

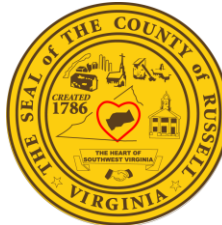
**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR’S MEETING**  
**AGENDA – JUNE 5, 2017**

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**BOS Board Room** **Regular Meeting** **5:00 PM**

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**Russell County Governmental Center**  
**Lebanon, Virginia 24266**



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**CALL TO ORDER – Clerk of the Board**

**ROLL CALL – Clerk of the Board**

**APPROVAL OF AGENDA**

**EXECUTIVE SESSION (CLOSED)**

**INVOCATION – Roy Harrison - Gideons**

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**PUBLIC HEARING.....A-1**

- 1. RC Financial Budget & Tax Rates & Tax Dates for FY2017/2018

**AWARDS.....B-1**

- 1. Lebanon, Honaker, and Castlewood RC High Schools FBLA Student Awards

**PRESENTATIONS (Limited to 5 minutes).....C-1**

- 1. **Judge Bush & Judge Ketron – RC Courthouse**
- 2. Sheriff Steve Dye – Sheriff Department Operations
- 3. Mike Collins – Cleaning the Clinch

4. Dick Collins & Elaine Rock – Boys and Girls Club

BOARD APPOINTMENTS.....D-1

SPEARHEAD TRAILS

Shy Kennedy 3 Year-Term

REGIONAL IDA BOARD

(2) Members 4 Year-Term

DANTE COMMUNITY CENTER BOARD MEMBERS

Earl Jenkins 2 Year-Term

Vacant 2 Year-Term

CASTLEWOOD WATER & SEWER AUTHORITY

Darrell Johnson 4 Year-Term

NEW BUSINESS

- 1. Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....E-1
  - a. Unapproved minutes of May 1, 2017
- 2. Approval of Expenditures. Consider approval of expenditures presented for payment.....E-2

CITIZEN'S COMMENT PERIOD (Limited to 3 minutes)

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

COUNTY ATTORNEY REPORTS AND REQUESTS

- 1. Regional IDA By-Laws

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

REPORTS

- 1. RC Faith-Based Forum on Community Development & Support.....F-1
- 2. Lebanon EMS Ordinance.....F-2
- 3. Virginia Association of Counties (VACO) Regions 12 & 13 Round Table.....F-3

- 4. Dante Downtown Master Plan & Park Design.....F-4
- 5. Route 82 Name Change to Terry Alsup.....F-5

**REQUESTS**

- 6. Authorization of Request For Proposal (RFP) of Pictometry Services.....G-1
- 7. Authorization to Negotiate Recycle Center Land Lease.....G-2
- 8. Authorization for RC Landfill Tree & Brush Tonnage Price.....G-3
- 9. Authorization of Southwest Virginia Chief Local Elected Officials Consortium Agreement with SW VA Workforce Development Board.....G-4
- 10. Authorization of Engagement Letter with Robinson, Farmer, Cox Associates of the 2017 County-Wide Financial Audit.....G-5
- 11. Authorization of People Inc. Agreement for Child Development Center in the Swords Creek Community Center.....G-6
- 12. Authorization of Donation to the RC High Schools FBLA National Leadership Conference in Anaheim, CA.....G-7
- 13. Authorization of Donation to the RC Career & Technology Center for “SkillsUSA” National Championships in Louisville, Kentucky on June 19-23, 2017.....G-8
- 14. Authorization for Donation to “Guitars & Good Times” hosted by the Russell County Medical Center Foundation on June 2, 2017.....G-9
- 15. Authorization for Donation to “Drug & Alcohol Graduation Party.....G-11
- 16. Authorization for Donations to Towns for the 4<sup>th</sup> of July Celebrations.....G-12
- 17. Authorization of prepayment of July 2017 County expenditures.....G-13
- 18. Authorization to open the Honaker and Castlewood Cannery for the 2017 Season on July 18<sup>th</sup> 2017.....G-14
- 19. Travel Request.....G-15
- 20. Authorization of RC Planning Commission Plat.....G-16

**MATTERS PRESENTED BY THE BOARD**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

- Treasurer’s Report.....H
- RC IDA .....I
- RC PSA .....J
- Castlewood W&S .....K
- RC Tourism.....L
- RC Planning Commission .....M
- Conference Center.....N
- RC Fitness Center.....O
- RC Transportation & Safety.....P
- RC Cannery Reports.....Q
- RC Building Inspector Reports.....R

**CLOSED SESSION**

Motion made by \_\_\_\_\_, second by \_\_\_\_\_ and duly approved by the Board of Supervisors enter into closed session to discuss a prospective personal matter pursuant to Section 2.2-3711(A)(1) of the Code of Virginia and to discuss economic development pursuant to Section 2.2-3711(5) and to discuss a litigation matter pursuant to Section 2.2-3711(A)(7).

The vote was:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

**CERTIFICATION OF CLOSED SESSION**

Pursuant to §2.2-3712 (D) of the Code of Virginia 1950, as amended, each member of the 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 -

Lou Ann Wallace -

Carl Rhea -

Steve Breeding -

David Eaton -

Rebecca Dye -

Mark Mitchell -

**APPROVAL TO RETURN TO REGULAR SESSION**

Motion made by \_\_\_\_\_, second by \_\_\_\_\_ and duly approved by the Board of Supervisors to return to regular session.

The vote was:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item: A-1  
Presenters - Chairman

**Meeting: 6/5/17 5:00 PM**

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## **Public Hearing**

### **1. RC Financial Budget & Tax Rates & Tax Dates for FY 2017/2018**

#### **Staff Recommendation:**

Board Discretion.

#### **Suggested Motion:**

Motion Required.

#### **ATTACHMENTS:**

- RC Financial Budget for FY 2017/2018

**COUNTY OF RUSSELL**  
**Proposed Budget for Fiscal Year**  
**July 1, 2017 - June 30, 2018**

The Russell County Fiscal Year 2017/2018 Proposed Budget is prepared and published for informative and fiscal planning purposes only. It does not constitute an obligation or commitment on the part of Board of Supervisors of the county to appropriate any funds for that item or purpose. There is no allocation or designation of any funds of this County for any purpose until there has been an appropriation for that purpose by the Board of Supervisors.

Expenditures by Fund Type and Function	FY2017 <u>Budget</u>	FY2018 <u>Proposed Budget</u>	Percentage <u>Change</u>
<b>General Fund</b>			
General Government Administration	\$ 1,827,812	\$ 1,803,076	-1.3%
Judicial Administration	2,086,406	2,172,984	4.1%
Public Safety	6,149,502	6,063,804	- 1.4%
Environmental Control	2,122,849	1,814,396	-14.5%
General Services	946,401	952,401	0.6%
Health and Welfare	1,285,743	1,285,743	0.0%
Education	9,041,682	9,366,682	3.6%
Parks, Recreation & Cultural	540,910	556,756	3.0%
Community Development	397,066	398,066	0.1%
Non-Departmental	197,347	210,347	6.6%
Capital Outlay and Transfers	633,821	650,813	3.0%
Debt Service	<u>998,876</u>	<u>1,070,485</u>	<u>7.2%</u>
<b>Total General Fund</b>	<b><u>\$ 26,228,415</u></b>	<b><u>\$ 26,345,553</u></b>	<b><u>0.0045%</u></b>
<b>Special Revenue Funds</b>			
Coal Road Fund	\$ 150,000	\$ 150,000	0.00%
SWVA ASAP Fund	280,954	280,954	0.00%
Virginia Public Assistance Fund	4,326,092	5,127,647	18.5%
Comprehensive Services Act Fund	1,088,731	1,088,731	0.00%
Workforce Investment Board Fund	<u>2,746,846</u>	<u>2,746,846</u>	<u>0.00%</u>
<b>Total Special Revenue Funds</b>	<b><u>8,592,623</u></b>	<b><u>9,394,178</u></b>	<b><u>9.3%</u></b>
<b>Enterprise Funds</b>			
Canneries	30,000	30,000	0.00%
Dante Sewer Fund	<u>276,000</u>	<u>276,000</u>	0.00%
	<b>306,000</b>	<b>306,000</b>	0.00%
<b>Total Expenditures</b>	<b><u>35,127,038</u></b>	<b><u>36,045,731</u></b>	<b><u>2.6%</u></b>

	<b>Tax Dates 2017/2018</b>	
Real Estate, Personal Property, Machine & Tool, Merchant's Capital, and Mineral Taxes	May 25th November 25th	
Mineral Tax Reporting Date	February 1st	
	<b>Tax Rates</b>	
	<b>2017</b>	<b>2018</b>
<b>Real Estate</b>	\$ 0.63	\$ 0.63
<b>Mobile Homes</b>	\$ 0.63	\$ 0.63
<b>Personal Property</b>	\$ 1.95	\$ 1.95
<b>Machinery &amp; Tools</b>	\$ 1.65	\$ 1.65
<b>Merchant's Capital</b>	\$ 0.65	\$ 0.65

Authorized by Russell County Board of Supervisors



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Information Item: B-1  
Presenter: BOS

**Meeting: 6/5/17 5:00 PM**

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## **AWARDS – FBLA Awards**

**Lebanon, Honaker, and Castlewood High Schools FBLA Students**

### **Staff Recommendation:**

Presentation – Informational Purposes Only.

### **Suggested Motion:**

No Motion Required.

### **ATTACHMENTS:**

- Award Listing



## **Lebanon High School:**

1<sup>st</sup> Place All State FBLA – **Dalton Howard**

FBLA State Qualifiers – **Morgan Duty, Walker Dillon, Dan Parks, Hayden Tickle, and Madison Varney.**

## **Castlewood High School:**

\$1,000 Crumley Annual Scholarship – **Camryn Cook**

Who's Who in Virginia FBLA – **Camryn Cook**

1<sup>st</sup> Place Electronic Career – **Camryn Cook**

1<sup>st</sup> Place Introduction to Business Presentations – **Skylar Roberson, Gunnar Jessee, and Jacob Vance.**

1<sup>st</sup> Place Partnership with Business – **Jenna Hall, Lauren McCoy, and Kayla Layne.**

1<sup>st</sup> Place Publication Design – **Rilee Barnette, Dylan Mullins, and Jonah Cornett.**

2<sup>nd</sup> Place American Enterprise Project – **Brooke Horne, Isaac Phillips, and Gracie Hicks.**

2<sup>nd</sup> Place Community Service – **Madison Ray, Jack Ward, and Peyton Jessee.**

2<sup>nd</sup> Place E-Business – **Sylvia Gray, Meghan Salyers, and Lauren Couch.**

2<sup>nd</sup> Place Graphic Design – **Allison Skeens, Makia Phillips, and Peyton Jessee.**

2<sup>nd</sup> Place Public Service Announcement – **Seth Hylton, Zach Owens, and Cody Meade.**

2<sup>nd</sup> Place Social Media – **Madison Ray and Brady Gilbert**

3<sup>rd</sup> Place Future Business Leader – **Jacob Baker**

5<sup>th</sup> Place Management Information Systems – **Gracie Hicks and Lauren McCoy**

5<sup>th</sup> Place Computer Game Simulation – **Ethan Fields**

Honorable Mention Local Annual Business Report – **Jasmine Phillips**

FBLA State Qualifiers – **Camryn Cook, Skylar Roberson, Gunnar Jessee, Jacob Vance, Jenna Hall, Lauren McCoy, Kayla Lane, Rilee Barnette, Dylan Mullins, Jonah Cornett, Brooke Horne, Isaac Phillips, Gracie Hicks, Madison Ray, Jack Ward, Peyton Jessee, Sylvia Gray, Meghan**

**Salyers, Lauren Couch, Allison Skeens, Makia Phillips, Seth Helton, Zach Owens, Cody Meade, and Brady Gilbert.**

### **Honaker High School:**

**1<sup>st</sup> Place Introduction to Business Communication – Madison Davis**

**1<sup>st</sup> Place Journalism – Dru-Ann Harris**

**2<sup>nd</sup> Place Banking and Financial Systems – Mason Phillips, Hunter Eaton and Peyton Johnson.**

**3<sup>rd</sup> Place Introduction to Business – Dawson Miller**

**3<sup>rd</sup> Place Advertising – Lauren Hurt**

**3<sup>rd</sup> Place Sales Presentation – Destiny Goodson**

**4<sup>th</sup> Place Parliamentary Procedure – Christian Davis, Jordan Stout, Abigail Smith, and Ethan Ray.**

**5<sup>th</sup> Place Agribusiness – Blake Stinson**

**Honorable Mention Local Chapter Annual Business Report – Morgan Reynolds, Josh Eaton, and Hannah Ball**

**3<sup>rd</sup> Place for Most Outstanding State Chapter – Honaker High School**



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Information Item: C-1  
Presenters - Various

**Meeting: 6/5/17 5:00 PM**

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## **Presentations**

- 1. Sheriff Steve Dye – Sheriff Department Operations**
- 2. Mike Collins – Cleaning the Clinch**
- 3. Dick Collins & Elaine Rock – Boys and Girls Club**

### **Staff Recommendation:**

Presentation – Informational Only.

### **Suggested Motion:**

No Motion Required.

### **ATTACHMENTS:**

- Presentations



# Center for Natural Capital

Economic Development through Healthy Ecosystems

Physical Address:  
130 West Main Street  
Suites 206, 207, 208  
Mailing Address:  
P.O. Box 901  
Orange, Virginia, 22960  
[www.naturalcapital.us](http://www.naturalcapital.us)  
[mike@naturalcapital.us](mailto:mike@naturalcapital.us)  
540-672-2542 (p)  
540-672-2845 (f)

## 2017 Advisors

Ed Bain  
*Charlottesville, VA*  
John Conover  
*Charlottesville, VA*  
Robert "Doc" Hall  
*Hondo, TX*  
Don King  
*Keswick, VA*  
Mark Kington  
*Orange, VA*  
Chandler Van Voorhis  
*The Plains, VA*  
Roger Voisinet  
*Charlottesville, VA*

## MEMORANDUM

TO: Chairman Breeden, Members of the Board, and Staff  
FROM: Michael Collins, Executive Director  
RE: StreamSweepers Clean the Clinch 2017  
DATE: May 30, 2017  
CC: Debbie Manzari, Program Manager  
Frank Kilgore

## Background

Beginning mid-2016, Center for Natural Capital Staff began meetings with Southwest Virginia elected officials, local government staff, and members of the community about cleaning the Clinch River and an Appalachian Community Forest Energy Hub. Interest in both projects has grown in the last year. Further discussions about the Energy Hub are scheduled for the July Russell County BOS meeting. This memo focuses on the Clinch River.

Russell County, the Town of St. Paul, and other jurisdictions, organizations, and persons wish to prepare for future establishment of a state park on the Clinch River. To complement creation of the park, many in the area are interested in obtaining Scenic River status. In recent discussions with scenic river staff, the quantity of trash in the river bed and banks was raised as an impediment to obtaining this status.

In 2013, the Center for Natural Capital, ecological entrepreneurs based in the Northern Piedmont of Virginia, launched a meaningful work training and employment program called StreamSweepers ([www.streamsweepers.org](http://www.streamsweepers.org) and [www.facebook.com/streamsweepers](https://www.facebook.com/streamsweepers)). StreamSweepers provides comprehensive removal of trash, junk, and debris of all sizes from the river bed, banks, and public access points, using boats, trucks, and heavy equipment. StreamSweepers has grown to become the largest river maintenance organization in the mid-Atlantic region, last year maintaining 120 miles of rivers in Central Virginia. For 2017 StreamSweepers plans on a first-time comprehensive cleaning and assessment of the lower half of the

## 2017 Board of Directors

Al Weed, Chairman  
David Perdue, Vice-Chairman  
Tom Salley, Secretary  
Carol Atchison, Treasurer  
Frank Balint  
Jay Billie  
Fred Circle  
Tee Clarkson  
Rex Edwards

Upper Rappahannock River, a portion of the Mattaponi River, and the Clinch River as it flows through Russell County. StreamSweepers' labor force varies based on the needs of the communities where it works and includes veteran and active military, jail probationers, and young adults from all walks of life aged 18 to 30. We also host volunteer cleanup days which utilize both adults and children as volunteer labor (restricted to bank cleanup only).

### Proposed Project

Last fall during low waters Mountain Heritage, Inc of St. Paul, tested the use of two CWP probationers to sweep a portion of the river from Old Castlewood to Burton's Ford. This effort was successful, yielding approximately 600 tires, 500 VDOT bags of trash and a half ton of metal waste on a 9-mile section of the river (total of 18 miles of river banks) and the results were featured on WCYB and local newspapers. The following proposal is based on the results of this effort.

### Overview of River Work to be Completed by Responsible Party

- StreamSweepers will train, insure, supervise, utilize and if necessary, pay a work force to complete a digital ecological assessment of the river bed, banks, and canopy of the entire portion of the river in Russell County. We will consult with scenic rivers staff prior to assessment to determine whether there is a need to modify our current data collection protocol to assist in scenic river designation. We are also open to modification to this data collection to suit local needs, perhaps to include cultural or other features. We will train CWP personnel to be StreamSweepers for this work.
- StreamSweepers will train, insure, supervise, utilize, and if necessary pay a work force to complete trash and junk removal of the 30-mile section from the Rt.80 bridge to Old Castlewood.
- Blackford Detention Center will be requested to clean from the Tazewell County line to the Rt. 80 bridge after receiving our training and safety guidelines. Should Blackford not be able to complete this work, we have created an additional task force to cover this work.
- Mountain Heritage's CWP crew will clean from Burton's Ford to the Guest River. Should that crew not be able to complete work to the Guest, we have created an additional task force to cover this work.

### Tasks

1. StreamSweepers advertises need for full time seasonal local On Water Manager to supervise the work crews.
2. StreamSweepers staff conducts landowner research and outreach (June). We understand access points may include Puckett's Hole, Finney, Nash's Ford, Artrip, Cleveland, Carterton and public roads in between. We also understand that the longest stretch without official take outs is from Puckett's Hole to Nash's Ford but there are reported to be friendly landowners along the way every two to four miles to assist with access.
3. Design prototype river cleaning barges/boats/batteaus especially for the Clinch. Normally canoes are used for Central Virginia rivers.
4. StreamSweepers senior staff conducts river reconnaissance (staff rapid float of river looking for large trash sites, access points, hazards, etc.) and ecological assessments.
5. StreamSweepers hires Project Manager.
6. On Water Manager trains and orients with Rappahannock River Sweeping.
7. Fabricate river sweeping barges/boats/batteaus.

8. Russell County procures used StreamSweeper 4WD truck or alternative 4WD vehicle with ~ 9 inches clearance and trailer.
9. Sweepers hired.
10. Sweepers trained.
11. Sweepers clean river.

Timeline

Task	June	July	August	September	October
1. Advertise On Water Manager	X				
2. Landowner Outreach	X	X			
3. Design barges	X	X			
4. Reconnaissance		X	X		
5. Hire On Water Manager		X			
6. On Water Manager Training		X			
7. Fabricate barges		X	X		
8. Procure Equipment		X			
9. Hire Sweepers		X			
10. Train Sweepers			X		
11. Sweepers Clean River			X	X	X

Budget

TASKS	EXPENDITURES
<u>Senior Staff Labor</u>	
>Outreach	\$1,800.00
>Equipment Procurement	\$700.00
>Reconn.	\$1,380.00
>Staffing	\$1,716.00
>Training	\$2,052.00
>Sweeping Supervision	\$14,568.00
>Sweeper Labor	\$4,800.00
>Insurance (AFLAC, Workers Comp, Truck, Trailer Liability)	\$1,000.00
<u>Travel</u>	
> rental vehicle to and from St. Paul Supervisory Staff	\$1,800.00
> food @ \$20 per day	\$600.00
> hotel	\$3,000.00
> gas to and from access points assuming 40 miles per day @ \$6 per day	\$360.00
<u>Equipment</u>	
> Used Truck (4WD King Cab 8ft bed)	\$7,500.00
> Used Trailer (landscape style)	\$3,500.00
> Used Boats/Barges/Bateau	\$1,000.00
> Satellite Phone	\$500.00
>Materials and Supplies	\$1,500.00
<u>Disposal</u>	
> 6000 tires, assume Wise County disposal costs, \$40 per ton, 70 tires, so \$3430	\$3,430.00
TOTAL	\$51,206.00
<u>INCOME SOURCE</u>	
Russell County In-kind	\$19,230.00
Russell County Cash	\$26,616.00
St. Paul Cash	\$5,360.00
TOTAL	\$51,206.00



**BOYS & GIRLS CLUBS**  
OF THE MOUNTAIN EMPIRE

The Boys & Girls Clubs of the Mountain Empire currently serve over 750 children in four locations: Abingdon, VA; Bristol, VA; Bristol, TN; and Bluff City, TN. They are considering adding a unit in Lebanon and would like to see if there is enough interest in the community to warrant further discussions.

Dick Collins, CEO and Elaine Rock, Senior Vice President of Boys & Girls Clubs of the Mountain Empire will be speaking at the Lebanon Rotary Club on Thursday, June 8. They will provide an overview of the programs the Boys & Girls Clubs offer and answer any questions. All community leaders and parents are invited to attend.

If you are unable to attend the meeting, but have an interest, you may take their online survey. Go to their webpage at **[boysgirlsclubme.org](http://boysgirlsclubme.org)**. Click on “locations” and go to the “Lebanon” tab. You will be able to access the survey and show your level of interest in having a club in Lebanon.





**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item D-1  
Presenter: Chairman

**Meeting: 6/5/17 5:00 PM**

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## Board Appointments

Appointments of the RC Board Appointments:

### SPEARHEAD TRAILS

**Shy Kennedy** 3 Year-Term

### REGIONAL IDA BOARD

**(2) Members** 4 Year-Term

### DANTE COMMUNITY CENTER BOARD MEMBERS

**Earl Jenkins** 2 Year-Term

**Vacant** 2 Year-Term

### CASTLEWOOD WATER & SEWER AUTHORITY

**Darrell Johnson** 4 Year-Term

### **STAFF RECOMMENDATION(s):**

Board Discretion.

### **SUGGESTED MOTION(s):**

Motion to appoint Board Members.

### **ATTACHMENTS:**

- Applications



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item E-1  
Presenter: Chairman

**Meeting: 6/5/17 5:00 PM**

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## Authorization of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of May 1, 2017**

### **STAFF RECOMMENDATION(s):**

Board discretion

### **SUGGESTED MOTION(s):**

Motion to approve Board Minutes.

### **ATTACHMENTS:**

- Board Minutes

May 01, 2017

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, May 01, 2017 at 6:00 pm at the Russell County Government Center in Lebanon, Virginia. A closed session was held prior to the meeting at 5:00 pm.

The Clerk called the meeting to order.

**Roll Call by the Clerk:**

**Present:**

Tim Lovelace  
Lou Wallace  
Carl Rhea  
David Eaton  
Steve Breeding  
Rebecca Dye  
Mark Mitchell

Lonzo Lester, Clerk

**Absent:** None

**APPROVAL TO AMEND THE AGENDA**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to amend the agenda.

The vote was:

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

**APPROVAL OF THE AGENDA**

Motion made by Tim Lovelace, second Lou Wallace and duly approved by the Board of Supervisors to approve the agenda.

The vote was:

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

**CLOSED SESSION**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors enter into closed session pursuant to Virginia code 2.2-3711 for discussion concerning a prospective business or industry, land acquisition and actual or probable litigation.

The vote was:

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

Nay: None

**APPROVAL TO RETURN TO REGULAR SESSION**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to return to regular session.

The vote was:

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

Nay: None

**CERTIFICATION OF CLOSED SESSION**

Pursuant to § 2.2-3712(D) of the Code of Virginia 1950, as amended each member of the 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 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 – AYE  
Lou Wallace – AYE  
Carl Rhea – AYE  
David Eaton – AYE  
Rebecca Dye - AYE  
Steve Breeding – AYE  
Mark Mitchell – AYE

Invocation by Pastor Danny Rhea, Ivy Ridge Chapel followed by the Pledge of Allegiance to the Flag.

**PUBLIC HEARING HELD ON VDOT SIX YEAR CONSTRUCTION PLAN FOR 2017/18 TO 2022/23**

Pursuant to being advertised in a local newspaper for (2) two consecutive weeks, a public hearing was held on the VDOT Six Year Construction Plan for 2017/18 to 2022/23. The Chairman opened the public hearing to citizen comments.

**J.R. Watson**, VDOT addressed the Board about the six year plan.

## APPROVAL OF VDOT SIX YEAR CONSTRUCTION PLAN 2017/18 TO 2022/23

Motion made by Tim Lovelace, second David Eaton and duly approved by the Board of Supervisors to approve a Resolution on the VDOT Six-Year Construction Plan for 2017/2018 to 2022/2023 as presented.

The vote was:

Aye: David Eaton, Tim Lovelace, Lou Wallace, Steve Breeding, Carl Rhea and Mark Mitchell

Nay: None

Comments provided by:

**Todd Marshall** asked that Rt.606, Blanch David Rd. be placed on the six year plan.

**Maxine Kelly** stated that she would like to see Rt. 621, Sandy Ridge Rd completed.

**Janice Brown** asked that Rt. 714, Franks Hollow Road be considered for the six year plan, she commented that it should have been listed

**Jeff Holms** asked about the status of 727 Creekside Drive, he asked if it could be completed in sections. He also commented that people shouldn't be allowed to use it if they don't help with the maintenance.

**Jeffery Holms** also commented that traffic should not be allowed on Creekside Drive if they don't help maintain it.

**Stephen Combs** said a portion of Rt. 630 is breaking off, he stated that guardrails should have already been put up.

**Oris Christian**, Scenic Elk Garden Estates says he has a right of way to travel on Creekside Drive.

The Chairman closed the public hearing.

### Awards and Recognitions

The Board presented certificates to the members of the Lebanon High School Wrestling Team for placing in the State Wrestling Tournament.

### Presentations

**Mickey Rhea**, Russell County Building Official gave a power point presentation outlining how Russell County's current building permit fees compare to surrounding counties. He added that our building permit fees had not been updated or increased since 1975. Mr. Rhea suggested that the County increase the fees to be more in line with other counties.

## APPROVAL TO INCREASE BUILDING PERMIT FEES EFFECTIVE JULY 01, 2017

Motion made by Mark Mitchell, second Carl Rhea and duly approved by the Board of Supervisors to approve an increase in building fees as recommended by the Building Inspector as follows effective July 01, 2017.

Increase the cost of a building permit to .10/ per square foot

Increase the cost of a trade permit to \$50.00

Increase the cost of a singlewide mobile home permit to \$130.00

Increase the cost of a doublewide home permit to .10/ per square foot plus \$50.00 trade permit

The vote was:

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

Nay: None

**Presentations continued:**

**Phillip Puckett**, Lebanon Life Saving Crew addressed the Board on the shortfalls the lifesaving crew is facing and how they could be detrimental to their future. They have had a significant decrease in calls from facilities and patients that generate revenue. He added that most skilled nursing and assisted living facilities have agreements with commercial ambulance services. He gave several options that could be considered to help with the situation, he added that if nothing is done, the LLC may cease to exist in near future.

**Rob Goldsmith**, People, Inc. presented the most recent annual report for People, Inc.

**Kim Short**, Tourism/Parks and Recreation Coordinator updated the Board on the progress of having the Clinch River designated as a scenic river. There are some problems with trash and debris in some of the areas along the river that the Department of Conservation and Recreation viewed that would prohibit the designation. She suggested organizing a comprehensive clean up utilizing some of the county resources.

**Donna Meade**, VPI Extension Office invited everyone to the 6<sup>th</sup> Annual Bees, Blooms and Bluegrass Festival and asked if the Board would consider making a \$1000.00 donation. She stated that the activities are free to the public.

**APPROVAL TO CONSIDER SPONSORING THE BEES, BLOOMS AND BLUEGRASS FESTIVAL**

Motion made by Tim Lovelace, second Lou Wallace and duly approved by the Board of Supervisors to authorize the budget committee to consider sponsoring the Bees, Blooms and Bluegrass Festival that will be held on the Old Courthouse grounds on June 10, 2017.

The vote was:

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

Nay: None

**APPROVAL OF THE APRIL 03, 2017 MINUTES**

Motion made by David Eaton, second Carl Rhea and duly approved by the Board of Supervisors to approve the April 03, 2017 minutes and dispense with the reading thereof.

The vote was:

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

Nay: None

### **APPROVAL OF GENERAL COUNTY INVOICES**

Motion made by Tim Lovelace, second Lou Wallace and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$1,172,052.22 including reoccurring and withholdings.

The vote was:

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

Nay: None

### **Citizens Comment**

The Chairman opened citizens comment period.

**Cameron Cook, Jena Hess, Lauren McCoy and Brook Horne**, addressed the Board on the success of the Castlewood High School FBLA at the state level. They are requesting assistance to travel to California for national competition.

**Andy Smith** announced that the Virginia Cattlemen's Association Annual Field Day will be held in Russell County at Stuart, Land and Cattle property. He explained that they are expecting 750 to 1000 members to attend. He encouraged everyone to attend the event which will be held on July 07, 2017.

**Linda Stuart** stated that Stuart, Land and Cattle Company is the oldest business in Russell County. She asked that the entire Board attend the Virginia Cattlemen's Association Annual Field Day and act as hosts. She also added that there is a lot of potential for dollars to come into Russell County as a result of this event.

The Chairman closed citizen comment period.

### **County Administrator Reports and Requests**

#### **APPROVAL TO AUTHORIZE A LOAN FROM VECDA TO THE RUSSELL COUTNY IDA FOR \$1,500,000 FOR "PROJECT BELT"**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to authorize a \$1,500,000 loan from the Virginia Coalfield Economic Development Authority to the Russell County Industrial Development Authority for an economic development project ("Project Belt").

The vote was:

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

Nay: None

### **APPROVAL OF A MANPOWER AGREEMENT BETWEEN CPWMA AND RUSSELL COUNTY**

Motion made by David Eaton, second Carl Rhea and duly approved by the Board of Supervisors to authorize the signing of a manpower agreement between Russell County and the Cumberland Plateau Waste Management Authority.

The vote was:

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

Nay: None

**APPROVAL TO ALLOCATE FUNDS TO THE CSA IN THE AMOUNT OF \$23,599.31**

Motion made by Mark Mitchell, second Rebecca Dye and duly approved by the Board of Supervisors to allocate funds in the amount of \$23,599.31 to the Russell County CSA.

The vote was:

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

Nay: None

**APPROVAL TO AUTHORIZE THE BUDGET COMMITTEE TO CONSIDER APPROPRIATING FUNDS TO COUNTY FBLA ORGANIZATIONS**

Motion made by Rebecca Dye, second Mark Mitchell and duly approved by the Board of Supervisors to authorize the budget committee to consider an appropriation of funds on a per attendee basis to each high school FBLA Chapter in the County to assist with expenses to travel to national competition.

The vote was:

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

Nay: None

**APPROVAL TO AUTHORIZE AN ALLOCATION OF FUNDS TO THE TOWN OF CLEVELAND TO BE REIMBURSED BY DCR**

Motion made by Carl Rhea, second Mark Mitchell and duly approved by the Board of Supervisors to allocate \$4000.00 to the Town of Cleveland for walking trail development in partnership with and to be reimbursed by the Department of Conservation and Recreation.

The vote was:

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

Nay: None

**APPROVAL TO TRANSFER FUND BALANCES CONCERNING VDOT REVENUE SHARING PROJECTS**

Motion made by Tim Lovelace, second Mark Mitchell and duly approved by the Board of Supervisors to approve an authorization to transfer fund balances concerning VDOT revenue sharing projects.

The vote was:

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

Nay: None



**APPROVAL OF ALLOCATION OF FUNDS FOR MORNING STAR CIRCLE AND CLINCH MOUNTAIN ROAD**

Motion made by Tim Lovelace, second Mark Mitchell and duly approved by the Board of Supervisors to approve the allocation of \$150,000 of FY 16/17 Coal Severance Tax with \$100,000 to fund Morning Star Circle (Rte. 673) and \$50,000 to fund Clinch Mountain Road (Rte. 676) in FY 17/18 VDOT Revenue Sharing Projects.

The vote was:

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

Nay: None

**APPROVAL OF A BYRNE JUSTICE GRANT IN THE AMOUNT OF \$2593.00**

Motion made by Mark Mitchell, second Lou Wallace and duly approved by the Board of Supervisors to approve and allocate funds in the amount of \$2593.00 for the Byrne Justice Grant from the Department of Criminal Justice Services.

The vote was:

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

Nay: None

**APPROVAL TO ACCEPT PROPERTY AT THE CORNER OF EAST MAIN ST AND NORTH MILL ST FROM THE RUSSELL COUNTY SCHOOL BOARD**

Motion made by David Eaton, second Mark Mitchell and duly approved by the Board of Supervisors to accept a Russell County School Board Resolution conveying the property located at the corner of East Main Street and North Mill Street commonly known as 89 East Main Street to the Russell County Board of Supervisors.

The vote was:

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

Nay: None

**APPROVAL TO AUTHORIZE A FEASIBILITY STUDY OF THE COURTHOUSE/JAIL BY THE DEPT. OF GENERAL SERVICES**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to authorize the Department of General Services to do a feasibility study of the Russell County Courthouse and Jail.

The vote was:

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

Nay: None

**APPROVAL TO AJOURN**

Motion made by Mark Mitchell, second David Eaton and duly approved by the Board of Supervisors to adjourn.

The vote was:

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

Nay: None

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Clerk of the Board

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Chairman



**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item E-2  
Presenter: Chairman

**Meeting: 6/5/17 5:00 PM**

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## **Approval of Expenditures**

Request approval of the County's May 2017 Monthly Expenditures:

### **STAFF RECOMMENDATION(s):**

County's May 2017 Monthly Expenditures are in compliance with budget and operational services.

### **SUGGESTED MOTION(s):**

Motion to approve County's May 2017 Monthly Expenditures.

### **ATTACHMENTS:**

- May 2017 Monthly Expenditures

DUPLICATE DATE	INVOICE DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	4/19/2017	002615 A & A ENTERPRIIS	563937		97.67	4100-031020-5410-		
6/05/2017	5/02/2017	002615 A & A ENTERPRIIS	56459		129.95	4100-031020-5410-		
6/05/2017	5/24/2017	002615 A & A ENTERPRIIS	56650		97.90	4100-031020-5410-		
6/05/2017	5/24/2017	002615 A & A ENTERPRIIS	56651		109.90	4100-031020-5410-		
6/05/2017	5/24/2017	002615 A & A ENTERPRIIS	56652		1,079.00	4100-031020-5410-		
6/05/2017	2/14/2017	000024 ADDISON SURVEYO	14791		1,514.42	4100-094010-8027-		
6/05/2017	5/12/2017	001317 ADP SECURITY SR	624395355	10	1,243.75	4100-073010-3002-		
6/05/2017	5/05/2017	003323 AIRGAS USA, LLC	9063157285		1,170.05	4100-073010-3002-		
6/05/2017	5/10/2017	003845 AIRSCO	LROA755916		142.08	4100-043020-5407-		
6/05/2017	5/17/2017	003845 AIRSCO	LROA757193		142.08	4100-072010-3008-		
6/05/2017	3/22/2007	003754 AMAZON	102877879407	10	84.15	4100-072010-3008-		
6/05/2017	4/03/2017	003754 AMAZON	14532529928	10	175.77	4100-073010-5411-		
6/05/2017	4/10/2017	003754 AMAZON	225305187287	10	259.92	4100-073010-5411-		
6/05/2017	5/01/2017	003754 AMAZON	255603308987	10	29.45	4100-073010-5411-		
6/05/2017	3/27/2017	003754 AMAZON	255604462881	10	26.26	4100-073010-5411-		
6/05/2017	4/17/2017	003754 AMAZON	2556064475756	10	22.32	4100-073010-5411-		
6/05/2017	4/25/2017	003754 AMAZON	28070739501	10	116.92	4100-073010-5411-		
6/05/2017	4/11/2017	003754 AMAZON	28075999405	10	22.32	4100-073010-5411-		
6/05/2017	3/27/2017	003754 AMAZON	280797639475	10	17.16	4100-073010-5411-		
6/05/2017	1/31/2017	004256 ANCO GASES	03336556		50.40	4100-073010-5411-		
6/05/2017	5/15/2017	000046 AT & T	05152017		343.99	4100-042400-3003-		
6/05/2017	5/15/2017	000046 AT & T	05152017		35.75	4100-042400-3003-		
6/05/2017	4/05/2017	003103 AUTO MOTION SER	13612		35.75	4100-031020-5203-		
6/05/2017	4/24/2017	003103 AUTO MOTION SER	13659		27.46	4100-031020-5203-		
6/05/2017	5/13/2017	003103 AUTO MOTION SER	13674		41.14	4100-031020-5203-		
6/05/2017	5/18/2017	003103 AUTO MOTION SER	13763		68.60	4100-031020-5408-		
6/05/2017	5/19/2017	003103 AUTO MOTION SER	13767		16.00	4100-031020-5408-		
6/05/2017	5/24/2017	003153 AWE	RCPH17001-1	10	55.00	4100-031020-5408-		
6/05/2017	5/01/2017	002058 BAI ACCT.USER G MEMBERSHIP 2018			710.91	4100-031020-5408-		
6/05/2017	4/19/2017	001956 BAKER AND TAYLO	5014524910	10	16.00	4100-031020-5408-		
6/05/2017	4/19/2017	001956 BAKER AND TAYLO	5014524911	10	55.00	4100-031020-5408-		
6/05/2017	5/01/2017	001956 BAKER AND TAYLO	5014539151	10	49.23	4100-031020-5408-		
6/05/2017	4/15/2017	000052 BREVINS SHPTIC	30769		15.74	4100-031020-5408-		
6/05/2017	5/01/2017	004142 BREVINS, AMANDA	05012017		97.90	4100-042010-5413-		
6/05/2017	5/09/2017	000092 BONANPA KRSTAVR	519034		300.00	4100-042010-5413-		
6/05/2017	4/28/2017	004161 BREEDING, CRYST	042892017		300.00	4100-072030-3009-		
6/05/2017	5/03/2017	002290 C W WILLIAMS	602172		75.00	4100-072030-3009-		
6/05/2017	5/05/2017	002290 C W WILLIAMS	602232		170.27	4100-011010-5413-		
					170.27	4100-011010-5413-		
					30.00	4100-072030-3009-		
					30.00	4100-072030-3009-		
					120.22	4100-031020-5408-		
					370.50	4100-031020-5408-		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	5/08/2017	C W WILLIAMS	602255		628.00	628.00	4100-031020-5408-	
6/05/2017	4/19/2017	CAL-SYD, INC	04192017		1,118.72	1,118.72	4100-031020-5408-	
6/05/2017	6/30/2017	CAMPBELL PHILLI	06302017		77.90	77.90	4100-031020-5408-	
6/05/2017	5/16/2017	CAPITAL EQUIPME	1533		400.00	400.00	4100-013010-3002-	
6/05/2017	4/10/2017	CARD SERVICES C	04102017	1	12,915.73	12,915.73	4100-082010-8025-	
6/05/2017	5/26/2017	CASTLEWOOD WATE	MAY 2017		53.00	53.00	4100-071040-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		53.00	53.00	4100-071040-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		69.53	69.53	4100-071040-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		51.00	51.00	4100-043020-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		26.50	26.50	4100-043020-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		51.00	51.00	4100-043020-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		26.50	26.50	4100-043020-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		102.00	102.00	4100-071040-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		53.00	53.00	4100-071040-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		51.00	51.00	4100-043020-5103-	
6/05/2017	5/16/2017	CASTLEWOOD WATE	05162017		26.50	26.50	4100-043020-5103-	
6/05/2017	6/01/2017	CENNGAGE GALE	60606592	10	13,478.76	13,478.76	4100-073010-5411-	
6/05/2017	4/28/2017	CLINCH VALLEY T	4/13 4/20		2,457.00	2,457.00	4100-011010-3007-	
6/05/2017	5/04/2017	COLLINS WATER	05042017		181.44	181.44	4100-022010-5401-	
6/05/2017	5/04/2017	COLLINS WATER	05042017		10.98	10.98	4100-012010-5401-	
6/05/2017	5/04/2017	COLLINS WATER	05042017		21.96	21.96	4100-034010-5401-	
6/05/2017	6/01/2017	COLLINS WATER	06012017		16.47	16.47	4100-012010-5401-	
6/05/2017	6/01/2017	COLLINS WATER	06012017		16.47	16.47	4100-012010-5401-	
6/05/2017	6/01/2017	COLLINS WATER	06012017		10.98	10.98	4100-012130-5401-	
6/05/2017	6/01/2017	COLLINS WATER	06012017		10.98	10.98	4100-022010-5401-	
6/05/2017	6/30/2017	COMBS ARCHITE	06302017		109.80	109.80	4100-013010-1008-	
6/05/2017	4/25/2017	COMPUTER PROJE	17-04-138ME		702.00	702.00	4100-032050-3005-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		867.00	867.00	4100-012010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		294.00	294.00	4100-012010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		1,218.50	1,218.50	4100-012010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		144.00	144.00	4100-034010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		733.46	733.46	4100-012090-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		644.00	644.00	4100-012130-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		216.92	216.92	4100-035050-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		50.00	50.00	4100-072010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		115.66	115.66	4100-012010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		235.81	235.81	4100-022010-5401-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		173.05	173.05	4100-089000-5000-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		221.63	221.63	4100-021060-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		420.58	420.58	4100-021020-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		148.46	148.46	4100-021010-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		28.54	28.54	4100-022020-5401-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		182.13	182.13	4100-021050-5203-	
6/05/2017	5/15/2017	CPC/BVU OPINER	2299295		27.75	27.75	4100-021010-5203-	

DUPLICATE	DATE	INVOICE DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	5/15/2017	002488	CPC/OPINET	2292777		82.22	82.22	4100-021060-5203-	
6/05/2017	5/15/2017	002488	CPC/OPINET	2299703		281.51	281.51	4100-032050-3002-	
6/05/2017	5/30/2017	003843	CROSSROADS LAMN	MAY 2017		5,218.22	5,218.22	4100-043020-3009-	
6/05/2017	5/31/2017	003765	CRUM MATTHEW B	MAY 2017		1,080.00	1,080.00	4100-011010-3002-	
6/05/2017	5/08/2017	000168	CUMBERLAND PLAT	05082017		6,460.00	6,460.00	4100-095010-9125-	
6/05/2017	5/16/2017	000171	CUMBERLAND PLAT	0000861-IN		10,854.40	10,854.40	4100-042010-3002-	
6/05/2017	4/24/2017	003403	DAVIS KLAY	145558		56,058.97	56,058.97	4100-022010-5401-	
6/05/2017	4/30/2017	003403	DAVIS KLAY	145561		30.00	30.00	4100-022010-5401-	
6/05/2017	5/11/2017	003403	DAVIS KLAY	145564		60.00	60.00	4100-022010-5401-	
6/05/2017	5/15/2017	003403	DAVIS KLAY	145565		30.00	30.00	4100-022010-5401-	
6/05/2017	5/15/2017	003403	DAVIS KLAY	145566		40.00	40.00	4100-022010-5401-	
6/05/2017	5/25/2017	000184	DEMCO	05252017	10	230.00	230.00	4100-031020-3005-	
6/05/2017	4/07/2017	000198	DOMINION OFFICE	78603		293.79	293.79	4100-073010-5401-	
6/05/2017	4/26/2017	000198	DOMINION OFFICE	79156		39.90	39.90	4100-099000-5000-	
6/05/2017	4/21/2017	000198	DOMINION OFFICE	79161		331.99	331.99	4100-013010-5401-	
6/05/2017	4/26/2017	000198	DOMINION OFFICE	79256		4.99	4.99	4100-021010-5401-	
6/05/2017	4/28/2017	000198	DOMINION OFFICE	79408		12.25	12.25	4100-032050-5401-	
6/05/2017	4/28/2017	000198	DOMINION OFFICE	79409		59.96	59.96	4100-021060-5401-	
6/05/2017	4/28/2017	000198	DOMINION OFFICE	79444		72.90	72.90	4100-099000-5000-	
6/05/2017	4/28/2017	000198	DOMINION OFFICE	79447		20.85	20.85	4100-012010-5401-	
6/05/2017	4/27/2017	000198	DOMINION OFFICE	79444		13.95	13.95	4100-021010-5401-	
6/05/2017	4/27/2017	000198	DOMINION OFFICE	79445		28.40	28.40	4100-012010-5401-	
6/05/2017	4/27/2017	000198	DOMINION OFFICE	79445		22.50	22.50	4100-012010-5401-	
6/05/2017	5/03/2017	000198	DOMINION OFFICE	79555		216.70	216.70	4100-012010-5401-	
6/05/2017	5/05/2017	000198	DOMINION OFFICE	79668		38.25	38.25	4100-021010-5401-	
6/05/2017	5/10/2017	000198	DOMINION OFFICE	79157		7.97	7.97	4100-013010-5401-	
6/05/2017	5/10/2017	000198	DOMINION OFFICE	79667		331.99	331.99	4100-013010-5401-	
6/05/2017	5/05/2017	000198	DOMINION OFFICE	79676		49.75	49.75	4100-021060-5401-	
6/05/2017	5/08/2017	000198	DOMINION OFFICE	79677.1		9.49	9.49	4100-032050-5401-	
6/05/2017	5/10/2017	000198	DOMINION OFFICE	79823		23.99	23.99	4100-012010-5401-	
6/05/2017	5/10/2017	000198	DOMINION OFFICE	79824		25.44	25.44	4100-035050-5401-	
6/05/2017	5/12/2017	000198	DOMINION OFFICE	79941.		158.17	158.17	4100-012010-5401-	
6/05/2017	5/12/2017	000198	DOMINION OFFICE	79943.		35.88	35.88	4100-021060-5401-	
6/05/2017	5/12/2017	000198	DOMINION OFFICE	79944.		54.35	54.35	4100-012010-5401-	
6/05/2017	5/17/2017	000198	DOMINION OFFICE	79944.		22.28	22.28	4100-034010-5401-	
6/05/2017	4/26/2017	000198	DOMINION OFFICE	79254		28.40	28.40	4100-012010-5401-	
6/05/2017	5/09/2017	000198	DOMINION OFFICE	79666		62.41	62.41	4100-022010-5401-	
6/05/2017	5/19/2017	000198	DOMINION OFFICE	79945		79.80	79.80	4100-022010-5401-	
6/05/2017	5/12/2017	000198	DOMINION OFFICE	80100		650.00	650.00	4100-012130-5401-	
6/05/2017	5/19/2017	000198	DOMINION OFFICE	79946		21.39	21.39	4100-012130-5401-	
6/05/2017	5/17/2017	000198	DOMINION OFFICE	80162		1,314.54	1,314.54	4100-012130-5401-	
6/05/2017	5/19/2017	000198	DOMINION OFFICE	80225		39.60	39.60	4100-012010-5401-	
6/05/2017	4/19/2017	000198	DOMINION OFFICE	78663		11.94	11.94	4100-012130-5401-	
6/05/2017	4/19/2017	000198	DOMINION OFFICE	78964		18.67	18.67	4100-031020-5401-	
6/05/2017	4/19/2017	000198	DOMINION OFFICE	78960		43.96	43.96	4100-031020-5401-	
6/05/2017	4/19/2017	000198	DOMINION OFFICE	79044		325.23	325.23	4100-031020-5401-	
6/05/2017	4/21/2017	000198	DOMINION OFFICE	79162		15.92	15.92	4100-031020-5401-	
6/05/2017	4/21/2017	000198	DOMINION OFFICE	79162		78.99	78.99	4100-031020-5401-	

DOE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	4/24/2017	000198 DOMINION OFFICE	79280	10	32.72	32.72	4100-031020-5401-	
6/05/2017	4/28/2017	000198 DOMINION OFFICE	79413	10	9.72	9.72	4100-031020-5401-	
6/05/2017	5/10/2017	000198 DOMINION OFFICE	79821	10	90.78	90.78	4100-031020-5401-	
6/05/2017	5/09/2017	000198 DOMINION OFFICE	79832	10	3.84	3.84	4100-031020-5401-	
6/05/2017	5/17/2017	000198 DOMINION OFFICE	80192	10	21.40	21.40	4100-031020-5401-	
6/05/2017	5/19/2017	000198 DOMINION OFFICE	80235	10	15.33	15.33	4100-031020-5401-	
6/05/2017	5/24/2017	000198 DOMINION OFFICE	80342	10	90.95	90.95	4100-031020-5401-	
6/05/2017	4/19/2017	000198 DOMINION OFFICE	79948	10	239.89	239.89	4100-073010-5401-	
6/05/2017	5/03/2017	000198 DOMINION OFFICE	79549	10	105.77	105.77	4100-073010-5401-	
6/05/2017	5/12/2017	000198 DOMINION OFFICE	79942	10	7.85	7.85	4100-073010-5401-	
6/05/2017	5/16/2017	000198 DOMINION OFFICE	80016	10	2.07	2.07	4100-073010-5401-	
6/05/2017	5/24/2017	000198 DOMINION OFFICE	80223	10	39.90	39.90	4100-073010-5401-	
6/05/2017	5/24/2017	000198 DOMINION OFFICE	80226	10	199.99	199.99	4100-073010-5401-	
6/05/2017	5/19/2017	000198 DOMINION OFFICE	80195	10	127.61	127.61	4100-022010-5415-	
6/05/2017	5/17/2017	000198 DOMINION OFFICE	80196	10	21.40	21.40	4100-021060-5401-	
6/05/2017	5/19/2017	000198 DOMINION OFFICE	80226	10	120.03	120.03	4100-032050-5401-	
6/05/2017	5/24/2017	000198 DOMINION OFFICE	80227	10	411.05	411.05	4100-012010-5401-	
6/05/2017	5/31/2017	000198 DOMINION OFFICE	80372	10	24.98	24.98	4100-021060-5401-	
6/05/2017	5/24/2017	000198 DOMINION OFFICE	80373	10	250.00	250.00	4100-012010-5401-	
6/05/2017	5/25/2017	000198 DOMINION OFFICE	80471	10	11.24	11.24	4100-034010-5401-	
6/05/2017	5/31/2017	000198 DOMINION OFFICE	80474	10	39.90	39.90	4100-021060-5401-	
6/05/2017	5/31/2017	000198 DOMINION OFFICE	80476	10	5.98	5.98	4100-021060-5401-	
6/05/2017	5/25/2017	000198 DOMINION OFFICE	80478	10	150.35	150.35	4100-012010-5401-	
6/05/2017	5/30/2017	000198 DOMINION OFFICE	80542	10	739.98	739.98	4100-012300-7002-	
6/05/2017	5/17/2017	004027 DOORWAY SERVICE	5078	10	6,978.73	6,978.73	4100-073010-5407-	
6/05/2017	4/30/2017	003938 DRAPER ADEN ASS	2017040364	10	846.75	846.75	4100-042010-3090-	
6/05/2017	4/18/2017	004192 DYE, ANITA	04182017	10	2,568.80	2,568.80	4100-073010-5413-	
6/05/2017	4/18/2017	004192 DYE, ANITA	04182017	10	10.80	10.80	4100-073010-5413-	
6/05/2017	5/22/2017	003957 EUROPTNS LANCAS	10526390	10	21.60	21.60	4100-042010-3090-	
6/05/2017	5/24/2017	003957 EUROPTNS LANCAS	10527965	10	2,280.00	2,280.00	4100-042010-3090-	
6/05/2017	4/25/2017	000224 FEDERAL EXPRESS	5-781-87954	10	2,766.00	2,766.00	4100-012010-5401-	
6/05/2017	5/31/2017	002683 FINDAWAY WORLD,	213848AS	10	175.24	175.24	4100-012010-5401-	
6/05/2017	5/04/2017	000230 FIRE PROTECTION	2543	10	999.00	999.00	4100-073010-5411-	
6/05/2017	5/16/2017	001445 FISHER AUTO PAR	397-222313	10	588.00	588.00	4100-043020-3004-	
6/05/2017	5/25/2017	002207 G & K SERVICES	6262157309	10	50.43	50.43	4100-042400-3004-	
6/05/2017	4/13/2017	000854 GALLI'S, LLC	7354557	10	9.84	9.84	4100-043020-3008-	
6/05/2017	4/13/2017	000854 GALLI'S, LLC	7376609	10	128.00	128.00	4100-031020-5409-	
6/05/2017	5/02/2017	000854 GALLI'S, LLC	7461295	10	32.70	32.70	4100-031020-5409-	
6/05/2017	5/09/2017	000854 GALLI'S, LLC	7508042	10	136.75	136.75	4100-031020-5409-	
6/05/2017	5/15/2017	000854 GALLI'S, LLC	7533950	10	15.75	15.75	4100-031020-5409-	
6/05/2017	5/16/2017	000854 GALLI'S, LLC	7545825	10	65.00	65.00	4100-031020-5409-	
6/05/2017	5/18/2017	000854 GALLI'S, LLC	7561655	10	275.00	275.00	4100-031020-5409-	
6/05/2017	3/14/2017	004114 GBOCOMM, INC	3247	10	466.20	466.20	4100-059000-5000-	
					120,655.75	120,655.75		
					120,655.75	120,655.75		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	5/01/2017	002374 GRAINGER	9431128223		83.23	83.23	4100-043020-5407-	
6/05/2017	5/22/2017	001862 GREAT AMERICA I	20682190		263.22	263.22	4100-012100-3008-	
6/05/2017	5/04/2017	004163 HAMILTON, AMY	050452017		210.00	210.00	4100-072030-3009-	
6/05/2017	12/01/2016	000315 HBS-IT	IT-2177		165.00	165.00	4100-012300-3005-	
6/05/2017	5/03/2017	000315 HBS-IT	112938	10	136.18	136.18	4100-021010-3005-	
6/05/2017	5/03/2017	000315 HBS-IT	IT-2642		55.00	55.00	4100-073010-3002-	
6/05/2017	5/03/2017	000315 HBS-IT	IT-2643	10	55.00	55.00	4100-073010-3002-	
6/05/2017	5/12/2017	000308 HONAKER TIRE SE	1000107		63.17	63.17	4100-042400-3004-	
6/05/2017	5/24/2017	000308 HONAKER TIRE SE	05242017		1,101.00	1,101.00	4100-042400-3008-	
6/05/2017	6/01/2017	002725 ID NETWORKS IDE	272022		1,164.17	1,164.17	4100-031020-3005-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1288		2,538.00	2,538.00	4100-012300-3002-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1292		180.00	180.00	4100-042400-5413-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1295		371.25	371.25	4100-012300-3002-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1300		597.50	597.50	4100-035010-5401-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1304		11.25	11.25	4100-013020-3002-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1305		97.50	97.50	4100-072010-3009-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1307		22.50	22.50	4100-072030-3009-	
6/05/2017	5/29/2017	003866 INNOVATIVE TECH	1310		48.75	48.75	4100-022010-5415-	
6/05/2017	6/01/2017	003866 INNOVATIVE TECH	1315	10	4,550.00	4,550.00	4100-073010-5414-	
6/05/2017	5/16/2017	004316 IMORQ SYSTEMS	8928		7,726.25	7,726.25	4100-012300-3005-	
6/05/2017	6/01/2017	003242 JESSEE DAVID	REIMB FOR DANTE		3,995.00	3,995.00	4100-071040-5609-	
6/05/2017	5/15/2017	004199 JONES PETROLEUM	JPS-16668		189.00	189.00	4100-042400-5408-	
6/05/2017	6/03/2017	002565 JUNIOR LIBRARY	364024	10	376.19	376.19	4100-031020-5408-	
6/05/2017	5/11/2017	004143 KAHLEBAU, SHAWN	05112017		2,155.70	2,155.70	4100-073010-5411-	
6/05/2017	5/01/2017	000353 KEGLEY SERVICE	34207		285.00	285.00	4100-072030-3009-	
6/05/2017	3/23/2017	000353 KEGLEY SERVICE	34285		50.00	50.00	4100-043020-5408-	
6/05/2017	4/10/2017	000353 KEGLEY SERVICE	32217		1.00	1.00	4100-043020-5408-	
6/05/2017	4/15/2017	000353 KEGLEY SERVICE	32244		53.90	53.90	4100-031020-5408-	
6/05/2017	5/01/2017	000353 KEGLEY SERVICE	34210		79.76	79.76	4100-031020-5408-	
6/05/2017	5/02/2017	000353 KEGLEY SERVICE	34216		280.60	280.60	4100-031020-5408-	
6/05/2017	5/03/2017	000353 KEGLEY SERVICE	34224		16.00	16.00	4100-031020-5408-	
6/05/2017	5/04/2017	000353 KEGLEY SERVICE	34227		16.00	16.00	4100-031020-5408-	
6/05/2017	3/24/2017	000353 KEGLEY SERVICE	34292		150.00	150.00	4100-031020-5408-	
6/05/2017	3/27/2017	000353 KEGLEY SERVICE	34295		464.83	464.83	4100-031020-5408-	
6/05/2017	5/10/2017	000353 KEGLEY SERVICE	35126		188.27	188.27	4100-031020-5408-	
6/05/2017	5/15/2017	000353 KEGLEY SERVICE	35125		172.56	172.56	4100-031020-5408-	
6/05/2017	5/17/2017	000353 KEGLEY SERVICE	35138		16.00	16.00	4100-031020-5408-	
6/05/2017	4/20/2017	000353 KEGLEY SERVICE	35162		16.00	16.00	4100-031020-5408-	
6/05/2017	4/24/2017	000353 KEGLEY SERVICE	35175		280.60	280.60	4100-031020-5408-	
6/05/2017	4/18/2017	003245 KENDALL ELECTRI	5105753306.002		1,801.52	1,801.52	4100-043020-5407-	
6/05/2017	4/18/2017	003245 KENDALL ELECTRI	5105753306.003		14.88	14.88	4100-043020-5407-	
6/05/2017	4/18/2017	003245 KENDALL ELECTRI	5105753306.001		7.04	7.04	4100-043020-5407-	
6/05/2017	4/18/2017	003245 KENDALL ELECTRI	5105753306.002		17.83	17.83	4100-043020-5407-	



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6/05/2017	4/18/2017 003245 KENDALL ELECTRI S105775478.001		79.15	79.15	4100-043020-5407-	
6/05/2017	4/25/2017 003245 KENDALL ELECTRI S105796654.001		289.86	289.86	4100-043020-5407-	
6/05/2017	5/02/2017 003245 KENDALL ELECTRI S105796654.003		23.73	23.73	4100-043020-5407-	
6/05/2017	5/02/2017 003245 KENDALL ELECTRI S105818390.001		11.87	11.87	4100-043020-5407-	
6/05/2017	5/16/2017 003245 KENDALL ELECTRI S10583858.001		10.43	10.43	4100-043020-5407-	
6/05/2017	5/16/2017 003245 KENDALL ELECTRI S105859566.001		17.83	17.83	4100-043020-5407-	
6/05/2017	5/22/2017 003245 KENDALL ELECTRI S105767151.002		600.00	600.00	4100-043020-5407-	
6/05/2017	5/01/2017 002142 KESTNER MAX 1088		17.83-	17.83-	4100-043020-5407-	
6/05/2017	5/15/2017 000359 KATK KATK 3510-485308		1,154.79	1,154.79	4100-094010-7056-	
6/05/2017			114.75	114.75		
6/05/2017			69.00	69.00	4100-012010-5401-	
6/05/2017			69.00	69.00		
6/05/2017	4/04/2017 000367 LEBANON BLOCK & 04202017		11.45	11.45	4100-043020-5407-	
6/05/2017	4/12/2017 000367 LEBANON BLOCK & 194843		22.01	22.01	4100-043020-5407-	
6/05/2017	4/18/2017 000367 LEBANON BLOCK & 195973		23.84	23.84	4100-043020-5407-	
6/05/2017	4/18/2017 000367 LEBANON BLOCK & 196874		17.96	17.96	4100-043020-5407-	
6/05/2017	4/18/2017 000367 LEBANON BLOCK & 196889		49.45	49.45	4100-043020-5407-	
6/05/2017	4/24/2017 000367 LEBANON BLOCK & 197527		35.32	35.32	4100-043020-5407-	
6/05/2017	5/19/2017 000367 LEBANON BLOCK & 201599		102.50	102.50	4100-042400-5413-	
6/05/2017	5/23/2017 000367 LEBANON BLOCK & 202100		34.73	34.73	4100-042400-5413-	
6/05/2017	5/23/2017 000367 LEBANON BLOCK & 202166		71.15	71.15	4100-042400-5413-	
6/05/2017	5/24/2017 000367 LEBANON BLOCK & 202385		11.65	11.65	4100-043020-5407-	
6/05/2017	5/30/2017 000367 LEBANON BLOCK & 202966		3.29	3.29	4100-043020-5407-	
6/05/2017	3/23/2017 004051 LEONARD AUTOMOT 03232017		383.35	383.35		
6/05/2017	3/23/2017 004051 LEONARD AUTOMOT 03232017		1,741.00	1,741.00	4100-099000-5000-	
6/05/2017			250.00	250.00	4100-031020-5408-	
6/05/2017	5/10/2017 003501 LIBRARICA 05102017	10	1,991.00	1,991.00		
6/05/2017	5/16/2017 004037 LIBRARY IDEAS 56706	10	3,061.20	3,061.20	4100-073010-5411-	
6/05/2017	5/16/2017 000393 LOWES 9114531		3,061.20	3,061.20		
6/05/2017	5/17/2017 000393 LOWES 912709		1,546.00	1,546.00	4100-073010-5411-	
6/05/2017	5/08/2017 003367 MAIL FINANCE N6536492		16.13	16.13	4100-043020-5407-	
6/05/2017	5/08/2017 003367 MAIL FINANCE N6536492		596.28	596.28		
6/05/2017	5/08/2017 003367 MAIL FINANCE N6536492		85.38	85.38		
6/05/2017	5/08/2017 003367 MAIL FINANCE N6536492		69.25	69.25	4100-043020-5407-	
6/05/2017	5/05/2017 003913 MCGLOTHLIN BRI 05052017		81.03	81.03	4100-011010-5504-	
6/05/2017	6/05/2017 002267 MCRHYNOLDS TERR REIMB. MEALS		67.95	67.95		
6/05/2017	5/03/2017 003481 MEADE TRACTOR 667145		83.64	83.64	4100-043020-5408-	
6/05/2017	5/03/2017 003481 MEADE TRACTOR 667166		79.20	79.20	4100-071040-5605-	
6/05/2017	5/12/2017 004145 MILLER, CYNTHIA 05122017		162.84	162.84		
6/05/2017	4/21/2017 003951 MILLIMAN, INC 503-APR/17-RCV		195.00	195.00	4100-072030-3009-	
6/05/2017	6/30/2017 003474 MONK HARRY J 06302017		4,950.00	4,950.00	4100-012010-3002-	
6/05/2017	5/12/2017 004144 MONK, BARBARA J 05122017		4,950.00	4,950.00		
6/05/2017	5/05/2017 003488 MONTGOMERY-FLOY 05052017	10	1,404.00	1,404.00	4100-013010-1008-	
6/05/2017	5/23/2017 003399 MOODY SPRINKLER 72735		440.00	440.00	4100-072030-3009-	
6/05/2017			18.62	18.62	4100-073010-5411-	
6/05/2017			715.00	715.00	4100-043020-3009-	
6/05/2017			715.00	715.00		

DATE	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	5/02/2017 003238 NASH GWYN MILDAGE..		121.50	121.50	4100-022020-5401-	
6/05/2017	3/30/2017 003123 O'REILLY AUTO P 1943-175864	10	14.98	14.98	4100-031020-5408-	
6/05/2017	4/10/2017 003123 O'REILLY AUTO P 1943-175864	10	18.46	18.46	4100-031020-5408-	
6/05/2017	4/13/2017 003123 O'REILLY AUTO P 1943-176296	10	31.98	31.98	4100-031020-5408-	
6/05/2017	4/14/2017 003123 O'REILLY AUTO P 1943-176553	10	37.13	37.13	4100-031020-5408-	
6/05/2017	4/21/2017 003123 O'REILLY AUTO P 1943-177908	10	44.59	44.59	4100-031020-5408-	
6/05/2017	4/24/2017 003123 O'REILLY AUTO P 1943-178309	10	17.98	17.98	4100-031020-5408-	
6/05/2017	2/13/2017 003041 OVERDRIVE INC 1372-123114370	10	165.12	165.12	4100-073010-5411-	
6/05/2017	8/11/2017 003041 OVERDRIVE INC 1572-000206847	10	78.00	78.00	4100-073010-5411-	
6/05/2017	8/18/2017 003041 OVERDRIVE INC 1572-000220644	10	81.00	81.00	4100-073010-5411-	
6/05/2017	5/17/2016 003041 OVERDRIVE INC 1572-000254458	10	76.97	76.97	4100-073010-5411-	
6/05/2017	8/25/2017 003041 OVERDRIVE INC 1572-000312460	10	53.97	53.97	4100-073010-5411-	
6/05/2017	6/14/2017 003041 OVERDRIVE INC 1572-000404977	10	65.00	65.00	4100-073010-5411-	
6/05/2017	2/14/2017 003041 OVERDRIVE INC 1572-0292334100	10	39.90	39.90	4100-073010-5411-	
6/05/2017	4/20/2017 003041 OVERDRIVE INC 1572-125416777-	10	504.67	504.67	4100-073010-5411-	
6/05/2017	4/20/2017 003041 OVERDRIVE INC 1572-125416777-	10	261.43-	261.43-	4100-073010-5411-	
6/05/2017	8/07/2017 003041 OVERDRIVE INC 1572-154417443-	10	29.99	29.99	4100-073010-5411-	
6/05/2017	2/13/2017 003041 OVERDRIVE INC 1572-1641544540	10	200.84	200.84	4100-073010-5411-	
6/05/2017	5/09/2017 000507 POSTMASTER 05092017		2,177.62	2,177.62	4100-013010-5201-	
6/05/2017	5/09/2017 000507 POSTMASTER 05092017		1,530.00	1,530.00	4100-013020-5201-	
6/05/2017	5/15/2017 002646 POWERS FENCE & 5579		2,660.00	2,660.00	4100-094010-7056-	
6/05/2017	4/26/2017 000456 PRISTINE SPRING 227019		705.92	705.92	4100-031020-5401-	
6/05/2017	5/23/2017 000456 PRISTINE SPRING 229018		39.65	39.65	4100-031020-5401-	
6/05/2017	5/23/2017 000456 PRISTINE SPRING 229024		33.35	33.35	4100-031020-5401-	
6/05/2017	5/17/2017 002812 RICOH AMERICAS 5048573136	10	29.40	29.40	4100-032050-7002-	
6/05/2017	5/17/2017 002812 RICOH AMERICAS 98814197	10	102.40	102.40	4100-012010-3005-	
6/05/2017	5/17/2017 002812 RICOH AMERICAS 50485711930	10	164.23	164.23	4100-012010-3005-	
6/05/2017	4/18/2017 002812 RICOH AMERICAS 504859132675	10	233.40	233.40	4100-012090-3005-	
6/05/2017	5/19/2017 002812 RICOH AMERICAS 5048607907	10	24.72	24.72	4100-073010-3002-	
6/05/2017	5/22/2017 002812 RICOH AMERICAS 5048644627	10	36.08	36.08	4100-073010-3002-	
6/05/2017	4/25/2017 003192 ROBINSON FARMER 56176		26.03	26.03	4100-022010-5415-	
6/05/2017	5/05/2017 003933 ROGERS GROUP, I 0111007980		457.38	457.38	4100-021020-3005-	
6/05/2017	6/05/2017 000578 RUSSELL COUNTY APRIL-JUNE 2017		941.84	941.84	4100-012080-3009-	
6/05/2017	5/12/2017 000663 RUSSELL COUNTY BOS 04302017	1	48,850.00	48,850.00	4100-012080-3009-	
6/05/2017	6/01/2017 000663 RUSSELL COUNTY JUNE-17	1	48,850.00	48,850.00	4100-042400-5407-	
6/05/2017	5/03/2017 000594 SAM'S CLUB/GEOR 006870		358.05	358.05	4100-035030-3001-	
6/05/2017	5/14/2017 000594 SAM'S CLUB/GEOR 007859		85,000.00	85,000.00	4100-094010-8027-	
6/05/2017	6/30/2017 004017 SCOTT, HERBERT MAR - JUNE 2017		12,323.04	12,323.04	4100-095010-9130-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		114,122.97	114,122.97	4100-012010-5413-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		7.12	7.12	4100-071040-5605-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		69.94	69.94	4100-043020-5405-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		77.06	77.06	4100-013010-1008-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		702.00	702.00	4100-031020-5203-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		82.30	82.30	4100-013020-5413-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		82.30	82.30	4100-012010-5413-	
6/05/2017	5/16/2017 003380 SHERTEL 05162017		246.90	246.90	4100-012010-5413-	

DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	4/13/2017	001809 SHIELDS ELECTRO	B2173485		312.93	312.93	4100-094010-7056-	
6/05/2017	4/19/2017	004146 SHORT KIM	REIMB		250.00	250.00	4100-081040-3007-	
6/05/2017	5/15/2017	002562 SHRED-IT USA	8122342155		72.70	72.70	4100-021060-5401-	
6/05/2017	5/15/2017	002562 SHRED-IT USA	8122342155		24.23	24.23	4100-012010-5401-	
6/05/2017	5/15/2017	002562 SHRED-IT USA	8122342155		24.23	24.23	4100-012130-5401-	
6/05/2017	5/15/2017	002562 SHRED-IT USA	8122342155		24.23	24.23	4100-012090-5401-	
6/05/2017	5/19/2017	002550 SOUTHWEST SHRED	16588		145.39	145.39	4100-042400-5414-	
6/05/2017	5/25/2017	002550 SOUTHWEST SHRED	16621		500.00	500.00	4100-042400-5414-	
6/05/2017	4/30/2017	001700 SOUTHWEST VA VE	102088		1,000.00	1,000.00	4100-035010-5404-	
6/05/2017	5/05/2017	001700 SOUTHWEST VA VE	05052017		2,348.11	2,348.11	4100-035010-5404-	
6/05/2017	3/16/2017	002498 SOUTHWEST VIRGI	03162017		1,800.00	1,800.00	4100-035010-5404-	
6/05/2017	5/25/2017	000647 STINSON HEATING	42702A		4,148.11	4,148.11	4100-033010-3009-	
6/05/2017	6/05/2017	001665 STONE CELLAR	325266		653,519.47	653,519.47	4100-043020-3004-	
6/05/2017	6/05/2017	001665 STONE CELLAR	512206		6,000.00	6,000.00	4100-043020-3004-	
6/05/2017	5/17/2017	001665 STONE CELLAR	512238		61.33	61.33	4100-011010-5413-	
6/05/2017	5/31/2017	003144 SUMMIT BUSINESS MAINT.	RENEWAL		72.44	72.44	4100-011010-5413-	
6/05/2017	5/01/2017	001817 SUPPLYWORKS	399221498		103.30	103.30	4100-011010-5413-	
6/05/2017	5/22/2017	001817 SUPPLYWORKS	401337555		237.07	237.07	4100-011010-5413-	
6/05/2017	5/04/2017	002079 SUPREME COURT O	17-C3080-VEH		8,807.00	8,807.00	4100-012300-3005-	
6/05/2017	5/03/2017	000660 SVCC	SMCC CRT 050317		8,807.00	8,807.00	4100-043020-5405-	
6/05/2017	5/05/2017	000660 SVCC	20170505		863.43	863.43	4100-043020-5405-	
6/05/2017	5/27/2017	004121 TELE-OPTICS COM	0060084-IN		952.50	952.50	4100-043020-5405-	
6/05/2017	4/05/2017	000366 THE LEBANON NEW	122826		1,815.93	1,815.93	4100-022010-5401-	
6/05/2017	4/12/2017	000366 THE LEBANON NEW	122893		168.00	168.00	4100-022010-5401-	
6/05/2017	4/12/2017	000366 THE LEBANON NEW	122929		120.00	120.00	4100-022010-5415-	
6/05/2017	4/19/2017	000366 THE LEBANON NEW	122964		90.00	90.00	4100-012010-5504-	
6/05/2017	4/26/2017	000366 THE LEBANON NEW	123053		210.00	210.00	4100-012010-5504-	
6/05/2017	5/16/2017	000366 THE LEBANON NEW	SUBSCRIP.T.	10	550.00	550.00	4100-094010-7056-	
6/05/2017	5/03/2017	000366 THE LEBANON NEW	123127		550.00	550.00	4100-094010-7056-	
6/05/2017	5/10/2017	000366 THE LEBANON NEW	123199		550.00	550.00	4100-094010-7056-	
6/05/2017	5/10/2017	000366 THE LEBANON NEW	123202		128.70	128.70	4100-011010-3007-	
6/05/2017	5/10/2017	000366 THE LEBANON NEW	123206		128.70	128.70	4100-011010-3007-	
6/05/2017	5/17/2017	000366 THE LEBANON NEW	123269		29.43	29.43	4100-011010-3007-	
6/05/2017	5/17/2017	000366 THE LEBANON NEW	123370		128.70	128.70	4100-011010-3007-	
6/05/2017	5/17/2017	000366 THE LEBANON NEW	123376		34.78	34.78	4100-011010-3007-	
6/05/2017	5/17/2017	000366 THE LEBANON NEW	123370		29.00	29.00	4100-073010-5411-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123320		34.78	34.78	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123321		48.15	48.15	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123321		96.30	96.30	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123353		48.15	48.15	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123354		96.30	96.30	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123354		77.58	77.58	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123359		77.58	77.58	4100-011010-3007-	
6/05/2017	5/24/2017	000366 THE LEBANON NEW	123361		96.30	96.30	4100-011010-3007-	

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
6/05/2017	5/31/2017	000366 THE LIBRANON NEW	123423		346.50	346.50	4100-011010-3007-	
6/05/2017	5/31/2017	000366 THE LIBRANON NEW	123424		184.80	184.80	4100-011010-3007-	
6/05/2017	5/31/2017	000366 THE LIBRANON NEW	123477		77.58	77.58	4100-011010-3007-	
6/05/2017	5/31/2017	000366 THE LIBRANON NEW	123478		77.58	77.58	4100-011010-3007-	
6/05/2017	5/31/2017	000366 THE LIBRANON NEW	123484		96.30	96.30	4100-011010-3007-	
6/05/2017	4/17/2017	000384 THE LIBRARY COR	2017070122	10	2,579.85	2,579.85	4100-073010-3002-	
6/05/2017	4/24/2017	003513 THE SHERWIN-WILL	6727-9		156.00	156.00	4100-094010-7056-	
6/05/2017	4/24/2017	003513 THE SHERWIN-WILL	6728-7		272.94	272.94	4100-094010-7056-	
6/05/2017	4/26/2017	003513 THE SHERWIN-WILL	6804-6		71.58	71.58	4100-094010-7056-	
6/05/2017	5/08/2017	003513 THE SHERWIN-WILL	7241-0		87.78	87.78	4100-094010-7056-	
6/05/2017	5/01/2017	002966 THERMCO	11713		177.61	177.61	4100-043020-5407-	
6/05/2017	5/03/2017	002966 THERMCO	11718		609.91	609.91	4100-043020-3004-	
6/05/2017	5/04/2017	002966 THERMCO	11724		813.37	813.37	4100-043020-3004-	
6/05/2017	5/08/2017	002966 THERMCO	11727		1,792.83	1,792.83	4100-043020-3004-	
6/05/2017	5/09/2017	002966 THERMCO	11730		165.50	165.50	4100-043020-3004-	
6/05/2017	5/16/2017	002966 THERMCO	11738		65.00	65.00	4100-043020-3004-	
6/05/2017	5/19/2017	002966 THERMCO	11749		1,463.28	1,463.28	4100-043020-3004-	
6/05/2017	5/23/2017	002966 THERMCO	11753		806.25	806.25	4100-043020-3004-	
6/05/2017	4/28/2017	000977 TOP LINE ADVERT	6622		65.00	65.00	4100-031020-5409-	
6/05/2017	4/28/2017	000977 TOP LINE ADVERT	6623		24.00	24.00	4100-031020-5410-	
6/05/2017	5/01/2017	000977 TOP LINE ADVERT	6625		30.00	30.00	4100-031020-5410-	
6/05/2017	5/15/2017	002025 TREASURER OF VI	278635		120.00	120.00	4100-031020-5410-	
6/05/2017	5/18/2017	002133 TREASURER OF VI	05182017		174.00	174.00	4100-031020-5410-	
6/05/2017	5/19/2017	000684 TREASURER'S ASS	05192017		254.27	254.27	4100-031020-5409-	
6/05/2017	4/19/2017	000700 TRI CITY BUSINE	47664	10	254.27	254.27	4100-035030-3001-	
6/05/2017	5/01/2017	000706 TWO WAY RADIO I	28187		60.00	60.00	4100-011010-5801-	
6/05/2017	4/17/2017	000706 TWO WAY RADIO I	311169		400.00	400.00	4100-011010-5801-	
6/05/2017	5/12/2017	003229 VERIZON WIRELES	9785618838		479.46	479.46	4100-073010-3002-	
6/05/2017	5/31/2017	002368 VIRGINIA COURT	05312017		400.00	400.00	4100-073010-3002-	
6/05/2017	5/02/2017	001708 WAL MART COMMUN	001452		27.77	27.77	4100-043020-5405-	
6/05/2017	5/02/2017	001708 WAL MART COMMUN	0014851		19.53	19.53	4100-013020-5501-	
6/05/2017	5/02/2017	001708 WAL MART COMMUN	001548		37.74	37.74	4100-011010-5413-	
6/05/2017	5/02/2017	001708 WAL MART COMMUN	001549		45.37	45.37	4100-011010-5413-	
6/05/2017	5/01/2017	001708 WAL MART COMMUN	002911		345.62	345.62	4100-042400-5413-	
6/05/2017	4/27/2017	001708 WAL MART COMMUN	009567		30.48	30.48	4100-012010-5401-	
6/05/2017	4/11/2017	000758 WALLACE FURNITU	121595	10	506.51	506.51	4100-073010-5413-	
6/05/2017	1/01/2017	003387 WIRELESS COMMUN	W202452		24.11	24.11	4100-032050-3005-	
6/05/2017	2/01/2017	003387 WIRELESS COMMUN	W202453		919.10	919.10	4100-032050-3005-	
6/05/2017	3/01/2017	003387 WIRELESS COMMUN	W202454		919.10	919.10	4100-032050-3005-	
6/05/2017	4/01/2017	003387 WIRELESS COMMUN	W202455		919.10	919.10	4100-032050-3005-	

AP060 6/01/2017

A/P CASH REQUIREMENTS PRE-LIST COMPANY #-001 FUND#4100

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<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>
6/05/2017	5/01/2017	003387 WIRELESS COMMON	W202464		4,595.50	4,595.50	4100-032050-3005-	
					919.10	919.10		
6/05/2017	4/04/2017	000219 XPRSS LUBE	04042017		20.99	20.99	4100-031020-5408-	
6/05/2017	4/12/2017	000219 XPRSS LUBE	04122017		22.99	22.99	4100-031020-5408-	
6/05/2017	4/17/2017	000219 XPRSS LUBE	04172017		37.49	37.49	4100-031020-5408-	
6/05/2017	4/26/2017	000219 XPRSS LUBE	04262017		20.99	20.99	4100-031020-5408-	
					102.46	102.46		
TOTAL FOR DUE DATE 6/05/2017					1,268,995.79	1,268,995.79		
TOTAL DUE FOR FUND- 4100					1,268,995.79	1,268,995.79		

AP060 6/01/2017

A/P CASH REQUIREMENTS PRE-LIST COMPANY # -001 FUND#4203

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<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>
6/05/2017	5/10/2017	000781	TREASURER OF VI RVSH000032		150,000.00	150,000.00	4203-041020-3002-	
					150,000.00	150,000.00	*	
			TOTAL FOR DUE DATE 6/05/2017		150,000.00	150,000.00		
			TOTAL DUE FOR FUND- 4203		150,000.00	150,000.00		

AP060 6/01/2017

A/P CASH REQUIREMENTS PRE-LIST COMPANY # -001 FUND#4839

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DUE DATE INV DATE VENDOR INVOICE

6/05/2017 5/16/2017 003438 CASTLEWOOD WASTE 05162017

CLASS

GROSS AMT.

NET AMOUNT G/L ACCOUNT

P.O.#

6/05/2017 5/19/2017 000904 OLD DOMINION PO 05192017

TOTAL FOR DUE DATE 6/05/2017

TOTAL DUE FOR FUND- 4839

NON-DIRECT DEPOSIT

DIRECT DEPOSIT

FINAL DUE

26.50	26.50	4839-083990-5103-	-
46.62	46.62	4839-083990-5101-	-
73.12	73.12		
1,419,068.91	1,419,068.91		
.00	.00		
1,419,068.91	1,419,068.91		
.00	.00		



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Meeting: 6/5/17 5:00 PM

Action Item

Presenter: Attorney

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## Attorney Reports & Requests

The County Attorney Reports & Request for June 2017:

### REPORTS

#### 1. Regional IDA By-Laws

##### STAFF RECOMMENDATION(s):

Board Discretion.

##### SUGGESTED MOTION(s):

Board Discretion.

##### ATTACHMENTS:

- None
-





**Board of Supervisors**  
137 Highland Drive  
Lebanon, VA 24266

Action Item F-1 – G-16  
Presenter: Administrator

**Meeting: 6/5/17 5:00 PM**

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## County Administrator Reports & Requests

The County Administrator Reports & Request for June 2017:

### COUNTY ADMINISTRATOR REPORTS AND REQUESTS

#### REPORTS

1. RC Faith-Based Forum on Community Development & Support.....F-1
2. Lebanon EMS Ordinance.....F-2
3. Virginia Association of Counties (VACO) Regions 12 & 13 Round Table.....F-3
4. Dante Downtown Master Plan & Park Design.....F-4
5. Route 82 Name Change to Terry Alsup.....F-5

#### REQUESTS

6. Authorization of Request For Proposal (RFP) of Pictometry Services.....G-1
7. Authorization to Negotiate Recycle Center Land Lease.....G-2
8. Authorization for RC Landfill Tree & Brush Tonnage Price.....G-3
9. Authorization of Southwest Virginia Chief Local Elected Officials Consortium Agreement with SW VA Workforce Development Board.....G-4
10. Authorization of Engagement Letter with Robinson, Farmer, Cox Associates of the 2017 County-Wide Financial Audit.....G-5
11. Authorization of People Inc. Agreement for Child Development Center in the Swords Creek Community Center.....G-6
12. Authorization of Donation to the RC High Schools FBLA National Leadership Conference in Anaheim, CA.....G-7
13. Authorization of Donation to the RC Career & Technology Center for "SkillsUSA" National Championships in Louisville, Kentucky on June 19-23, 2017.....G-8
14. Authorization for Donation to "Guitars & Good Times" hosted by the Russell County Medical Center Foundation on June 2, 2017.....G-9

15. Authorization for Donation to “Drug & Alcohol Graduation Party.....G-11

16. Authorization for Donations to Towns for the 4<sup>th</sup> of July Celebrations.....G-12

17. Authorization of prepayment of July 2017 County expenditures.....G-13

18. Authorization to open the Honaker and Castlewood Cannery for the  
2017 Season on July 18<sup>th</sup> 2017.....G-14

19. Travel Request.....G-15

20. Authorization of RC Planning Commission Plat.....G-16

**STAFFRECOMMENDATION(s):**

Board Discretion.

**SUGGESTED MOTION(s):**

Board Discretion.

**ATTACHMENTS:**

- Various

# FAITH-BASED FORUM

THURSDAY, JUNE 15, 2017

FROM 9:00 A.M. TO 11:00 A.M.

AT THE RUSSELL COUNTY CONFERENCE  
CENTER.

137 HIGHLAND DRIVE  
LEBANON, VA 24266.

**We ask for one representative from each church in Russell County to please attend.**

**Breakfast will be provided.**

**Please RSVP no later than June 12, 2017.**

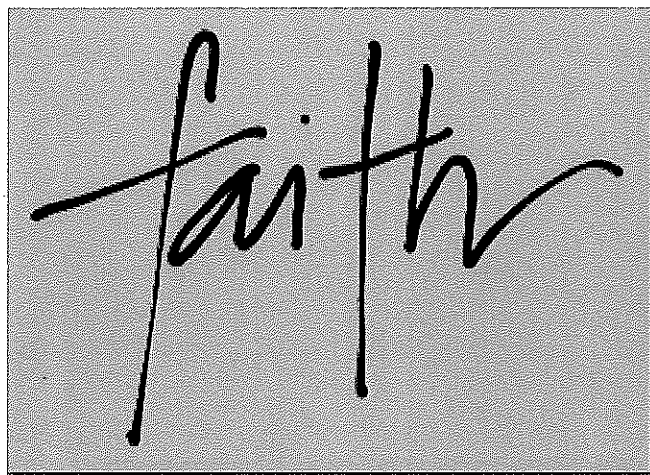
**(276) 889-8000**

**[kaylin.ervin@russellcountyva.us](mailto:kaylin.ervin@russellcountyva.us)**

**[loretta.vance@russellcountyva.us](mailto:loretta.vance@russellcountyva.us)**

**Goals for this meeting:**

- 1. Confirm status of building and schedule tour.**
- 2. Discuss possibility of "SUMMER KICKOFF" event.**
- 3. Discuss and confirm scheduled events for summer.**
- 4. ADVERTISE! Spread the word about our program!**



## Lebanon Lifesaving Crew - Information Packet

### Revenue shortfall and solution options

April 20, 2017

#### Introduction

Lebanon Lifesaving Crew, along with the other rescue squads, has served Russell County for 56 years. In that time emergency medical and rescue service has progressed exponentially. In the early days, a homemade ambulance equipped with bandages and dressings, staffed with a first aid - trained volunteer was the standard of care – anywhere in rural America.

Now Ambulances must meet strict safety standards and cost over \$200,000! They are equipped with 12-lead heart monitor-defibrillators and other high-tech equipment worth another \$50,000. As for training, EMT is the minimum standard that requires the provider to go through 150+ hours of class, learn 10 times more content than that early first-aider, and pass a National Registry board exam. Paramedic education is equivalent to that of a RN and they must complete an Associate's degree through the college.

This being the case, it is easy to see why it is becoming more and more difficult for Russell County's agencies to meet the mandated standard of care for EMS today.

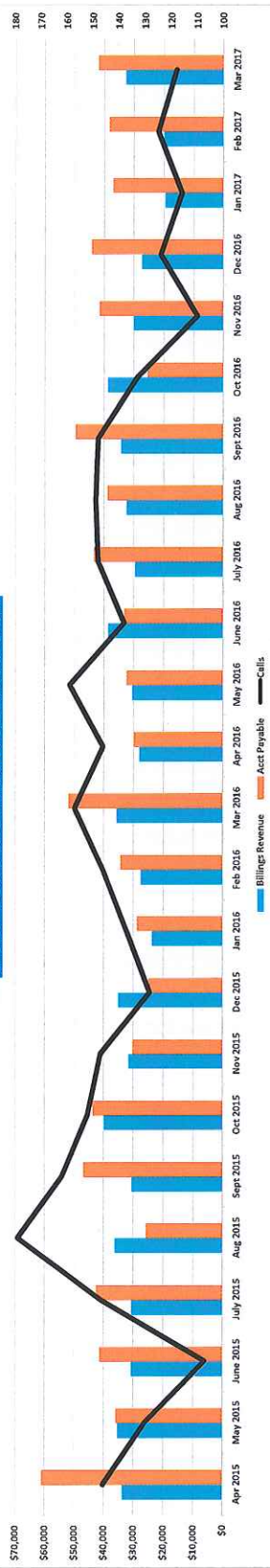
Specifically, Lebanon Lifesaving Crew has had a significant decline in calls from facilities and patients that generate revenue. Providing 911 service, in itself, loses money. Other than nursing homes and rest homes, 70% of those who use 911 have Medicaid, Obamacare, or no insurance at all. Medicaid and Obamacare pay almost nothing for an ambulance. Therefore, the only way to break even is to serve the nursing homes and rest homes.

Currently, commercial ambulance services have an arrangement with most of the Skilled Nursing Facilities and assisted living facilities to provide ambulance and other services. - So the county's EMS agencies only get called if the commercial services are tied up. This is resulting in a trend where operating expenses are exceeding revenue for Lebanon Lifesaving Crew and will most likely soon affect the other county services as well.

Please see the graph and data on the next page which illustrates the dilemma.

	Apr 2015	May 2015	June 2015	July 2015	Aug 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	
Billings Revenue	\$3,883	\$5,372	\$30,910	\$30,764	\$36,388	\$30,767	\$39,952	\$31,675	\$35,089	\$22,861	\$27,659	\$35,811	\$28,140	\$30,965	\$30,965	\$38,676	\$29,650	\$2,519	\$4,364	\$38,812	\$30,197	\$27,505	\$19,694	\$20,096	\$32,869
Acct Payable	\$61,121	\$36,032	\$41,509	\$42,603	\$25,084	\$30,393	\$43,914	\$30,393	\$25,084	\$34,474	\$57,097	\$30,028	\$146	\$159	\$32,573	\$43,337	\$43,542	\$39,057	\$49,683	\$25,480	\$41,599	\$44,288	\$36,992	\$38,362	\$42,087
Calls	146	130	107	147	179	162	152	147	128	137	146	157	146	159	138	148	149	148	148	133	110	124	116	125	118

Calls, Billings, and Account Payable over the last 2 years



## **Solution Options**

After much time analyzing and discussing this dilemma, there are three options to resolve the matter. They are:

1. An ordinance be put in place by the Board of Supervisors to partially restrict commercial ambulance service activity with respect to emergency calls. **This option is detailed in the next section and is the only one that will not require Supervisors to expend already limited funds.**
2. Increase county funding to replace the lost revenue. As you can see from the data, Lebanon LSC had a \$42,000 decline revenue from 2015 to 2016. To compensate, the Crew has cut back on supplies, opted to not purchase needed equipment, and suspended their employee incentive plan. Even with these strategic moves, the Crew's savings account had to be depleted to continue operation.

In addition, in the next five years Lebanon Lifesaving Crew will need to replace a 25 year old crash truck and a 10 year old ambulance that will have over 100,000 miles on it. These trucks will cost over \$200,000 EACH. So even with 50/50 matching grants, **they will need to generate over \$200,000 of revenue above normal operating expenses!**

**Can the county provide this amount of funding to only one of its five EMS agencies?**

3. Do nothing. If the Board of Supervisors opts to do nothing, Lebanon Lifesaving Crew will cease to exist. The Code of Virginia requires the county's governing body to ensure EMS is available 24/7. To allow a community-based Lifesaving Crew that has faithfully served the county for 56 years to go out of business would be morally wrong and it would be the most expensive option of the three.

## **Option #1 - Supporting information**

1. **Local governments are required to ensure Emergency Medical Service is provided.**  
- See Code of Virginia § 15.2-955.B
2. **Local governments have the authority to prescribe who responds and how EMS calls are responded to.**

**Virginia Emergency Medical Services Regulations (Regulations) 12VAC5-31-420 Application for EMS agency license, states in part:**

*"C. An ordinance or resolution from the governing body of each locality where the agency maintains an office, stations an EMS vehicle for response within a locality or is a Designated Emergency Response Agency as required by § 15.2-955 of the Code of Virginia confirming approval. This ordinance or resolution must specify the geographic boundaries of the agency's primary service area within the locality."*

**Code of Virginia § 32.1-111.14. Powers of governing bodies of counties, cities, and towns.**

*... the governing body of any county or city is empowered to:*

*1. Enact an ordinance making it unlawful to operate any emergency medical services vehicle or class thereof established by the Board in such county or city without having been granted a franchise, license or permit to do so;*

*3. Limit the number of emergency medical services vehicles to be operated within the county or city and by any emergency medical services agency;*

*4. Determine and prescribe areas of franchised, licensed or permitted service within the county or city;*

3. Providing 911 service, in itself, loses money. Other than nursing homes and rest homes, 70% of those who use 911 have Medicaid, Obamacare, or no insurance at all. Medicaid and Obamacare pay almost nothing for an ambulance. Therefore, the only way to break even is to serve the nursing homes and rest homes.

4. Currently, commercial ambulance services have agreements with all the Skilled Nursing Facilities and assisted living facilities to provide ambulance and other services. So the Lifesaving Crews and rescue squads only get called if their trucks are tied up.

*- Therefore, The lifesaving crews and rescue squads are then left with few paying customers and thus going in the hole financially. In short, the commercial service is eating steak off the cash cow while the county EMS agencies are left with the scraps.*

5. The Commercial service getting 75% of the paying customers is owned by people from Washington County. They pay little or no county taxes and fees here. **It is estimated that over \$100,000 could be**

Prior to the issuance of a permit under this division, an applicant must demonstrate appropriate evidence of a public liability insurance policy written by an insurance company licensed and authorized to do business in this state, providing for the payment of any final judgment of at least the sum of \$300,000.00 for injury or death to any one person, and of at least the sum of \$1,000,000.00 for injury or death of more than one person in any accident, and for the payment of any final judgment at least the sum of \$150,000.00 for damaged property that may be rendered against the applicant for injury, death or damage caused by or arising out of the operation of any vehicle owned or operated by such applicant.

**State Law reference**— Authority to establish insurance coverage, Code of Virginia, § 32.1-111.14A.6.



**State Law reference**— State permit required, Code of Virginia, § 32.1-111.6; authority to require county permit, Code of Virginia, § 32.1-111.14.

Sec. TBD-5. - Filing and contents of application.

Any agency, not otherwise exempt under this chapter, desiring a permit required by this division shall make application to the board of supervisors through the office of the county administrator.

**State Law reference**— Authority to prescribe area of service, Code of Virginia, § 32.1-111.14A.4.

**State Law reference**— Authority to establish regulations not inconsistent with state regulations, Code of Virginia, § 32.1-111.14A.8.

Sec. TBD-6. - Hearing on application.

No permit shall be issued under this division unless the applicant shall be made to appear to the board of supervisors, at a public hearing on the question of the issuance of a permit. At the hearing, the applicant must show that there is a need for the service in the area to which the application applies, and that such area is not being served efficiently by another, already-permitted agency.

**State Law reference**— Authority to determine need for service, Code of Virginia, § 32.1-111.14A.3.

Sec. TBD-7. - Issuance.

If, at the hearing provided for in section TBD-6, it appears to the board of supervisors that there is a need for the service in the area in question, the board of supervisors may issue the permit requested. The board of supervisors may alter by enlarging or decreasing the area sought to be served by the agency in order to best meet the overall needs of the county.

**State Law reference**— Authority to prescribe areas of service, Code of Virginia, § 32.1-111.14A.4.

Sec. TBD-8. - Term.

A permit issued under this division shall remain in force and effect until such time as it is suspended or revoked by the board of supervisors. In the event any agency has its permit suspended or revoked by the state health commissioner, the permit issued under this division shall automatically be suspended or revoked for a like period.

**State Law reference**— Revocation or suspension of state permit by state health commissioner, Code of Virginia, § 32.1-111.8.

Sec. TBD-9. - Suspension and revocation.

Any permit issued under this division shall be suspended or revoked by the board of supervisors after a hearing held upon 30 days' written notice to the permit holder, mailed to the last known address of such holder, for the failure to comply with any provision of Code of Virginia, § 32.1-111.1 et seq., or for the failure to comply with any provision of this chapter or any other provisions of local, state or federal law. Any permit issued under this division may be suspended or revoked for failure to provide adequate or appropriate service or response or for failure to provide efficient service meeting the needs of the county.

**State Law reference**— Revocation or suspension of state permit by state health commissioner, Code of Virginia, § 32.1-111.8.

Sec. TBD-10. - Insurance coverage.

staying in Russell County, funding our emergency services but instead is leaving here; profiting citizens of another locality!

6. We are only asking for transports to the Emergency Department. The commercial services can keep the doctor appointments, dialysis runs, discharges, and inter-facility transfers. – Still plenty of profit for them!
7. There will be a provision in the ordinance that should the county agencies be tied up and need their help, the commercial agencies could respond and assist.
8. Also, remember that the county EMS agencies provide other services that ambulance revenue help cover. i.e. crash rescue and extrication, search, elderly assistance, etc.
9. The ordinance would make it a class 1 misdemeanor for a non-county-permitted ambulance to pick up a patient anywhere in Russell County with the intended destination being a hospital emergency department. Those who would be charged with the misdemeanor would be the driver and/or the owner of the ambulance.
10. In addition, it would make transport by county EMS agencies the standard-of-care and facilities that chose to ignore the ordinance would be liable if the patient suffered a bad outcome while in the care of the non-permitted ambulance service.
11. This is not an indictment against the commercial services; they provide quality care. It is simply that we can't afford to take care of Russell County's indigent population while they get all the ones who have a payment system in place.
12. While it this dilemma has hit Lebanon first, it will eventually affect all the squads in Russell County; especially when the dedicated volunteers currently giving their lives to their agencies retire.
13. The Volunteer/non-profit squads are community-based services that have served Russell County for 56 years. They are vested here. Commercial agencies can be here today and gone tomorrow.
14. This is analogous to the situation the Board of Supervisors is currently addressing with waste management. Only by restricting commercial access can the county break even providing this service.

**In summary, this ordinance must be passed if the county's EMS agencies, who also provide other essential services, are to survive.**

**- To pass this ordinance costs the county nothing. To take over EMS and rescue service could cost hundreds of thousands of dollars!**

## Proposed Ordinance

### EMERGENCY MEDICAL VEHICLES

**State Law reference**— Emergency medical services act, Code of Virginia, § 32.1-111.1 et seq.; authority and power of county, Code of Virginia, § 32.1-111.14.

#### DIVISION 1. - GENERALLY

##### Sec. TBD-1. - Definition.

The following words, terms and phrases, when used in this article, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

*Emergency medical services vehicle* means any vehicle, vessel, aircraft, or ambulance that holds a valid emergency medical services vehicle permit issued by the state office of emergency medical services that is equipped, maintained or operated to provide emergency medical care or transportation of patients who are sick, injured, wounded, or otherwise incapacitated or helpless.

**State Law reference**— Definition of emergency medical vehicle, Code of Virginia, § 32.1-111.1.

##### Sec. TBD-2. - Violations of article.

- (a) Unless otherwise specifically provided, a violation of any provision of this article shall constitute a class 1 misdemeanor, punishable in accordance with the Virginia Code, as amended.
- (b) Any law enforcement officer may issue a warrant, citation, or summons; charging a person driving an emergency medical services vehicle in violation of this section or, if such person is not known, charging the registered owner of an emergency medical services vehicle used in violation of this section.
- (c) Any prosecution charging a violation of this section where the driver is unknown, proof that the emergency medical services vehicle described in the complaint, summons, ticket, citation or warrant, transported a person from a location within Russell County, together with proof, that the defendant at the time of transport the registered owner of the vehicle, as required in the Code of Virginia, §46.2-600 et seq., shall constitute a prima facie presumption in evidence that registered owner was the person that committed the violation.

##### Sec. TBD-3. - Exemptions from article.

- (a) The provisions of this article shall **not** apply to the volunteer or 501(c)(3) not-for-profit tax exempt fire and/or rescue squad departments recognized by the board of supervisors or to the county's police and sheriff's departments.
- (b) Any transport that results from a request from Russell County's 911 dispatch center or a county-permitted EMS agency as defined in this ordinance.

**State Law reference**— Exemptions, Code of Virginia, § 32.1-111.2.

#### DIVISION 2. – PERMIT

**State Law reference**— State permit and requirements, Code of Virginia, § 32.1-111.6 et seq.

##### Sec. TBD-4. - Required.

**No ambulance shall respond to a request for medical care and transport to a hospital emergency department when both the pickup location and destination are in Russell County; without first obtaining a permit in accordance with the provisions of this division.**

**Shortt Accounting Service**

**547 West Main St., Suite C**

**P.O. Box 1985**

**Lebanon, VA 24266**

**April 18, 2017**

**Russell Co. Board of Supervisors  
Lebanon, VA 24266**

**Re: Lebanon Lifesaving Crew**

**To the Board of Supervisors:**

**I have been performing accounting services and preparing monthly reports for the Lebanon Lifesaving Crew since 2012. It has been my observation that the directors and officers of the lifesaving crew demonstrate sound financial practices in the business operations of the crew. They are diligent in preparing the annual operating budget to maximize the use of their projected funds and review actual income and expenditures each month to make sure that they are operating within the constraints of their budget.**

**It is my opinion that the Lebanon Lifesaving Crew are efficient in their financial practices and are good stewards of the funds made available to them.**

**Sincerely,**



**Steven Shortt**



The Virginia Association of Counties invites you to join us at the 2017 VACo Regions 12 & 13 meeting on **Thursday, June 29 from 6 to 8 p.m.** at the Washington County Board Auditorium at 1 Government Center Place, Abingdon, 24210.

Expected attendance includes Board Chairs, Vice Chairs, Supervisors, Legislators, Planning District Commissioners and County Administrators and Executive Staff from Bland, Buchanan, Carroll, Dickenson, Grayson, Lee, Pulaski, Scott, Smyth, Tazewell, Washington, Wise and Wythe counties.

## VACo 2017 Regions 12 & 13 Meeting Agenda

### WELCOME

**Timothy A. Reeves** | Supervisor, Wythe County & Region 12 Director, VACo Board of Directors

**Larry R. Mosley** | Supervisor, Lee County & Region 13 Director, VACo Board of Directors

**Dean Lynch** | Executive Director, VACo

### VACo EDUCATION

TBD

### CONVERSATIONS WITH STATE LEGISLATORS (Invited)

Senator **Charles W. "Bill" Carrico** (40<sup>th</sup> Senate District)

Senator **Ben Chafin** (38<sup>th</sup> Senate District)

Senator **David R. Suetterlein** (19<sup>th</sup> Senate District)

Senator **William M. Bill Stanley** (20<sup>th</sup> Senate District)

Delegate **Jeffrey L. Campbell** (6<sup>th</sup> House District)

Delegate **Terry G. Kilgore** (1<sup>st</sup> House District)

Delegate **James W. "Will" Morefield** (3<sup>rd</sup> House District)

Delegate **Israel D. O'Quinn** (5<sup>th</sup> House District)

Delegate **Todd E. Pillion** (4<sup>th</sup> House District)

Delegate **Nick Rush** (7<sup>th</sup> House District)

Delegate **Joseph R. Yost** (12<sup>th</sup> House District)

### ROUND TABLE DISCUSSION OF LOCAL ISSUES

Bland County | Buchanan County | Carroll County | Dickenson County | Grayson County | Lee County

Pulaski County | Russell County | Scott County | Smyth County | Tazewell County

Washington County | Wise County | Wythe County

### Sponsored by



### Regional Partners



## Dante, VA: Conceptual Downtown Master Plan and Park Design

May 25, 2017; 6:00-7:30pm  
Dante Rescue Squad building  
Dante, VA 24237

### Meeting Notes: Community Input Session

#### Community Vision

*In 10-15 years, Dante is a community of...*

- “Paint a Community Picture”
  - Children are playing
  - There is outdoor entertainment
  - People are gathered outdoors
  - Trees and flowers
  - Picnic Area
  - Public restrooms
- Growth
  - Population increase
  - Diversified age range; more young people
- Entrepreneurship and new businesses
  - Deli/ Café
  - Outfitter
  - Food truck/ trailer
  - Restaurant
- Outdoor recreation
  - Fishing
  - Biking
  - Hiking
  - ATVs
  - Game room for youth and older citizens
- Community tours
  - Coal camp
  - Mining and Railroad Museum
  - History
  - Heritage
- Improved infrastructure
  - Telecommunications
  - Sidewalks
  - Town does have good roads
- Regional collaboration
  - Political support
  - Funding
  - Promotion

***Invent the Future***

- Partnership
- Strong education systems
  - Environmental education
  - Heritage: craft, music, traditional ways
- Quality housing and open space
  - Existing homes are renovated, vacant lots are cleaned up
  - Better utilized open space
- Historical significance
  - Historical renovations and conservation
- Health
  - Access to doctors and healthcare
  - Ample opportunities for fitness and wellness such as trails
  - There are regular events that support a healthy lifestyle (demonstrations, clinics, walk/run events)

### **Dante's Downtown: Designing for Success!**

Design Achievements: How success is measured for the conceptual downtown and park design

- Community collaboration; coming together; people supporting each other
- Encourages new business interest and potential
- Safe: lighting, visual access
- Vision is captured in a comprehensive graphic (final report)
- There are opportunities for social gathering
- There is a playground 😊

## **Character and Quality**

*Describe the look and feel of the revitalized downtown area and park*

- Colors: Use from Dante Community Association logo
  - Black: Representative of town's coal heritage
    - C 75%
    - M 68%
    - Y 67%
    - K 90%
    - Index: #000000
  - Rust Orange: Former school's color
    - C 0%
    - M 92%
    - Y 100%
    - K 0%
    - Index: #FF3300
- Business types:
  - Market
  - Outfitter
  - Hardware
- Lighting
  - Black antique
  - Lanterns
  - Possible precedents: Bristol, St. Paul
- Signage
  - Interpretive
  - Entrance sign off of main road
  - Wayfinding to help people get around (foot and vehicle)
- Design Elements
  - Remove two dilapidated houses next to depot
  - Visitor parking at depot
  - Renovated depot structure for new business
  - Outdoor seating
  - Playground
  - Open green space; flexible uses
    - Covered pavilion
    - Grills
    - Picnic tables
    - Corn hole
  - Public bathrooms
  - Asphalt surface
    - ½ basketball court (shooting towards railroad tracks, not the road)
      - Option for netting behind the goal
  - Stage viewing
    - Lawn: 'bring your own chair'
    - Seating walls?
  - Stage
    - Expanded by 50%
      - Current structure: 25' wide; 20' deep



- The orientation works well as is
- Add small, permanent dance platform in front (rectangle) for Appalachian clogging/ flatfoot dancing (~625 ft.<sup>2</sup>)
  - Larger platform sections to expand dance area on a temporary basis to be stored underneath the stage for large performances
- Creek access behind stage
- Bridge and pedestrian crosswalk to Steam building
- Mining and Railroad Museum
  - Structured parking
  - Picnic tables
- General
  - Fencing: All along railroad from depot to stage; don't obstruct Santa Train
  - Solar-energy generation: Explore opportunities to incorporate on renovated Depot, stage, or new picnic pavilion
  - Incorporate perimeter walking trail throughout the downtown area, from depot to steam building, while connecting to potential trails surrounding the community
  - Pedestrian circulation from one end to the other that doesn't involve walking in the road

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**From:** Buchanan, Jeff (VDOT) <[Jeff.Buchanan@vdot.virginia.gov](mailto:Jeff.Buchanan@vdot.virginia.gov)>

**Sent:** Wednesday, May 17, 2017 9:23 AM

**To:** Todd Pillion

**Subject:** RE: Russell County Road--Terry Alsup

Good Morning –

John Watson has forwarded the biographical information for Mr. Alsup you received. I had spoken with Mr. Smith in Florida as well as Mr Alsup's sister last week. I had expected to receive the information directly, but as long as I have the information we can move forward.

I have been in contact with one of the Board of Supervisors in Russell County as they will need to pass a resolution in support of the naming. With the biographical information we can finalize the resolution, hopefully in time for their next board meeting. Residency staff here in Lebanon will then forward some additional information and the BOS resolution on to Central office for processing. Since this is a primary route, the naming will require Commonwealth Transportation Board approval.

So, in short, the process is moving – it will take probably a couple of months considering Board schedules, for approval and some additional time for sign fabrication and installation. We will keep you posted as the process moves forward. If you have questions or need additional information, please contact me.

Regards-

*Jeff Buchanan, P.E.*

*Lebanon Assistant Resident Engineer  
Virginia Department of Transportation  
1067 Fincastle Road, Lebanon, VA 24266  
(276) 889 – 7601 (office)*

[jeff.buchanan@vdot.virginia.gov](mailto:jeff.buchanan@vdot.virginia.gov)

**Southwest Virginia  
Chief Local Elected Officials  
Consortium Agreement**

**Southwest Virginia  
Workforce Development Area**

**June 2017**

# Consortium Agreement

## Southwest Virginia Workforce Development Area

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*The purpose of this Agreement is to formalize the creation of the **Southwest Virginia Workforce Development Area and the Southwest Virginia Chief Elected Officials Consortium** in accordance Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014, Section 106. It is made and entered into by and between **Buchanan County, Dickenson County, Lee County, Russell County, Scott County, Tazewell County, Wise County, and the City of Norton.***

**WHEREAS**, the respective Boards of Supervisors of the Counties of Buchanan, Dickenson, Lee, Russell, Scott, Tazewell and Wise, and the City of Norton have agreed to authorize the execution of this Consortium Agreement;

**NOW THEREFORE THIS AGREEMENT FURTHER WITNESSETH:** That for and in consideration of the promises and of the mutual benefits to be derived hereunder, that each and all of the jurisdictions enumerated immediately above, do hereby reciprocally agree as follows:

### **SECTION 1: CREATION OF THE CONSORTIUM**

**THERE IS HEREBY CREATED**, BY THE UNDERSIGNED Chief Local Elected Official of the Counties and City, the **Southwest Virginia Chief Local Elected Officials Consortium** (Consortium), which shall exist under and be subject to the terms and conditions of this **Consortium Agreement** (Agreement), and which constitutes the agreement by the listed participating political subdivisions of the Commonwealth of Virginia. The purpose of the **Consortium** shall be to plan, establish, and operate a Local Workforce Development Area (LWDA) and Workforce Development Services Delivery System according to the provisions of the Workforce Innovation and Opportunity Act of 2014, and the Federal Regulations issued by the U.S. Department of Labor for the implementation of the Act together with any and all other subsequent and relevant federal and Commonwealth of Virginia statutes, policies and interpretations.

### **SECTION 2: AREA TO BE SERVED**

The Local Workforce Development Area to be served shall be known as the **Southwest Virginia Workforce Development Area**, and shall include the jurisdictions of Buchanan County, Dickenson County, Lee County, Russell County, Scott County, Tazewell County, Wise County, and the City of Norton.

## **SECTION 3: STRUCTURE, DUTIES AND RESPONSIBILITIES OF CONSORTIUM**

### **3.01: MEMBERSHIP**

The voting members of the Consortium shall be the Chief Local Elected Official of each jurisdiction that is a party to this agreement, or that official's duly appointed designee. The Chair of the Southwest Virginia Workforce Development Board (SWVAWDB), formerly the Southwest Virginia Workforce Investment Board, or the Chair's duly appointed designee, shall serve as a voting member of the Consortium.

### **3.02: TERMS OF OFFICE**

The term of office for a Consortium member or designee shall coincide with the member's term as chief local elected official for the member jurisdiction.

### **3.03: OFFICERS**

The Consortium shall elect from its membership a Chair, a Vice-Chair and such other officers as may be provided in the Consortium by-laws to serve for a term as may be prescribed in the By-Laws.

### **3.04: VOTING RIGHTS**

Each member jurisdiction shall have one (1) vote on all matters considered by the Consortium.

### **3.05: MEETINGS**

The Consortium shall hold meetings as prescribed in the By-Laws. A quorum is required for the Consortium to conduct business. A quorum shall consist of 50% of the CONSORTIUM duly representing member jurisdictions. Actions of the Consortium shall be approved by a simple majority of the members present at the meeting.

### **3.06: DUTIES AND RESPONSIBILITIES**

A. The Consortium shall collectively perform the following functions established for the Chief Local Elected Official, as specified in Public Law 113-128:

- (1) Shall, at its annual organization meeting, designate a member jurisdiction to serve as local grant recipient for the WIOA funds,

and further may designate another entity to serve as fiscal agent for the Consortium;

- (2) Receive member nominations and make appointments of members to the SWVAWDB in accordance with State criteria. Each member jurisdiction of the Consortium shall recommend nominees and coordinate with other member jurisdictions to ensure appropriate geographic representation. Diversity should be considered when appointing members to the SWVAWDB to ensure racial, ethnic, and cultural diversity, as well as the diversity of individuals with disabilities from labor markets within the LWDA;
- (3) Set policy for the local workforce development system in partnership with the SWVAWDB;
- (4) Collaborate with the SWVAWDB to provide oversight of local Youth, Adult and Dislocated Worker programs and regional workforce development initiatives;
- (5) Approve the budget developed by the SWVAWDB;
- (6) Perform other duties as may be prescribed from time to time for Chief Local Elected Officials (CLEO) under the Act or as prescribed by the Commonwealth of Virginia; and,
- (7) Establish such by-laws and such other rules as it deems necessary to govern its operations.

B. In partnership with the SWVAWDB, the Consortium shall develop, approve and submit all workforce development plans for the Southwest Virginia Workforce Development Area.

#### **SECTION 4: ESTABLISHMENT OF THE SOUTHWEST VIRGINIA WORKFORCE DEVELOPMENT BOARD**

The Consortium hereby affirms the **Southwest Virginia Workforce Development Board (formerly the Southwest Virginia Workforce Investment Board under the Workforce Investment Act of 1998)**, incorporated under the laws of the Commonwealth of Virginia as a private, non-profit corporation. Specifications of Board composition and duties shall be set forth in a Memorandum of Understanding between the CONSORTIUM and the SWVAWDB.

#### **SECTION 5: LIABILITY**

##### **5.01: LIABILITY**

In accordance with the Workforce Innovation and Opportunity Act, the Consortium shall be liable for any misuse of funds received under this agreement. Designation of a member jurisdiction or other entity as local grant recipient or fiscal agent does not relieve the member jurisdictions of the

Consortium from liability for any misuse of WIOA grant funds. Each consortium member jurisdiction shall be liable only for its share of any loss equal to its respective share of WIOA funding.

#### **5.02: INSURANCE REQUIREMENT**

The Board shall procure and maintain *Directors and Officers Liability Insurance* sufficient to safeguard the Consortium, member jurisdictions, SWVAWDB officers and members, and SWVAWDB employees from errors, omissions, and misuse of funds received and held by the Consortium, its grant recipient, fiscal agent, and the SWVAWDB.

#### **SECTION 6: TERMINATION**

This Agreement shall be terminated upon the repeal of the Workforce Innovation and Opportunity Act or successor legislation pertaining to Workforce Development or upon mutual consent of at least two thirds (2/3) of the members of the Consortium.

#### **SECTION 7: ADDITION TO/WITHDRAWAL FROM CONSORTIUM MEMBERSHIP**

##### **7.01: NEW MEMBERS**

A political subdivision or municipal corporation of the Commonwealth of Virginia may petition the Consortium for membership provided that such local jurisdiction is part of the LWDA, as designated by the Governor in accordance with the provisions of the Workforce Innovation and Opportunity Act.

##### **7.02: WITHDRAWAL**

Any party to this Agreement shall have the right to withdraw from the Consortium after providing at least ninety (90) days written notification to the Consortium.

#### **SECTION 8: AMENDMENT**

This Agreement may be amended with the approval by resolution of the governing body of two-thirds (2/3) of the members of the Consortium.

#### **SECTION 9: SEVERABILITY**

If any of the provisions of this Agreement shall be found void or unenforceable for whatever reason by any court of law or equity, it is expressly intended that such provision(s) be severable and the remainder of the Agreement shall remain in force and effect.

**SECTION 10: EFFECTIVE DATE**

This amended Agreement shall become effective July 1, 2017.

\*\*\*

This agreement is approved by resolution by the following member jurisdictions of the Commonwealth of Virginia:

Buchanan County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Dickenson County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Lee County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Russell County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Scott County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Tazewell County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

Wise County Board of Supervisors

By \_\_\_\_\_

Title \_\_\_\_\_

City of Norton, Virginia

By \_\_\_\_\_

Title \_\_\_\_\_



# ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

May 17, 2017

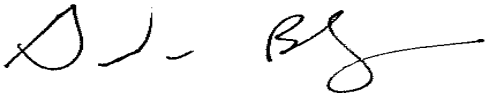
Russell County, Virginia  
Attn: Mr. Lonzo Lester, County Administrator  
P.O. Box 1208  
Lebanon, VA 24266

Dear Mr. Lester:

Herewith, please find an engagement letter for the County's fiscal year 2017 audit. If it is agreed upon that the letter accurately sets forth the terms of the engagement, please have the letter signed by you and by the Chair of the Board and return it to me. A copy of this letter should be provided to the remaining Members of the Board of Supervisors to serve as our communication to those charged with governance at the beginning of the engagement.

Thank you for your attention to this matter and we look forward to working with you on the fiscal year 2017 audit.

Very truly yours,



Gordon B. Jones  
Certified Public Accountant  
Member

BLACKSBURG OFFICE

108 SOUTH PARK  
BLACKSBURG, VIRGINIA 24060  
TELEPHONE: (540)552-RFCA (7322)  
FAX: (540)552-0338

GORDON B. JONES, CPA, MEMBER

GJONES@RFCA.COM  
INTERNET: [www.rfca.com](http://www.rfca.com)



# ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

May 17, 2017

County of Russell, Virginia  
Attention: Mr. Lonzo Lester, County Administrator  
and Members of the Board  
P.O. Box 1208  
Lebanon, VA 24266

Dear Mr. Lester and Members of the Board of Supervisors:

We are pleased to confirm our understanding of the services we are to provide the County of Russell, Virginia for the year ended June 30, 2017. We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component units School Board and Castlewood Water and Sewage Authority, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the County of Russell, Virginia as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the County of Russell, Virginia's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the County of Russell, Virginia's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis, if presented
- 2) Schedule of OPEB Funding Progress
- 3) Schedule of Employer's Proportionate Share of Net Pension Liability
- 4) Schedule of Components of and Changes in Net Pension Liability and Related Ratios - Component Unit School Board (nonprofessional)
- 5) Schedule of Employer Contributions

The budgetary comparison information, presented as RSI, will be subjected to the auditing procedures applied in the audit of the basic financial statements and we will provide an in relation to opinion on it in relation to the financial statements, as a whole.

We have also been engaged to report on supplementary information other than RSI that accompanies the County of Russell, Virginia's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

BLACKSBURG OFFICE  
108 SOUTHPARK DRIVE  
BLACKSBURG, VIRGINIA 24060

GORDON B. JONES, MEMBER, CPA  
TELEPHONE: (540) 552-7322  
FAX: (540) 552-0338

E-MAIL: [GJONES@RFCA.COM](mailto:GJONES@RFCA.COM)  
INTERNET: [WWW.RFCA.COM](http://WWW.RFCA.COM)



- 1) Schedule of Expenditures of Federal Awards.
- 2) Other Supplementary Information

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory Sections
- 2) Other Statistical Information

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the *Specifications for Audits of Counties, Cities and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the Board of Supervisors of the County of Russell, Virginia. We will make reference to Owens, CPA and Associates, PC and Thrower, Blanton, and Associates, PC audits of the Russell County Public Service Authority and the Industrial Development Authority of Russell County, respectively, in our report of the financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. The component units Russell County Public Service Authority and the Industrial Development Authority of Russell County will not be audited by Robinson, Farmer, Cox Associates. As such, amounts included in the County of Russell, Virginia financial statements will be based on the financial statements of the Russell County Public Service Authority and the Industrial Development Authority of Russell County. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the County of Russell, Virginia's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the County of Russell, Virginia's major programs. The purpose of these procedures will be to express an opinion on the County of Russell, Virginia's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

## Other Services

We will also assist in preparing the financial statements and the schedule of expenditures of federal awards, and the related notes, and the data collection form of the County of Russell, Virginia in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements and the schedule of expenditures of federal awards, and the related notes, and the data collection form services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## Management Responsibilities

Management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review at the time of final fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the

reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Robinson, Farmer, Cox Associates, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Auditor of Public Accounts of the Commonwealth of Virginia or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Robinson, Farmer, Cox Associates, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Auditor of Public Accounts of the Commonwealth of Virginia. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.


We expect to begin our audit on approximately June 5, 2017 and to issue our reports no later than November 30, 2017. Gordon B. Jones, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be in accordance with our contract (\$50,000). That fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the County of Russell, Virginia and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

**ROBINSON, FARMER, COX ASSOCIATES**



Gordon B. Jones  
Certified Public Accountant  
Member

RESPONSE:

This letter correctly sets forth the understanding of the County of Russell, Virginia.

Management signature: \_\_\_\_\_

Title: County Administrator

Governance signature: \_\_\_\_\_

Title: Chair, Board of Supervisors



May 18, 2017

Russell County Board of Supervisors  
Lonzo Lester, Jr., MBA, VCO  
County Administrator  
P O Box 1208  
Lebanon, VA 242266

Dear Mr. Lester,

Enclosed is the People Incorporated of Virginia Head Start agreement for program year July 1, 2017 through June 30, 2018. Please return one signed original to me for our records. I have enclosed a self-addressed, stamped envelope for your convenience.

Thank you for your continued cooperation in serving the children and families of our region.

If you have any questions concerning this agreement, please feel free to contact our Director, Donna Buckland, at 276-619-2209 or you may contact me at 276-619-2225.

Sincerely,

Donna Edwards  
Operations/Contract Specialist  
Child and Family Development Program

Enclosures (2)

**People Incorporated of Virginia**

**Headquarters** 1173 West Main Street, Abingdon, VA 24210 *Phone* 276.623.9000 or 276.466.6527 *Fax* 276.628.2931 *Email* info@peopleinc.net  
**Bristol Office** 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 *Phone* 276.466.5587 *Fax* 276.466.0728 *Email* bristol@peopleinc.net  
**Clintwood Office** P.O. Box 1439, Clintwood, VA 24228 *Phone* 276.926.5600 *Fax* 276.926.8244 *Email* dickenson@peopleinc.net  
**Grundy Office** 20694 Riverside Drive, Grundy, VA 24614 *Phone* 276.935.4747 *Fax* 276.935.4368 *Email* buchanan@peopleinc.net  
**Lebanon Office** 122 Price Street, Lebanon, VA 24266 *Phone* 276.889.0999 *Fax* 276.889.0117 *Email* russell@peopleinc.net  
**Manassas Office** 9324 West St., Manassas, VA 20110 *Phone* 571.445.3020 *Fax* 571.445.3030 *Email* pwc@peopleinc.net  
**Woodstock Office** 150 South Main Street, Woodstock, VA 22664 *Phone* 540.459.9096 *Fax* 540.459.8732 *Email* woodstock@peopleinc.net





**LEASE AGREEMENT**

This is an Agreement between People Incorporated of Virginia and Russell County, Virginia for the purpose of maintaining a Child Development Center in the Swords Creek Community Center located in the Swords Creek Community of Russell County. The Child Development Center will serve a minimum of 17 pre-school children residing in Russell County, Virginia.

The terms, conditions, stipulations and agreements are as follows:

1. People Incorporated will operate a Child Development Center in the Swords Creek Community Center from July 1, 2017 to June 30, 2018 further funding permitting. This Agreement shall be subject to annual review and negotiation.
2. Russell County Virginia shall provide the space for operation of the preschool classroom. People Incorporated of Virginia shall pay Russell County \$1.00 a year for the use of approximately 2,800 square feet of space; use of the land surrounding the center for staff and volunteer parking, and for an outside play area.
3. People Incorporated of Virginia agrees to provide lawn maintenance for the area surrounding the main building at the Swords Creek Community Center; the cost of telephone and utilities for the preschool classroom; materials to maintain the parking area in front of the Swords Creek Community Center.
4. People Incorporated of Virginia will maintain accident and liability insurance for participating children and parent volunteers and Worker's Compensation for employees of People Incorporated of Virginia.
5. People Incorporated of Virginia shall make no unlawful or offensive use of said premises and shall comply with all Federal, State and Local laws, regulations, Executive Orders, or requirements.
6. People Incorporated of Virginia shall work cooperatively with other groups using the Swords Creek Community Center, for the benefit of all residents of the Swords Creek Community.

People Incorporated of Virginia and Russell County have caused this agreement to be signed and sealed.

**People Incorporated of Virginia**

  
\_\_\_\_\_  
Angie Groseclose  
Vice President and Chief Operating Officer

5-17-17  
\_\_\_\_\_  
Date

**Russell County Virginia**

\_\_\_\_\_  
Lonzo Lester Jr. MBA, VCO  
County Administrator

\_\_\_\_\_  
Date



## Provisions Included in All 2017-2018 Contracts (A-110 Appendix A)

People Incorporated includes all of the following provisions, as applicable, in all contracts charged to Federal awards (including small purchases) with vendors and subgrants to grantees:

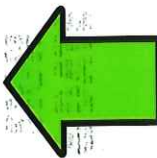
1. ***Equal Employment Opportunity:*** All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E. O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations as 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. ***Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 276c):*** All contracts and subgrants in excess of \$2,000 for construction or repair awarded by People Incorporated and its subrecipients shall contain a provision for compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations 29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. People Incorporated will report all suspected or reported violations to the Federal awarding agency.
3. ***Davis-Beacon Act, as amended (40 U.S.C. 276a to a-7):*** If included in the agency's grant program legislation, all construction contracts of more than \$2,000 awarded by People Incorporated and its subrecipients shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and supplemented by Department of Labor regulations (29 CFR Assisted Construction"). Under this Act, contractors are required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made once a week. People Incorporated will place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. People Incorporated shall also obtain reports from contractors on a weekly basis in order to monitor compliance with the Davis-Bacon Act. People Incorporated shall report all suspected or reported violations to the awarding agency.
4. ***Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333):*** (Where applicable) All contracts awarded by People Incorporated in excess of \$2,000 for construction contracts and in excess of \$2,500 for other contract that involve the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Works Hours and Safety Standard Act (40 U.S.C. 327-333), as supplemented by the Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor is required to compute wages of very mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 – ½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. **Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq), as amended:** Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
6. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352):** For all contracts or subgrants of \$100,000 or more, People Incorporated shall obtain from the contractor or subgrantee a certification that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Likewise, since each tier provides such certifications to the tier above it, People Incorporated shall provide such certifications in all situations in which it acts as a subrecipient of a subgrant of \$100,000 or more.
7. **Debarment and Suspension (E.O.s 12549 and 12689):** For all contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005), People Incorporated shall obtain from the contractor a certification that neither the contractor nor any of its principal employees are listed on the General Services Administration's List of parties Excluded from Federal Procurement or Non-Procurement Programs.
8. **Remedies:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005) shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies in instances in which a contractor violates or breaches the contract terms.
9. **Termination:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005) shall contain suitable provisions for termination by People Incorporated, including the manner by which termination shall be effected and the basis for settlement. In addition, such contracts shall describe the conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated due to circumstances beyond the control of the contractor.

I hereby assure compliance with the above regulations as appropriate to the attached contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**LEASE AGREEMENT**

This is an Agreement between People Incorporated of Virginia and Russell County, Virginia for the purpose of maintaining a Child Development Center in the Swords Creek Community Center located in the Swords Creek Community of Russell County. The Child Development Center will serve a minimum of 17 pre-school children residing in Russell County, Virginia.

The terms, conditions, stipulations and agreements are as follows:

1. People Incorporated will operate a Child Development Center in the Swords Creek Community Center from July 1, 2017 to June 30, 2018 further funding permitting. This Agreement shall be subject to annual review and negotiation.
2. Russell County Virginia shall provide the space for operation of the preschool classroom. People Incorporated of Virginia shall pay Russell County \$1.00 a year for the use of approximately 2,800 square feet of space; use of the land surrounding the center for staff and volunteer parking, and for an outside play area.
3. People Incorporated of Virginia agrees to provide lawn maintenance for the area surrounding the main building at the Swords Creek Community Center; the cost of telephone and utilities for the preschool classroom; materials to maintain the parking area in front of the Swords Creek Community Center.
4. People Incorporated of Virginia will maintain accident and liability insurance for participating children and parent volunteers and Worker's Compensation for employees of People Incorporated of Virginia.
5. People Incorporated of Virginia shall make no unlawful or offensive use of said premises and shall comply with all Federal, State and Local laws, regulations, Executive Orders, or requirements.
6. People Incorporated of Virginia shall work cooperatively with other groups using the Swords Creek Community Center, for the benefit of all residents of the Swords Creek Community.

People Incorporated of Virginia and Russell County have caused this agreement to be signed and sealed.

**People Incorporated of Virginia**

  
 \_\_\_\_\_  
 Angie Groseclose  
 Vice President and Chief Operating Officer

5-17-17  
 \_\_\_\_\_  
 Date

**Russell County Virginia**

\_\_\_\_\_  
 Lonzo Lester Jr. MBA, VCO  
 County Administrator

\_\_\_\_\_  
 Date

## Provisions Included in All 2017-2018 Contracts (A-110 Appendix A)

People Incorporated includes all of the following provisions, as applicable, in all contracts charged to Federal awards (including small purchases) with vendors and subgrants to grantees:

1. ***Equal Employment Opportunity:*** All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E. O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations as 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. ***Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 276c):*** All contracts and subgrants in excess of \$2,000 for construction or repair awarded by People Incorporated and its subrecipients shall contain a provision for compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations 29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. People Incorporated will report all suspected or reported violations to the Federal awarding agency.
3. ***Davis-Beacon Act, as amended (40 U.S.C. 276a to a-7):*** If included in the agency's grant program legislation, all construction contracts of more than \$2,000 awarded by People Incorporated and its subrecipients shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and supplemented by Department of Labor regulations (29 CFR Assisted Construction"). Under this Act, contractors are required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made once a week. People Incorporated will place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. People Incorporated shall also obtain reports from contractors on a weekly basis in order to monitor compliance with the Davis-Bacon Act. People Incorporated shall report all suspected or reported violations to the awarding agency.
4. ***Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333):*** (Where applicable) All contracts awarded by People Incorporated in excess of \$2,000 for construction contracts and in excess of \$2,500 for other contract that involve the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Works Hours and Safety Standard Act (40 U.S.C. 327-333), as supplemented by the Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor is required to compute wages of very mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 – ½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. **Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq), as amended:** Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
6. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352):** For all contracts or subgrants of \$100,000 or more, People Incorporated shall obtain from the contractor or subgrantee a certification that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Likewise, since each tier provides such certifications to the tier above it, People Incorporated shall provide such certifications in all situations in which it acts as a subrecipient of a subgrant of \$100,000 or more.
7. **Debarment and Suspension (E.O.s 12549 and 12689):** For all contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005), People Incorporated shall obtain from the contractor a certification that neither the contractor nor any of its principal employees are listed on the General Services Administration's List of parties Excluded from Federal Procurement or Non-Procurement Programs.
8. **Remedies:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005) shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies in instances in which a contractor violates or breaches the contract terms.
9. **Termination:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (\$100,000 in 2005) shall contain suitable provisions for termination by People Incorporated, including the manner by which termination shall be effected and the basis for settlement. In addition, such contracts shall describe the conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated due to circumstances beyond the control of the contractor.

I hereby assure compliance with the above regulations as appropriate to the attached contract.

---

Signature

---

Date

**Russell County Career & Technology Center**

PO Box 849, 304 Career Tech Drive

Lebanon, VA 24266

(276)889-6550 Fax: (276)889-4470

Jennifer Fields, Principal  
Phillip Henley, Assistant Principal

Ty Compton, Secretary  
Gail Ramey, Secretary

May 3, 2017

Dear Board of Supervisors,

I am writing on behalf of our SkillsUSA organization. The SkillsUSA organization is a National, State and local club for Career and Technical students which encourages students to grow through education and experience in order to become strong citizens and highly employable in the workforce. I am proud to say that our students brought home the gold from state competition and now nine students qualify to compete at the National level in Louisville, Kentucky. That's the good news. The bad news is we need money and we need it fast. We estimate the cost for each student to be \$2000.00. We are asking businesses in our area to help support these fine students as they represent our state and Russell County. I know our county is a better place because of the students we educate and prepare for employment.

Your support is greatly appreciated. No donation is too small. We will also entertain any fundraising ideas you may have to help our students raise money in order to achieve their goals. If you have any questions, please contact me at the number above.

Thank you in advance for any support you may provide.

Sincerely,

Jennifer Fields



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# GUITARS & GOOD TIMES

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FRIDAY  
**JUNE**  
**02** 6:30 PM  
2017

LEBANON, VA

---

Hosted by the Russell County  
Medical Center Foundation





Russell County Medical Center Foundation is excited to invite you to be a sponsor of **Guitars and Good Times**, our eighth annual fundraising event for our community and our hospital. It will be held Friday, June 2, at 6:30 p.m. at the Leonard Company Operations Center, 335 Westover Drive, in Lebanon, Virginia. The evening will be filled with good food and drinks, music, casino games and prizes, and a live auction by Adam Wilson Auctioneers.

This year, we have partnered with the Russell County Public Schools (RCPS) to fund health and wellness programs for our youth. RCPS plans to replace their existing playground structures at several county schools with state-of-the-art, inclusive play environments that address the needs of the whole child and of every child. Through community partnerships, these facilities will be accessible to every child in the county.

National recommendations call for children and adolescents to be active for 60 minutes a day, and the public health community is united in its support for promoting physical activity through schools. In addition, the American Academy of Pediatrics believes that recess is a crucial and necessary component of the child's development and allows students to imagine, think, move and socialize.

Thanks to your previous sponsorships, the Russell County Medical Center Foundation has provided medical device boxes for local EMS crews, a digital mammogram machine and funding for a screening program for our local community, upgrades to our hospital emergency department for our geriatric and adolescent patients, funding for our school system to be educated on current adolescent mental health illnesses and treatments, and state-of-the art infusion chairs for the RCMC Regional Cancer Center.

We realize economic times are difficult, but we hope you'll partner with us again and help sponsor this worthwhile cause.

Thank you for your time and consideration. We look forward to working with you this year and for many years ahead.

Sincerely,

Sophie Chafin Vance, RCMC Foundation Board Chair

Stephen Givens, AVP/administrator, Russell County Medical Center

### **2017 Russell County Medical Center Foundation Board**

Brad Cook	Ashley Hartless	Dr. Norman Rexrode
Stacey Ely	Mary Catherine Hawkins	Sophie Chafin Vance
Bill Farthing	Susan Hilton	Kelsey Wise, FNP
Stephen Givens	David Leonard, II	

# Sponsorship Opportunities

# 2017

## **\$5,000 / Event Sponsor**

- 16 event tickets
- 16 drink tickets
- Event sponsor: company name included in press releases, advertisements and social media
- Logo in program and on event signs

## **\$2,500 / Gibson Les Paul**

- 12 event tickets
- 12 drink tickets
- Sponsor: company name included in press releases, advertisements and social media
- Logo in program and on event signs

## **\$1,000 / Fender Stratocaster**

- Eight event tickets
- Eight drink tickets
- Company name in program and on event signs

## **\$500 / Yamaha**

- Four event tickets
- Four drink tickets
- Company name in program and on event signs

# GUITARS & GOOD TIMES

The Leonard Companies  
Operations Center  
335 Westover Drive  
Lebanon, Va.

**June 2, 2017 | 6:30 p.m.**

Funds raised for Russell  
County Medical Center

Sponsorship Amount: \$ \_\_\_\_\_

Payment Type:  Check enclosed  Mail invoice  Credit card

Make checks payable to: Mountain States Foundation

Credit card # \_\_\_\_\_ Exp date \_\_\_\_\_

Circle one: Visa Disc MC AMEX CSV# \_\_\_\_\_

Company name \_\_\_\_\_

Contact name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Mail checks to: Russell County Medical Center Foundation, Attn: Susan Hilton,  
58 Carroll St., Lebanon, VA 24266

For more information, contact Sophie Chafin Vance, Russell County Medical Center  
Foundation Chair at 276-356-2325 or schafin@firstbank.com.

# Russell County Medical Center Foundation Donations

- EMS Medical Boxes
- Clearview Security Cameras
- Patient Room White Boards
- Patient Room Clocks
- EPIPENS for Russell County Schools
- \$1000 donation to Anna's House, a non-profit for children's programming
- Helping Hands Fund
  - Assisting approx. 350 RCMC patients with needs such as medication, transportation, and medical equipment
- Patient Wheelchairs
- \$25,000 in the Digital Mammogram Machine Fund
- \$10,000 Mammography Screening Fund
  - Funding for 100 uninsured women to receive screening mammograms
  - Working with local free clinics to reach our target population
- Geriatric Emergency Department
  - Equipment upgrades
    - IV Warmers
    - Heating/Cooling Unit for Blankets
    - Magnifying and Amplifying Devices
    - Communication Boards
- Sponsorship of an Adolescent Mental Health Symposium for Russell County Schools

- \$1000 donation to Russell County Schools mini-grant program for Science and Health education
- \$1000 matching grant for Telemedicine Program at RCMC
- 3 new Infusion Chairs for RCMC Regional Cancer Center
- \$1000 donation to RCMC Regional Cancer Center Circle of Hope program to assist cancer patients
- \$500 donation to Russell County Health Coalition's Healthy Bucks program
- \$1000 Donation to Russell County Search and Rescue Team
- \$400 donation to Eagle Scout project for IV pole Lilly pads for children at RCMC, JMH and Niswongers Children's Hospital
- \$1700 for 3 charging stations at RCMC
- Over \$5000 donated to Niswonger Children's Hospital

### 2017 Projects:

- New photography/artwork on 2<sup>nd</sup> floor, including updating entry
- Prescription Drug Take Back Boxes in Lebanon, Honaker, and St. Paul
- Health and Wellness programs for Russell County youth including:
  - New playground at Lebanon Elementary School that will be open to all of the community and will be first handicap accessible playground in the county



# Russell County Board of Supervisors

276-889-8000

## Travel Request Approval Form

Date Submitted	5-23-17				
Employee Name(s)	Bridgett McGlothlin				
Department	Building Department				
Phone	276-889-8012				
Email (optional)					
Destination	Charlottesville, VA				
Purpose of Travel	Virginia Code Education Conference				
<b>Anticipated Expenses</b>					
Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees	Virginia Code Education Conference	—	3	\$ 225.00	\$ 225.00
Lodging	Doubletree Charlottesville, VA	—	3	\$ 384.00	\$ 384.00
Meals and Tips	Meals	—	3	\$ 207.00	\$ 207.00
Mileage					
Other					
		Grand Total		\$ 816.00	\$ 816.00
Employee Signature	Bridgett McGlothlin			Date Signed	5/24/17
Co Admin Signature				Date Approved	

## MONTHLY BANK BALANCES

**April 30, 2017**

Regular Account	876,434.99
Honaker Library Donations	4.93
IDA Debt Reduction	1.00
Employee Insurance	339,404.12
Employee Claims Account	1,000.00
Knox Coal Insurance Fund	414.84
Russell Co. Housing Fund	4,424.36
School Textbook	39,099.23
Sheriff Domestic Violence	2,396.08
Sheriff Seized Assets	26,084.14
Sheriff Restitution	9,285.25
Sheriff Forfeited Assets	10,597.41
Comm Attorney Forfeited Assets	31,152.29
Federal Comm Attorney Forfeited Assets	1,030.06
Sheriff Federal Forfeited Assets	63,347.61
Comm Attorney Fed Justice Forfeited Assets	103,116.12
Commonwealth Attorney Abandoned Property	500.00
Sheriff Federal Justice Forfeited Assets	8,344.49
SSI Recipients	3,299.29
First Sentinel Bank	14,511.55
Bank of Honaker	40,366.96
New Peoples Bank	321,668.71
Certificates of Deposit General	49,575.00
Treasurer's Money Market	3,482,139.78
Certificate of Deposit Library Donations	24,788.80
Certificates of Deposit Knox Creek Ins.	240,027.19
Certificate of Deposit Employee Insurance	1,056,187.57
<b>Total Cash In Bank</b>	<b>6,749,201.77</b>
<b>Cash In Office</b>	<b>1,900.04</b>
<b>Petty Cash</b>	<b>100.00</b>
<b>TOTAL CASH</b>	<b>6,751,201.81</b>

ACCOUNT	DATE	April 30, 2017
	DEBIT	CREDIT
Cash in Office	1,900.04	
Cash in Bank	6,749,201.77	
Petty Cash	100.00	
General Fund		3,800,512.14
Sheriff In State Trip		23,376.06
Sheriff Dare Fund		100.00
Sheriff Seized Assets		26,084.14
Sheriff Restitution		9,285.25
Sheriff Forfeited Assets		10,597.41
Comm Attorney Forfeited Assets		31,152.29
Federal Comm Atty Forfeit Assets		1,030.06
Honaker Library Donations		24,788.80
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		63,347.61
Sheriff Domestic Violence		2,396.08
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		103,116.12
Sheriff Fed Justice Forfeited		8,344.49
Social Services		(265,054.75)
Swva Asap		4,460.07
Coal Road Improvement		73,537.30
CSA		(443,167.64)
School Fund		1,264,213.09
School Food		(145,758.04)
School Textbook		39,099.23
Regional Adult Education		279,468.84
Litter Fund Trash Pickup		(10,907.16)
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		3,299.29
Damage Stamp Fund		2,823.98
IDA Debt Reduction		1.00
Valley Heights		38,179.65
Dante Sewer		49,575.00
Employee Health Insurance		1,395,591.69
Knox Coal Insurance		240,442.03
Employee Insurance Claims		1,000.00
Law Library		42,986.41
Special Welfare		74,780.03
Housing Fund #2		7,700.00
Russell Co Health & Fitness		30,466.24
Cannery		(37,886.48)
WIB		(14,037.48)
<b>Total</b>	<b>6,751,201.81</b>	<b>6,751,201.81</b>

**April 13, 2017**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on April 13, 2017, at 5:00 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

**MEMBERS**

**PRESENT:** Becki Joyce, Chairman  
Richard Lockridge, Member  
Ernie McFaddin, Member  
Carlton Elliott, Member  
David Mullins, Member  
Jarred Glass, Member

**ABSENT:** Scott Gilmer, Member  
Mike Hincer, Member  
Roger Sword, Vice Chairman

**STAFF:** Ben Chafin, Attorney

**GUESTS:** Karen Sorber, Micronic  
Rodney Jackson, Micronic  
Brianna Stallard, Micronic  
Bob Harrison, St. Paul IDA

The Chairman called the meeting to order at 5:07P.M.

Secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by David Mullins, second by Jarred Glass and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of March 9, 2017 meeting.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hincer, S. Gilmer

Nay: None



### **FINANCIAL REPORT**

Financial report was presented by Carlton Elliott

Upon motion made by Ernie McFaddin, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the Financial Report of April 13, 2017 as presented with the addition of HVAC maintenance invoice to Starnes Inc. for \$66.00.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

### **PUBLIC COMMENT**

Karen Surber, Micronic Technologies, presented her company's vision to produce purified water without the use of chemicals, membranes, or filters. The process is in the prototype development and she is seeking funding partners and investors to continue the project to a full working design phase.

Tafweez Chauhan, ARS International, presented his company's plan for hybrid renewable energies. The chairman directed David Mullins to gather further information about this project from DMME.

### **CLOSED SESSION**

Upon motion made by Ernie McFaddin, second by Richard Lockridge and duly approved by the Industrial Development Authority of Russell County, Virginia to go into Closed Session as permitted by, VA Code #2.2-3711 (3) Property (5) Prospective unannounced industry (7) Legal Counsel.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

### **RECONVENE TO PUBLIC SESSION**

Upon motion made by Carlton Elliott, second by Ernie McFaddin, 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, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

### **CERTIFICATION AFTER RECONVENING IN PUBLIC SESSION**

The Industrial Development Authority of Russell County, Virginia hereby certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provision of the Virginia Freedom of Information Act cited in that motion.

The Roll Vote Was:

Becki Joyce	Yes	Ernie McFaddin	Yes
Carlton Elliott	Yes	Davis Mullins	Yes
Scott Gilmer	Absent	Roger Sword	Absent
Mike Hinchler	Absent	Richard Lockridge	Yes
Jarred Glass	Yes		

### **MOTION FROM CLOSED SESSION**

Upon motion made by Richard Lockridge, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia resending the land grant to Ms. Potts for the Day Care Center.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

Upon motion made by Ernie McFaddin, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, for the Chairperson and Secretary of the Industrial Development Authority of Russell County, Virginia, to execute and deliver all documents necessary for the purchase, lease and loan regarding a transaction known as Project Belt, including but not limited to, Sales Contract, Loan Agreement, Promissory Note, Credit Line Deed of Trust, Request for Loan Disbursements, Loan Agreement Special Terms and Conditions, Account Borrowing Agreement, Subordination, Non-Disturbance and Attornment Agreement, Industrial Facilities Agreement, Agreement of Lease,

Settlement Statements, all documents required for anticipated Grants in connection with said project, and each and every other document required for closing the transaction known as Project Belt.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

Upon motion made by Ernie McFaddin, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia to issue a RFP for up fit or demolition of a potential industrial site.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

#### **COMMITTEE REPORT**

Jarred Glass reported the third and final bid for web site maintenance from Civic Plus would be 8 to 12 thousand dollars.

Upon motion made by Jarred Glass, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia to award Lab 20 the web maintenance contract.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

#### **ATTORNEY'S REPORT**

Mr. Chafin reported he is working with the State Police to close out the land grant agreement. He should have documents for the chairman to sign within a few days.

### **OLD BUSINESS**

Upon motion made by Ernie McFaddin, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing Carlton Elliott to be a signatory on the IDA bank accounts

The Vote was:

Aye: E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Abstain: C. Elliott

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

### **NEW BUSINESS**

The chairman is planning the IDA business luncheon or dinner for June.

David Mullins reported he has been in contact with a business desiring a 5000 square foot building for a machine shop.

David Mullins reported there is some interest in guide services for the Clinch River and ATV trails.

### **ADJOURNMENT**

Upon motion made by Carlton Elliott, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia to set the next regular monthly meeting for May 3, 2017, 5:00 PM at the Bonanza Family Restaurant.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

Upon motion made by Ernie McFaddin, second by Richard Lockridge, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 9:20 PM.

The Vote was:

Aye: C. Elliott, E. McFaddin, R. Lockridge, D. Mullins, J. Glass

Absent: R. Sword, M. Hinchler, S. Gilmer

Nay: None

**RUSSELL COUNTY P.S.A.**  
 Monthly Meeting - The Board of Director  
 May 15, 2017  
**AGENDA**

1. Call to Order
2. Welcome
3. Visitors: Rita Baker & Danny Stanley with T&L
4. Pledge of Allegiance
5. Minutes of April, 2017
6. Financial Report -- Harvey Hart

General Acct (Register: 1010)	Apr. 2017	Check #	19297	19661	\$ 61,139.19
Environmental Waste Acct. (Register 1060)	Apr. 2017	Check #	120	121	\$ 127,185.58
Long Term Operating Debt Acct	Apr. 2017	Check #		1103	\$ 747.94

7. Profit & Loss Review
8. Water Loss Review
9. Past due Water Customers Review

**PROGRESS REPORT ON WATER PROJECTS:**

1. Rt. 656 East Extension - project started Sept, 2016 -- progression along

**New Business:**

- A. Review Budget -- Tabled until May, 2017 Meeting
- B.

**Old Business:**

**Meeting Adjourned** -- Next board meeting June 19, 2017 - 6:00 pm - 137 Highlands Dr. Lebanon, VA.  
 (Government Center)

**RUSSELL COUNTY PUBLIC SERVICE AUTHORITY**  
 Monthly Meeting of the Board of Directors

April 17, 2017

**MEMBERS PRESENT**

**MEMBERS ABSENT**

Carter McGlothlin  
 Clifford Hess  
 Donnie Christian  
 Larry McGlothlin  
 Steve Newberry  
 James Kiser  
 Harvey Hart  
 Visitor's: Rita Baker and Danny Stanley with T&L

Meeting called to order by Carter McGlothlin at 5:56 p.m.  
 Prayer: Harvey Hard  
 Pledge of Allegiance: James Kiser  
 Minutes – March 2017 reviewed by Board – Motion approved by Clifford Hess, second by James Kiser, Passed Yes-4 – No-0  
 Adjournment – Motion made by Donnie Christian, second by Clifford Hess at 6:30 pm

**Financial Report:**

Financial Report given by Harvey Hart.  
 Motion to approve by Clifford Hess, second by Steve Newberry – Motion passed Yes-6 - No-0

Amendments to Agenda:

Operations Acct.	Mar. 2017	Check #	19211	19296
Environmental Waste Acct.	Mar. 2017	Check#	120	121
Long Term Debt Acct	Mar. 2017	Check #		1103

**REVIEWED:**

CHECKS: – Given by Harvey Hart – Reviewed by Board  
 PROFIT AND LOSS: – Given by Harvey Hart – Reviewed by Board  
 WATER LOSS: – Given by Harvey Hart – Reviewed by Board  
 PAST DUE ACCT: – Given by Harvey - Reviewed by Board

**PROJECT UPDATE:**

Route 656 East Extension – Project started and progressing along  
 I-Pearl Radio Read Meters – Installing meters  
 Fincastle Project to start after 656 is completed

NEW PROJECTS:

Waiting on funding:

Fincastle

Route 603

Tank to Arrowhead Subdivision

Russell County Trash Sites

NEW BUSINESS:

1. Budget -- Tabled until May 2017 meeting.
2. Fincastle Project -- Public hearing on Fincastle Estates water line ext. project.
3. Board agreed to sale trucks for the amount of bids received.

OLD BUSINESS:

Next Board meeting May 15, 2017 6:00 p m -- 137 Highlands Dr Lebanon, VA

---

Carter McGlothlin  
Chairman RCPSA

# Russell County Public Service Authority - Operating

## PROFIT AND LOSS

April 2017

	TOTAL
<b>INCOME</b>	
4000.11 Water Revenue - Pump 1	46,544.88
4000.12 Water Revenue - Pump 2	20,847.09
4000.13 Water Revenue - Pump 3	3,671.76
4000.14 Water Revenue - Pump 4	3,190.64
4000.15 Water Revenue - Pump 5	12,748.67
4000.16 Water Revenue - Pump 6	3,811.45
4000.3 Hookup Fees Revenue	1,697.51
4000.5 Trash Revenue	1,425.57
4000.7 Miscellaneous Revenue	2,432.58
4001.2 Credit Card Fee/Hook-Up	3.00
4001.3 Credit Card Fee/Trash	6.00
4001.4 Credit Card Fee/Supplies	3.00
4100.0 Interest Income	455.61
4500.0 Government Income (Reimbursemen	17,858.09
45100 Job Income	0.00
<b>Total Income</b>	<b>\$114,695.85</b>
<b>GROSS PROFIT</b>	<b>\$114,695.85</b>
<b>EXPENSES</b>	
2430.0 401K CONTRIBUTIONS	1,709.37
6000.0 Salaries & Wages	1,080.57
6030.0 UNIFORMS	235.80
6040.0 LIFE INSURANCE	217.37
6050.0 Employee Health Insurance	3,188.47
6055.0 HEALTH INSURANCE CREDIT	26.03
6060.0 Dental Insurance	83.50
6070.0 RETIREMENT PLAN	977.42
6080.0 SHORT TERM DISABILITY	141.11
6110.0 TELEPHONE-SWORDS CREEK	605.03
6120.0 TELEPHONE-CELL	360.28
6130.1 TELEPHONE-PUMP 1	818.46
6130.2 TELEPHONE-PUMP 2	186.80
6130.5 TELEPHONE-PUMP 5	146.34
6135.1 TELEPHONE-TANK 1	132.31
6135.2 TELEPHONE-TANK 2	146.34
6135.5 TELEPHONE-TANK 5	146.34
6140.0 ELECTRIC	218.80
6150.1 ELECTRIC-PUMP 1	1,298.63
6150.2 ELECTRIC-PUMP #2	360.62
6150.5 ELECTRIC PUMP 5	402.90
6150.6 ELECTRIC-PUM 6	62.60
6160.1 ELECTRIC - TANK 1	513.55
6160.2 ELECTRIC-TANK 2	11.37
6160.5 ELECTRIC TANK 5	365.52



	TOTAL
6171.1 UTILITIES WATER HONAKER SHOP	62.53
6190.0 MONITORING	122.82
6200.0 SUPPLIES	1,368.46
6206.0 REPAIRS & MAINTENANCE SW OFFICE	936.28
6210.0 REPAIR & MAINTENANCE SYSTEM	1,756.94
6210.1 REPAIR & MAINTENANCE PUMP 1	1,761.73
6210.2 REPAIR & MAINTENANCE PUMP 2	890.00
6210.5 REPAIRS & MAINTENANCE PUMP 5	20.00
6220.0 REPAIRS & MAINTENANCE EQUIPMENT	145.99
6240.0 GAS, OIL, GREASE	2,164.97
6260.0 OFFICE SUPPLIES	613.87
6270.0 POSTAGE & DELIVERY	812.88
6340.0 Small Tools & Equipment	715.58
6420.0 Service Charges	113.62
6450.0 JANITORIAL	236.19
66000 Payroll Expenses	20,793.01
Taxes	1,571.54
Wages	20,571.22
<b>Total 66000 Payroll Expenses</b>	<b>42,935.77</b>
7000.1 WATER PURCHASES #1	9,243.09
7000.2 WATER PURCHASE #2	6,446.40
7000.5 WATER PURCHASES HANSONVILLE	5,297.77
7100.0 SEWER FEES	683.96
DIRECTOR FEES	1,000.00
Reimbursements	83.20
<b>Total Expenses</b>	<b>\$90,847.58</b>
<b>NET OPERATING INCOME</b>	<b>\$23,848.27</b>
OTHER INCOME	
1255.0 Due From Construction Fund	22,440.72
<b>Total Other Income</b>	<b>\$22,440.72</b>
OTHER EXPENSES	
2510.0 N/P SWORDS CREEK	3,609.00
2650.0 N/P Clarks Valley Project	13,706.09
2660.0 N/P LYNN SPRING PROJECT	543.00
2984.0 N/P ALLY NEW TRUCK	589.45
<b>Total Other Expenses</b>	<b>\$18,447.54</b>
<b>NET OTHER INCOME</b>	<b>\$3,993.18</b>
<b>NET INCOME</b>	<b>\$27,841.45</b>

APRIL 10, 2017

A regular monthly meeting of the Castlewood Water & Sewage Authority Board of Directors was held at the Castlewood Water Authority Building in St Paul, Virginia on Monday, April 10, 2017.

PRESENT:

Darrell Johnson, Chairman  
Gary Dotson, Secretary / Treasurer  
James Kiser, Member  
Darrell Puckett, Member  
Bradley Patton, Member  
Roy Markham  
Crossroads  
Stephen Mullins, Counsel  
Mike Owens  
Christina Rose

ABSENT:

CALLED TO ORDER:

Called to order by Darrell Johnson, Chairman @ 6:00 P.M.  
Gary Dotson led the prayer, Darrell Johnson followed with the Pledge of Allegiance.

APPROVAL OF BOARD MEETING AGENDA

Motion

Motion by Darrell Puckett, member, and second by, James Kiser, member and duly approved by all Board of Directors to approve the agenda.

AYE: Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett.

NAY: None

PUBLIC COMMENTS

Gene Couch requested that the authority inform him if his rental property accounts are not paid or if there are large leaks at these residences.

CROSS ROADS

1. Service Meters/Master Meters/SCADA - Approximately 200 service meters remaining to be installed, mainly the areas along Mew Road.
2. Dante to St. Paul Sewer - VMRC JPA permit application has been completed and received. Railroad permit agreements have been received from CSX. Plans for the force main line and gravity sewer have been submitted to DEQ for review.
3. Castlewood Sewer (Westview) - We submitted our narrative opinion on permits, received comments and resubmitted to RD. Stephen submitted his narrative opinion on rights-of-way and preliminary title opinion for the pump station property to RD. RD wants all easements prior to advertising. Hope to advertise for construction once RD authorizes it, expected any day.
4. Castlewood Sewer (Phase IB) - We plan to target the areas in Couch's Bottom, Greystone and Memorial Drive in the next couple months for interest.
5. Lake Bonaventure to South Clinchfield Line Replacement - Josh excavated the ends of the casing pipe at the road crossing near the intersection to verify what was previously installed and plans have been completed and submitted to VDH for review. We received the categorical exclusion on the environmental report and approval of the force account request. At that point we can solicit bids for materials.

6. Heralds Valley Water Line - Materials have been delivered and construction scheduled to start when the trencher is repaired. Received VDOT and erosion and sediment control comments and are addressing them to obtain their permits.

7. Water Plant Improvements and Memorial Drive to Trout Farm Road Line Replacement - Received force account approval from VDH. Finalizing bid documents to submit to VDH for approval.

8. Carbo Water Treatment Plant PER - PER revisions resubmitted to RD, they issued another round of comments last week which we are working to address.

**ROY MARKHAM**

Roy Markham informed the board that the fire hydrant repair is on schedule and the VRWA conference in Roanoke Virginia on April 24-24, 2017. He needs to know who is attending the meeting.

**VICE-CHAIRMAN APPOINTMENT**

**Motion**

Motion made by Darrell Puckett, member, and second by Bradley Patton, member and duly approved by all Board of Directors to appoint James Kiser as vice-chairman of CWSA authority.

**AYE:** Darrell Johnson, Gary Dotson, Bradley Patton, Darrell Puckett.

**NAY:** None

**ABSTAIN:** James Kiser

**LITTLE B ROCK WHEEL REPAIR**

**Motion**

Motion made by James Kiser, member, and second by Gary Dotson, member and duly approved by all Board of Directors to authorize Little B to repair the rock wheel in the amount of \$2700.00.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett,

**NAY:** None

**SOUTHERN SOFTWARE RENEWAL SUPPORT FEE**

**Motion**

Motion made by James Kiser, member, and second by Gary Dotson, member and duly approved by all Board of Directors to approve the Southern Software renewal support fee in the amount of \$3533.00 for the period of 5-1-17 to 4-30-18.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett,

**NAY:** None

**FUNK DRILLING MOTOR PURCHASE**

**Motion**

Motion made by Gary Dotson, member, and second by James Kiser, member and duly approved by all Board of Directors to approve the purchase of a 65GS50 motor and M50432 motor in the amount of \$1788.00 from Funk Drilling.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett,

**NAY:** None

**APPROVAL OF BOARD MINUTES**

**Motion**

Motion made by James Kiser, member, and second by Darrell Puckett, member, and duly approved by all Board of Directors to approve the minutes of the March 2017 board meeting.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett,

**NAY:** None

**APPROVAL OF ACCOUNTS PAYABLE**

**Motion**

Motion made by James Kiser, member, and second by Bradley Patton, member, and duly approved by all Board of Directors to approve accounts payable for March 2017.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett.

**NAY:** None

**APPROVAL OF ACCOUNTS RECEIVABLE**

**Motion**

Motion made by Gary Dotson, member, and second by James Kiser, member, and duly approved by all Board of Directors to approve accounts receivable for March 2017.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett.

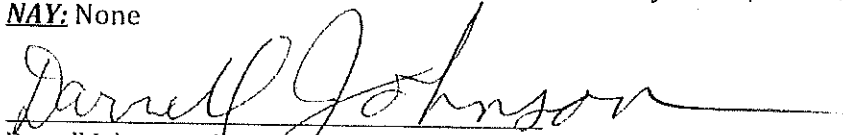
**NAY:** None

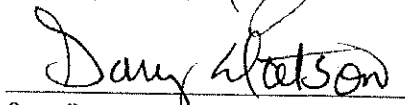
**ADJOURN**

The meeting was adjourned at 8:27 p.m. Motion made by James Kiser, member and second by Gary Dotson, member to adjourn and duly approved by all board members.

**AYE:** Darrell Johnson, Gary Dotson, James Kiser, Bradley Patton, Darrell Puckett.

**NAY:** None

  
\_\_\_\_\_  
Darrell Johnson, Chairman

  
\_\_\_\_\_  
Gray Dotson, Secretary/Treasurer

## MINUTES

Russell County Tourism Committee  
Regular Monthly Meeting  
April 18, 2017 @ 11:00 AM  
Vincent's Vineyard

Members Present: Alice Meade, Jim Lyttle, Betsy Gilmer, Ann Monk, Jennifer Chumbley, Jackie Hubbard  
Susan Hilton

Guests:

Ex-Officio: Kim Short

Meeting called to order by Alice Meade

**\*No quorum present**

Kim spoke about the results of the scenic river study, which included Nash's Ford to Carbo, Carbo to St. Paul and a section beginning in Tazewell. Kim spoke about the scoring system for scenic river status which is 215, and due to trash from Artrip to Carbo, it may or may not pass. Each group scored the river with one group scoring this section at 220 and the other group scoring the section at 210. The section from Carterton to St. Paul will pass and the section beginning in Tazewell will not pass. Kim spoke about Russell County Board of Supervisors searching for options to clean the river, including River Sweepers.

Committee discussed upcoming events such as Beartown Hike on June 13th, Guitars & Goodtimes on June 2<sup>nd</sup>, Charity Horse Show on May 6<sup>th</sup>, Rotary Derby Day on May 6th and the LOVEwork unveiling at 2pm on May 20<sup>th</sup>.

Kim Short advised the committee that Bill Bowling has agreed to set up and operate an Instagram page for Experience Russell.

Committee discussed Russell County Tourism Committee By-Laws in detail, and noted proposed changes to each Article and/or section.

A special meeting will be called on Wednesday April 26, 2017 at 3:00pm to further discuss and vote on by-laws when a quorum can be present.

Meeting Adjourned.

Next regular meeting date is May 16, 2017 at Vincent's Vineyard beginning at 11:00 am.

## **MINUTES**

Russell County Tourism Committee  
Special Meeting  
April 26, 2017 @ 3:00 PM  
Vincent's Vineyard

Members Present: Alice Meade, Jim Lyttle, Betsy Gilmer, Ann Monk, Jennifer Chumbley, Jackie Hubbard  
Susan Hilton, Donna Meade  
Guests: Angie Carpenter  
Ex-Officio: Kim Short

Meeting called to order by Alice Meade

Committee discussed final draft of Russell County Tourism Committee By-laws, to include but not limited to attendance with ability to use conference calling, changing the organizational meeting to November with elected officers to begin term in January, adding Agrotourism to industries for obtaining members, and Treasurer duties. Committee discussed the process for Board of Supervisor's appointment of members and concluded that each member serves a term of four years upon which the member will notify Chairperson two months before the end of their term for re-appointment. Committee called BoS office and obtained an official list of members with term expiration dates and agreed the secretary could add this listing to monthly minutes for member convenience. Kim Short will prepare and send the by-laws to the Russell County Board of Supervisors for approval at their next meeting.

Jennifer Chumbley made a motion to approve the By-laws as amended, seconded by Ann Monk, motion passed.

Meeting Adjourned.

Next regular meeting date is May 16, 2017 at Vincent's Vineyard beginning at 11:00 am.

# Russell County Tourism Committee

## Member Listing

<b>BOARD MEMBERS:</b>	<b>TERM EXPIRES:</b>	<b>Renewal Month</b>
Becki Joyce	June 30, 2018	April 2018
Pauline Salyers	June 30, 2018	April 2018
Yvonne Rutherford	April 30, 2019	February 2019
Alice Meade	June 30, 2019	April 2019
Ann Monk	June 30, 2019	April 2019
Patsy Phillips	June 30, 2019	April 2019
Donna Meade	June 30, 2019	April 2019
Susan Hilton	June 30, 2019	April 2019
James Lyttle	June 30, 2019	April 2019
Jeff Hess	August 30, 2019	June 2019
Betsy Gilmer	August 30, 2019	June 2019
<b>Town Representatives</b>		
Jackie Hubbard (Lebanon)	February 1, 2020	December 2019
Jennifer Chumbley (Cleveland)	March 7, 2020	January 2020
Cathy Ray (Honaker)	March 7, 2020	January 2020
Kathy Stewart (St. Paul)	March 7, 2020	January 2020
<b>Ex-Officio</b>		
Lou Wallace	December 31, 2019	October 2019
Kim Short	June 30, 2018	April 2018

# **RUSSELL COUNTY PLANNING COMMISSION**

TELEPHONE: (276) 889-8000

## **AGENDA**

**June 19, 2017**

- I. Call to Order – Chairman Meadows
  - II. Invocation
  - III. Pledge of Allegiance
  - IV. Approval of Agenda
  - V. Minutes of May 15, 2017
  - VI. New Business
  - VII. Review of Plats
  - VIII. Other Business
  - IX. Adjourn
-



# Russell County Planning Commission

**May 15, 2017**

The Russell County Planning Commission met on Monday, May 15, 2017, in the lobby of the Board of Supervisors' Meeting Room at the Russell County Government Center, 133 Highland Dr. Lebanon VA.

Members Present

Members Absent

Others Present

Jack Compton

Don Cross

Harry Ferguson

Charlie Edmonds

John Mason

Kevin Tiller Esq.

Chmn. Kirby Meadows

Mark A. Mitchell

Andy Smith

Vice Ch. Greg Stoots

Roger Sword

Wayne Young

Chairman Meadows called the meeting to order at 6:30 p. m.

Invocation and Pledge of Allegiance given.

Agenda approved. Motion by Charlie Edmonds, seconded by Andy Smith.

April meeting minutes approved. Motion by Jack Compton, seconded by Charlie Edmonds.

## **New Business**

Sanford Matney Estate re-subdivide, Health Department approved septic. Motion by Mark Mitchell, seconded by Roger Sword to recommend to the Board of Supervisors approval for the re-subdivision of the Samuel Ratliff Subdivision. Motion passed.

Motion by Roger Sword, seconded by Greg Stoots to approve plat of Leonard Family Partnership LP with notation that tracts are for drainage purposes not for subdivision.

ABC Clinch Mountain 1.81 to Sophia Vance, family exemption.

IDA Grant for iGo for Finney area.

New cell proposed for Hansonville area.

Glad to have Roger back and healthy.

## **Review of Plats**

Reviewed of 04/18/2017 – 05/15/2017 transactions.

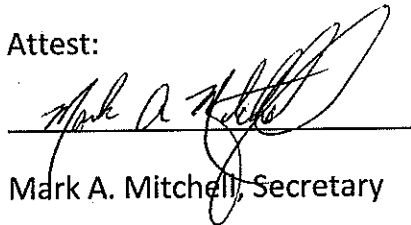
## **Other Business**

Meeting adjourned at 7:02 p.m. Motion by Mark Mitchell, seconded by Greg Stoots.

---

Kirby Meadows, Chairman

Attest:



---

Mark A. Mitchell, Secretary

**April 18, 2017 to May 15, 2017**

1. Jackie and Tammy Taylor 1.04 with house Route 657 family exempt.
2. Darren and Tammy Morrison 20 acres and 66.06 acres Route 19 road frontage.
3. Charles and Barbara Rowe to Joseph Smith off Route 602 Castlewood Ridgeway Drive 1.008 family.
4. Charles and Barbara Rowe to Joshua Baker off Route 602 Ridgeway Drive Castlewood 1.012 family.
5. Dickie and Donna Plaster to James and Carolyn Saunders .65 added to .50 for new total of 1.15 acres Sulphur Springs adjoining land.
6. Steve Bailey .527 public water Route 19 road frontage Belfast.

# RUSSELL COUNTY CONFERENCE CENTER

May 1, 2017

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

Date	Event	Event Type	Space
05/03/17 – 05/04/17	National Drug Court Missy Carter	Individual Event	Full Free -\$270
05/05/17	Estella Linkous Baby Shower	Individual Event	Full \$125
05/06/17	Samantha Skeens Wedding Shower	Individual Event	Full \$100
05/07/17	Rayann Huff Birthday Party	Individual Event	Full \$135
05/09/17	Code Red Jess Powers	Individual Event	Full Free -\$135
05/12/17	Roberta Herndon Wedding Reception	Individual Event	Full \$240
05/13/17	Mother's Day Celebration Chamber of Commerce – Angie Carpenter	Community Event	Full \$135
05/15/17	Marlene Ratliff Birthday Party	Individual Event	Full \$135
05/16/17	VA Gas and Oil Board Hearing	Individual Event	Full \$210

05/16/17	Cattleman's Association Bruce Warner	Community Event	Full \$135
05/18/17	Work Force Development Board Cara Owens	Individual Event	Full \$140
05/20/17	Brenda Jackson Council Class of 65/ Birthday Party	Individual Event	Full \$100
05/21/17	Chris Pritt Birthday Party	Individual Event	Full \$125
05/22/17	Cumberland Plateau Health District Anna Stevens	Individual Event	Full \$260
05/23/17	DMME Rick Altizer/Teresa Flanary	Individual Event	Full \$135
05/24/17	Virginia Retirement System Vicki Porter	Individual Event	Full Free -\$155
05/25/17-05/26/17	Angie Richardson 50 <sup>th</sup> Anniversary Party	Individual Event	Full \$245
05/27/17	Emma Kiser Wedding Shower	Individual Event	Full \$225

Total = \$3,005.00

- \$560

Final Total = \$2,445.00

# **RUSSELL COUNTY CONFERENCE CENTER**

May 1, 2016

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

<b>Date</b>	<b>Event</b>	<b>Event Type</b>	<b>Space</b>
05/02/16	Sabika Bingo	Community Event	Full
05/04/16	DMME Hearing	Meeting	Full
05/06/16	Wedding Reception Decorating	Individual Event	Full
05/07/16	Wedding Reception (Smith)	Individual Event	Full
05/10/16	VA Gas and Oil Hearing	Meeting	1/2
05/12/16	CGI	Meeting	Full
05/16/16	CGI	Meeting	Full
05/17/16	DMME Training	Meeting	Full
05/21/16	Birthday Party (Rose)	Individual Event	Full
05/22/16	LHS Athletic Banquet	Community Event	Full

05/25/16	Workforce Development Board Meeting	Meeting	1/2
05/27/16	Wedding Reception Decorating	Individual Event	Full
05/28/16	Wedding Reception (Musick)	Individual Event	Full

**(Total: \$1,000.00)**

## Russell County Health & Fitness

Membership								
	October	Nov	Dec	January	February	March	April	May
Members / Class	93	92	101	124	131	126	129	129
Packages	11	5	18	22	19	26	25	7
Pay Per Class	104	97	119	146	150	152	154	136
Total Engagement								

Sales								
Sales Month to Date	\$ 3,542.35	\$2,039	\$ 2,542.64	\$ 3,423.00	\$ 3,622.00	\$ 3,438.00	\$ 3,024.00	\$ 2,766.00

Payroll								
Instructor / Trainer	\$2,143	\$1,625	\$1,455	\$ 1,405.00	\$ 1,635.00	\$ 1,615.00	\$ 1,730.00	\$ 1,235.00

- \* Reporting from 4/25/17 to 5/25/17
- \* Membership drop this month, likely due to combination of competing classes and warmer weather
- \* Revamping schedule in June to include additional classes for students and youth
- \* "First Month Free" promotion starting in June
- \* Monthly payroll reduced to accommodate the drop in sales



THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT THE BONANZA RESTURANT IN LEBANON VA. MAY 8<sup>TH</sup> 2017

**MEMBERS PRESENT:**

EUGENE FERGUSON    EMORY ALTIZER    HENRY STINSON    BARBARA COX    GARY DOTSON  
MIKE OQUINN        BILL ROBINSON    TIM LOVELACE    MIKE MUSICK

**GUARD RAILS:**

- 1-GUARD RAILS THROUGHOUT THE COUNTY EMERGENCY AREA'S BEING REPAIRED FIRST
- 2-RT.604 JUST OFF ENTERANCE TO MOLL'S CR. FOR APPROXIMATELY 400FT. NEEDS TO BE FILLED AND MARKERS INSTALLED

**SHOULDER REPAIR AND POT HOLES:**

- 1-RT58 WEST BOUND LANES AT THE CASTLEWOOD RED LIGHT ROAD HOOVED UP
- 2-RT19 NORTH AT SOULS HARBOR CHURCH PAVEMENT SUNK DOWN
- 3-RT80 TOP OF HILL FROM RT67 INTERSECTION ROAD SUNK DOWN
- 4-RT19 SOUTH RIGHT LANE SMALL POT HOLES NEAR BRIDGE AND RT 770
- 5-RT 19 SOUTH SEVERAL POT HOLES NEAR ROSEDALE INTERSECTION
- 6-RT 19/909 NORTH SEVERAL POT HOLES NEAR INDIAN HILLS SUBDIVISION
- 7-RT672 EDGE BREAKING OFF STUMP TOWN ROAD
- 8-CASTLEWOOD ROLLING HILLS SUBDIV. ON HENLEY ST. POT HOLE & RUFF ROAD NEAR HOUSE #36
- 9-RT613 THREE DROP OFF AREA'S BETWEEN THE FIRST HOUSE ON THE RIGHT & THE SWITCH BACK CURVE NEED WARNING SIGNS
- 10-RT19 NORTH/BUSINESS INTERSECTION POT HOLES NEAR RED LIGHT
- 11-RT614 3/8 MILE FROM CARTERTON BRIDGE GOING DOWN RIVER POT HOLES AND RUFF ROAD
- 12-RT-614 DEBRI WASHED OUT INTO ROAD NEAR HOUSE #3509
- 13-RT58 WEST POT HOLE NEAR PIZZA HUT

**SCHOOL BUS SAFETY AND OTHER CONCERNS:**

- 1-RT 633 CLARK VALLEY RD. NEEDS A SCHOOL BUS SIGN IN A BLIND CURVE
- 2-RT 19 CROSS OVER NEAR VALERO LOOSE GRAVEL NEEDS CLEANED UP & PAVED
- 3-RT 816 LONG BRANCH NEEDS BRUSH CUT COMING OUT IN THE ROAD
- 4-RT 662 SPRING CITY HILL NEEDS WIDENED & DEEP DITCH FILLED IN

5-RT 615/870 BRUSH NEED TO BE REMOVED FROM THE BANK AND CURVE SIGN PLACED ON BOTH ENDS OF THE CURVE FOR BETTER VISIBILITY OF THE INTERSECTION

6-RT 683/TROUT POND SIGN HAS BEEN PAINTED OVER ON ONE SIDE

7-RT 67/634 ROAD WASHING OUT ON RT 67

8-RT 80 ABOVE 672 SOUTH NEEDS DRAIN PIPE EXTENDED

9-SPRING HILL SUBDIVISION NEEDS A SIGN AT THE S TURN TRAFFIC GOING INTO A YARD

10- RT 58 PAVEMENT BROKE OFF AT WEST VIEW

11-RT 19N HUFFMAN HILL WASHING OUT

12-RT 80 WASHOUT BETWEEN TOP OF HILL & RED LIGHT

12-RT 623 BRUSH COMING OUT INTO ROAD

13-RT 651 BRUSH COMING OUT INTO ROAD

14-RT 816 BRUSH COMING OUT INTO ROAD

15-RT 668/662 CENTURY FARM RD./BOOKER ROAD BRUSH COMING OUT INTO THE ROAD

16- RT 19/58 INTERSECTION SAFETY CONCERNS ABOUT MERGING TRAFFIC - NEED SIGNS AND/OR BETTER MARKING TO REMIND DRIVERS TO STAY IN LANE

17- RT 58/71S CROSSOVER RUFF NEEDS PAVED

18-RT 613/673N RUFF RIGHT LANE NEEDS TO BE PAVED

19-RT 622 MILLER CR. SEVERAL NARROW PLACE'S NEED WARNING SIGNS INSTALLED

**ITEMS REPORTED CORRECTED:**

**1**-HORTON RIDGE POT HOLES REPAIRED

**2**-RT 622 POT HOLES REPAIRED

**3**RT 669 POT HOLE REPAIRED NEAR TRASH DUMP

**4**-RT 63 POT HOLES REPAIRED NEAR LOWER BEAR WALLOW

**5**- RT 19 NORTH OF RT 660 COAL TIPPLE HOLLOW HAS BEEN PAVED

NEXT MEETING WILL BE JUNE 14<sup>TH</sup> 2017 ON A WEDNESDAY. WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADS SAFE AND FOR OUR GUEST PARTICAPTION.

**SAFET MATTERS !!!!**

**PREPARED BY GARY DOTSON**



## UNSAFE BUILDING STATUS REPORT

### UNSAFE BUILDING EVALUATION

REPORT DATE	PROJECT NAME	PREPARED BY
May 12, 2017	Russell County Unsafe Building Ordinance	Bridgett McGlothlin

### PHASE 1 EVALUATION AND NOTIFICATION OF SUBMITTED UNSAFE STRUCTURES

PROPERTY OWNER	ADDRESS	TAX MAP ID	EVALUATION DATE
Wayne Merlette	Bunch Town Rd. Dante, VA	159 RIA 2138	May 3, 2016
Jimmy A Marshall Estate	173 Red Oak Ridge Rd. Castlewood, VA 24224	156 RE 2880	February 13, 2017
Vivian Cheryl Blevins	Near 145 Red Oak Ridge Rd., Castlewood, VA 24224	156 RE 2889	February 13, 2017
Harold Fuller *Amended Owner Jesse Hensley	875-879 Red Oak Ridge Rd, Castlewood, VA 24224 Purchased property February 25, 2016	157 RID 1733	February 13, 2017
Harold Fuller *Amended Owner Jesse Hensley	933-947 Red Oak Ridge Rd. Castlewood, VA 24224 Purchased property February 25, 2016	157 RID 1734	February 13,2017
Bennie & Judy Hill	181 Red Oak Ridge Rd. Castlewood, VA 24224	156 RE 2879	February 13,2017
James C. Rasnake	13465 US Hwy. 19, Lebanon, VA 24266	79 L 3460 A	February 13,2017

## LETTER OF NOTIFICATION/RESPONSE

NOTIFICATION LETTER DATE	NOTIFICATION TYPE & DATE	PROPERTY OWNER	RESPONSE DATE	RESPONSE
March 27, 2017	Certified Mail	Wayne Merlette	N/A	No Response Recorded
April 13, 2017	Certified Mail	Jimmy A. Marshall Estate	5/8/17	Financially unable to clean up
<b>** Note: Jimmy Marshall Estate Real Estate Tax records indicate payment has not been remitted since 2014. Current balance for this account is: 466.37</b>				
April 13, 2017	Certified Mail	Vivian Cheryl Blevins	4/19/17	Stated intent to comply
<b>Note: 30 Day Notification Expiration 5/13/17</b>				
April 13, 2017	Certified Mail	Harold Fuller	4/19/17	No Longer owned property
May 12, 2017	Certified Mail	Jesse Hensley	N/A	No Response as of current date
April 13, 2017	Certified Mail	Harold Fuller	4/19/17	No Longer owned property
May 12, 2017	Certified Mail	Jesse Hensley	N/A	No Response as of current date
April 13, 2017	Certified Mail	Bennie & Judy Hill	N/A	No Response
April 13, 2017	Certified Mail	James C. Rasnake	3/25/17	Requested Corrections have been made

**PHASE 2 PUBLICATION OF NOTICE**

<b>PROPERTY OWNER</b>	<b>PUBLICATION</b>	<b>DATE</b>
<b>Bennie &amp; Judy Hill</b>	<b>The Lebanon News</b>	<b>5/17/17</b> <b>5/24/17</b>
<b>Wayne Merlette</b>	<b>The Lebanon News</b>	<b>5/24/17</b> <b>5/31/17</b>

## COMPLIANCE

PROPERTY OWNER	ADDRESS	COMPLIANT NONCOMPLIANT
James C. Rasnake	13465 US Hwy. 19, Lebanon, VA 24266	4-17-17 Compliant Per Building Official Mickey L. Rhea

**PHASE 3 CORRECTIVE ACTIONS ADMINISTERED BY COUNTY**

<b>PROPERTY OWNER</b>	<b>ADDRESS</b>	<b>DATE OF CORRECTIVE ACTION</b>