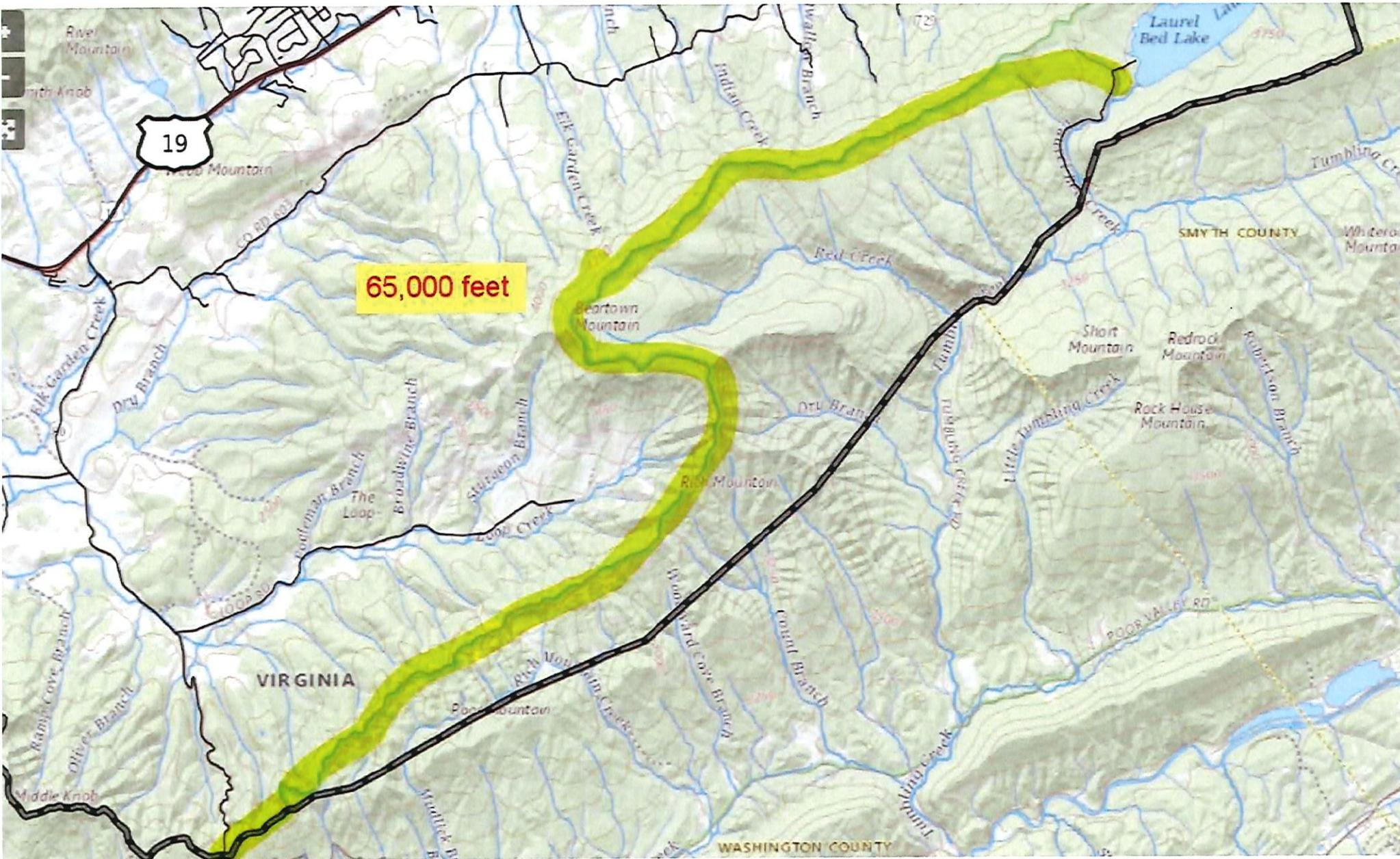
Stadium Drive Realignment | Bluefield, VA

THINGS TO CONSIDER

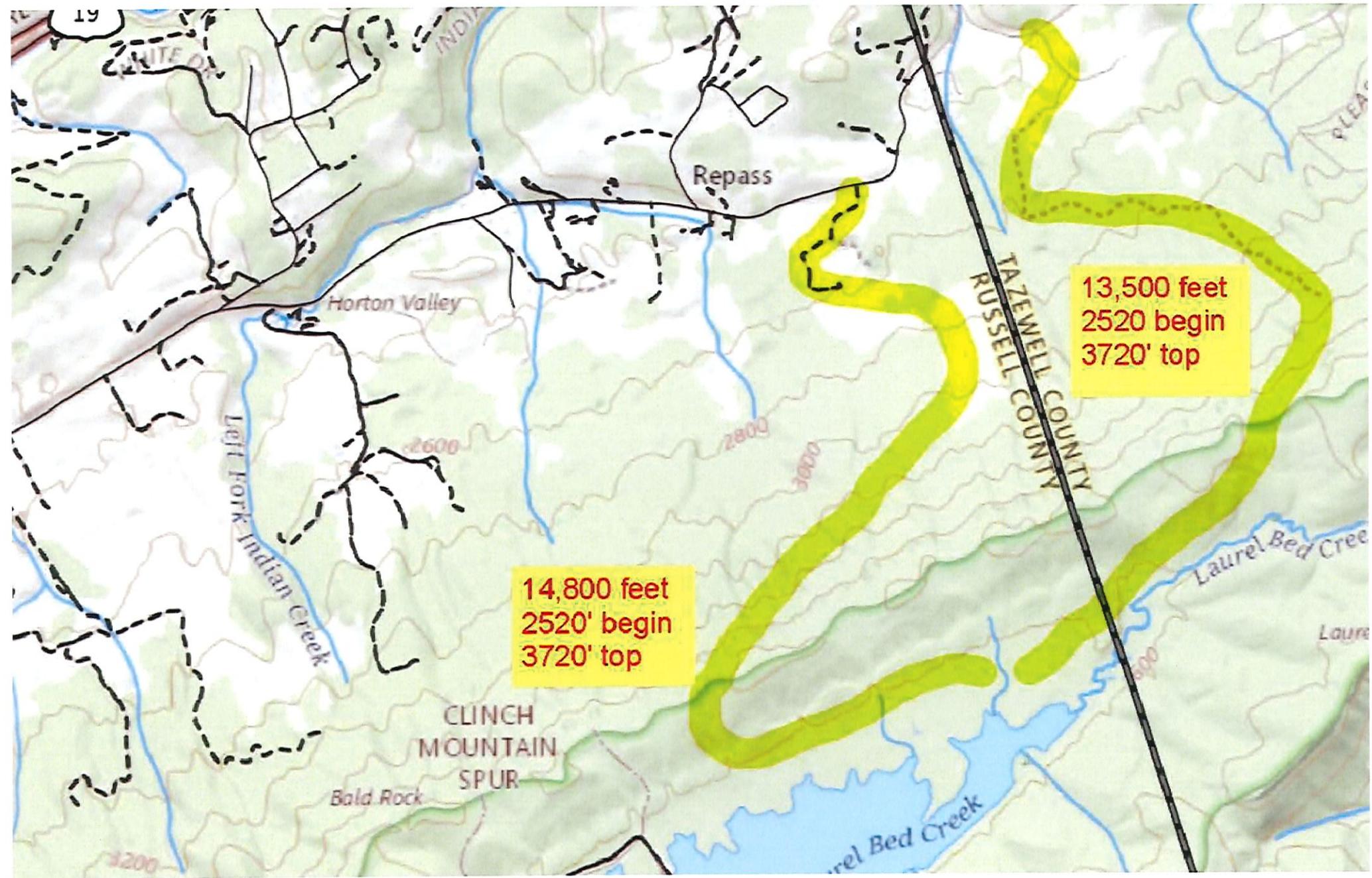
- **Purpose / Vision for Access?**
- **Environmental**
- **Virginia Department of Wildlife Resources**
- **Grade & Width**
- **Gravel or Paved**
- **Landowner Acquisition and/or Permits**
- **Funding**



Access Road Alignments



Access Road Alignments



Access Road Alignments



FUNDING AGENCY EXPERIENCE



- VDH/FCAP
- DEQ/RLF
- USDA Rural Development
- SERCAP
- Appalachian Regional Commission
- DHCD / CDBG
- Virginia Department of Transportation
- Virginia Resource Authority





PUBLIC NOTICE

REQUEST FOR PROPOSALS (RFP)

Dante Steam Building Renovation Project

Architectural Consulting Services

The County of Russell is currently seeking Architectural Consulting Services from an architectural/engineering firm with capabilities and experience in recreational facility renovation design to provide support for the Russell County's Dante Stream Building Renovation Project. The Board of Supervisors of Russell County, Virginia, hereinafter referred to as "The Board," hereby issues to qualified firms or individuals a Request for Proposals (hereinafter referred to as "RFP"). The Board proposes to award a contract for these professional consulting services to assist the Board in this recreational project.

Request for Proposals (RFP) will be evaluated based on the following information:

1. Experience and qualifications of firms or individuals.
2. Offeror's past work experience with feasibility of substantial recreational renovation projects.
3. Relevant experience in providing similar consulting services.
4. Capability to meet recreational architectural/engineering/technical consulting services requirements.
5. Experience in recreational access development and design consulting services in the following areas but not limited to:
 - Provide evaluations, analysis, recommendations, cost and time estimates, reports, preparation of schematic or preliminary designs, field inspections and investigations, and code compliance investigations for Architectural or Engineering guidelines.
 - Provide complete contract documents for small project design in accordance with the procedures of the A/E Manual for the project.
 - Assure that construction contract documents are in conformance with generally accepted architectural and engineering practices and comply fully with all applicable codes and regulations including, but not limited to, the Virginia Uniform Statewide Building Code, and the uniform Federal Accessibility Standards.
 - Provide specifications which reflect current requirements, standards, and product availability.
 - Prior to making a submittal, respond to all review comments and resolve outstanding design issues by taking appropriate action in the design of the project.
 - If required, coordinate the design of utility connections with local utility provider and obtain necessary approvals. The County will pay filing and permit fees and connection charges, as required.
 - Complete all forms and documents in formats required by the A/E Manual. Process in accordance with the County's instructions.
 - Provide services to assist the County in the bidding and award of the construction contract.

Firms/consultants meeting the requirements of this RFP are invited to submit their proposal. Request for Proposals (RFP) are available on the County's Website [Bid Postings • Russell County, VA • CivicEngage \(russellcountyva.us\)](#) or email lonzo.lester@russellcountyva.us to request the RFQ.

Proposals are due no later than 3:00 p.m., Friday, July 28, 2023. Any proposals received after this deadline will be returned to the offeror unopened. The County reserves the right to reject any and all proposals.

Disadvantaged Business Enterprises (small or minority and/or women owned firms) are encouraged to submit proposals. MBE/WBE firms are encouraged to submit proposals.

The County is an equal opportunity/affirmative action employer and will not discriminate based on race, creed, color, national origin, age, or handicap.

**BY ORDER OF THE
RUSSELL COUNTY BOARD OF SUPERVISORS**



Dialogue + Design Associates

July 28th, 2023

To: Russell County, Commonwealth of Virginia
Attn: Mr. Lonzo Lester, County Administrator
137 Highland Drive
Lebanon, VA 24266

RE: Qualifications for Architectural Consulting Services

Mr. Lester,

Thank you for considering Dialogue + Design Associates and our team for the renovation of the former coal steam plant in the town of Dante Virginia. This is an exciting opportunity and we are pleased to submit our qualifications in your search for architects and engineers.

Russell County is about to undertake a significant step in the development of the region by pairing a pivotal project with a significant client. Renovating the Dante Steam Plant is an investment in the history of the region and securing Virginia Workforce Development Services as a member of the community is a powerful combination that will provide a catalyst for growth that is built on a strong physical foundation.

In the following pages, you'll find a description of our team and our qualifications. This document is divided into multiple sections including a description of our firm, our design process, and our experience working on similar projects as well as a description of our team and their experience in the region.

Don't hesitate to let me know if you have any questions or concerns about the content of this proposal. We will endeavor to make sure that the process is fulfilling and productive for everyone involved. Thank you for considering Dialogue + Design We look forward to hearing from you and to continuing our work together

Reed Muehlman, AIA, LEED AP
Senior Associate

**DANTE STEAM PLANT,
BUILDING RENOVATION PROJECT;
ARCHITECTURAL CONSULTING SERVICES**

WHO WE ARE:

Dialogue + Design Associates (D+D) is a small, multi-disciplinary, public-interest design firm that focuses on helping citizens, localities, and organizations build a stronger future through collaboration, architecture, environmental design, and community planning. D+D is a SWaM-certified, woman-owned business, based in Charlottesville, Virginia that was founded in 2005. We have led numerous architecture, planning, and research projects over the past 18 years across our four focus areas. Christine Gyovai is the Principal of Dialogue + Design Associates and Reed Muehlman is our Senior Associate and head of design. More information about our firm is available at our website: www.dialogueanddesign.com.

Dialogue + Design is deeply engaged in the communities in which we operate. In order to be effective facilitators we know our clients and often have partnered with them for years when building projects arise. We are consistently present in these communities often play different roles and work on multiple projects over time.

WHAT WE DO:

We know that every client is unique, every site has its own demands, and the design process must evolve to directly meet people and places. We also understand that the projects that we influence and their associated fiscal commitment are something that our clients live with for years to come. Because of this, we work to facilitate our client's visions and make our clients the empowered owners of their own dreams and not simply carriers of their architect's vision. Our approach is to understand our client's goals before we ever put pencil to paper. The following examples provide a taste of our relevant experience, especially our preliminary design and illustrative efforts while reflecting the diversity of our skill set.

Dialogue + Design Associates practices across multiple service areas. Sometimes this can be messy and complicated, but we are better able to serve our client's needs when we don't fit neatly into a concise box. Dialogue + Design works past simple categories of service and offers a holistic understanding of situations that connect our projects to the people and places they are embedded in. We are planners who can see the overall arc of a project even when the final product is not clear. We are illustrators that help to convey a vision and we are architects who help to implement these visions. Ultimately we are collaborators who work best when teamed with clients and other experts who are united around a common purpose.

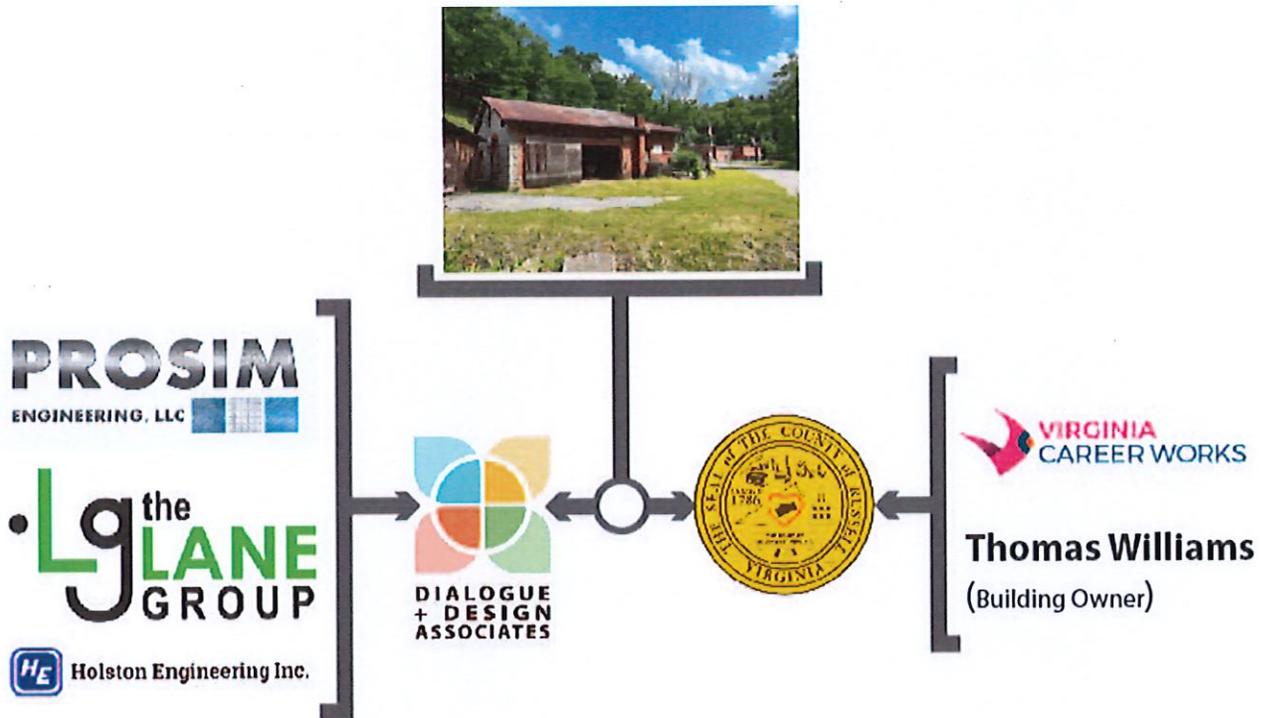


Dialogue + Design Associates
www.dialogueanddesign.com

OUR TEAM:

For the renovation of the Steam Plant in Dante, we have assembled a skilled team that is capable of leading a productive and meaningful design process, but also a team that is embedded in the region and has extensive work experience in southwest Virginia. This team includes **Dialogue + Design Associates** as the architect and project lead, **The Lane Group** providing civil engineering services. **Holston Engineering** will provide mechanical, electrical, and plumbing design, and **Prosim Engineering** provides structural consultation and design. We will work seamlessly together on the Dante Steam Plant. The individual members of our team are ready to cooperate and function as a single entity that will partner with Russell County, the building’s owner, and Virginia Workforce Development Services to provide a building that we can all be proud of.

In order to accomplish this, the design and renovation work on the Dante Steam Plant will unfold using the following organizational hierarchy. Dialogue + Design and Russell County will form the core of this working relationship and will manage each of our respective teams. In this way communication can be clear, the work can flow smoothly and the project will be documented for the security of ourselves and the welfare of future users.



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OUR STRATEGY:

For the renovation of the Dante Steam Plant, our team has an unparalleled advantage over our competitors. Dialogue + Design has already performed a significant amount of work on this project which makes us more familiar with the issues that will need to be addressed and the key people who are involved. We already have a good idea of how years of adaptive reuse have on this structure and we understand how complicated the relationship between the owner, operator, and contract holder can be.

Our strategy is to start with a strong project foundation that is built on our knowledge and on the preliminary design documents that we have already completed. This enables Dialogue + Design, to operate confidently and to begin this project in a position that is much further along than other architects and engineers. We will be incorporating our engineer's input, their observations, and their inspections of the Steam Plant so that we have a better understanding and that, cumulatively, our team will continue to operate cohesively as we advance the construction documents toward permitting and construction.

OUR QUALIFICATIONS:

In the following pages, you will learn more about Dialogue + Design, Prosim Engineering, the Lane Group, and Holston Engineering. You will see that we offer an exceptional level of relevant experience in our industries and in southwest Virginia.





Dialogue + Design Associates



Reed Gyovai Muehlman, AIA, LEED AP
Dialogue + Design Associates, Senior Associate
reed@dialogueanddesign.com
434.466.4815

Reed Muehlman has over 20 years of professional experience in the field of architecture practicing across multiple sectors of the industry. He provides creative design solutions couched in practical understadnign of building that helps his clients to realize their dreams and ambitions through renovations and new construction. His demeanor makes him easy company and his proficiency makes him an indispensable project manager.

EDUCATION

MARCH, MUEP
University of Virginia,
2006

BARCH, BFA
Rhode Island School of Design,
2000

AFFILIATIONS

Certified Designer, National
Charette Institute

Rivanna Solid Waste Authority
Citizens Advisory Committee

Accredited Professional, LEED

American Urbanism Certificate,
UVA

Raven Society Member, UVA

Eagle Scout, BSA

PROFESSIONAL EXPERIENCE

Reed joined **Dialogue + Design Associates** as Senior Associate in 2013 where he provides direction and oversight for all design projects while administering office insurance and contract review. Key Projects include:

Three Rivers Destination Center (St Paul, VA) - Serving as Project Architect on a multi-stakeholder team for grant-funded new construction of 5400 sf of office space for the Heart of Appalachia Tourism and Visitor's Center for Clinch River, Powell River, and Big Sandy Rivers.

Dante Steam Plant (Dante, VA) - Serving as Project architect on a multi-stakeholder team for a grant-funded renovation project that turns a 1500 sf historic coal company steam plant into a center for workforce development training.

Richlands Streetscape (Richlands, VA) - Project Manager for a consensus-based, public-engagement effort that identified and prioritized several different business district revitalization efforts and led to storefront and streetscape improvements across 5 blocks.

Lighthouse Instruments (Charlottesville, VA) - Project architect on a design-build team with a local contractor to provide 30,000 sf of new construction containing office and fabrication space with high-efficiency mechanical systems and rooftop solar power for a rapidly growing private business.

Free Union Country School (Free Union, VA) - Consulting Architect for multiple phases of site planning (2 acres) and building design, including renovation of existing structures (2800 sf) and construction of a new outdoor classroom pavilion (900 sf) for a small private elementary school in rural Virginia.

Barn Renovation (Free Union, VA) - Consulting Architect for assessment and relocation of historic timber frame structure that will be reused as a private retreat. Stone for the foundation, wood structure, wood siding, windows, and doors were salvaged and reused in this 2700 sf project.



Steam Plant Renovation (Dante, VA)

This building has a long and storied past that includes providing steam for the Dickenson-Ericson Coal Company, housing the final assembly of General Motors vehicles sold in southwest Virginia, and providing facility support for a multi-state general contractor. Today, the owner is partnering with the municipality of Russell County, the Community Design and Assistance Center, and the Nature Conservancy to renovate this structure and provide a rural hub for Virginia Workforce Development Services where job training is provided and business networking can support rural communities.

Dialogue + Design provided preliminary design with construction documentation and estimation services for tenant up fits and historic preservation.

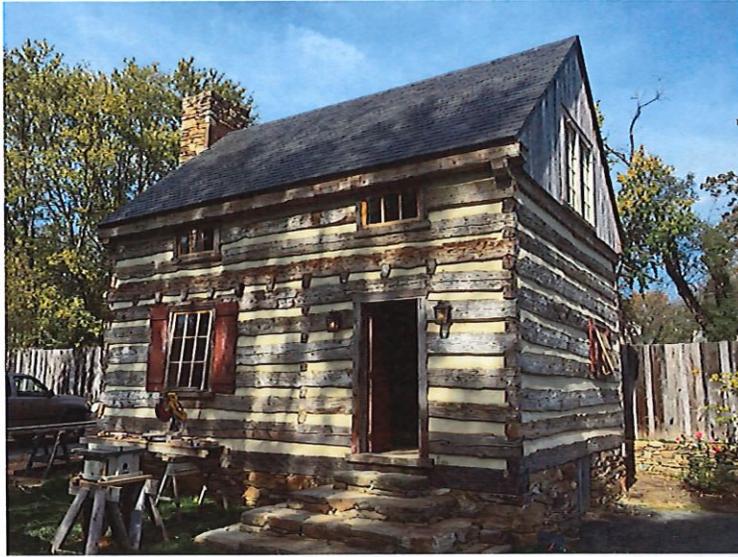
Date – 2022

Size – 1500 sq ft

Construction Cost – \$515,000 (estimated)



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Log Cabin Renovation (Crozet, VA)

This building was slated for demolition when a private client decided to save it and move it to a new location. Now it sits on a new foundation with fully restored interiors. Numerous salvaged materials were used in this renovation, including doors, appliances, stairs and shutters. All the windows were rebuilt and reglazed by hand adding modern convenience to old-world charm.

Dialogue + Design provided on-site assessment and architectural consultation for historic preservation.

Date – 2016 thru 2018

Size – 970 sq ft

Construction Cost – \$350,000 (estimated)



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Pleasant Grove House Renovation (Palmyra, VA)

This manor house is owned and occupied by the municipality of Fluvanna County Virginia. It is the center of a large public park that includes community gardens, sports fields, and a multi-use trail system. This historic renovation project contains a museum dedicated to canal-based transportation and the county Department of Parks and Recreation offices. It is used for education and community outreach. Construction was funded by a grant from the Virginia Department of Transportation.

Dialogue + Design provided historic preservation consultation and construction administration services.

Date – 2008 thru 2015

Size – 2,790 sq ft existing building renovation, and 1,010 sq ft new addition

Construction Cost –\$1,100,000



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www.dialogueanddesign.com



Barn Renovation (Free Union, VA)

A private client had this former agricultural barn disassembled and moved before being reassembled for a new purpose. Now it rests on a new foundation and has been reconfigured to support a collection of classic cars and nostalgic memorabilia on the upper floor with utilitarian and mechanical functions on the lower floor. This renovation uses salvaged slate roofing and wood siding with hand-crafted doors and custom timber frame details.

Dialogue + Design provided on-site assessment and architectural consultation for historic preservation.

Date – 2018 thru 2023

Size – 2710 sq ft

Construction Cost – \$650,000 (estimated, ongoing)





Blue Ridge Discovery Center (Troutdale, VA)

Near Virginia's highest peak, this project combines the historic preservation of an old church retreat facility with the renovation of a former gas station and convenience store to provide a campus for environmental education. This adaptive reuse effort funded was by the Virginia Department of Environmental Quality through the Brownfields Assistance Fund.

Dialogue + Design provided facilitation services for a multi-meeting process that resulted in a strategic planning guide, an illustrative master plan, and marketing drawings.

Date – 2019

Size – 9 acres including multiple existing buildings across two campuses.

Cost – \$41,000 Facilitation, planning, and illustration services



Dialogue + Design Associates
www.dialogueanddesign.com



Three Rivers Destination Center (Saint Paul, VA)

Positioned on a high-profile site, This facility will contain the headquarters for the Heart of Appalachia, the local tourism authority, and a visitor's center. Designed to showcase the geology and hydrology of the region, this building will offer visitors a chance to experience the mountains, valleys, and people of southwest Virginia while also providing educational and network opportunities.

Dialogue + Design has provided facilitation, master planning preliminary design, and estimation services, and will provide construction documentation and construction administration services.

Date – 2021 thru 2023 (ongoing)

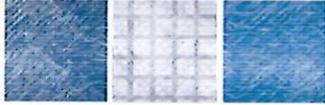
Size – 5,400 sq ft

Cost – \$2,700,000 (estimated)



Dialogue + Design Associates
www.dialogueanddesign.com

PROSIM

ENGINEERING, LLC 

what we do matters

240 SUNCREST ST, SUITE 4, JOHNSON CITY, TN 37615 | 423.477.8314

108 SOUTH IRON ST, MARION, VA 24354 | 276.783.3977

www.prosimeng.com

ABOUT

OVERVIEW: Founded in 2003 and offices in both Marion, VA and Johnson City, TN, Prosim Engineering, LLC is a client-focused firm that specializes in **Professional Structural Engineering Services**. Prosim is a small business, licensed to practice in the Commonwealth of Virginia, with nine team members.



Prosim Engineering, LLC is a Virginia DSBSD Certified SWaM Small and Micro Business (Certification No: 006939) and a Tennessee Certified Small Business Enterprise (SBE) by the Go-DBE (Certification No: 031516-01). Prosim works with our Clients in meeting their scheduling and scope needs. Our Team will stay with the project from initiation until completion.

SERVICES: Design services and experience include, but not limited to historic renovations, educational, mixed-used, office, restaurant, medical, municipal, institutional, religious, pedestrian bridges, feasibility studies, and value engineering. These services can be provided in a multitude of delivery formats from the traditional to the recent resurgence of design/build and fast-track methods. Our designs are produced using the latest technology available including current editions of AutoCAD, Revit, and Tekla Structural Designer / RISA. We offer sustainable project initiative, including experience in LEED and green techniques, and projects incorporating wind and solar power.

We're more than just a Professional Structural Engineering Firm...

We're designing for the future while creating peace of mind, and that's why **what we do matters**.

QUICK FACTS:

- **Point of Contacts:**
 - Craig Young, PE, MS | Principal | cyoung@prosimeng.com
 - Caitlin Trent, MBA | Director of Finance and Operations | ctrent@prosimeng.com
 - **Engineers Expected to be Assigned:**
 - Allan Long, PE | Senior Engineer | along@prosimeng.com
 - Preston Pionk, PE | Project Engineer | ppionk@prosimeng.com
- 3 Registered Professional Engineers, registered in Virginia
- Celebrating 20 Years in Operation with more than 30 Years of Experience in the Industry
- Website: www.prosimeng.com
- Two Firm Locations to Serve You
 - 240 Suncrest Street, Suite 4, Johnson City, TN 37615 | p. 423.477.8314
 - 108 South Iron Street, Marion, VA 24354 | p. 276.783.3977

RESUME

Allan J. Long, PE, SECB

Prosim Engineering, LLC | Senior Professional Structural Engineer | along@prosimeng.com



Allan provides over 30 years of experience in structural engineering design and consulting business as well as direct experience in manufacturing and defense contracting. He and the Team at Prosim Engineering, LLC provide creative Structural Design Solutions with responsive, client focused expertise for a wide variety of projects including renovations and façade improvement, design/build, and new construction. Allan has been with Prosim Engineering, LLC since 2006.

RELEVANT EXPERIENCE

- Old State Theater (Renovation), Kingsport, TN
- Western Front Hotel (Renovation and Addition), St. Paul, VA
- Emory & Henry College New Residence Housing Village, Emory, VA
- VA DCR – New River Trail State Park - Virginia - Design for 16 Bridges
- VA DCR – New River Trail State Park - Virginia - Inspections for 31 Bridges
- Bridgewater College Stone Village, Bridgewater, VA
- Bridgewater College Wright Hall Renovation & Addition, Bridgewater, VA
- McKinney Art Center (Renovation & Addition), Jonesborough, TN
- EW King Building (Select Structural Design), Bristol, TN
- VA DCR Foster Falls Hotel, VA
- Sessions Hotel (Renovation of Historic Buildings + Addition), Bristol, VA (Assisted as needed)
- The Bristol Hotel (Renovation of Historic Buildings + Addition), Bristol, VA (Assisted as needed)
- Birthplace of Country Music Museum Annex (Renovation), Bristol, VA
- Emory & Henry College Health Science Building Phase II, Marion, VA
- Wythe County Office Building, Wythe County, VA (Phase I, II, III)
- Commonwealth Center for Advanced Training, Henry Co, VA
- Carilion Tazewell Community Hospital AHU Replacement, Tazewell, VA

EDUCATION

BS, Civil Engineering,
Virginia Polytechnic
Institute & State University,
1987

PROFESSIONAL ENGINEER LICENSING

KY, TN, VA

TRAINING

VA CPSM Training Seminar,
2019

RESUME

Preston T. Pionk, PE

Prosim Engineering, LLC | Project Engineer | ppionk@prosimeng.com



EDUCATION

BS, Civil Engineering,
Virginia Polytechnic
Institute & State University,
2012

PROFESSIONAL ENGINEER LICENSING

VA

TRAINING

VA CPSM Training Seminar,
2021

Preston provides nearly a decade of experience in providing structural engineering design, valuable field inspection experience, and project management. Preston has been with Prosim Engineering, LLC since 2015.

RELEVANT EXPERIENCE

- 116 Allen St, Burkesville, KY Structural Evaluation
- 314 Courthouse Sq, Burkesville, KY Structural Evaluation
- Seal Theatre, Booneville, KY Structural Evaluation
- Virginia Business College (previously Virginia Intermont) Campus, Bristol, VA: Select building study of existing structures along with reporting for Owners use as a guide to problem areas
- VA DCR Foster Falls Hotel, VA
- Ballad Health Strong Future Building, Greeneville, TN
- Dickenson County Department of Social Services (renovation of Long's Fork Elementary School), Dickenson Co
- VA DCR – New River Trail State Park - Virginia - Design for 16 Bridges
- VA DCR – New River Trail State Park - Virginia - Inspections for 31 Bridges
- Carter County Jail - Expansion Structural Evaluation, Elizabethton, TN
- Henry on Main (Renovation of Multiple Downtown Buildings + Lofts), Johnson City, TN
- Virginia Highlands Community College (VHCC) Advanced Technology & Workforce, Abingdon, VA
- Birthplace of Country Music Museum Annex (Renovation), Bristol, VA
- VT Rector Field House Structural Aspects, Blacksburg, VA
- Longwood University, VA Coyner/Hiner Hall HVAC – Structural Aspects
- VT Davidson Hall AHU-1 Design Mods (Service Corridor and Recovery Coil), Blacksburg, VA

RESUME

Craig S. Young, PE, MS, SECB

Prosim Engineering, LLC | Principal Professional Structural Engineer | cyoung@prosimeng.com



Craig provides over 30 years of experience in management, business ownership, structural engineering design, and consultation as well as direct experience in the construction industry. Craig is the Principal and Owner of Prosim Engineering, LLC (original name Ahler & Young, LLC) and has been with the company since establishment in 2003.

RELEVANT EXPERIENCE

- 16619 E Riverside Dr, St Paul, VA Structural Evaluation
- Cockram Mill, Meadows of Dan, VA Structural Evaluation
- 116 Allen St, Burkesville, KY Structural Evaluation
- 314 Courthouse Sq, Burkesville, KY Structural Evaluation
- Seal Theatre, Booneville, KY Structural Evaluation
- Elks Home Structural Inspection + Report – Middlesboro, KY
- Sessions Hotel (Renovation of Historic Buildings + Addition), Bristol, VA
- The Bristol Hotel (Renovation of Historic Buildings + Addition), Bristol, VA
- Temperance Building Inspection + Report, City of Harriman, TN
- The Seven 14 (Mixed-Use Building – Retail + Condos), Bristol, TN
- 52 Broadway, Asheville, NC (Momentum Art Gallery + Lofts + Solar Roof)
- Center for Craft Renovation, + Liminal Asheville, NC
- Center for Craft Parking Garage Structural Assistance, Asheville, NC
- Old State Theater (Renovation), Kingsport, TN
- Downtown Morristown Buildings Inspections + Reports, Morristown, TN
- Henry on Main (Renovation of Multiple Downtown Buildings + Lofts), Johnson City, TN
- Lees McRae College TN VA NC Halls Renovation + Addition, Banner Elk, NC
- Emory & Henry College Carriger Hall, Emory, VA
- The University of Virginia College at Wise Crockett Hall Renovation, Wise, VA

EDUCATION

MS, Structural Engineering,
Virginia Polytechnic Institute
& State University, 1990

BS, Civil Engineering, Virginia
Polytechnic Institute & State
University, 1989

PROFESSIONAL ENGINEER LICENSING

AL, FL, KY, NC, NY, OH, PA,
SC, TN, TX, VA, WV

PROSIM

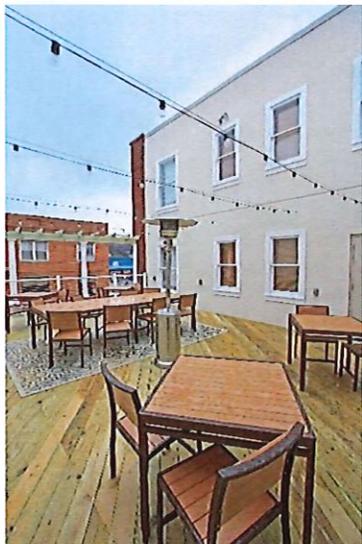
ENGINEERING, LLC



what we do matters

EXPERIENCE

Western Front Hotel – St. Paul, Virginia



OWNER

Creative Boutique Hotels

COMPLETED

2018

SERVICES

Structural Engineering



ABOUT: Western Front Hotel is a renovation and addition of the Willis Building (previously apartment and storefront building), providing tourism revitalization to downtown St. Paul, Virginia. Themed with a Western concept, the 25+ room Boutique Hotel is designed to feature rooftop deck, two elevated decks, restaurant, banquet hall/bar, green space/lawn, gift shop, and ATV parking. Unique to Western Front is the proximity and attraction that St. Paul Spearhead Trails (featuring ATV usage and 100+ miles of trails) provides to guests. (Hotel Photo Taken During Fall Festivities.)

EXPERIENCE

The Bristol Hotel – Bristol, Virginia



OWNER

McCall Capital

COMPLETED

2018

SERVICES

Structural Engineering



ABOUT: The Bristol Hotel was originally constructed in 1925 with a major renovation in the 1980s. The building was restored with historical nod to the original design, including matching wall paint colors to that of paint chips from the hotel's original construction. Featuring 65 rooms, the hotel also contains banquet facilities, elevator and stair addition, masonry restoration, along with showcasing city views with a rooftop bar (Lumacs). This renovation includes a three-story adjoining building addition with kitchen, restaurant, and support facilities.

PROSIM

ENGINEERING, LLC 
what we do matters

EXPERIENCE

The Bristol Hotel: **before**

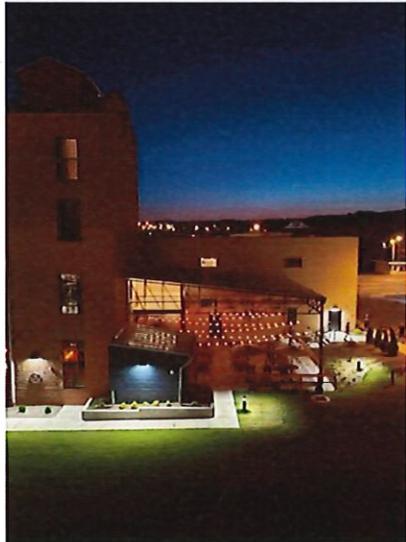


EXPERIENCE
The Bristol Hotel: **after**



EXPERIENCE

The Sessions Hotel – Bristol, Virginia



OWNER

Creative Boutique Hotels

COMPLETED

2020

SERVICES

Structural Engineering

ABOUT: Renovation of multiple downtown historic buildings in Bristol, which also included the addition of infill/connecting new construction. The Sessions Hotel is a boutique music themed hotel giving nod to Bristol - Birthplace of Country Music. The hotel features 70 rooms, rooftop bar, spa, and restaurant.



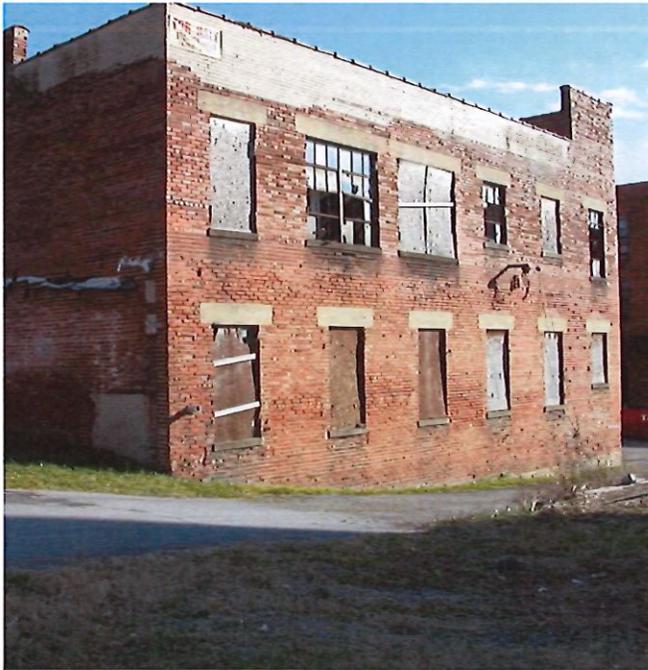
PROSIM

ENGINEERING, LLC

what we do matters

EXPERIENCE

The Sessions Hotel: **before** (JOBBER'S BUILDING)



PROSIM

ENGINEERING, LLC



what we do matters

EXPERIENCE

The Sessions Hotel: **after** (JOBBER'S BUILDING)



The Lane Group (TLG) was established in 1996 by Mr. Bobby Lane and Mr. Matthew Lane. The father-son team was determined to create a firm that provided an unmatched level of service to clients throughout the area. Over the past 27 years, TLG has become one of the most respected and diverse architectural and engineering firms in this region. We are known for our ability to work with multiple State and Federal agencies to develop innovative strategies that help make our clients' projects a reality and for our ability to complete successful projects. Our firm has a proven track record of successfully taking projects from the preliminary engineering stages, through design and final inspection, and into operation.

TLG offers the following primary services:

CIVIL ENGINEERING

- Site Development
- Water Distribution and Wastewater Collection Planning and Design
- Water and Wastewater Treatment
- Hydraulic and Sewer Modeling
- Roadway Design
- Stormwater Management
- Geotechnical
- I/I Discovery and Water Leak Detection
- Material Testing Laboratory

ARCHITECTURE

- Local Government
- Recreational
- Higher Education
- Secondary Education
- Design-Build
- Public Housing
- Commercial
- Adaptive Reuse
- Historical
- Medical

ENVIRONMENTAL

- NEPA Environmental Impact Reviews
- Phase I Environmental Site Assessments
- Phase II Environmental Site Assessments
- Field Sampling
- Remedial Action Plans

TLG operates from three office locations: Abingdon, Big Stone Gap, and Galax, Virginia. Our staff consists of 29 people including seven licensed Professional Engineers, two Registered Architects, an expert Environmental Specialist, and 19 qualified technicians and support personnel who have spent a majority of their careers working on local government architecture and engineering projects.

KEY PERSONNEL BIOGRAPHY

MATTHEW R. LANE, PE – SITE/CIVIL ENGINEERING

Matthew Lane possesses over 25 years of experience in civil engineering including water system design, sewer system design, stormwater management, infiltration/inflow (I/I) discovery, water leak detection, planning and hydrology, environmental engineering, and site/land development engineering. Matthew has participated in preparing many preliminary engineering reports, site evaluations, and site developments.

eCorridor Regional Park/Southwest: Served as Project Engineer for development of a 70-acre site in Duffield, Virginia, into a new high-tech industrial park. Grading involved moving over 600,000 CY of material and creating three tiered lots. Responsibilities included developing a preliminary feasibility study, which included a preliminary grading plan, site layout, and cost estimates. Also responsible for utility design, final grading plan, permit assistance, and easement acquisition. Total project cost was \$3.5 million. *Client: Scott County Economic Development Authority*

Constitutional Oaks Industrial Park & Access Road: Preparation of construction drawings and specifications for site grading, storm water management, and access road construction for the Constitutional Oaks Industrial Park near Rose Hill, VA. Project also included installation of 2,500 LF of 8-inch diameter gravity sewer system. *Client: Lee County Industrial Development Authority*

Jarvis Property/eCorridor Expansion Master Plan: Project Engineer for optimum site utilization. Three concept plans were generated, a Community Core and two Technology Pillar Options, yielding eight lots ranging in size from 4.7 to 27.6 acres, totaling 75.4 developed acres, with 40.0 acres dedicated to open space. Low Impact Development options to control drainage and minimize on- and off-site impacts of stormwater and site development are incorporated into the development process. *Client: Scott County Economic Development Authority*

Appalachian Regional Exposition Center: Project Engineer involved with design and construction document preparation for a new 90,000 SF arena facility that features a 210-foot primary structure clear span to accommodate seating for 2,500 spectators around a 45,000 SF performance arena. It is intended to be a multipurpose facility capable of hosting a wide range of events including equestrian shows, music concerts, regional trade shows, rodeos, and tractor pull competitions. *Client: Wythe County Board of Supervisors*

Beaver Creek Sewer Study: Project Manager/Engineer for a study to evaluate problem areas within two main system interceptors, Little Creek, and Beaver Creek. The evaluation includes sewer flow monitoring efforts, conducting detailed manhole investigations and field surveys, assisting in the preparation of detailed sanitary sewer evaluation for each interceptor, and preparing preliminary design drawings for the replacement and rehabilitation of sections of both interceptors. The study has identified significant problems with overall system condition and I/I throughout the drainage areas of both interceptors. TLG is currently assisting BVU in developing a long-range plan of action for reducing system overflows and for the rehabilitation of the sewer system. *Client: Bristol Virginia Utilities Authority*



EDUCATION:

M.S. Civil Engineering – Virginia Polytechnic Institute & State University. 1999

B.S. Civil Engineering – Virginia Polytechnic Institute & State University. 1995

REGISTRATION:

Registered Engineer

- Virginia
- North Carolina

AFFILIATIONS:

- TLG President/Partner
- TLG Board of Directors
- AWWA
- ASCE
- Washington County Chamber of Commerce Board of Directors



KEY PERSONNEL BIOGRAPHY

KEVIN HEATH, PE – SITE/CIVIL ENGINEERING

Kevin Heath possesses nearly 30 years of experience in the design and management of multi-disciplined civil engineering projects. His experience includes planning, potable water distribution, sanitary sewer collection, treatment process engineering, and site design development. Kevin currently serves as Chairman and Vice-President of TLG.

Grayson Highlands School Site Improvements: Project Engineer for final site design and infrastructure improvements to serve a new elementary school in Grayson County, Virginia. Design services included site grading and E&S Plan, off-site water line extension of 23,800 LF of 8-inch and smaller water lines, on-site wastewater treatment system, VDOT road improvements with turning lanes, and related improvements. Site design services were provided for the school Architect. Utility and roadway design services provided directly for Grayson County. *Client: Grayson County Board of Supervisors*

Safe Routes to School Project: Project Engineer for project to improve the safety of pedestrian and bicycle access to the Galax City Public Schools. Construction includes approximately 3,180 LF of reinforced concrete sidewalk, retaining walls, crosswalks, and related improvements. The total project cost is \$490,500 with project funding provided by VDOT as a Locally Administered Project (LAP). *Client: City of Galax, Virginia*

Ridgeview Elementary School: Provided site/utilities design and permit acquisition for the design build project. Funding was provided by the U.S. Army Corps of Engineers to design and construct a new elementary school to eliminate potential risks associated with the location of Sandlick Elementary School which is situated in the floodway. The new school consolidates two existing schools and is being designed to accommodate approximately 500 students. The school will be constructed immediately northeast of the existing Ridgeview High/Middle School. In addition, a playground, parking area, and access road improvements will be constructed. The design and permitting involved extensive coordination with VDOT and DEQ. *Client: Dickenson County Public Schools*

Carroll County Governmental Center Sitework/Utilities: Project Manager for sitework and utilities required to serve the new Carroll County, Virginia office complex. Responsible for design of site grading, stormwater management, 4000 LF of water line, and 800 LF of sanitary sewer line. Project financing provided by RECD and local funding. *Client: Carroll County Board of Supervisors*

Academy Drive Street Improvements Project: Project Engineer responsible for Preliminary Engineering Report and final design to provide design to widen and improve Academy Drive which serves as the entrance to William King Arts Center in the Town of Abingdon, Virginia. Project includes widening approximately 550 LF of paved street, 750 LF of brick sidewalk, 300 LF of 18-inch and smaller storm sewer with an underground stormwater detention system; replacement of 500 LF of 8-inch gravity sewer, and related improvements. The project is a Locally Administered Project using funds from VDOT and the Town of Abingdon. Total construction cost was approximately \$494,000. *Client: Town of Abingdon, Virginia*



EDUCATION:

B.S. Civil Engineering, Virginia Polytechnic Institute & State University. 1990

REGISTRATION:

Registered Engineer

- Virginia
- North Carolina

AFFILIATIONS:

- TLG Vice-President
- TLG Board of Directors
- Water Environment Federation



RELEVANT PROJECT EXPERIENCE

BLUE RIDGE KNIVES SITE DEVELOPMENT



The Lane Group was commissioned by Blue Ridge Knives to provide site/civil engineering services for the new Blue Ridge Knives facility in Smyth County, VA. The project was completed in support of private developer efforts to construct a new distribution and office facility.

Project highlights included:

- o 56.33 +/- acre parcel with access from Route 11 – Lee Highway.
- o A 225,000 square foot warehouse.
- o A 19,825 square foot office wing.
- o Grading, loading docks, and parking and related improvements.
- o On-site utility connections and stormwater management.
- o Project disturbed 28.38 +/- acres.

As follow-up to the site grading contract, TLG provided architectural services to the Owner. Services included design of the office wing, oversight review and input to the design/build contractor, and construction administration services.



CLIENT:

Phil Martin
Blue Ridge Knives
166 Adwolfe Road
Marion, VA 24354
276.783.6143

PROJECT LOCATION:

Smyth County, Virginia

TOTAL PROJECT COST:

\$1,800,000 – Site Contract
\$7,300,00 – Building Contract

FUNDING PROVIDED BY:

Owner

COMPLETED:

2018

RELEVANT PROJECT EXPERIENCE

RIDGEVIEW ELEMENTARY SCHOOL



The Lane Group, in conjunction with ZMM Architects and Quesenberry's Inc., was commissioned by the Dickenson County Public Schools for the design-build of a new elementary school located in Dickenson County, VA.

The new school consolidates two existing schools and was designed to accommodate approximately 500 students. The school is being constructed immediately northeast of the existing Ridgeview High School/Middle School. In addition to the school building, a playground, parking area, and access road improvements are being constructed.

TLG was responsible for the following services:

- Coordinated the NEPA process with the U.S. Army Corps of Engineers, including preparation of an Environmental Assessment and a Phase I Environmental Site Assessment.
- Conducted subsurface investigation and prepared a geotechnical report.
- Provided site and utilities design, permit acquisition, and transportation planning.

CLIENT:

Haydee Robinson,
Superintendent
Dickenson County Public
Schools
309 Volunteer Avenue
Clintwood, Virginia 24228
276.926.4643

PROJECT LOCATION:

Dickenson County, Virginia

TOTAL PROJECT COST:

\$21.6 Million

FUNDING PROVIDED BY:

U.S. Army Corps of Engineers

COMPLETED:

June 2023



Holston Engineering Inc.

301 Montgomery Street
Suite 4
Johnson City, TN 37601

(423) 926-5991

Holston.Engineering@Holsteng.com

Holston Engineering is a full service commercial Mechanical, Plumbing and Electrical engineering provider. Founded in 1995 by Joe Riggs, Holston Engineering has been providing professional services continually since its inception. As of October 9th 2017, Derwin Cartmel joined the Holston Engineering team as President and Principal Mechanical Engineer. Derwin Cartmel brings 28 years of industrial experience along with the experience of working for Holston Engineering part time for 20 years. Holston Engineering Inc. can provide engineering services for any type of project imaginable. If a specific expertise for a project is needed, we are flexible and will obtain any needed resources or technology to complete the project. With our size we can be very nimble and responsive to project needs. We have extensive experience with all phases of both commercial and industrial projects and would like to provide services for your next project. Please contact us for further information or to discuss your engineering needs.

Churches

Holston Engineering Inc. is proud to have served our area by providing Mechanical, Plumbing, and Electrical engineering and design services to numerous churches throughout the area. Our experience ranges from the smallest modification/remodel to new 1000+ seating capacity sanctuaries. We have specific design techniques to address the challenges of church facilities such as noise, humidity issues due to frequency of use, fresh air requirements, etc. We are familiar with the processes that churches use to provide funding and make design decisions. Being familiar with these processes will insure a smooth, successful project.



Healthcare

Holston Engineering has completed designs for a wide variety of health care facilities over the last 20 years. Below is a sampling of the types of Health Care facilities that we have provided engineering design services for:

- Physician's office/practice (General - Family practitioner)
- Day Surgery Suites and Oral Surgery suite
- Dentist office/practice
- Gastroenterology suite
- Nuclear Pharmacy
- Traditional Pharmacy
- Physical fitness centers and Physical Therapy suite



Industrial

Holston Engineering Inc. has experience providing industrial services for a wide variety of customers. We can provide a wide array of industrial services from basic utility design for manufacturing facilities to detail design of manufacturing facilities. Derwin Cartmel PE has 28 years of experience with industrial design for both new and brownfield type industrial projects. We are very interested in expanding our industrial services to meet project needs. In addition to detail design we have experience with 3D modeling, Laser scanning, scheduling, and project management.

Offices

Holston Engineering Inc. has provided Mechanical, Plumbing, and Electrical design services for numerous office facilities over the years. Whether the facilities are for private offices or offices for professional service offerings we can provide design services to insure the facilities meet your needs.



Other

Holston Engineering Inc. is flexible with a wide diversity of experience. We can provide services that are not on our current portfolio such as laser scanning, project management, staff augmentation, drone inspection, etc. We also have extensive experience with arc flash calculations which we can complete when needed for your specific electrical installation.



Derwin Cartmel PE
423-926-5991
Derwin.Cartmel@holsteng.com

Mechanical Engineer – Owner, Holston Engineering

PROFESSIONAL HIGHLIGHTS

Mechanical / Piping engineering supervisor managing 20 to 30 designers / engineers - 18 yrs.
Private Consulting Engineer - 22 yrs. (part time/second job)
2010-2011 Engineering manager on 50M TIC schedule critical project that exceeded client expectations
Long term use of ASME codes as related to pressure vessels and piping.
1996 -1997 Successfully managed 25% of a 150M TIC installation of a chemical manufacturing plant.
1994-1995 Served as mechanical lead on 50M TIC upgrade for a nylon manufacturing facility.
PE obtained 1994 with current active professional engineering licenses in 9 states

PROFESSIONAL EXPERIENCE

Holston Engineering Inc. Johnson City, TN

10/2017 - Current

Owner – Mechanical Engineer

As owner my main goal is to provide our customers with quality engineering products in a timely cost-effective manner. Our focus is the commercial market providing traditional mechanical, electrical and plumbing design services.

My technical responsibilities include but are not limited to the following:

- HVAC design, specifications and code verification.
- Plumbing design, specifications, and code verification.
- Mechanical equipment specifications.
- Roof drainage calculations.
- Fire protection design intent drawings.
- Building systems integration.
- Responsibility for all mechanical designs produced by Holston Engineering

My ownership responsibilities include but are not limited to the following:

- Profit and loss responsibility for all projects.
- Management of company funds.
- Management of company benefits.
- Day to day interface with all employees.
- All employment decisions.
- Business development.
- Facilities management for office space.
- Management of IT resources.

Holston Engineering Inc. Johnson City, TN

1/1996 -9/2017

Staff Mechanical Engineer

As the only mechanical engineer at Holston Engineering I was responsible of all of the mechanical designs produced by Holston Engineering.

My technical responsibilities include but are not limited to the following:

- HVAC design, specifications and code verification.
- Plumbing design, specifications, and code verification.
- Mechanical equipment specifications.
- Roof drainage calculations.
- Fire protection design intent drawings.
- Building systems integration.

Day & Zimmerman, Kingsport TN

2002 – 9/2017

Mechanical Engineering supervisor – Project Engineer

My main responsibility is to manage a group of 20 to 30 engineers and designers that work multiple projects simultaneously over 4 different disciplines.

My technical responsibilities include but are not limited to the following:

- Implemented in-house Laser Scanning program for Eastman / D&Z with a cost savings of over 1.4 million dollars.
- Evaluated and implemented new 3D design software.
- All piping engineering and design completed by the Kingsport office.
- All 3D modeling efforts and reviews completed by the Kingsport office.
- All Mechanical specifications, engineering, design, and drafting completed by the Kingsport office.
- All Fire Protection design and drafting completed by the Kingsport office.
- All HVAC specifications, engineering, design and drafting by the Kingsport office.

2002-2010 Kingsport site safety coordinator with nearly 2 million job-hours worked without an OSHA recordable.

2010-2011 Engineering Manager for Day & Zimmermann on project 4063 with Eastman Chemical Co as our client. **The Day & Zimmerman project team exceeded our client's expectations in reasonable cost, schedule, and quality of work.**

Derwin Cartmel PE
301 Montgomery Street Suite 4
Johnson City TN 37604
423-926-5991
Derwin.Cartmel@holsteng.com

2002-2012 In addition to my supervisor responsibilities I managed numerous small capital projects and I understand estimating, cost control, scheduling, client relations, performance measurement, and the many aspects of management required to complete a successful project.

Bechtel, Kingsport TN

1994-2002

Mechanical Engineering supervisor

Mechanical Engineering supervisor 1999 – 2002 responsible for supervising 20 to 30 engineers and designers.

My technical responsibilities include but are not limited to the following:

- All Mechanical specifications, engineering, design, and drafting completed by the Kingsport office.
- All Fire Protection design and drafting completed by the Kingsport office.
- All HVAC specifications, engineering, design and drafting by the Kingsport office.

Mechanical Engineer

Mechanical Engineer 1994-1999 Duties included writing specifications for process equipment, equipment design, vessel design, process systems design, materials handling expert, vendor inspections, and many other activities related to mechanical engineering. Duties also included scheduling, estimating, and planning of all types of mechanical engineering activities as related to project execution in the Chemical Processing Industry.

United Engineers and Constructors, Kingsport TN

1990 - 1994

Mechanical Engineer

I was responsible for equipment specifications, vessel design, materials handling, and design of various pieces of material handling equipment. I also worked with project controls to determine estimates and schedules.

EDUCATION

Tennessee Technological University, Cookeville, TN 1988

Bachelor of Science, Mechanical Engineering

Derwin Cartmel PE
301 Montgomery Street Suite 4
Johnson City TN 37604
423-926-5991
[*Derwin.Cartmel@holsteng.com*](mailto:Derwin.Cartmel@holsteng.com)

Joe W. Riggs PE
423-926-5991
Joe.Riggs@holsteng.com

Electrical Engineer – Owner, Holston Engineering

PROFESSIONAL HIGHLIGHTS

Electrical engineer / owner managing a multi discipline commercial consulting firm - 23 yrs.

Long term use of NEC and associated codes as related to electrical installations.

PE obtained 1991 with current active professional engineering licenses in 7 states

Senior Member IEEE

Member NSPE

PROFESSIONAL EXPERIENCE

Holston Engineering Inc. Johnson City, TN

12/1995 - Current

Owner – Electrical Engineer

As owner my main goal is to provide our customers with quality engineering products in a timely cost-effective manner. Our focus is the commercial market providing traditional mechanical, electrical and plumbing design services.

My technical responsibilities include but are not limited to the following:

- Electrical design, specifications and code verification.
- Electrical equipment specifications.
- Lighting design and Photometric calculations
- Arc flash calculations.
- Riser Diagram drawings.
- Security system design.
- Fire alarm design.

My ownership responsibilities include but are not limited to the following:

- Profit and loss responsibility for all projects.
- Management of company funds.
- Management of company benefits.
- Day to day interface with all employees.
- All employment decisions.
- Business development.
- Facilities management for office space.
- Management of IT resources.

Associated Engineering Consultants Inc. Johnson City, TN

1987 -1995

Staff Electrical Engineer

As the only electrical engineer at Associated Engineering I was responsible of all of the electrical designs produced by Associated Engineering.

My technical responsibilities include but are not limited to the following:

- Electrical design, specifications and code verification.
- Electrical equipment specifications.
- Lighting design and Photometric calculations
- Riser Diagram drawings.
- Security system design.
- Fire alarm design.
- Supervising staff designers.
- Coordination with other disciplines to insure complete and correct packages.

EDUCATION

University of Tennessee, Knoxville, TN 1985

Bachelor of Science, Electrical Engineering

Joe W. Riggs PE
301 Montgomery Street Suite 4
Johnson City TN 37604
423-926-5991
[*Joe.Riggs@holsteng.com*](mailto:Joe.Riggs@holsteng.com)



**CUMBERLAND PLATEAU REGIONAL
HOUSING AUTHORITY**

P.O. BOX 1328 / LEBANON, VIRGINIA 24266
Tel.: (276) 889-4910 / TDD# 1-800-545-1833 Ext. 418
FAX (276) 889-4615
www.cprha.org

Keith L. Viers, Executive Director

H. Truman Mullins, Chairman
Ramona Simmons, Vice Chair
James N. Horn, Commissioner
Judy E. Lockridge, Commissioner
Richard Blankenship, Commissioner
Jim O'Quinn, Commissioner

September 1, 2023

Mr. Lonzo Lester, County Administrator
Russell County Board of Supervisors
137 Highland Dr., Suite A
Lebanon, Virginia 24266-1208

RE: Payment in Lieu of Taxes for Pittston Place

Dear Mr. Lester,

On behalf of the Cumberland Plateau Regional Housing Authority, I am writing to request that the Russell County Board of Supervisors waive the Authority's payment in lieu of taxes in the amount of \$1,871.10 for fiscal year ending March 31, 2023.

I want to thank you in advance for your favorable consideration of our request and ask that you signify your agreement by signing the attached statement as our auditor requires confirmation of your agreement.

Please contact me with any questions regarding this request. As always, we appreciate your interest in and the continued support of public housing in Russell County.

Sincerely,

Keith L. Viers
Executive Director

Attachment



I, as agent for the Russell County Board of Supervisors, hereby agree to waive the payment in lieu of taxes for fiscal year of 2023. This agreement will require annual consideration for future waiver approval. The Authority has identified use of these funds for resident services.

Signed: 
Title: County Administrator
Date: 8/2/25



CUMBERLAND PLATEAU REGIONAL HOUSING AUTHORITY

P.O. BOX 1328 / LEBANON, VIRGINIA 24266
Tel.: (276) 889-4910 / TDD# 1-800-545-1833 Ext. 418
FAX (276) 889-4615
www.cprha.org

Keith L. Viers, Executive Director

H. Truman Mullins, Chairman
Ramona Simmons, Vice Chair
James N. Horn, Commissioner
Judy E. Lockridge, Commissioner
Richard Blankenship, Commissioner
Jim O'Quinn, Commissioner

September 1, 2023

Mr. Lonzo Lester, County Administrator
Russell County Board of Supervisors
137 Highland Dr., Suite A
Lebanon, Virginia 24266-1208

RE: Payment in Lieu of Taxes for HUD Developments

Dear Mr. Lester,

On behalf of the Cumberland Plateau Regional Housing Authority, I am writing to request that the Russell County Board of Supervisors waive the Authority's payment in lieu of taxes in the amount of \$9,396.74 for fiscal year ending March 31, 2023.

I want to thank you in advance for your favorable consideration of our request and ask that you signify your agreement by signing the attached statement as our auditor requires confirmation of your agreement.

Please contact me with any questions regarding this request. As always, we appreciate your interest in and the continued support of public housing in Russell County.

Sincerely,


Keith L. Viers
Executive Director

Attachment



I, as agent for the Russell County Board of Supervisors, hereby agree to waive the payment in lieu of taxes for fiscal year of 2023. This agreement will require annual consideration for future waiver approval. The Authority has identified use of these funds for resident services.

Signed: 
Title: County Administrator
Date: 9/5/23



COMMONWEALTH OF VIRGINIA

DEPARTMENT OF MOTOR VEHICLES

CERTIFICATE OF TITLE FOR A VEHICLE

KEEP IN SAFE PLACE - ANY ALTERATION OR ERASURE VOIDS THIS TITLE

THE DEPARTMENT OF MOTOR VEHICLES, COMMONWEALTH OF VIRGINIA, HEREBY CERTIFIES THAT AN APPLICATION FOR A CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH, THAT THE APPLICANT NAMED ON THE FACE HEREON HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE, AND THAT, FROM THE STATEMENTS OF THE OWNER AND THE RECORDS ON FILE WITH THIS DEPARTMENT, THE HEREON DESCRIBED VEHICLE IS SUBJECT TO THE SECURITY INTEREST RECORDS ON FILE WITH THIS DEPARTMENT, AND AS DESCRIBED HEREON, IF ANY; THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH ALSO PROVIDE THAT ALL TITLE AND REGISTRATION INFORMATION IN THE OFFICE OF THE DEPARTMENT OF MOTOR VEHICLES IS PRIVILEGED AND ONLY SUBJECT TO DISSEMINATION TO AUTHORIZED AGENCIES, BUSINESS ORGANIZATIONS OR AGENTS, GOVERNMENTAL ENTITIES AND INDIVIDUALS UNDER THE CONDITIONS SPECIFIED BY MOTOR VEHICLE CODE SECTIONS 46.2-208, 46.2-209 AND 46.2-210.

ESTABLISHED 01/14/22 207 DMVDJ5 ORIGINAL

VEHICLE IDENTIFICATION NO. 1FV6HLCB0YHB67285	YEAR 2000	MAKE FREIGHTLIN	VEHICLE BODY TRUCK	TITLE NO. 2718907576
EMPTY WGT. 34000	GROSS WGT. 35000	GVWR 35000	GCWR 35000	AXLES 2
SALES TAX PAID VA EXEMPT	ODOMETER *43830*	DATE ISSUED 04/21/22	OTHER PERTINENT DATA IND	
Name(s) and address(es) of vehicle owners: COUNTY OF RUSSELL ED OF SUPERVISORS 137 HIGHLAND DR STE A LEBANON VA 24266-7169			ODOMETER BRAND ACTUAL	

THIS IS NOT A TITLE NUMBER

GL5334451

NO LIENS



A Federal and State law requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment. The undersigned hereby certifies that the vehicle described in this title has been transferred to the following (printed name and address of Buyer(s)).

Buyer(s) Name _____
Street _____ City, State, Zip _____

I certify to the best of my knowledge that the odometer reading is: ACTUAL Mileage NOT ACTUAL Mileage (odometer discrepancy) IN EXCESS of Mechanical Limits Model year is 10 years or older and was exempt from odometer disclosure in prior state of title (applicant must present out-of-state title showing exemption)

DATE OF SALE _____
SALE PRICE: _____

Signature of Seller(s) Wicki Porter, Deputy Clerk Printed Name of Seller(s) Wicki Porter, Deputy Clerk
Russell Co. Bd of Supr.

Signature of Buyer(s) _____ Printed Name of Buyer(s) _____

I am aware of the above odometer certification made by the Seller(s) _____
I am aware of the above odometer certification made by the Seller(s) _____

Seller warrants this certificate of title except that at the time of transfer it may be subject to lien. See section 46.2-210. Dealer's No. _____ Licensing Jurisdiction _____

COMMONWEALTH OF VIRGINIA

DEPARTMENT OF MOTOR VEHICLES

CERTIFICATE OF TITLE FOR A VEHICLE

KEEP IN SAFE PLACE - ANY ALTERATION OR ERASURE VOIDS THIS TITLE

THE DEPARTMENT OF MOTOR VEHICLES, COMMONWEALTH OF VIRGINIA, HEREBY CERTIFIES THAT AN APPLICATION FOR A CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH, THAT THE APPLICANT NAMED ON THE FACE HEREON HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE, AND THAT, FROM THE STATEMENTS OF THE OWNER AND THE RECORDS ON FILE WITH THIS DEPARTMENT, THE HEREON DESCRIBED VEHICLE IS SUBJECT TO THE SECURITY INTEREST RECORDS ON FILE WITH THIS DEPARTMENT, AND AS DESCRIBED HEREON, IF ANY. THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH ALSO PROVIDE THAT ALL TITLE AND REGISTRATION INFORMATION IN THE OFFICE OF THE DEPARTMENT OF MOTOR VEHICLES IS PRIVILEGED AND ONLY SUBJECT TO DISSEMINATION TO AUTHORIZED AGENCIES, BUSINESS ORGANIZATIONS OR AGENTS, GOVERNMENTAL ENTITIES AND INDIVIDUALS UNDER THE CONDITIONS SPECIFIED BY MOTOR VEHICLE CODE SECTIONS 46.2-208, 46.2-209 AND 46.2-210.

ESTABLISHED 03/03/14 665 DMVKPJ ORIGINAL

VEHICLE IDENTIFICATION NO. 1FTRX18W82NB37811		YEAR 2002	MAKE FORD	VEHICLE BODY PICKUP	TITLE NO. 94568571			
EMPTY WGT. 4515	GROSS WGT. 6500	GVWR 10000	GCWR	AXLES 2	FUEL GAS	SALES TAX PAID VA EXEMPT	ODOMETER *73515*	DATE ISSUED 03/03/14
OTHER PERTINENT DATA 008747						ODOMETER BRAND ACTUAL	PRIOR TITLE NO. 53459383	

Name(s) and address(es) of vehicle owners:
COUNTY OF RUSSELL BD OF SUPERVISORS
 PO BOX 1208
 LEBANON VA 24266-1208

THIS IS NOT A TITLE NUMBER
 11017873A

NO LIENS

*Solid Waste
Request to
Surplus*



A ASSIGNMENT OF TITLE BY OWNER NOTIFY DMV WHEN VEHICLE IS SOLD	Federal and State law requires that you certify that the undersigned hereby certifies that the vehicle described in this title has been transferred to the following (printed name and address of Buyer(s)).	
	ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.	
	Buyer(s) Name _____	_____
	Street _____	City, State, Zip _____
	ODOMETER READING (No Tenths) _____	DATE OF SALE _____
I certify to the best of my knowledge that the odometer reading is: <input type="checkbox"/> ACTUAL Mileage <input type="checkbox"/> NOT ACTUAL Mileage (odometer discrepancy) <input type="checkbox"/> IN EXCESS of Mechanical Limits <input type="checkbox"/> Model year is 10 years or older and was exempt from odometer disclosure in prior state of title (applicant must present out-of-state title showing exemption)		
Signature of Seller(s) _____	Printed Name of Seller(s) _____	
Signature of Buyer(s) _____	Printed Name of Buyer(s) _____	
I am aware of the above odometer certification made by the Seller(s)		
I am aware of the above odometer certification made by the Seller(s)		
VSA3S _____	Dealer's No. _____ Licensing Jurisdiction _____	

COMMONWEALTH OF VIRGINIA

DEPARTMENT OF MOTOR VEHICLES

CERTIFICATE OF TITLE FOR A VEHICLE

KEEP IN SAFE PLACE - ANY ALTERATION OR ERASURE VOIDS THIS TITLE

THE DEPARTMENT OF MOTOR VEHICLES, COMMONWEALTH OF VIRGINIA, HEREBY CERTIFIES THAT AN APPLICATION FOR A CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH, THAT THE APPLICANT NAMED ON THE FACE HEREON HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE, AND THAT, FROM THE STATEMENTS OF THE OWNER AND THE RECORDS ON FILE WITH THIS DEPARTMENT, THE HEREON DESCRIBED VEHICLE IS SUBJECT TO THE SECURITY INTEREST RECORDS ON FILE WITH THIS DEPARTMENT, AND AS DESCRIBED HEREON, IF ANY, THE MOTOR VEHICLE LAWS OF THIS COMMONWEALTH ALSO PROVIDE THAT ALL TITLE AND REGISTRATION INFORMATION IN THE OFFICE OF THE DEPARTMENT OF MOTOR VEHICLES IS PRIVILEGED AND ONLY SUBJECT TO DISSEMINATION TO AUTHORIZED AGENCIES, BUSINESS ORGANIZATIONS OR AGENTS, GOVERNMENTAL ENTITIES AND INDIVIDUALS UNDER THE CONDITIONS SPECIFIED BY MOTOR VEHICLE CODE SECTIONS 46.2-208, 46.2-209 AND 46.2-210.

ESTABLISHED 07/28/21 665 DMVMS ORIGINAL

VEHICLE IDENTIFICATION NO.	YEAR	MAKE	VEHICLE BODY	TITLE NO.
1M2GR3CCXNM026560	2022	MACK	TRUCK	1808999795
EMPTY WT.	GROSS WT.	GWR	AXLES	FUEL
18640	62000	62000	3	SALES TAX PAID
OTHER PERTINENT DATA			DEST	DATE ISSUED
OS			VA	07/28/21
			EXEMPT	EXEMPT
			EXEMPT	EXEMPT

Name(s) and address(es) of vehicle owners
 COUNTY OF RUSSELL BD OF SUPERVISORS
 PO BOX 1208
 LEBANON VA 24266-1208

THIS IS NOT A TITLE NUMBER
 G42029949

NO LIENS



A Federal and State law requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment. The undersigned hereby certifies that the vehicle described in this title has been transferred to the following (printed name and address of Buyer(s)):

Buyer(s) Name _____
 Street _____ City, State, Zip _____

I certify to the best of my knowledge that the odometer reading is: ACTUAL Mileage NOT ACTUAL Mileage
 (odometer discrepancy) IN EXCESS of Mechanical Limits Model year is 10 years or older and was exempt
 from odometer disclosure in prior state of title (applicant must present out-of-state title showing exemption)

ODOMETER BEADING (No Tenths) _____ DATE OF SALE _____
 SALE PRICE _____

Signature of Seller(s) _____ Printed Name of Seller(s) _____

Signature of Buyer(s) _____ Printed Name of Buyer(s) _____

I am aware of the above odometer certification made by the Seller(s) _____

I am aware of the above odometer certification made by the Seller(s) _____

Seller warrants this certificate of title except that at the time of transfer it may be subject to lien. See section F. Dealer's No. _____ Licensing Jurisdiction _____

Request to
Sell

Russell County Board of Supervisors

276-889-8000

Travel Request Approval Form

Date Submitted 08/14/2023

Employee Name(s) Shiloh Lytle

Department Russell County Tourism Department

Phone (276)344-8504 or (276)880-5728

Email (optional) shiloh.lytle@russellcountyva.us

Purpose/Location of Travel Richmond, VA - VA1 Governor's Summit
Tourism

Dates of Travel Nov. 12th - Nov. 14th

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare	—				
Ground Transportation	Gas Vehicle	est.\$ 75	3	est \$150	
Conf/Registration Fees	● Tourism Summit Conference		3	\$359	
Lodging	2 night stay in hotel	\$75	2 night	\$399 est.	
Meals and Tips	meals for 3 days	\$64 per diem		\$192	
Mileage	estimated milage 660 miles (total)				
Other	—				

Grand Total estimated \$1,100

Employee Signature Shiloh Lytle Date Signed 08/14/2023

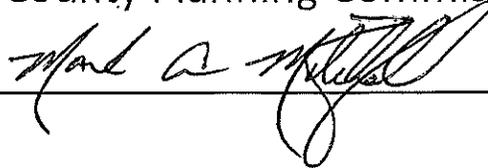
Co Admin Signature _____ Date Approved _____

The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey was approved by The Russell County Planning Commission on 8/21/23.

Review: Boundary line adjustment (Land swap)

Signed:

Russell County Planning Commission Chairman



Date

8/21/23

A SURVEY SHOWING A LAND SWAP BETWEEN

**LONNIE J. BREEDING
and wife
SANDRA L. BREEDING
AND
JERRY L. COUCH
and wife
WANDA L. COUCH**

GREEN VALLEY ESTATES SUBDIVISION
LEBANON MAGISTERIAL DISTRICT
RUSSELL COUNTY, VIRGINIA

LEGEND

- = EXISTING IRON PIN
 - △ = SET IRON PIN
 - R/W = RIGHT OF WAY
- SURVEY WAS PERFORMED ACCORDING TO FIELD EVIDENCE FOUND, MAPS, AND / OR DEEDS THAT MAY NOT CLOSE.
- NOTE: NO BELOW-GROUND OR OVERHEAD PHYSICAL IMPROVEMENTS SHOWN.
- NOTE 2: A 10' DRAINAGE EASEMENT EXISTS ALONG THE LINE FROM POINT A TO POINT B, 5' EITHER SIDE OF SAID LINE.

PLANNING COMMISSION

LOT 38
TAX MAP
103 RIA 950?

TAX MAP
103 RIA 949

LOT 37

LONNIE AND SANDRA BREEDING
LOT 37. FORMERLY 3.44 ACRES
LESS 0.01 ACRE
PLUS 0.21 ACRE
NEW TOTAL: 3.64 ACRES

TAX MAP
103 RIA 951

GPS NORTH
NAD 83
VA S-ZONE
ROTATED 2 53' 32"
FROM PLAT OF
RECORD

POINT A

0.21 ACRE TO BE CONVEYED
FROM COUCH TO BREEDING

0.01 ACRE TO BE CONVEYED
FROM BREEDING TO COUCH

SEE NOTE 2
N 70°01'04" W
132.60'

DEEL STREET
RTE 1081
50' R/W SHOWN

TAX MAP
103 RIA 948

LOT 36

JERRY AND WANDA COUCH
LOT 36. FORMERLY 1.59 ACRES
LESS .21 ACRE
PLUS .01 ACRE
NEW TOTAL : 1.39 ACRES

TAX MAP
103 RIA 959

Id	Bearing	Distance
L1	S 79°02'10" E	63.75'
L2	N 70°01'04" W	62.56'

SURVEY BY: JACK KEEN, L.S.
21311 WALTON RIDGE ROAD
BRISTOL, VA 24202

SCALE: 1" = 60'

DATE: JUNE 21, 2023

NOTES / REVISIONS

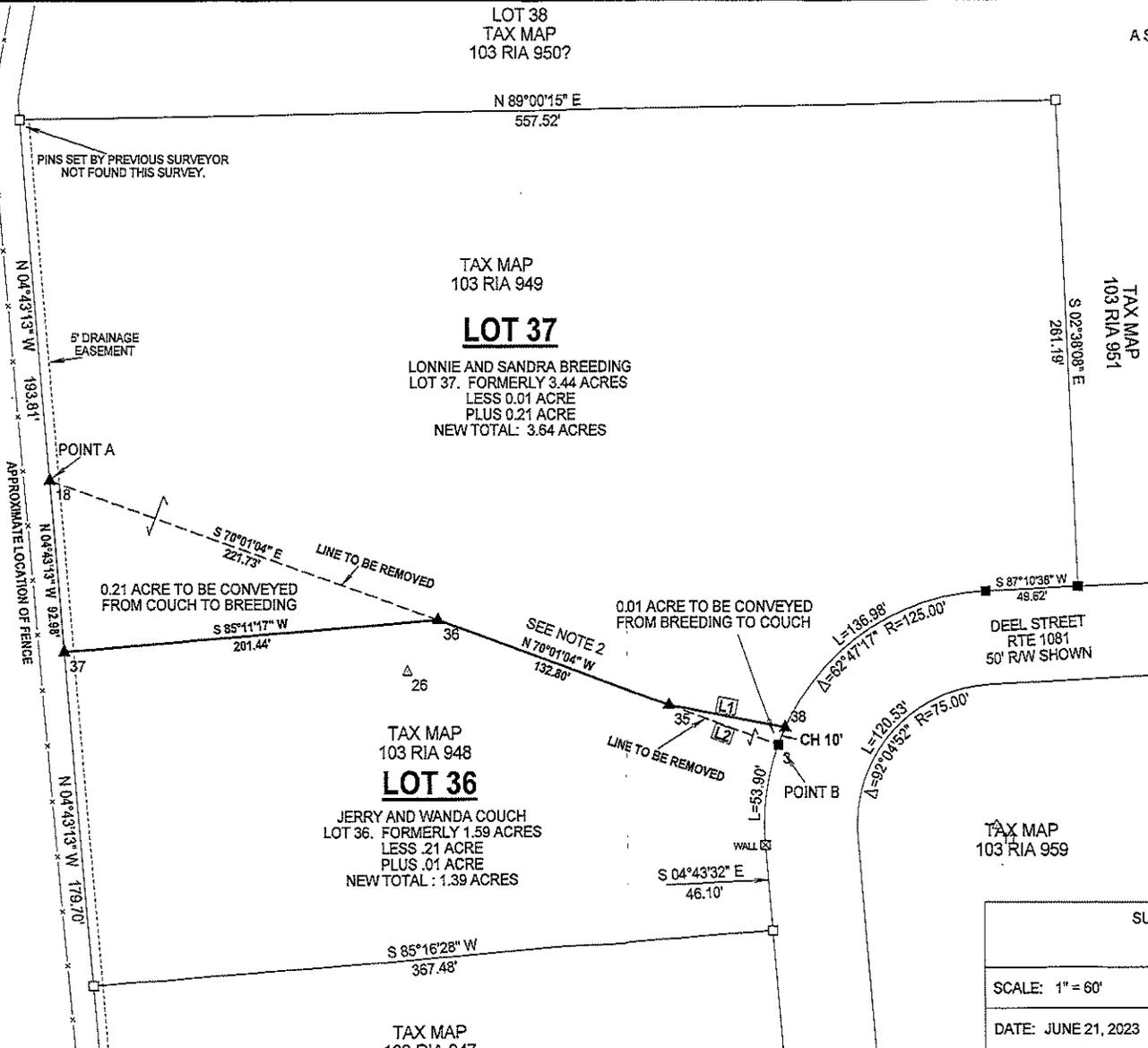
NO TITLE REPORT FURNISHED

DRAWING NUMBER

23-10-D



TAX MAP
103 RIA 947

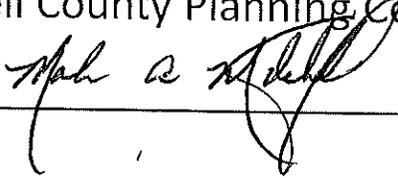


The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey was approved by The Russell County Planning Commission on 8/21/23.

Review: Boundary line adjustment

Signed:

Russell County Planning Commission Chairman



Date

8/21/23

KEVIN POPE

Realtor®



Shamrock
REAL ESTATE



www.kevinpope.realtor
Email: kevin@kevinpope.realtor
Cell: 276-608-6572
Office: 276-525-1919
Fax: 276-525-1920
Shamrockrealestate@yahoo.com

468 E. Main St., Suite 200
Abingdon, VA 24210

SEAL
SEAL
SEAL



N, INC.
119RIA1267B1
REFERENCE

JAMES D. WARNER
TAX MAP NO.
119R1269A
DEED BK. 279, PG. 178

WILLIAM R. & PAMELA R. AMBURGEY
TAX MAP NO. 119R1268A
DEED BK. 706, PG. 98

DB. 669, PG. 224
TAX MAP NO.
119R1269A
OLD AC.:
15,466 SQ. FT.
0.355 AC. ±

NEW AC.:
16,515 SQ. FT.
0.379 AC. ±

NOTE: TAX MAPS IN THIS
AREA ARE INCORRECT.

CAROL FOX
TAX MAP NO. 119RIA1267
DEED BK. 769, PG. 317

ADVANTAGE, LLC.
TAX MAP NO. 119RIA1267A3
DEED BK. 491, PG. 66

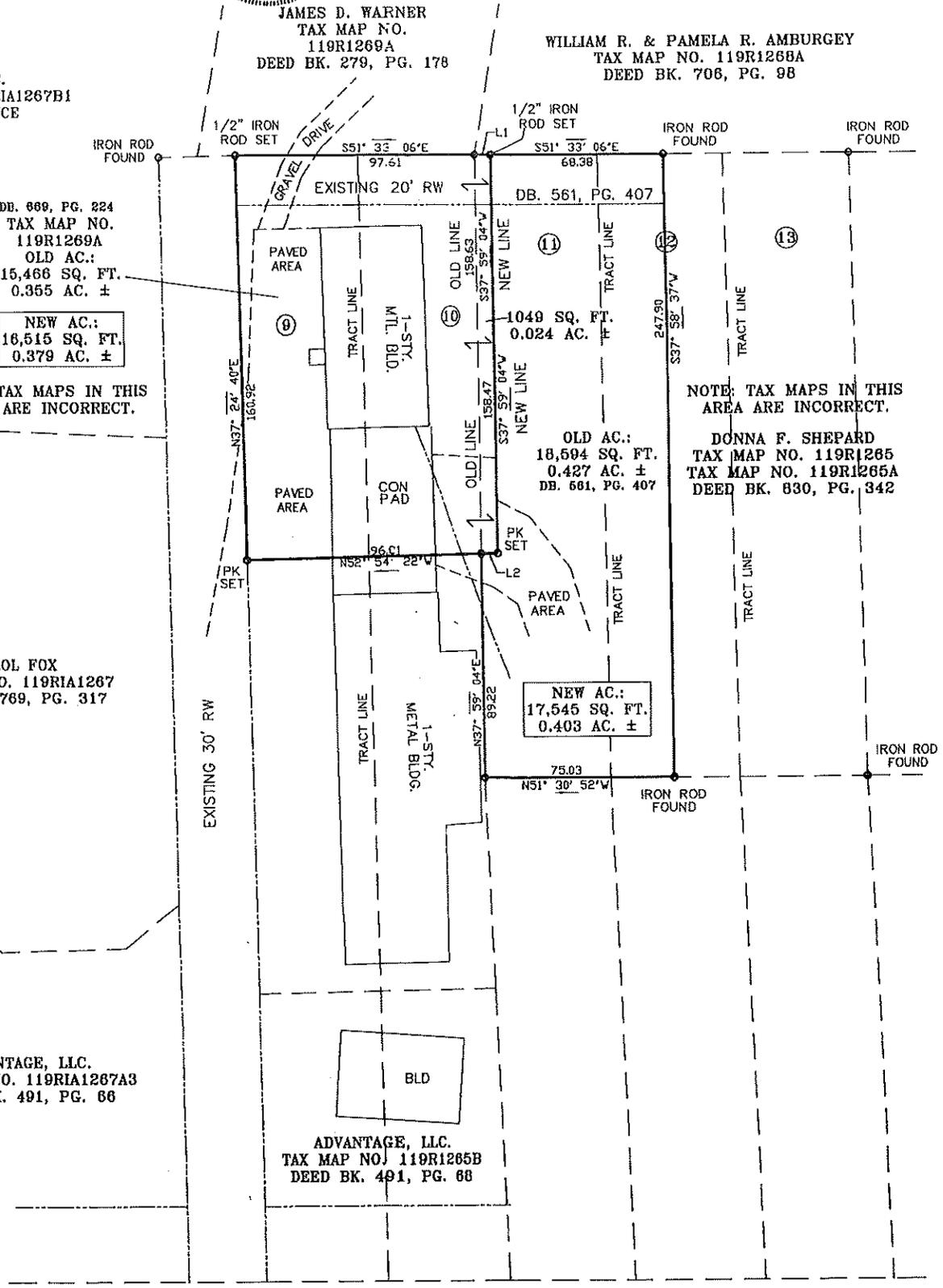
ADVANTAGE, LLC.
TAX MAP NO. 119R1265B
DEED BK. 491, PG. 68

OLD AC.:
18,594 SQ. FT.
0.427 AC. ±
DB. 661, PG. 407

NEW AC.:
17,545 SQ. FT.
0.403 AC. ±

NOTE: TAX MAPS IN THIS
AREA ARE INCORRECT.

DONNA F. SHEPARD
TAX MAP NO. 119R1265
TAX MAP NO. 119R1265A
DEED BK. 830, PG. 342



U.S. RTE. 19 & ALT. RTE 58

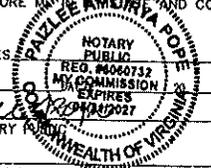
CENTERLINE N.B.L. RTE. 19 & ALT. RTE 58

PLAT SHOWING A BOUNDARY LINE ADJUSTMENT OF THE PROPERTY OF ADVANTAGE, LLC.

BEING ALL OF THOSE CERTAIN LOTS OR TRACTS OF LAND LYING IN THE LEBANON
MAGISTERIAL DISTRICT OF RUSSELL COUNTY, VA. AND MORE PARTICULARLY
DESIGNATED AS LOT NOS. 9, 10, 11, & PART OF 12 AS SHOWN ON A PLAT BY L.K.
ADDISON DATED 01/15/20, TITLED "PROPERTY OF DONNA FAYE SHEPARD". DEED
RECORDED IN DEED BOOK 669 PAGE 224 (LOTS 9 AND 10) AND DEED BOOK 661

1571
 SEAL
 SEAL
 SEAL
 SEAL
 SEAL

A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT
Kenneth Pope and Kevin Pope
 WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME AND COUNTY AND ACKNOWLEDGED THE SAME.



MY COMMISSION EXPIRES
 GIVEN UNDER MY HAND THIS
 NOTARY PUBLIC
 REGISTRATION NUMBER

IDEON, INC.
 MAP NO. 119RIA1267B1
 NO REFERENCE

JAMES D. WARNER
 TAX MAP NO. 119R1269A
 DEED BK. 279, PG. 178

WILLIAM R. & PAMELA R. AMBURGEY
 TAX MAP NO. 119R1268A
 DEED BK. 706, PG. 98

DB. 669, PG. 224
 TAX MAP NO. 119R1269A
 OLD AC.: 15,466 SQ. FT.
 0.355 AC. ±

NEW AC.: 16,515 SQ. FT.
 0.379 AC. ±

NOTE: TAX MAPS IN THIS AREA ARE INCORRECT.

DB. 561, PG. 407
 1049 SQ. FT.
 0.024 AC. ±

OLD AC.: 18,594 SQ. FT.
 0.427 AC. ±
 DB. 661, PG. 407

NOTE: TAX MAPS IN THIS AREA ARE INCORRECT.

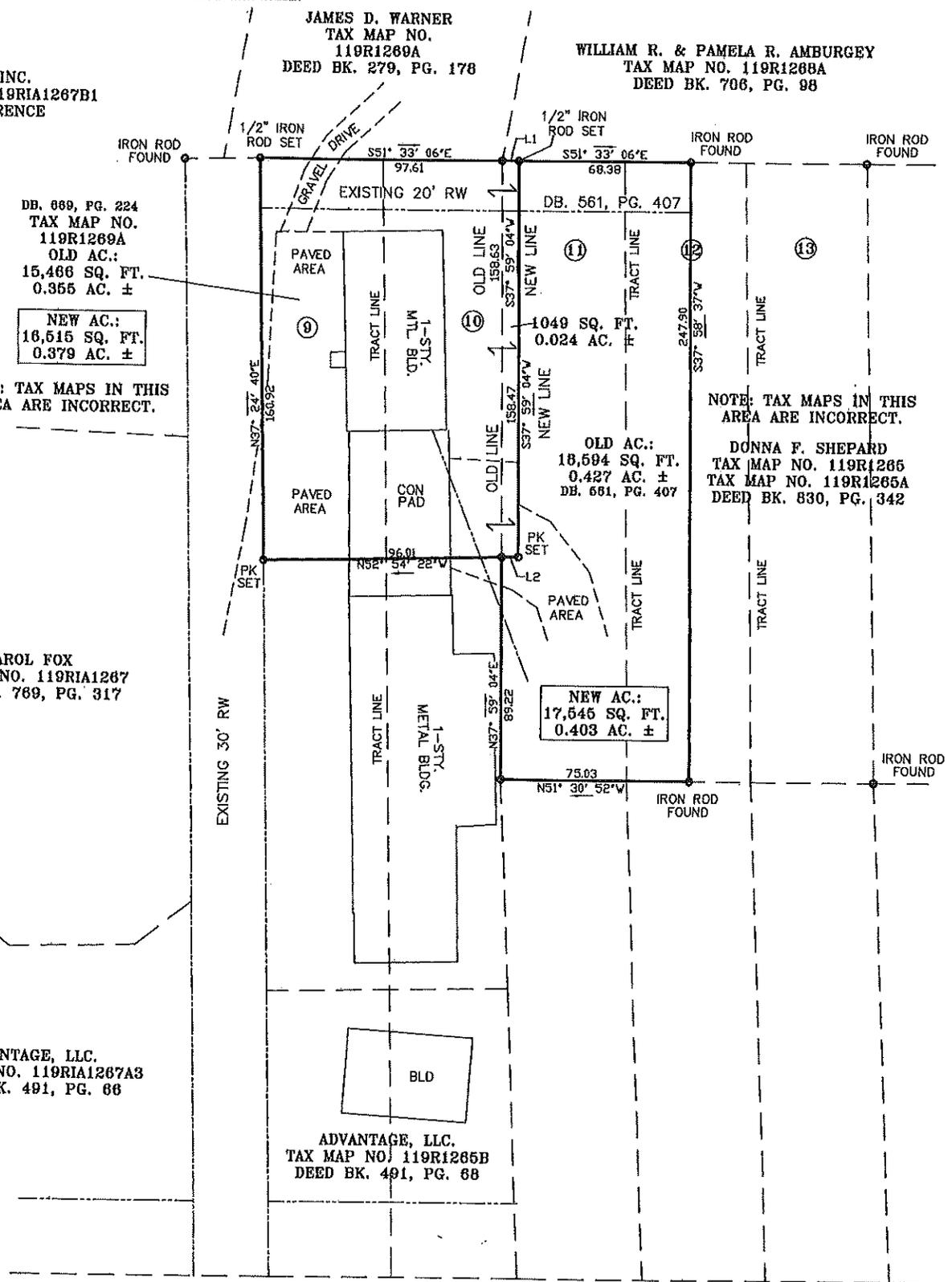
DONNA F. SHEPARD
 TAX MAP NO. 119R1265
 TAX MAP NO. 119R1265A
 DEED BK. 830, PG. 342

CAROL FOX
 TAX MAP NO. 119RIA1267
 DEED BK. 769, PG. 317

NEW AC.: 17,545 SQ. FT.
 0.403 AC. ±

ADVANTAGE, LLC.
 TAX MAP NO. 119RIA1267A3
 DEED BK. 491, PG. 66

ADVANTAGE, LLC.
 TAX MAP NO. 119R1265B
 DEED BK. 491, PG. 68



U.S. RTE. 19 & ALT. RTE 58

CENTERLINE N.B.L. RTE. 19 & ALT. RTE 58

Russell County Virginia

“The Heart of Southwest Virginia”

Tim Lovelace
District 1

Carl Rhea
District 3

David Eaton
District 4

Lou Ann Wallace, Chairperson
District 2

Oris Christian, Vice-Chairman
At-Large

Steve Breeding
District 5

Rebecca Dye
District 6

Lonzo Lester
County Administrator

September 5, 2023

Rachel Jordan
Policy Analyst
Virginia DHCD
600 East Main Street, Suite 300
Richmond, VA 23219

Re: 2023 Comprehensive Community Development Planning Grant for the Community of Dante

Ms. Jordan,

During our regular Board of Supervisors meeting held on September 5, 2023, our Board voted to apply for a 2023 CDBG Planning Grant with a requested amount of \$60,000 for the Dante community. The County will be undertaking this grant process with the help of the Cumberland Plateau Planning District Commission, who have pledged their full support to our efforts; other supporting partners include the Dante Community Association as well as Appalachian Voices.

While never officially incorporated or chartered as a Town in the Commonwealth, the Dante community has been a major hub of commercial and residential activity within Russell County – in fact, at its peak, Dante’s population once exceeded that of any incorporated Town in the County. Dante’s rich history as both a rail and coal nexus are integral to the history of Russell County as well as the entire region of Southwest Virginia.

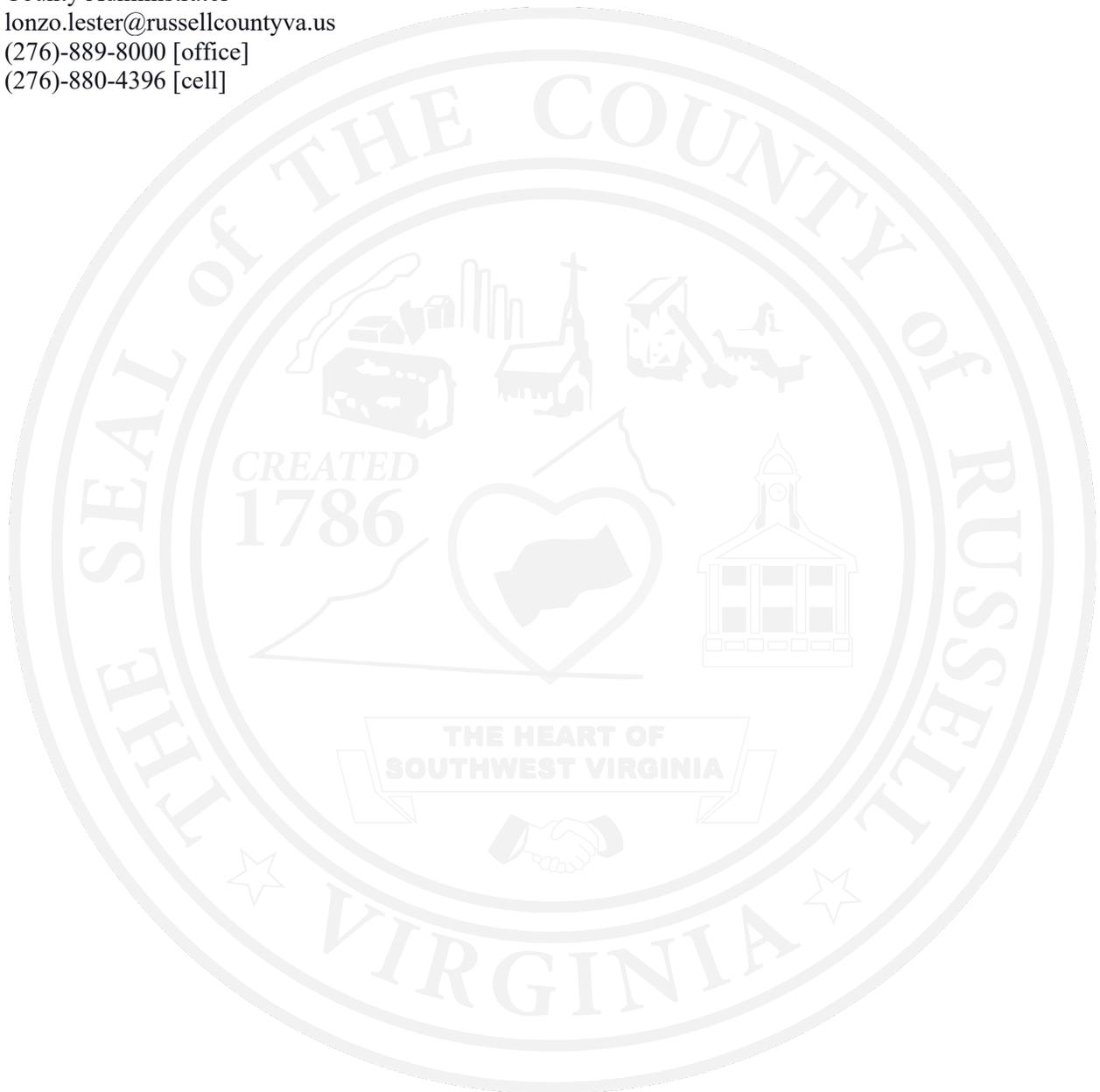
However, with the regional and national long-term downturn of the coal industry, much of Dante’s vitality has been lost as well, as residents have suffered devastating effects to employment rates and household incomes. Without the assistance of agencies such as VA DHCD, embarking on a Downtown Revitalization effort in Dante would simply not be possible.

While this Planning Grant effort does not represent the beginning of an effort to revitalize the community – those efforts have been ongoing for many years – the utilization of a Comprehensive Community Development Planning Grant will allow the community to fully assess and prioritize the community’s needs, not only to identify projects that will increase quality of life for existing residents, but facilitate community development and create an environment that is conducive to both economic development and future residential growth.

Please accept this letter as an indication of the County's intent to apply for a 2023 CDBG Planning Grant for the Dante community. We are excited to begin this process and will eagerly await DHCD's decision regarding our application.

LONZO LESTER

Lonzo Lester
County Administrator
lonzo.lester@russellcountyva.us
(276)-889-8000 [office]
(276)-880-4396 [cell]



MONTHLY BANK BALANCES

July 31, 2023

Regular Account	8,901,542.79
Employee Insurance	5,335,445.14
Employee Claims Account	1,000.00
School Project Captial Fund	1,805,640.15
Non-Judicial Reals Estate Sales	36,420.52
School Textbook	57,563.01
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	551.05
Sheriff Seized Assets	27,069.30
Sheriff Restitution	3,632.46
Sheriff Forfeited Assets	1,348.49
Comm Attorney Forfeited Assets	32,370.03
Sheriff Federal Forfeited Assets	2,749.45
Comm Attorney Fed Justice Forfeited Assets	68,654.20
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	1,566.64
Sheriff Special Projuects	3,043.44
SSI Recipients	0.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	60,125.99
New Peoples Bank	469,547.99
Certificates of Deposit General	49,575.00
Treasurer's Money Market	2,729,253.23
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	2,007,010.69
Total Cash In Bank	21,626,139.77
Cash In Office	1,600.00
Petty Cash	100.00
TOTAL CASH	21,627,839.77

ACCOUNT	DATE	July 31, 2023
	DEBIT	CREDIT
Cash in Office	1,600.00	
Cash in Bank	21,626,139.77	
Petty Cash	100.00	
General Fund		5,885,345.40
Non-Judicial Real Estate Sales		36,420.52
Sheriff In State Trip		50,105.39
Sheriff Dare Fund		100.00
Sheriff Seized Assets		27,069.30
Sheriff Restitution		3,632.46
Sheriff Forfeited Assets		1,348.49
Comm Attorney Forfeited Assets		32,370.03
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		2,749.45
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		68,654.20
Sheriff Fed Justice Forfeited		1,566.64
Sheriff's Special Projects		3,043.44
Social Services		(484,570.99)
Swva ASAP		4,664.72
Coal Road Improvement		1,054,866.71
CSA		(902,986.89)
School Fund		384,634.44
School Food		1,982,340.07
School Skilled Trade Program		125,000.00
School Textbook		57,563.01
Regional Adult Education		271,250.44
Petty Cash Treasurer		551.05
COVID 19		2,068.07
Litter Fund Trash Pickup		(29,857.70)
American Rescue Act		3,373,611.94
School Projects Capital Fund		1,805,640.15
Opioid Settlement Fund		317,163.10
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		0.05
Damage Stamp Fund		2,823.98
Valley Heights		95,983.01
Dante Sewer		53,706.00
Employee Health Insurance		5,335,445.14
Employee Insurance COD		2,007,010.69
Employee Insurance Claims		1,000.00
Law Library		63,307.64
Special Welfare		45,691.85
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(244,315.98)
WIB		10,051.75
Total	21,627,839.77	21,627,839.77

July 12, 2023

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on July 12, 2023 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
Ron Blankenship, Member
Jarred Glass, Member

STAFF: Ernie McFaddin, Executive Director
Katie Patton, Attorney

GUESTS: Brenda Sword and friends

The Chairman called the meeting to order at 5:41 P.M.

The secretary called the roll and recorded the roll call.

ROGER SWORD MEMORIAL PRESENTATION

The Chairman presented a memorial power point presentation to Mrs. Brenda Sword, guests, and the IDA Board. The Chairman presented a resolution celebrating the life of Roger Dale Sword and asked the IDA Board to adopt the resolution.

Upon motion made by Tony Dodi, second by Donnie Christian and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Chairman to execute the resolution celebrating the life of Roger Dale Sword. The Chairman and Secretary are authorized to sign the resolution.

The Vote was:

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

Nay: None

Absent: None

Celebrating the life of Roger Dale Sword

WHEREAS, Roger Dale Sword, lifelong citizen of Russell County, a devoted husband, an administrative leader for county agencies, attended Lebanon Presbyterian Church, and a selfless Community leader in Russell County, died on the 26th of November 2022; and

WHEREAS, Roger was the son Oak and Minnie Cozzolino Sword, born on Leap Year 1944 and lived right outside of Lebanon in Russell County, graduating from Lebanon High School and earning a B.S degree in Geography from East Tennessee State University in 1967; and

WHEREAS, Roger Dale Sword worked forty years in leadership roles for multiple agencies including the Russell County Department of Social Services, Appalachian Agency of Senior Citizens, Cumberland Mountain Community Services. At Cumberland Mountain Community Services he was Director of Sheltered Handicap Workshops, Director of Administration and Director of Regional Waste Management. He accumulated many awards and accomplishments. He enjoyed meeting and helping people every day, always working to make the citizens of Russell County and coalfield counties his top priority; and

WHEREAS, Roger Dale Sword tirelessly contributed to his community-serving 35 years on the Russell County Planning Commission, appointed 8 years to the Russell County School Board, served 10 years on the Oxbow Board of Directors, served 5 years on the Russell County Department of Social Services Board and Electoral Board; and

WHEREAS, Roger Dale Sword served his nation for 20 years in the Selective Service System and received an award of appreciation from the 19th Special Forces Group; and

WHEREAS, Roger Dale Sword offered his leadership skills and expertise of the inner workings of national, state and local governments to the Russell County Industrial Development Authority for 17 years; and

WHEREAS, Roger Dale Sword will be fondly remembered and greatly missed by his wife, Brenda of 53 years; and

RESOLVED, That the Industrial Development Authority of Russell County, Virginia hereby note with great sadness the loss of Roger Dale Sword; and, be it

RESOLVED FURTHER, That the Secretary of the Industrial Development Authority of Russell County, Virginia prepare a copy of this resolution for presentation to Brenda Sword as an expression of the Board's respect for his memory.

Richard Vance Lockridge, Chairman
Industrial Development Authority
of Russell County, Virginia

ATTEST:



Carlton Elliott, Secretary
Industrial Development Authority of Russell County, Virginia

Board member Harry Ferguson presented Mrs. Brenda Sword with a memorial plaque from the Industrial Development Authority of Russell County.

The Chairman called a recess for the evening meal.

The Chairman called the meeting back to order.

APPROVAL OF MINUTES

Upon motion made by Donnie Christian, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the June 15, 2023 meeting.

The Vote was:

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

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 June 2023 financial reports and approve paying invoices presented plus the flowing additional invoice.

Kilgore Law Office	2845.00
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The Vote was:

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

Nay: None

Absent: None

ATTORNEY'S REPORT

No Report

EXECUTIVE DIRECTOR'S REPORT

The Appalachian Council for Innovation is asking for a letter of support regarding a Go VA application.

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 to prepare a letter of support for

Appalachian Council for Innovation's application to Go VA. The Executive Director, Chairman and Secretary are authorized to sign all documentation regarding this letter of support.

The Vote was:

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

Nay: None

Absent: None

Mr. R.D. Snead has asked the IDA to assist in the reopening of the C-Corp building for the Department of Corrections programs. The board discussed this issue and concluded the building would be used for housing and the IDA is prohibited from such projects.

A Project "Reclaim" grant to build a bridge to the property has not gone forward for two years and will now have to be resubmitted.

Upon motion made by Donnie Christian, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, authorizing the Executive Director to apply to the AMLER program for the Project "Reclaim" Bridge. The Executive Director, Chairman and Secretary are authorized to sign all documentation regarding the grant application.

The Vote was:

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

Nay: None

Something Special has asked for an application for a \$10,000.00 from the USDA RLF program. The board tabled this issue until next month when more information will be available.

Samuel Pressure Vessel Group has accepted the IDA's terms for the new lease.

CLOSED SESSION

Upon motion made by Donnie Christian, second by Ron Blankenship 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 Bush Building, Alcoa Building, Industrial Park Property, AT&T Property (5) Prospective Business for Project "King" & Project "Little Dipper" (7) & (8) Legal for Project "Blue Jay" and Project "Goat"

The Vote was:

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

Nay: None

Absent: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Tony Dodi, second by Harry Ferguson, 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, D. Christian, J. Stamper, J. Glass, R. Blankenship

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	Donnie Christian	Yes
Jarred Glass	Yes	John Stamper	Yes
Ron Blankenship	Yes		

MOTIONS FROM CLOSED SESSION

Upon motion made by John Stamper, second by Donnie Christian and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Attorney to send letters and notices to Project "Blue Jay".

The Vote was:

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

Nay: None

Absent: None

ADJOURNMENT

Upon motion made by Donnie Christian, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:06 PM.

The Vote was:

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

Nay: None

Absent: None

Operating - The Russell County Public Service Authority
Profit and Loss
 July 2023

	Total
Income	
4000.10 Water Revenue	225,157.54
4100.10 Sewer Revenue	20,034.05
4200.10 Trash Revenue	-282.96
4300.10 Hookup Fees Revenue - Water	3,375.00
4310.10 Reconnect Revenue - Water	1,246.86
4600.10 County Contributions - Loan Payment Reimb.	7,740.00
4600.22 County Contributions - Dante WWTP Reimb.	17,928.09
4900.10 Late Fee, Penalties & Assessment Revenue - Water	13,178.72
4900.11 Late Fee, Penalties & Assessment Revenue - Sewer	6,148.02
4920.10 Transfer Fee Income - Water	1,200.00
4960.10 Return Check/Return Fee - Water	395.00
Total Income	\$296,120.32
Gross Profit	\$296,120.32
Expenses	
5000.10 Water Purchases - Lebanon	35,753.75
5000.21 Water Purchases - Castlewood	0.00
5100.10 Sewer Fees - Lebanon	772.29
6030.00 Uniforms	873.35
6031.00 Employee Screening	223.35
6070.00 Retirement, VRS & Hybrid Expense	4,641.09
6090.21 Contract Labor - Water - Castlewood	1,750.00
6090.22 Contract Labor - Sewer - Castlewood	2,870.00
6100.00 Insurance Health, Dental, Vision	12,993.60
6140.00 Telephone/Cell	3,127.35
6150.00 Electric	9,486.59
6160.00 Internet	1,625.96
6170.00 Other Utilities	95.00
6180.00 Chemicals	1,750.00
6185.00 Samples	790.00
6200.00 Materials & Supplies	5,884.29
6205.00 Small Tools & Equipment	864.33
6206.00 Repairs & Maintenance	6,990.25
6207.00 R&M Buildings/Office	90.00
6210.00 R&M Equipment/Vehicles	168.44
6240.00 Gas Oil Grease	6,818.08
6250.00 Tags/Title/Licenses/Permits	45.00
6260.00 Office Supplies	1,302.72
6270.00 Postage & Delivery	2,501.16
6300.00 Accounting	490.00
6320.00 Water Works Operation Fees	13,890.00
6370.00 Rental/Lease Expense	9,040.39
6390.00 Advertisement	545.70
6420.00 Service Charges	651.00
6430.00 Dues, Subscriptions & Member Fees	2,330.40
6490.00 Meals and Entertainment	1,255.40
6500.00 Travel	22.93

6610.00 Castlewood Sewage Processing	1,794.52
6630.00 Contribution to Town of St. Paul Sewer Plant Loan	0.00
Debt Payments	24,357.07
Company Contributions	
Retirement	3,463.38
Total Company Contributions	<u>\$3,463.38</u>
Taxes	5,957.94
Wages	81,987.39
Total Payroll Expenses	<u>\$115,765.78</u>
Reimbursements	73.78
Total Expenses	<u>\$247,276.50</u>
Net Operating Income	<u>\$48,843.82</u>
Net Income	<u>\$48,843.82</u>

Accrual Basis



**Russell County Tourism Advisory Committee (T.A.C.)
Committee Meeting Minutes
June 20, 2023; Pat's Diner 5:30 pm**

TAC Coordinator, Shiloh Lyttle

Committee Members

Jennifer Chumbley, Chair (District 3)
Alice Meade, Vice Chair (At large)
Dustin Blackson, Treasurer (District 2) - Absent
Janice Halsey, Secretary (District 5)
Carley Bruck (District 1)
Douglas Hubbard (District 6)
Lisa Hubbard (District 4) - Absent

Ex-Officio: Maddie Gordon -HOA, Jim Lyttle, Angie Carpenter -Absent

Attendance from the Public: Peter Matson - Workforce, Flatwoods Job Corp, Linda Combs, Cleveland Mayor, **Jeff Halsey**

Call Meeting to Order: Alice Meade called the meeting to order at Pat's Diner at 5:30 pm on June 20, 2023.

Approval of Agenda: Jan Halsey made motion to approve agenda for April 18, 2023. The motion was properly seconded by Dustin Blackson and motion was carried.

Approval of Minutes:

Motion was made by Dustin Blackson to approve the April 2023 meeting minutes. The motion was properly seconded by Doug Hubbard and the motion was carried.

Treasurer's Report:

Shiloh Lyttle presented the budget report. The webpage is currently down. The webpage has changed but we have not lost our domain, trying to get up & running by the end of the week (June 23). The Wix subscription is \$384. There is \$200 left in the account, however that will not flow over into the new fiscal year. The Board of Supervisors will be voting on the new fiscal year budget in this month's [June] meeting. The budget will probably be around \$6,000, pending vote.

Visitor:

Our visitor, Peter Matson, from the Flatwoods Job Corp talked to us about ways they can partner with us. His crew will be building picnic tables, etc.



Old Business:

Webpage & Social Media Update:

Facebook traffic is down just a little, however May was still a good month. The reach is 13,398, post engagements 3,465, there were 20 new followers, the total followers is around 82,000.

VA Welcome Center Tourism Blitz:

Shiloh will be setting up a tourism display at the VA welcome center in Bristol for the month of July.

New Business:

Russell County Event Calendar:

Independence Day Celebrations:

Honaker- July 1; Cleveland-July 3; Lebanon - July 4

July 7-8 – PVR Rodeo

July 28-29 – Big Rig Showdown

July 29 – Cooks & Books

August 12 – Lebanon Beach Party

Sept 2-9 – Russell County Fair & Horse Show

Sept 23 – Heritage Days, Old Russell County Courthouse

Sept 30 – Vet Fest

Oct 21 - LVA (Library of Virginia) on the Road

Oct 31 – Haunting on Main- Lebanon; Trunk or Treat – St. Paul

Nov 4 – Chili Chili Bang Bang

Nov 8 – Holiday Bazaar-Lebanon; Holiday Market & Santa Train-St. Paul

Nov 25 – Shop Small Saturday (St. Paul does punch cards at each business throughout town)

Christmas Parades:

St. Paul- Dec 2; Lebanon-Dec 4; Cleveland-Dec 5

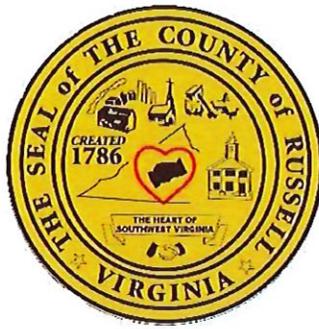
Dec 9 – Bike Night

BRO Ad Development:

Running an ad for one month, July in the print magazine, they have around 100,000 subscribers that will see it. They also have an e newsletter.

Food Truck Park:

Shiloh has spoken with Heather Music of the IDA who suggested a Food Truck Park in the parking lot across from the old Russell Manufacturing building. They are working on developing a schedule, etc. Vendors setting up can only be a Food Truck and much have health insurance and be approved by the Health Inspector.



Educational Art Project:

The art teacher from Castlewood High school wants to get her students involved in doing art projects around the area. She has suggested making face cut out boards for photo-ops.

DCA Meeting Update

Jim Lyttle is the Tourism Representative for DCA. Dustin and Jim attended the last meeting. They have around \$40,000 in grant funds that will be used for trails and signage. \$4,000 is for the Artie Lee Campground.

Reappointment:

All TAC representatives are up for reappointment this year.

Dates to Remember: Next meeting at Pat's, July 11 @ 5:30pm

Adjourn:

Carley Brock made a motion to adjourn the meeting. The motion was properly seconded by Linda Hubbard and the motion was carried.

X

Jennifer Chumbley
Chair Signature

Prepared By:
Janice Halsey - Secretary

Shiloh Lyttle, DMO
Tourism Coordinator
Office Phone: (276)344-8504
Cell Phone: (276)880-5728
Email: shiloh.lyttle@russellcountyva.us



Russell County Tourism BOS Report August 2023

Upcoming Events

August 12th: Beach Party

September 4th – 9th: Russell County Fair & Horse Show

September 23rd: Heritage Festival

September 30th: VetFest

October 21st: Library (LVA) on the Road

October 31st: Haunting on Main – Lebanon

October 31st: Trunk or Treat – Honaker

October 31st: Trunk or Treat – St. Paul

October 31st: Trunk or Treat – Cleveland

November 4th: Chili Chili Bang Bang – St. Paul

November 18th: Holiday Bazaar

November 18th: Holiday Market/Santa Train (St. Paul & Dante)

November 25th: Shop Small Saturday

December 2nd: St. Paul Christmas Parade

December 4th: Lebanon Christmas Parade

December 5th: Cleveland Christmas Parade

December 9th: Christmas Bike Night

ARPA – Photography

I have begun the process of increasing our photography base to be used in promotions (print, media, website, etc.). All this photography was written through the ARPA grant for tourism. We have contracted Preston Ball Photography & Mountain Cap Media to do both drone and ground photography. The photo releases have been signed and Ball has begun the photography. We have

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collected images from Cory Parker with Mountain Cap Media, he did a fantastic job. I will be looking to work with him on projects in the future.

ARPA – Adventure Guide

After a couple of meetings with Amber Amburgey, we are beginning our design layout and development of the Russell County Adventure Guide to drive tourism. The layout process has begun. I will be scheduling another meeting with Dana Wolf to get us a couple of quotes on the printing.

The Russell County Small Business Networking Conference

After many discussions with different individuals within the tourism and economic development field, it is apparent that there is a need to have an effort to provide support and information to our local small business owners in Russell County. This event would be to have professionals within the industry such as CPPD, People Inc., VTC, and the Small Business Development Center. To come and speak to current small business owners and possible future business owners on the resources and support available to them. Russell County Tourism Department is taking those steps to have this to provide the resource to our small businesses.

Finney LOVE sign

The LOVE sign has been developed in Finney, Virginia there will be a ribbon-cutting ceremony for the LOVE sign. I will be adding the LOVE sign to the VTC website to encourage traffic to the location. This puts our LOVE sign count to five official LOVE sign locations.

Picnic Table Project

I am working on a project with Work Corps to develop a couple of picnic tables for the Food Truck Park in Lebanon, Virginia. I have received quotes from both Lowes and Lebanon Block, and I will be taking to quote from Lebanon Block to develop those picnic tables. I am working out logistics with the Work Corps on getting them the supplies to create the tables. They have a crew of individuals who are very interested in this project and are ready to get started. We are hoping to work with them in the future, they are a wonderful organization to help those to get develop skills in the workforce.

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Heritage Festival

On September 23rd, we will be hosting the first annual Heritage Festival at the Old Russell County Courthouse in Castlewood, Virginia. This is an opportunity to raise awareness and education about our Appalachian heritage. We host local vendors from the region to feature their craft, as well as live music, tours of the grounds, demonstrations, petting zoo, and so much more.

Russell County Fair & Horse Show

Experience Russell County, Virginia will be set up again this year at the Russell County Fair promoting Russell County to visitors as well as locals to help raise local awareness of the valuable assets. The Tourism Advisory Committee will be raffling off a basket to help support the Tourism Scholarship Fund. The basket will feature donations provided by local business owners throughout the county.

Arty Lee Campground

We are working on developing a secure way for visitors to reserve a spot at the campground. It is my understanding that the campground will be set to have its ribbon cutting on the 7th of September.

Blue Ridge Outdoors Ads & Advertorial

Road Trip Edition July

1/2 Page Advertorial + E-News Ad

Adventure Towns Edition November

½ Page Advertorial + E-News Ad

Website Development

The website has been fully developed, but I know that this is a living resource, and I will continually add, update, and adjust information & design.

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Social Media & Webpage

Webpage

Traffic Sources

Facebook – increase 144%

Direct – 140%

Google – 400%

Unique Visitors: 68 – increased by 353%

Site Session: 71 – increased by 184%

State Visitation: Our current largest out-of-state visitation and engagement is with Tennessee in Franklin County. We are also seeing engagements on our website from Maryland, South Carolina, and California within the past month.

The main reason we consider visitor engagement with our website is because it shows us where are the main areas, where we need to focus our social media ads, and who are audiences we are drawing into our county. This is since when most visitors engage with a locality's website, they are truly interested in that location, and therefore more likely to visit.

Facebook Data

People Reached – 16,129

Post Engagements – 2,603

Page Followers – 41

*Also please see the project timeline currently being worked on as well as running social media, and meeting with local business owners, and other community officials & organizations. *

RUSSELL COUNTY CONFERENCE CENTER

August 1, 2023

The following is a list of the Russell County Conference Center events for the month of August.

Date	Event	Event Type	Space
08/03/23	Positively Gymnastics Bingo Crystal Breeding	Individual Event	Full \$125
08/04/23	Hicks Family Reunion Marcia Hensley	Individual Event	Full \$135
08/05/23	Baby Shower Kelsie Barrett	Individual Event	Half \$100
08/06/23	Baby Shower Lindsey Marshall	Individual Event	Full \$195
08/11/23	65 th Birthday Party Rebecca Carter	Individual Event	Full \$125
0813/23	18 th Birthday Party Beverly Stinson	Individual Event	Full \$125

Date	Event	Event Type	Space
08/17/23	WDB Board Meeting Pam Rattliff	Individual Event	Full \$160
08/19/23	Birthday Party Susan Edmonds	Individual Event	Full \$290
08/26/23	Orphanage Benefit Singing Marcella Hubbard	Community Event	Full \$125

- . \$0.00

Final Total = \$ 1,380.00

THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT BONANZA RESTAURANT IN LEBANON VIRGINIA ON AUGUST 8TH 2023. **NOTICE MEETING TIME HAS BEEN CHANGED BACK TO 600 PM**

MEMBERS & GUEST PRESENT

GARY DOTSON EUGENE FERGUSON BARBARA COX HENRY STINSON LINDA CROSS
CARL RHEA BILL WATSON HENRY KINCER MIKE OQUINN TONY MAXFIELD

GUARD RAILS CONTRACTOR BEHIND IN BRISTOL AREA

- 1-GUARD RAILS REPLACED AS DAMAGED
- 2-RT 80 DON STEVENS DR. GUARD RAIL DAMAGED BARTONS GARAGE DOWN IN SUBV.
- 3-DANTE ROANOKE HILL NEAR THE TOP FOR APPROXIMATELY 150 NEEDS NEW GUARD RAIL REPLACED VERY RUSTY AND LOW TO THE GROUND
- 4-RT. 58 W AT QUARRY ROAD GUARD RAIL EXTENSIVE DAMAGE
- 5-RT RT 58 W/683 MEMORIAL DRIVE SIGN POST DAMAGED AT THE INTERSECTION
- 6-RT 58 WEST MILE MARKER 68.8 ACROSS FROM HONAKER CHAPEL GUARD RAIL DAMAGED
- 7-RT 19 N AT VALERO CROSS OVER END OF GUARD RAIL DAMAGED

ALL GUARD RAILS HAVE BEEN REVIEWED AND TURNED IN

SHOULDER REPAIR AND POT HOLE

- 1-RT 615 GRAVEL LICK BETWEEN GOLF ENTRANCE AND THE OLD TRASH DUMP ROAD SINKING WILL PATCH WHEN ASPHALT IS AVAILABLE
- 2-RT 58 WEST AND EAST DIRECTLY IN FRONT OF TRUIST BANK AREA OF DITCH PARTIALLY DAMED CAUSING WATER TO BACKUP THUS HINDERING THE FLOW ALLOWING WATER TO COME ONTO THE HIGHWAY
- 3- RT 624 RAILROAD CROSSING AT DRILL VERY RUFF
- 4-RT 19/80 NORTH BOUND ROAD HAS A LARGE DIP AT THE TURN OFF
- 5-RT 615 FIRST HOUSE ON DINSMORE HILL PAST GOLG COURSE BOTH SIDES OF ROAD WASHING OUT
- 6-RT 682 DEAD AND LIVE TREES HANGING OVER THE ROAD FIRST MILE FROM RT 609 AND BRUSH FROM FALLEN TREES LAYING ALONG THE ROADWAY NEAR THE TOP NEEDS TO BE REMOVED. REMOVAL PENDING NEW CONTRACTOR
- 7-RT 1080 NORTH CEDAR ACERS LIMBS HANGING IN THE ROAD
- 8-RT 1120 IN HONAKER BRUSH AND WEEDS NEEDS TO BE CUT BACK
- 9-RT 67 NEAR E. DILLION WATER STANDS IN ROAD DURING RAINS POSIBLE FIX IS TO CUT A WINDOW IN THE SHOULDER OR EMIMATE BERM
- 10-RT 67 DYE HILL A 40 FEET SECTION OF ROAD SINKING. WILL OVERLAY
- 11-RT 661 CLEVELAND ARTRIP BRIDGE GUARD RAIL BEING WASHED OUT NEAR CAMPBELL KISER

12-THACKER BRANCH OFF FINNEY ROAD SEVERAL PLACES ON THE EDGE OF THE ROAD WASHING OUT

13-RT 627 LOWER BEARWALLOW NEEDS A SPEED LIMIT SIGN INSTALLED

14-RT 19 NORTH NEAR SOULS HARBOR CHURCH ROAD SINKING. WILL MILL AND RESURFACE

15-RT 614 AT THE BLUFF NEEDS LINES PAINTED AND DEFLECTORS ROAD OFTEN FOGGY OR ICY

16-RT 67 1/8 MILE NORTH OF SWORDS CREEK SCHOOL EITHER THE ROAD IS SINKING OR THE BRIDGE RISING

17- 82 NEAR A WEEPING WILLOW ACROSS FROM TOMMY BREEDING HOUSE

18-RT 1120/80 GREEN ACERS BRUSH NEEDS TO BE TRIMMED FOR VISIBILITY

19-RT 82 CLEVELAND ROAD NEEDS REFLECTOR ON DOWN THE MOUNTAIN GUARD RAILS

20-RT 67 1/8 MILE FROM 634 PINE CREEK JUST BEFORE SWIFTY JOHN DRIVE TWO VEHICLES SITTING ON THE RIGHT OF WAY

21-RT 740 COPPER ROAD ENTIRE ROAD NEEDS TO BE RESURFACED. WILL REPAIR WORSE SPOTS

-

SCHOOL BUS SAFETY AND OTHER CONCERNS

1- RT 611 JOHNSON SETTLEMENT REQUEST SPEED LIMIT SIGNS COUNTY NEEDS TO REQUEST A STUDY

2- RT 645/740 INTERSECTION HAS BOTH SIGNS HIDDEN

3- BRUSH ON SEVERAL SECONDARY ROADS HITTING SIDE AND TOP OF SCHOOL BUSES

ITEMS REPORTED CORRECTED

1-PITTSTON ROAD AT GREEN VALLEY TREES TRIMMED

2-RT 690 CLAY ST. CASTLEWOOD HANGING LIMB REMOVED

3-RT 637 NEAR OLD SKATING RINK POT HALES REPAIRED

4-HERTIAGE DR. OLD HONAKER ROAD CEDAR TREE HANGING OVER THE ROAD

5-RT 19 S CROSS OVER HOLDING WATER NEAR NOLAN STEVENS

6-RT 19 S PASSING LANE HOLDS WATER FROM SIGNAL LIGHTS TO STAMPER'S GARAGE

7- RT 82 BRUSH CUT NEAR HOUSE #5744 FOR VISIBILITY

FUTURE SUGGESTED MAJOR SAFETY PROJECTS

1-ARTRIP RD. ½ MILE FROM CLEVELAND BRIDGE BANK NEEDS TO BE TAKEN OFF TO WIDEN ROADWAY. **WILL REVIEW WITH RESIDENCY TWO DIFFERENT PROPERTY OWNERS**

2-RT 667 CENTURY FARM RD. FIRST INTERSECTION NEEDS TO BE WIDENED HAVE HAD SEVERAL WRECKS POSSIBLE REVENUE SHARING PROJECT

3-RT 651 HUBBARD TOWN ROAD INTERSECTION ONTO NEW GARDEN ROAD NEEDS TO BE WIDENED A BLIND SPOT IN THE CURVE. TWO CRASHES IN THE LAST TWO YEARS POSSIBLY SCALE BACK THE BANK

4-RT 684 CHESTNUT RIDGE CIRCLE OFF ROUTE 65 ROAD NEEDS TO BE WIDENED ESPECIALLY ON THE LOWER END UP TO THE CHURCH

UNDERLINED AND BOLD COMMENTS FROM HENRY KINCER

COMMISIOM MEMBER INFROMATION

BARBARA COX	971 1502	JOHNNY JESSEE	701 6780
LINDA CROSS	794 7618	TIM LOVELACE	971 0367
GARY DOTSON	7 62 9803	TONY MAXFIELD	254 2492
EUGENE FERGUSON	210 8504	MIKE O'QUINN	701 7086
CARL RHEA	254 3810	HENRY STINSON	873 4905
HENRY KINCER	889 7601	BILL WATSON	794 1021

NEXT MEETING WILL BE SEPTEMBER 12TH 2023 WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADWAYS SAFE AND OUR GUEST PARTICAPTION

SAFETY IS A COMMITMENT!!!!!!!!!!!!!! PREPARED BY GARY DOTSON

Junkyard Observation Report



137 Highland Dr. Ste D.
Lebanon, VA 24266

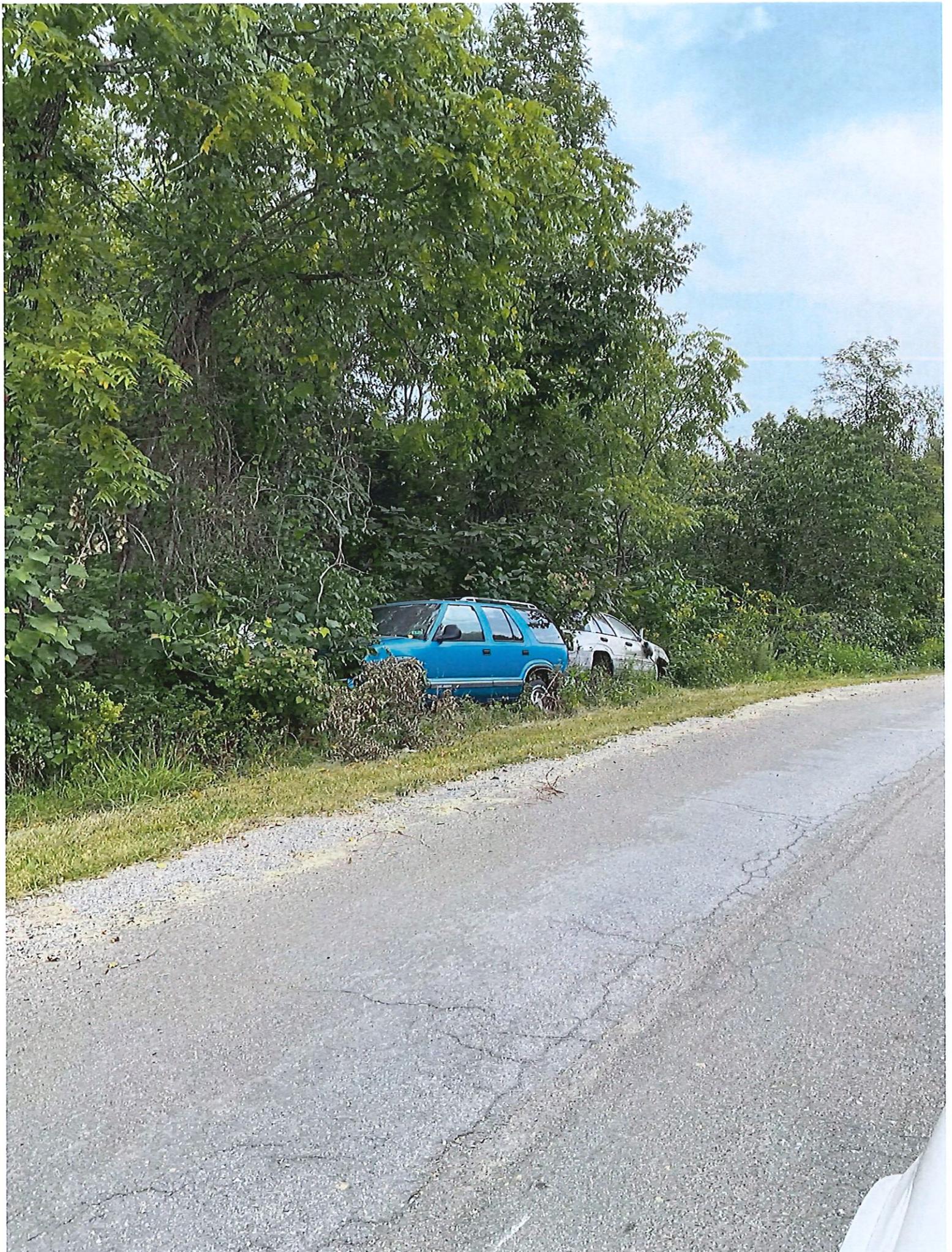
Mr. Lester,

Today, August 24, 2023, I observed the Dogtown Junkyard located at Tax Map Parcel 138R2292. I arrived at 293 Courthouse Estates Dr. at 11:45 AM. Allen Rasnake, the owner/operator of the junkyard, was on the back porch of the home. I approached him and said I had spoken with him a while back about the vehicles on the side of the road and was checking the status of having them moved. He asked me which vehicles were in question. I told him the vehicles along the Highway 58 side of the property and along Courthouse Estates Dr. He interrupted and said he had moved the ones at Highway 58 but would have to measure to verify they were 50 feet. He said the ones on the back were running. I quoted the 50 feet from the ordinance and he interrupted again with choice language saying since they were running they were not part of the junkyard. He made comments about political signs needing to be placed 50 feet off of the road. He told me to tell whichever supervisor was complaining that he would see us in court. He then entered the residence at 293 Courthouse Estates Dr and I then left the property.

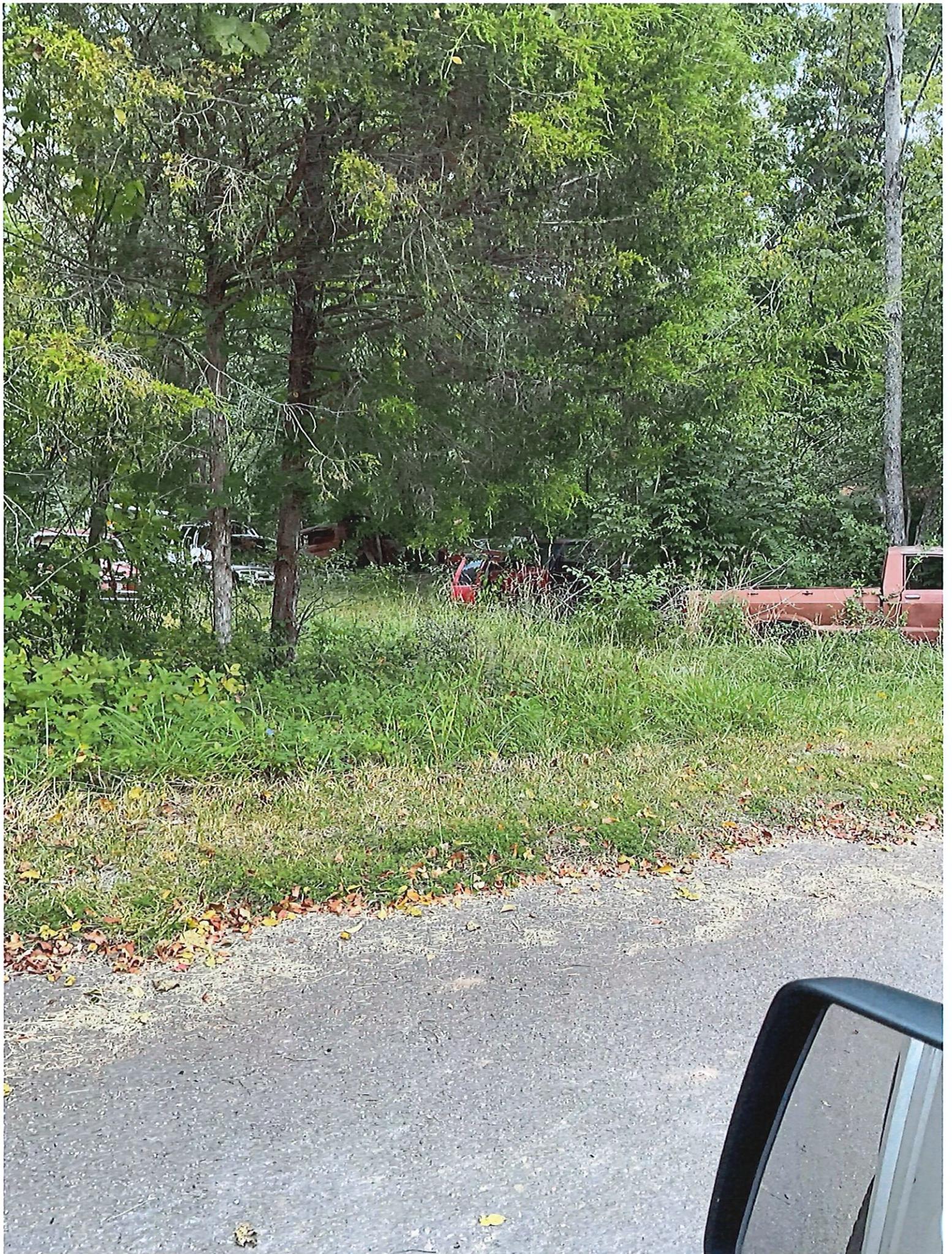
If there are any questions or any concerns please let me know.

A handwritten signature in blue ink, appearing to read "Josh Stinson", is written over the typed name and title.

Josh Stinson
Russell County Building Official











Library Board of Trustees Meeting



Members Present		Members Absent	
Judy Ashbrook	Karen Davis	Ann Monk	Bob Breimann
Susan Breeding		Sharon Sargent	Kim Fife
	Sherry Lyttle		Sharon Van Dyke

Chair Karen Davis called the meeting to order 18 July 2023 at 5:01 pm.

Motion to approve agenda made by Susan Breeding and seconded by Sharon Sargent; motion approved.

Minutes: Ann Monk made and Judy Ashbrook seconded a motion to approve the June minutes as distributed; motion passed.

Financial: Susan made and Sherry Lyttle seconded a motion to approve the bills; motion passed

Staff Reports: Kelly reviewed the staff & director’s reports.

Old Business:

Sherry moved and Ann seconded a motion to take the remote attendance policy off table; motion passed. Judy made and Sherry seconded a motion to approved the policy as distributed; motion passed.

Sherry moved and Judy seconded a motion to take the Collection Development Policy off table; motion passed. Sherry moved and Sharon seconded a motion to approve the policy with the changes made by the board; motion passed.

Susan moved and Ann seconded a motion to take the Communication & Media Policy off the table; motion passed. Susan moved and Sherry seconded a motion to pass policy as edited by the board; motion passed.

New Business: Susan made and Judy seconded a motion to approve a FY2024 budget with a 5% COLA increase; motion passed.

Sherry moved and Ann seconded a motion to elect the current slate of officers by acclamation; motion passed.

Review & Summary: Next meeting: 18 July 2023

Sherry made and Judy seconded a motion to adjourn; motion passed.

Respectfully submitted, Kelly McBride Delph

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea
Mr. Tim Lovelace

Agenda

I. August 17, 2023 CPRWMA Board of Directors Roll Call for Quorum.

II. a) Approval of Minutes of the July 19, 2023 meeting.....1

Motion: _____ Seconded: _____

III. Administrative Business

a) Review CPRWMA Waste Stream Report July 2023.....4

b) Approval of the Treasurer's Report for the month of July 2023..... 12

Motion: _____ Seconded: _____

c) CPRWMA Attorney's Report for July 2023.....Report

d) Litter and Recycling Report.....Toby

IV. Old Business

➤ Contract Signing (CEI and Waste Management)

V. New Business

VI. Correspondence/Public Comment

➤ VA DEQ Inspection Russell County Transfer Station.....Attachment

VII. Adjournment and Next Meeting.

Chair or Vice Chair conducting the meeting: _____

Motion: _____ Seconded: _____

Minutes submitted by: Carl Rhea and Sandra Honaker

137 Highland Drive / P. O. Box 386 Lebanon, VA 24266

Phone 276-833-5403 Email tobyedwards@bvua.net

www.cprwma.com



RECYCLED PAPER

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea
Mr. Tim Lovelace

Cumberland Plateau Regional Waste Management Authority
Monthly Board Meeting Minutes
July 19, 2023

Members Present:

Ron Peters, Chairman
Tim Hess, Vice Chairman
Carl Rhea, Secretary/Treasurer
Tim Lovelace
Jeff Cooper

Others Present:

Toby Edwards, Director
Saundra Honaker, Finance Officer
Craig Horn, Buchanan County Administrator
Benji Looney, BC Solid Waste
Danny Davis BC Solid Waste
Scott Jones, DC Solid Waste
Austin Looney, BC Litter
Joe Keen, BC Park
Randy Matney
Justin Rodda, Waste Management
Brandon Monroe, CEI

CALL TO ORDER: Chairman, Ron Peters, called the July 19, 2023, meeting of the Board of Directors to order at 5:26 PM at the Keen Mountain Recreation Park. The Pledge of Allegiance and prayer were given.

QUORUM: A quorum was established.

APPROVAL OF MINUTES: The minutes of the June 15, 2023, monthly meeting of the Board of Directors was presented for consideration. A motion was made by Tim Hess and seconded by Carl Rhea to approve the minutes as presented. Motion was ratified, voting as follows:

Carl Rhea – Aye
Tim Hess – Aye
Ron Peters – Aye

Tim Lovelace – Aye
Jeff Cooper – Aye

APPROVAL OF STRAW POLL A motion was made by Tim Lovelace and seconded by Jeff Cooper to ratify the Straw Poll of July 5, 2023, to increase the Executive Director's pay by

137 Highland Drive / P. O. Box 386 Lebanon, VA 24266
Phone 276-833-5403 Email tobyedwards@bvva.net
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RECYCLED PAPER

7% effective July 1, 2023. Motion was ratified voting as follows:

Carl Rhea – Aye	Tim Lovelace – Aye
Tim Hess- Aye	Jeff Cooper – Aye
Ron Peters – Aye	

ADMINISTRATIVE BUSINESS

WASTE STREAM REPORTS – June 2023: Toby Edwards reviewed the waste stream reports. Buchanan/Russell were down a little and Dickenson was up a little. Russell County has picked up the new tire cutter that will cut side walls.

TREASURER'S REPORT – June 2023: Carl Rhea presented the CPRWMA Treasurer's Report, reporting the total cash balance was \$128,599.07 at the end of June. A motion to approve the report as presented was made by Tim Lovelace and seconded by Ron Peters. Motion was ratified, voting as follows:

Carl Rhea – Aye	Tim Lovelace – Aye
Tim Hess- Aye	Jeff Cooper – Aye
Ron Peters – Aye	

CPRWMA ATTORNEY'S REPORT – June 2023 No Report.

LITTER AND RECYCLING REPORT: All three counties have submitted a grant request for assistance with litter control.

OLD BUSINESS

CONTRACT SIGNING (CEI AND WASTE MANAGEMENT):: All three counties and CPRWMA have approved the CEI transportation contract. There will be a meeting with Waste Management on Wednesday to review some concerns in their proposal. A motion was made by Jeff Cooper and seconded by Carl Rhea to authorize Ron Peters to sign the CEI contract on behalf of the Waste Authority.

NEW BUSINESS

Toby Edwards stated that a couple repairs are needed:

- (1) Russell County needs some repairs done on the hopper and he has a quote of \$5,225
- (2) All three facilities have steam jenny pressure washers that need to be replaced at a cost of \$15,810 for all three.

A motion was made by Carl Rhea and seconded by Tim Lovelace to move forward with both expenditures. Motion ratified, voting as follows:

Carl Rhea – Aye	Tim Lovelace – Aye
Tim Hess- Aye	Jeff Cooper – Aye
Ron Peters – Aye	

Toby also stated that the new loaders have different bucket connectors. We could trade in the old buckets and get new buckets that would be larger. The cost would be \$11,500 each times 3 counties (maybe less with trade ins). No action was taken.

CORRESPONDENCE/PUBLIC COMMENT

Buchanan County was thanked for hosting and providing the board meeting meal.

ADJOURNMENT AND NEXT MEETING

A motion was made by Tim Hess and seconded by Carl Rhea to have the next meeting on Thursday, August 17, 2023, at 5:30 PM at Pat's Diner in Lebanon VA and to adjourn the meeting at 5:58 PM. Motion was ratified, voting as follows:

- | | |
|------------------|--------------------|
| Carl Rhea – Aye | Tim Lovelace – Aye |
| Tim Hess – Aye | Jeff Cooper – Aye |
| Ron Peters – Aye | |

Secretary/Treasurer

Date

CORRESPONDENCE/PUBLIC COMMENT

ADJOURNMENT AND NEXT MEETING

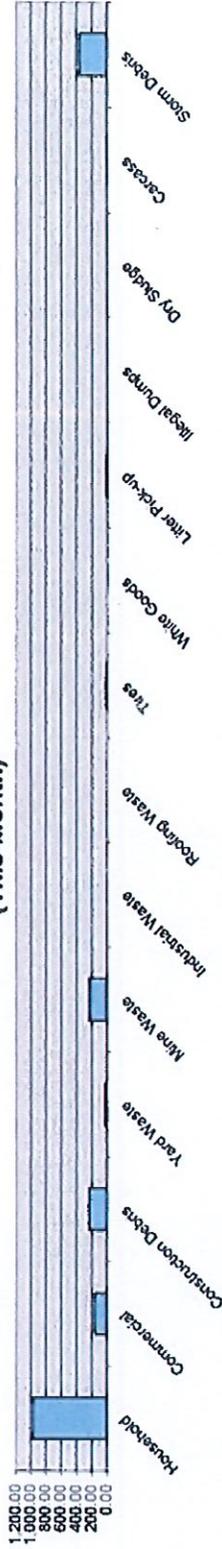
Russell County

Waste Material(s)	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Totals from all Columns	Average (Per Month) Tonnage
Household	1,237.31	1,119.52	1,314.61	1,342.14	1,387.74	1,233.69	1,227.53	0.00	0.00	0.00	0.00	0.00	8,862.54	
Commercial	140.89	104.19	154.39	168.81	128.60	125.83	106.15	0.00	0.00	0.00	0.00	0.00	928.86	
Construction Debris	118.86	60.64	96.96	82.54	108.91	110.02	133.58	0.00	0.00	0.00	0.00	0.00	711.51	
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Industrial Waste	27.30	27.90	26.85	33.33	30.99	27.23	23.20	0.00	0.00	0.00	0.00	0.00	196.80	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	15.15	18.62	32.06	32.23	19.95	31.48	26.61	0.00	0.00	0.00	0.00	0.00	176.10	
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contaminated														
Recycle	14.75	4.62	11.64	5.91	6.08	13.84	8.51	0.00	0.00	0.00	0.00	0.00	65.35	
Illegal Dumpsite	1.36	0.54	4.33	0.67	6.08	5.37	8.81	0.00	0.00	0.00	0.00	0.00	27.16	
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	0.58	1.10	2.51	0.49	0.93	1.66	0.49	0.00	0.00	0.00	0.00	0.00	7.76	
Totals	1,556.20	1,337.13	1,643.35	1,666.12	1,689.28	1,549.12	1,534.88	0.00	0.00	0.00	0.00	0.00	10,976.08	1,568.01
Town of Lebanon			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Honaiker			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Cleveland			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
											Total FY 2023		31,555.82	

Buchanan County Waste Stream Analysis
 Period: July 1, 2023 to July 31, 2023

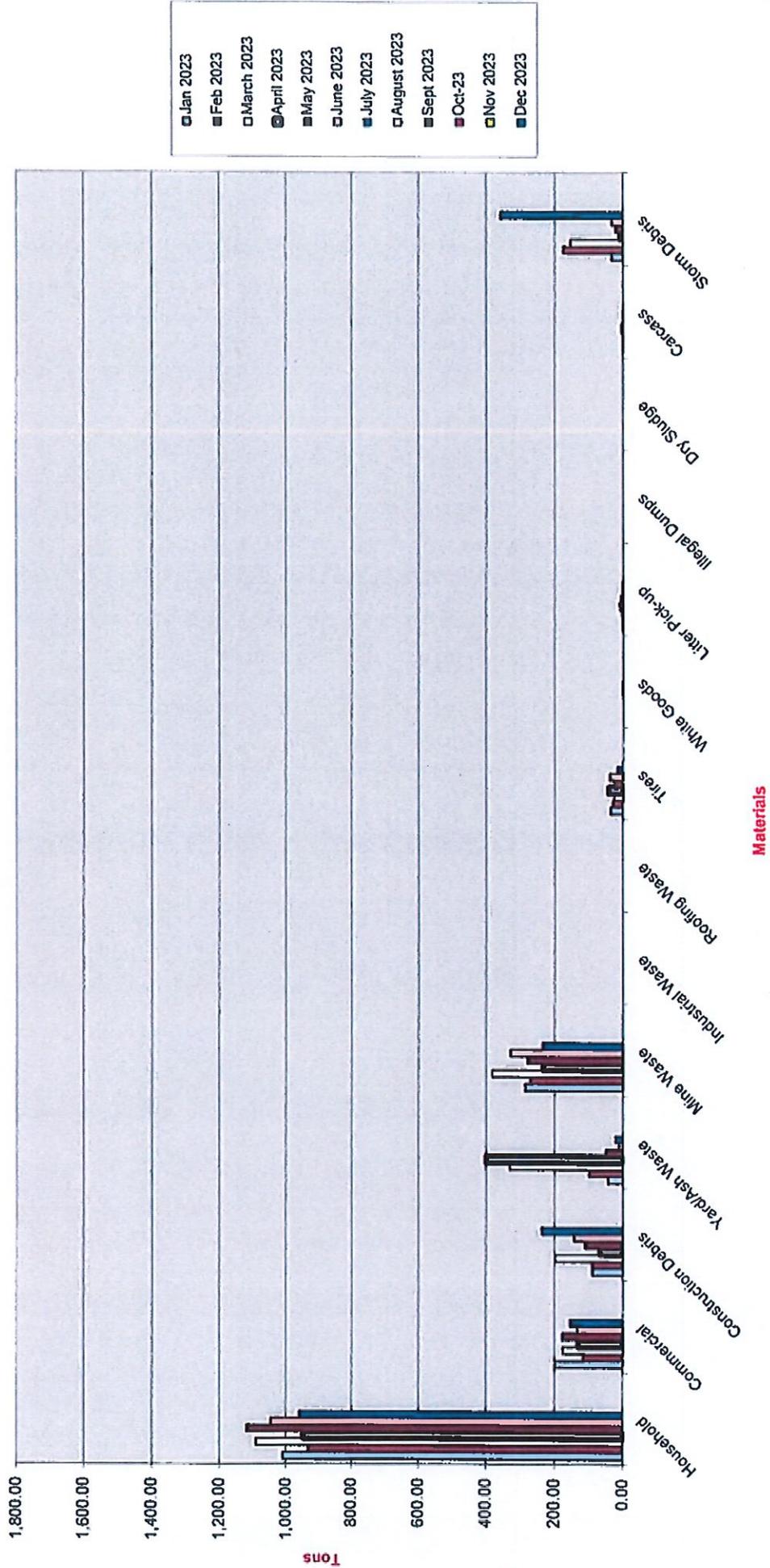
Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	959.75	1,046.37	1,029.35	1,027.68	1,169.51	1,081.38	1,182.46	1,170.89	1,117.96	1,129.75	1,188.75	1,205.32	1,288.67	1,089.37	1,124.01	1,206.87	1,290.18	1,374.13	1,351.15
Commercial	154.98	133.84	109.54	236.41	198.75	100.50	116.13	78.03	69.26	77.68	123.03	236.46	443.70	232.18	189.36	148.13	224.63	124.00	139.64
Construction Debris	236.22	143.54	42.97	36.54	38.64	60.79	116.09	8.11	28.49	30.89	7.48	15.09	123.76	9.60	55.70	42.46	66.91	47.30	101.25
Yard Waste	22.08	11.60	4.14	3.58	8.64	2.24	50.90	0.11	0.64	0.88	0.00	0.00	0.00	31.87	15.61	0.00	0.00	0.00	0.79
Mine Waste	236.05	328.09	192.80	261.80	270.47	432.20	425.35	288.42	87.43	224.44	269.89	375.93	430.85	225.57	254.77	120.60	128.15	149.83	189.83
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	4.02	6.53	4.46	4.09	1.86	0.00	0.00	6.87	0.00	0.00	0.00	0.00	2.32
Tires	16.53	38.47	18.74	27.66	30.10	17.07	19.71	8.29	2.13	14.06	24.23	14.93	28.60	31.58	52.92	31.42	81.13	26.73	30.60
White Goods	0.00	0.15	6.76	0.00	0.00	1.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.09	4.31
Litter Pick-up	1.64	2.88	0.00	2.60	4.03	0.00	2.88	19.34	8.89	3.64	7.79	4.53	6.71	38.25	3.66	12.63	9.97	11.90	3.27
Illegal Dumps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.27	0.00	0.00	1.63	0.00	1.58	0.00	0.64	1.35	0.00	6.65	5.18
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.59	0.00	0.00	0.00
Carcass	0.20	0.01	0.29	1.70	0.45	2.38	0.87	1.13	0.71	0.93	0.06	0.01	0.03	0.15	0.00	0.19	0.00	0.09	0.00
Storm Debris	357.71	33.35	503.10	0.00	4.36	0.00	0.00	21.28	23.47	18.78	3.92	6.70	0.76	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,984.54	1,738.28	1,907.68	1,599.87	1,724.95	1,708.16	1,918.21	1,500.40	1,343.24	1,505.14	1,828.44	1,868.52	2,324.86	1,565.44	1,696.67	1,567.24	1,802.97	1,748.15	1,828.34

Buchanan County Waste Stream Analysis
 (This Month)



Total Tonnage includes the following towns:
 Grundy

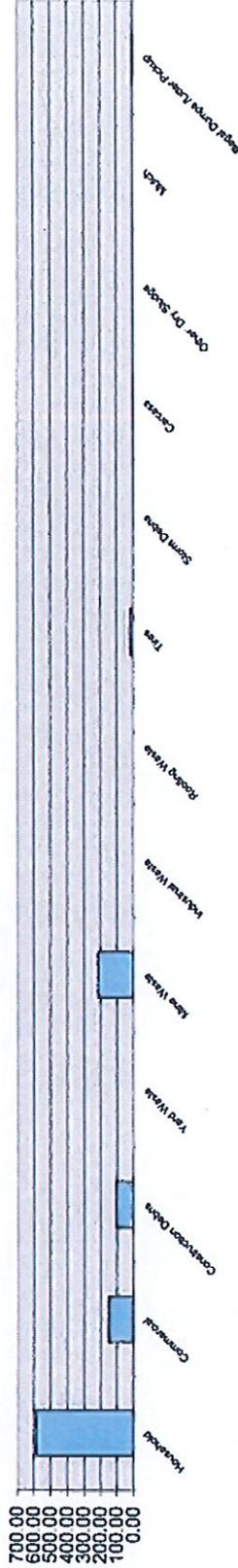
Buchanan County 2023



Dickenson County Waste Stream Analysis
 Period: July 1, 2023 to July 31, 2023

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	584.55	637.25	612.27	607.05	647.42	693.47	668.93	637.30	668.93	683.66	743.08	682.05	743.08	653.54	686.53	826.24	853.19	649.57	806.45
Commercial	150.39	209.46	168.49	133.02	128.36	147.08	98.06	115.67	98.06	115.67	25.31	25.31	36.29	24.00	177.46	137.64	53.77	5.79	3.46
Construction Debris	102.54	19.35	21.59	47.77	27.26	16.58	7.57	1.85	20.13	8.52	24.95	24.95	22.64	3.14	15.04	28.01	55.49	60.62	28.13
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.07	0.04	0.00	28.29	22.42	1.95
Mine Waste	215.74	230.05	202.75	202.64	226.67	253.20	220.18	332.24	220.18	332.24	527.97	440.15	440.15	260.87	89.65	73.78	224.19	187.18	87.36
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tires	18.08	34.19	16.14	16.33	12.74	12.25	7.68	9.13	10.89	14.70	11.48	0.42	9.06	31.09	21.74	0.39	13.73	28.07	8.72
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.94	0.00	0.00	0.00	0.22	1.12	1.91	0.23	0.94	0.00	0.00	0.00	1.49	1.53	1.79	2.53	1.71	1.94	1.76
Other Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.25	0.00
Mulch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.84	0.61
Illegal Dump / Litter Pickup	3.48	2.44	0.75	1.63	3.22	1.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.31	4.34	0.00
Total	1,075.70	1,132.74	1,020.07	1,008.50	1,043.89	1,134.76	981.70	856.67	793.00	1,025.78	1,160.41	1,273.16	1,269.21	996.68	1,002.30	1,079.18	1,245.50	1,283.61	962.10

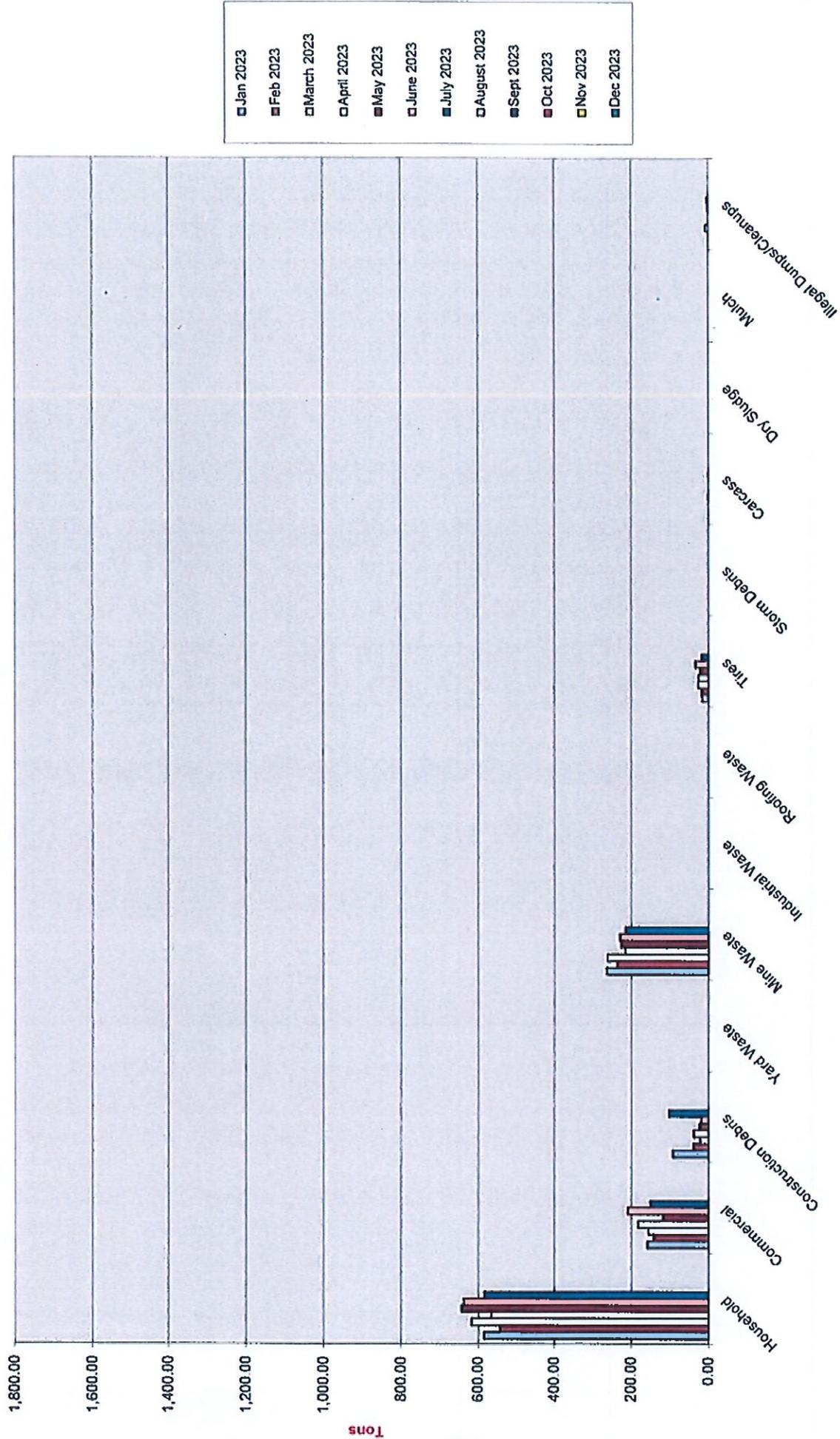
Dickenson County Waste Stream Analysis
 (This Month)



Total Tonnage includes the following towns:
 Town of Clunwood 0

8

Dickenson County 2023

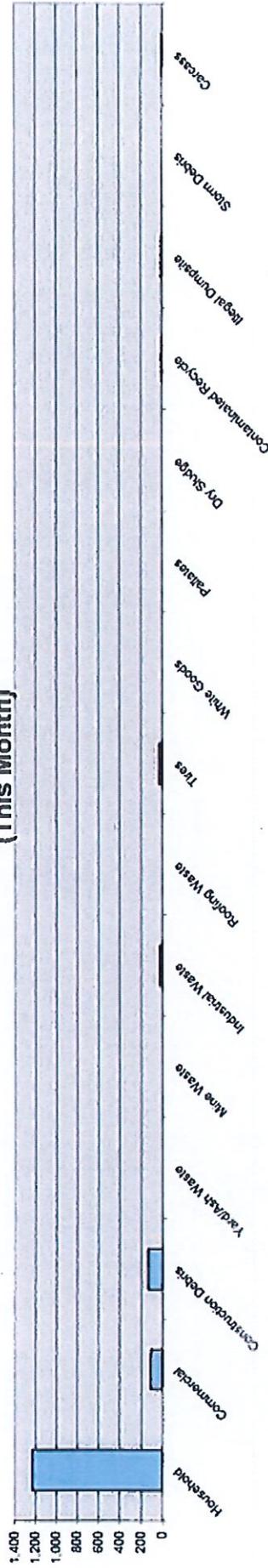


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Russell County Waste Stream Analysis
Period: July 1, 2023 to July 31, 2023

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	1,227.53	1,233.69	1,328.64	1,297.25	1,415.30	1,284.13	1,232.63	1,139.45	1,067.52	1,253.78	1,278.21	1,417.60	1,507.47	1,268.04	1,451.08	1,527.23	1,678.94	1,773.03	1,722.11
Commercial	106.15	125.83	134.83	125.82	152.23	135.34	153.48	189.94	82.60	182.98	138.82	161.37	161.19	162.99	198.76	247.29	278.58	251.10	256.35
Construction Debris	133.58	110.02	84.84	134.60	109.94	69.80	158.00	123.63	88.69	80.79	97.87	78.65	81.52	130.66	98.68	91.45	125.77	226.82	63.03
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	30.35	101.87	31.53	0.00	30.57	15.86	65.83	138.88	60.87	1.11	4.12	40.28	5.11	4.09
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.53	30.76	22.15	14.47	0.00	0.00	0.00	0.00
Industrial Waste	23.20	27.23	33.24	30.70	28.64	68.50	42.69	30.13	16.49	10.27	5.15	7.80	7.30	8.86	9.03	40.13	53.37	87.93	128.78
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63.72	59.28
Tires	26.61	31.48	18.13	17.18	66.81	19.29	20.48	10.62	12.51	10.38	23.18	12.96	5.02	4.66	3.49	4.07	5.41	3.49	2.73
White Goods	0.00	0.00	0.00	0.00	2.60	16.89	0.00	0.00	0.00	2.98	0.15	2.04	5.45	0.00	3.58	3.57	2.11	5.21	1.84
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.53
Contaminated Recycle	8.51	13.84	0.00	0.00	0.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Illegal Dumpsite	8.81	5.37	13.36	16.84	3.45	2.44	7.17	6.24	7.28	2.08	4.30	2.90	0.83	2.99	0.80	2.40	12.30	0.30	0.00
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.49	1.66	1.10	0.60	0.46	1.08	0.27	0.77	0.04	1.95	3.20	2.32	2.04	2.14	1.16	2.35	4.50	2.22	0.00
Total	1,534.88	1,549.12	1,614.14	1,622.99	1,779.88	1,627.82	1,716.59	1,532.31	1,275.13	1,575.78	1,566.74	1,791.00	1,940.46	1,663.36	1,782.16	1,922.61	2,201.26	2,418.93	2,247.74

Russell County Waste Stream Analysis
(This Month)



Total Tonnage includes the following towns:

Lebanon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cleveland	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Honaker	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Cumberland Plateau Regional Waste
Management Authority

Cash Flow Statement

July 2023

Cash Balance - June 30, 2023		128,599.07
Cash Received - Tipping Fees:		
Buchanan (Jun)	89,582.11	
Dickenson (Jun)	55,820.69	
Russell (Jun)	80,336.73	
		225,739.53
Cash Expenditures		
Cash Expenditures - July 2023		(227,677.98)
Cash Balance - July 31, 2023		126,660.62

Fund Balances:	
Capital Equip Replacement Fund	165,510.00
DEQ C/D	44,249.96
	44,249.96

Total in Bank	336,420.58
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Fund Balances:	
Capital Equip Replacement Fund	165,510.00
DEQ C/D	44,249.96
	44,249.96

Cumberland Plateau Regional

Check Register

For the Period From Jul 1, 2023 to Jul 31, 2023

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
	7/1/23	Anthem HealthKeepers, Inc.	155.62 Toby Vision/Dental
	7/25/23	Anthem HealthKeepers, Inc.	1,463.18 Toby Health Insurance
	7/14/23	TAG Resources, LLC	275.26 Employee 401k
	7/31/23	TAG Resources, LLC	275.26 Employee 401k
14305	7/4/23	Crystal Springs	11.99 RC Supplies
14306	7/4/23	Mansfield Oil Company	67.82 Vehicle Fuel
14307	7/4/23	IGO Technology	99.85 BC Internet
14308	7/4/23	Unifirst Corporation	628.25 Uniforms Jun/23
14309	7/4/23	VACORP	14,164.00 Insurance - Annual
14310	7/4/23	Printville	157.09 Office Supplies
14311 on-line	7/4/23	Caterpillar Financial Services Corp	6,798.15 Note Payment
14312 on-line	7/4/23	Point Broadband	85.10 DC Phone
14313 on-line	7/4/23	Point Broadband	90.70 Office Phone
14314 On-line	7/4/23	Appalachian Power Company	70.67 RC Electric
14315 On-line	7/4/23	Appalachian Power Company	224.01 DC Electric
14316 On-line	7/4/23	Appalachian Power Company	300.33 RC Electric
14317 on-line	7/4/23	Appalachian Power Company	254.65 BC Electric
14318	7/19/23	WM Corporate Services, Inc.	66,086.75 BC Tipping/Haul Jun/23
14319	7/19/23	WM Corporate Services, Inc.	43,935.61 DC Tipping/Haul Jun/23
14320	7/19/23	WM Corporate Services, Inc.	60,742.63 RC Tipping/Haul Jun/23
14321	7/19/23	First Bank & Trust	1,300.75 Loan Payment
14322	7/19/23	Honaker Solutions, LLC	840.00 Accounting Jul/23
14323	7/19/23	Industrial Development Authority	200.00 Office Rent Aug/23
14324	7/19/23	Innovative Technology Solutions	1,890.00 IT Support
14325 On-line	7/19/23	Point Broadband	86.47 RC Security
14326	7/19/23	Pest Control Plus, Inc.	120.00 BC/DC/RC Pest \$40 ea
14327	7/19/23	83 Gas & Grocery, Inc.	3.17 DC Fuel
14328	7/19/23	IEH Auto Parts LLC	183.28 BC Supplies
14329	7/19/23	NXTGen Mobile Welding Services, LLC	500.00 BC Sta Maint
14330	7/19/23	Saf-Gard Safety Shoe Company	1,099.95 Boots
14331	7/19/23	Carter Machinery Company, Inc.	10,246.23 BC Equip Maint \$3160.50 DC Equip Maint \$3465.65 RC Equip Maint \$3620.18
14332	7/19/23	Modern Hardware & Furniture Co	175.99 DC Uniform
14333	7/19/23	Appalachian Power Company	258.09 DC Electric
14334	7/19/23	Verizon	83.15 BC Phone
14335	7/19/23	Verizon	38.67 RC Phone
14336	7/19/23	Appalachian Power Company	76.82 RC Electric
14337 On-line	7/19/23	Card Services Center	1,050.71 RC Equip Maint (Bully) \$493.52 Board Meeting (Breaks) \$508.12 DC Utility (PSA) \$53.03 BC Utility (PSA) \$42.36 Office (Wal-Mart) Credit \$-46.32
14338	7/19/23	Sonny's	42.01 BC Fuel
14339 On-line	7/19/23	Point Broadband	85.36 DC Phone
14340 on-line	7/19/23	Point Broadband	90.74 Office Phone
14341	7/19/23	McClure Kwikway	16.11 DC Fuel
14342	7/19/23	Anchorage Photo Circle	1,301.85 BC Supplies
14343 on-line	7/19/23	Appalachian Power Company	204.24 RC Electric
14344	7/19/23	Justice Law Office	2,167.25 Legal Jun/23
14345	7/20/23	Toby Edwards	1,152.78 Board meeting (Food City) Reimbursement
8.15.23	7/31/23	United States Treasury	2,180.40 Federal Withholding
8.25.23	7/31/23	VA Dept of Taxation	326.98 State Withholding
PR7123	7/1/23	Ronald E. Peters	184.70 Director's Compensation
PR7123	7/1/23	Damon Rasnick	184.70 Director's Compensation
PR7123	7/1/23	Tim Lovelace	184.70 Director's Compensation
PR7123	7/1/23	Carl Rhea	184.70 Director's Compensation
PR7123	7/1/23	Jeffery S. Cooper	184.70 Director's Compensation
PR7124	7/1/23	Timothy W. Hess	109.70 Director's Compensation
PR71423	7/14/23	Toby F. Edwards	2,513.54 Toby Payroll 1st half
PR73123	7/31/23	Toby F. Edwards	2,513.54 Toby Payroll 2nd half
Total			<u><u>227,677.98</u></u>

14

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY
FY 2022-23 - OPERATING BUDGET & EXPENSE REPORT

	Jul-23	Expenditures		FY 2023-24 Budget	
			Thru 7/31/2023		
Direct Expenses:					
Transport/Disposal	170,774.99	170,774.99		1,500,900.00	
Tire Recycling				10,000.00	
HHW Event			-	12,000.00	
Other Reimbursed Expenses				-	
	170,774.99	170,774.99		1,522,900.00	
Overhead Expenses:					
Debt Service - Loaders	6,798.15	6,798.15		81,577.92	8%
Other Disposal			-	2,000.00	0%
Utilities:					
Buchanan	254.65	254.65		6,000.00	4%
Dickenson	577.49	577.49		6,000.00	10%
Russell	651.86	651.86		6,000.00	11%
Supplies:					
Buchanan	11.99	11.99		2,500.00	0%
Dickenson			-	2,500.00	0%
Russell			-	2,500.00	0%
Fuel:					
Buchanan	42.01	42.01		10,000.00	0%
Dickenson	19.28	19.28		8,000.00	0%
Russell			-	10,000.00	0%
Telephone:					
Buchanan	183.00	183.00		2,400.00	8%
Dickenson	170.46	170.46		2,000.00	9%
Russell	125.14	125.14		2,900.00	4%
Station Maintenance/Improvements:					
Buchanan	223.28	223.28		30,000.00	1%
Dickenson	40.00	40.00		30,000.00	0%
Russell	40.00	40.00		30,000.00	0%
Loader/Equip Maintenance:					
Buchanan	4,962.35	4,962.35		20,000.00	25%
Dickenson	3,465.55	3,465.55		20,000.00	17%
Russell	4,113.70	4,113.70		20,000.00	21%
Transfer Station Permits and Management:					
Station Permits			-	24,000.00	0%
VACO Insurance	14,164.00	14,164.00		22,000.00	64%
Management	6,881.44	6,881.44		79,000.00	9%
Fringe-Health & Retirement	2,563.74	2,563.74		24,468.00	10%
Finance Manager	840.00	840.00		10,000.00	8%
Legal	2,167.25	2,167.25		10,000.00	22%
IT Support	1,890.00	1,890.00		10,000.00	19%
Office Rental/Internet/Cell/Office Supplies	492.21	492.21		5,000.00	10%
Directors Comp & PR Tax	1,291.80	1,291.80		18,100.00	7%
Professional Fees (Audit)			-	7,200.00	0%
Meeting Expense	1,660.88	1,660.88		4,000.00	42%
Travel			-	1,000.00	0%
Supplies:				1,000.00	0%
Dues/Licenses			-	1,000.00	0%
Vehicle Expense	67.82	67.82		3,500.00	2%
Uniform Rentals	1,904.19	1,904.19		5,000.00	38%
Advertising			-	2,000.00	0%
Projects-Tire Shear	1,300.75	1,300.75		20,000.00	7%
Reserves/Equip/ Emergency Fund			-	3,000.00	0%
OVERHEAD SUBTOTAL	56,902.99	56,902.99		544,645.92	10%
TOTAL EXPENSES	\$ 227,677.98	227,677.98		2,067,545.92	

Rate begins July 1, 2021
15,129.05

**Overhead Rate per County

***Management Breakdown**

Toby Salary	6881.44
Toby Insurance	1486.80
401K Cost/Contribution	550.52
Taxes	526.42
Total Fringe	2563.74

Directors Comp & Taxes

Salary	1200
Taxes	91.8
	1291.8

Office Breakdown

Phone/Int	181.44
Rent	200.00
Postage	
Office Sup	110.77
Bank Charge	492.21



Commonwealth of Virginia

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

SOUTHWEST REGIONAL OFFICE
355-A Deadmore Street, Abingdon, Virginia 24210
(276) 676-4800

www.deq.virginia.gov

Travis A. Voyles
Secretary of Natural and Historic Resources

Michael S. Rolband, PE, PWD, PWS Emeritus
Director
(804) 698-4020

Jeffrey Hurst
Regional Director

July 27, 2023

Mr. Toby F. Edwards
Director of Waste Services
Cumberland Plateau Regional Waste Management Authority
135 Highland Drive, Suite B
Lebanon, Virginia 24266

NO DEFICIENCY LETTER

Re: Russell County Transfer Station,
Permit By Rule ("PBR") Number 001

Dear Mr. Edwards:

On July 14, 2023, the Virginia Department of Environmental Quality Southwest Regional Office staff conducted compliance inspections of the solid waste management facility operating under PBR001. During the inspection, the facility was evaluated for compliance with the Virginia Waste Management Act, Va. Code § 10.1-1400 *et seq.* ("Act"), the Virginia Solid Waste Management Regulations, 9 VAC 20-81-10 *et seq.* ("Regulations"), and PBR001.

During the inspection, no apparent violations of the Act, Regulations, or PBR003 were observed. A copy of the inspection checklist is enclosed.

If you have any questions, please contact me at 276-608-8803 or stephan.martin@deq.virginia.gov.

Sincerely,

Stephan J. Martin
SWRO Solid Waste Compliance Inspector

CC: FCM - PBR001
Sandra Crompton - DEQ SWRO



Compliance Inspection Report

Inspection Summary

Facility: Russell County Solid Waste Transfer Station
Permit: PBR001
Region: Southwest
Inspection Type: Compliance Evaluation Inspection
Facility Staff: Brian Ferguson

Inspector: Stephan Marlin
Inspection Date: 7/14/2023
Approximate Arrival Time: 9:00 am
Inspection Method: Unannounced
Exit Interview: Yes
Weather Conditions: overcast

Transfer Station (Active)

Reference	Description	SL	Result
Compliance Area: Operator Information			
10.1-1408.1	Disclosure Statement	I	
10.1-1408.2	Operator Certification	II	✓
Compliance Area: Recordkeeping, Reporting & Permit			
20-81-80	Waste Assessment Program	II	✓
20-81-300.B	Compliance with the facility's permit	II	✓
20-81-300.F	Unauthorized waste program and inspection	II	✓
20-81-350	Facility Self-Inspections and Recordkeeping	I	✓
20-81-485.B	Operations Manual	I	✓
20-81-530.C	Permittee reporting requirements	II	
Compliance Area: Design, Construction & Operation			
20-81-330.B	Facility design / construction	I	
20-81-340.B.1-3,5	Waste handling procedures / operations	II	✓
20-81-340.B.4	Management of leachate / washwater	III	✓
20-81-610-660	Special Waste	II	
Compliance Area: Closure			
20-81-360	Closure requirements	II	

SL = Severity Level ✓ = In Compliance X = Alleged Violation N/A = Not Applicable Blank = Not Inspected

General Comments

Reference	Comments
10.1-1408.2	Operator Certification - The certified operators for this facility are listed at the end of this report.
20-81-80	Waste Assessment Program - The facility submitted the required Solid Waste Information and Assessment (SWIA) report on February 2, 2023.
20-81-300.B	Compliance with the facility's permit - The facility is operating within its permitted process rate of 200 TPD.
20-81-300.F	Unauthorized waste program and inspection - Random load inspection logs were reviewed. Unacceptable wastes are posted at entrance.
20-81-350	Facility Self-Inspections and Recordkeeping - Records of self-inspections were provided and were reviewed.
20-81-485.B	Operations Manual - The operations manual was last certified within the last twelve months, on January 2, 2023.
20-81-340.B.1-3,5	Waste handling procedures / operations - Observed waste handling at the time of inspection. There were no records of waste left on the tipping floor at the end of the day reviewed. The facility addresses blown litter as needed.
20-81-340.B.4	Management of leachate / washwater - Leachate and wash-water is channeled via trench drains to a holding tank and is hauled via truck to the WWTP as needed. At the time of inspection the drains were clear of waste. Records of emptying the leachate tanks were provided for the inspection.

Disclosure Statement Details

Key Personnel	Title
Brian Ferguson	Manager
Chad Shortt	TS Loader Operator
Toby Edwards	Director

Disclosure Statement Last Updated: 1/14/2019

Waste Management Facility Operators

Licensed Operator	License #	Expiration Date
Brian Ferguson	4605003529	3/31/2025
Chad Shortt	4605003861	9/30/2024
Toby Edwards	4605002591	2/29/2024

PLEASE advise the Regional Office within 10 calendar days if any information noted in this report is incorrect, if you have taken appropriate action to meet compliance, or if there is other information that the department should consider regarding any alleged violations.

PLEASE be advised that this report is not an agency proceeding or determination which may be considered a case decision under the Administrative Process Act (VA Code 2.2-4000 et seq). If informal discussions do not lead to a satisfactory conclusion on the contents of this report, you may request in writing that DEQ take all necessary steps to issue a final decision or fact finding under the APA on whether or not a violation has occurred.