

RUSSELL COUNTY
BOARD OF SUPERVISOR’S MEETING
AGENDA – DECEMBER 2, 2019

Conference Center

Regular Meeting

5:00 PM

Russell County Governmental Center
Lebanon, Virginia 24266



CALL TO ORDER – Clerk of the Board

ROLL CALL – Clerk of the Board

EXECUTIVE SESSION (CLOSED) – Legal Matters

(SCHEDULED ONE HOUR BEFORE REGULAR BOS MEETING - - REGULAR BOS MEETING BEGINS AT 6 P.M.)

INVOCATION – BOS Chairperson

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

APPROVAL OF AGENDA

PRESENTATIONS.....A-1

- 1. Russell County “Second Amendment Sanctuary” Resolution**
- 2. Rob Goldsmith – People Incorporated Presentation**
- 3. CPPD Debbie Melton – DHCD Belfast Waterline Extension Project Grant**

BOARD APPOINTMENTS

RC Industrial Development Authority (IDA)

Tony Dodi	4-Year Term
Richard Lockridge	4-Year Term
Mike Hinch	4-Year Term

Cumberland Mountain Community Service Board

Donald Ramey 4-Year Term

Highway & Safety Committee

Linda Cross 2-Year Term

Southwest VA EMS Council

Maxie Skeen 4-Year Term

Heart of Appalachia Authority

Vacant 4-Year Term

Department of Social Services Board

Laurel Rasnick (Resigned)

NEW BUSINESS

- 1. **Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1**
 - a. **Unapproved minutes of November 4, 2019**
- 2. **Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2**

CITIZEN’S COMMENT PERIOD (Limited to 3 minutes)

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

COUNTY ATTORNEY REPORTS AND REQUESTS

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

REPORTS

- 1. **PSA Water & Sewage Operational Business Plan & Rate Study.....C-1**
- 2. **RC Landfill Well & Gas Probe Abandonment.....C-2**
- 3. **VDOT IACM Project – Rte. 663 Bridge Replacement.....C-3**

- 4. Virginia Complete County Commission Engagement Event (2020 Census)....C-4
- 5. RC Tourism Advisory Committee By-Laws.....C-5

REQUESTS

- 6. RC 2019 November 5th General Election Abstract of Votes.....C-6
- 7. RC Project Management Services Contract.....C-7
- 8. Architectural/Engineering Services – Dante Depot Renovation.....C-8
- 9. VDOT Rte. 681 Notice of Intent.....C-9
- 10. DCJS Violence Against Women Act (\$57,028).....C-10
- 11. VDH Local Service Agreement.....C-11
- 12. CPWMA Letter of Support.....C-12
- 13. County Employee Payroll on 12/20/19.....C-13
- 14. County Employee’s Holiday Gift Certificates.....C-14
- 15. RC Planning Commission Plat.....C-15

MATTERS PRESENTED BY THE BOARD

ADJOURNMENT

COUNTY AGENCY / BOARD REPORTS:

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

CLOSED SESSION

Motion made by _____, second by _____ and duly approved by the Board of Supervisors enter into closed session to discuss Legal Matters pursuant to Section 2.2-3711(A) (1), (3), (5), (7), (8).

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 -

Harry Ferguson -

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

Information Item
Presenters - Various

Meeting: 12/2/19 6:00 PM

Presentations

- 1. Russell County “Second Amendment Sanctuary” Resolution**
- 2. Rob Goldsmith – People Incorporated Presentation**
- 3. CPPD Debbie Melton – DHCD Belfast Waterline Extension Project Grant**

Staff Recommendation:

Presentations

Suggested Motion:

Board Discretion.

ATTACHMENTS:

- None

Russell County Virginia

“The Heart of Southwest Virginia”

Harry Ferguson
At-Large

Tim Lovelace
District 1

Lou Ann Wallace
District 2

Rebecca Dye, Chairperson
District 6

Steve Breeding, Vice-Chairman
District 5

Carl Rhea
District 3

David Eaton
District 4

Lonzo Lester
County Administrator

PUBLIC NOTICE

The Russell County Board of Supervisors will conduct its **Regular Board Meeting** as scheduled on Monday, December 2, 2019 p.m. at 6 p.m. at the **Russell County Government Center Conference Room**, 139 Highland Drive, Lebanon, Virginia, concerning the adoption of the **Russell County’s “Second Amendment Sanctuary” Resolution.**

BY ORDER OF THE
RUSSELL COUNTY
BOARD OF SUPERVISORS

Russell County Virginia

“The Heart of Southwest Virginia”

Harry Ferguson
At-Large

Tim Lovelace
District 1

Lou Ann Wallace
District 2

Rebecca Dye, Chairperson
District 6

Steve Breeding, Vice-Chairman
District 5

Carl Rhea
District 3

David Eaton
District 4

Lonzo Lester
County Administrator

SECOND ADMENDMENT RESOLUTION

OF THE

RUSSELL COUNTY BOARD OF SUPERVISORS

WHEREAS, the Second Amendment of the United States Constitution reads: "A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed," and,

WHEREAS, Article 1, Section 13, of the Constitution of Virginia provides "that a well-regulated militia, composed of the body of the people, trained to arms, is the proper, natural, and safe defense of a free state, therefore, the right of the people to keep and bear arms shall not be infringed; that standing armies, in time of peace, should be avoided as dangerous to liberty; and that in all cases the military should be under strict subordination to, and governed by, the civil power;" and,

WHEREAS, certain legislation introduced in the 2019 session of the Virginia General Assembly, and certain legislation introduced in the current session of the United States Congress could have the effect of infringing on the rights of law abiding citizens to keep and bear arms, as guaranteed by the Second Amendment of the United States Constitution; and,

WHEREAS, the Russell County Board of Supervisors is concerned about the passage of any bill containing language which could be interpreted as infringing the rights of the citizens of Russell County to keep and bear Arms or could begin a slippery slope of restrictions on the Second Amendment rights of the citizens of Russell County, and,

WHEREAS, the Russell County Board of Supervisors wishes to express its deep commitment to the rights of all citizens of Russell County to keep and bear Arms; and,

WHEREAS, the Russell County Board of Supervisors wishes to express opposition to any law that would unconstitutionally restrict the rights under the Second Amendment of the citizens of Russell County to bear arms; and,

WHEREAS, the Russell County Board of Supervisors wish to express its intent to stand as a Sanctuary County for Second Amendment rights and to oppose, within the limits of the Constitutions of the United States and the Commonwealth of Virginia, any efforts to unconstitutionally restrict such rights, and to use such legal means at its disposal to protect the right of the citizens to keep and bear arms, including through legal action, the power of appropriation of public funds, and the right to petition for redress of grievances, and the direction to the law enforcement and judiciary of Russell County to not enforce any unconstitutional law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF RUSSELL, VIRGINIA:

That the Board of Supervisors hereby expresses its intent to uphold the Second Amendment rights of the citizens of Russell County, Virginia and its intent that public funds of the County not be used to restrict Second Amendment rights or to aid in the unnecessary and unconstitutional restriction of the rights under the Second Amendment of the citizens of Russell County, Virginia to bear arms; and

That, in accordance with our Oath of Office, the Board of Supervisors hereby declares its intent to oppose unconstitutional restrictions on the right to keep and bear arms through such legal means as may be expedient, including without limitation court action; and,

That the Board of Supervisors hereby declares Russell County, Virginia, as a "**Second Amendment Sanctuary**,"

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Board of Supervisors of the County of Russell County, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on December 2, 2019, by the Board of Supervisors with the following votes:

Aye: Rebecca Dye, Steven Breeding, David Eaton, Carl Rhea, Lou Ann Wallace, Tim Lovelace, and Harry Ferguson

Nay: None

Absent: None

Signed by:

Chairperson: _____(District 6)
Rebecca Dye

Vice Chairman: _____(District 5)
Steven Breeding

Supervisor: _____(District 4)
David Eaton

Supervisor: _____(District 3)
Carl Rhea

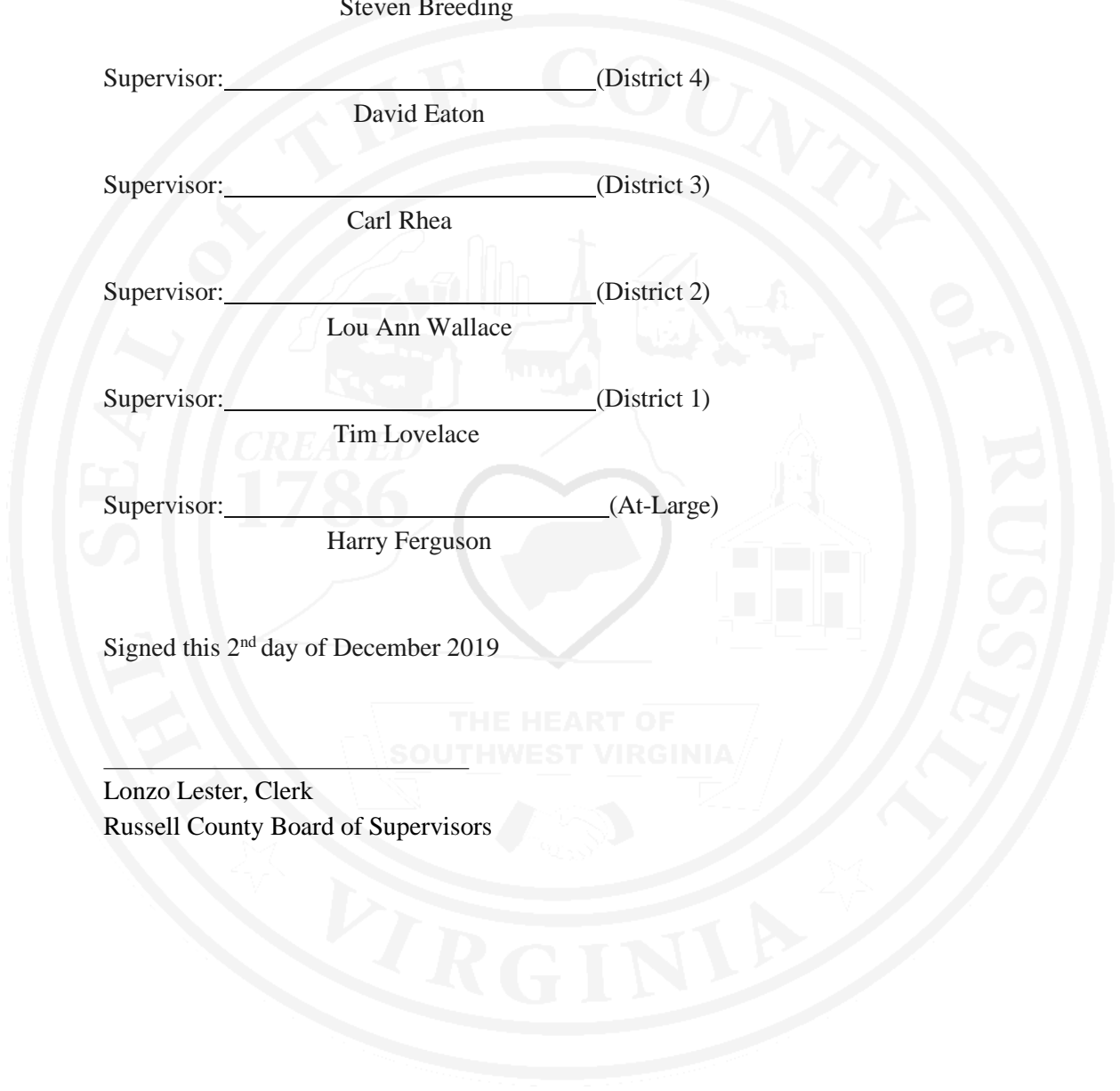
Supervisor: _____(District 2)
Lou Ann Wallace

Supervisor: _____(District 1)
Tim Lovelace

Supervisor: _____(At-Large)
Harry Ferguson

Signed this 2nd day of December 2019

Lonzo Lester, Clerk
Russell County Board of Supervisors



Russell County Virginia
“The Heart of Southwest Virginia”

Harry Ferguson
At-Large

Carl Rhea
District 3

Tim Lovelace
District 1

Rebecca Dye, Chairperson
District 6

David Eaton
District 4

Lou Ann Wallace
District 2

Steve Breeding, Vice-Chairman
District 5

Lonzo Lester
County Administrator

WHEREAS, the People Incorporated of Virginia was founded on August 4, 1964 and

WHEREAS, People Incorporated, a private non-profit Community Action Partnership has dedicated fifty-five years to innovative and compassionate service to citizens and communities of Virginia; and WHEREAS, People Incorporated is the designated Community Action Agency of Russell County; and WHEREAS, People Incorporated is widely regarded as one of the most innovative and successful Community Action Partnerships in the nation, last year providing human development and community development services to 7720 individuals and 4478 families across the Commonwealth; and

WHEREAS, People Incorporated’s founders recognized that people, no matter their circumstances, have hopes and dreams for themselves, their families and their communities; and

WHEREAS, the Board of Directors and staff of People Incorporated remain true to this core principle and demonstrate excellence in providing opportunities for economically disadvantaged people to reach their goals to enhance their lives, their families and their communities; and

WHEREAS, the Russell County Board of Supervisors cares about all of the citizens of Russell County, including economically disadvantaged people;

NOW THEREFORE, BE IT RESOLVED that the Russell County Board of Supervisors hereby commends People Incorporated on the occasion of its 55th anniversary; and

BE IT FURTHER RESOLVED, that a copy of this resolution be prepared for presentation to Robert G. Goldsmith, President and CEO of People Incorporated, as an expression of the Russell County Board of Supervisors recognition and admiration of People Incorporated’s tireless work on behalf of the citizens and communities of the Commonwealth of Virginia.

Adopted this _____ day of _____, 2019

Signed: _____, Chairperson
Russell County Board of Supervisors

Business and Employment Plan

1. The designates as its Section 3 Business and Employment Project Area the County of Russell.
2. The Russell County Board of Supervisors, its contractors, and designated third parties shall in utilizing Community Development Block Grant (CDBG) funds utilize businesses and lower income residents of the County in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for construction, non-construction, materials, and supplies the County, its contractors, and designated third parties shall take the following steps to utilize businesses which are located in or owned in substantial part by persons residing in the County:
 - (a) The Russell County Board of Supervisors shall identify the contracts required to conduct the CDBG activities.
 - (b) The Russell County Board of Supervisors shall identify through various and appropriate sources including:

The Lebanon News

the business concerns within the County which are likely to provide construction contracts, non-construction contracts, materials, and services which will be utilized in the activities funded through the CDBG.

- (c) The identified contractors and suppliers shall be included on bid lists used to obtain bids, quotes or proposals for work or procurement contracts which utilize CDBG funds.
 - (d) To the greatest extent feasible the identified business and any other project area business concerns shall be utilized in activities which are funded with CDBG funds.
4. The Russell County Board of Supervisors and its contractors and subcontractors shall take the following steps to encourage the hiring of lower income persons residing in the County:
 - (a) The Russell County Board of Supervisors in consultation with its contractors (including design professionals) shall ascertain the types and number of positions for both trainees and employees which are likely to be used to conduct CDBG activities.
 - (b) The Russell County Board of Supervisors shall advertise through the following sources

The Lebanon News

the availability of such positions with the information on how to apply.
 - (c) The Russell County Board of Supervisors, its contractors, and subcontractors shall be required to maintain a record of inquiries and applications by project area residents who

Business and Employment Plan

respond to advertisements, and shall maintain a record of the status of such inquiries and applications.

- (d) To the greatest extent feasible, the Russell County Board of Supervisors, its contractors, and subcontractors shall hire lower income project area residents in filling training and employment positions necessary for implementing activities funded by the Community Development Block Grant (CDBG).
5. In order to document compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1974, as amended, the Russell County Board of Supervisors shall keep, and obtain from its contractors and subcontractors, Registers of Contractors, Subcontractors and Suppliers and Registers of Assigned Employees for all activities funded by the CDBG. Such listings shall be completed and shall be verified by site visits and employee interviews, crosschecking of payroll reports and invoices, and through audits if necessary.

Duly adopted at the regular meeting of the 2nd on December, 2019

Signature of Authorized Official

[Type here]

NON-DISCRIMINATION POLICY

The Russell County Board of Supervisors or any employee thereof will not discriminate against an employee or applicant for employment because of race, age, handicap, creed, religion, color, sex or national origin. Administrative and Personnel officials will take affirmative action to ensure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer, rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the Russell County Board of Supervisors on December 2, 2019.

Chairperson

County of Russell, Virginia

Section 504 Grievance Procedure

The Russell County Board of Supervisors has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Department of Housing and Urban Development's (HUD) (24 CFR 8.53(b) implementing Section 504 of the Rehabilitation Act of 1973, as amended (29 USC 794). Section 504 states, in part, that "no otherwise qualified handicapped individual . . . shall solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. . . ."

Complaints should be addressed to: Mr. Lonzo Lester, Russell County Board of Supervisors, P.O. Box 1208, Lebanon VA 24266, (276) 889-8000 who has been designated to coordinate Section 504 compliance efforts.

1. A complaint should be filed in writing or verbally contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within 30 days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination occurring before this grievance procedure was in place will be considered on a case-by-case basis.)
3. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by Lonzo Lester. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint. Under 24 CFR 8.53(b), the County need not process complaints from applicants for employment or from applicants for admission to housing.
4. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by Lonzo Lester and a copy forwarded to the complainant no later than 30 days after its filing.
5. The Section 504 coordinator shall maintain the files and records of County relating to the complaints filed.
6. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within 7 days to the County.
7. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

8. These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and to assure that the County complies with Section 504 and the HUD regulations.

Chairman, Board of Supervisors

Date

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION

The Russell County Board of Supervisors will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate income dwelling unit as a direct result of activities assisted with funds provided under the *Housing and Community Development Act of 1974*, as amended. All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the County will make public and advise the state that it is undertaking such an activity and will submit to the state, in writing, information that identifies:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low- and moderate-income households in the jurisdiction.

The County will provide relocation assistance to each low/moderate – income household displaced by the demolition of housing or by the direct result of assisted activities. Such assistance shall be that provided under Section 104 (d) of the *Housing and Community Development Act of 1974*, as amended, or the *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended.

The Russell County's FY 19 project includes the following activities:

Construction of:

The Belfast Waterline Extension Project, Phase 2 will provide 45 occupied households that do not have potable water along State Route (SR) 603 (Mountain Road) and Whites Subdivision west of Lebanon on Route 19. The project consists of approximately 23,800 LF of 6, 4, 2, 1 and 3/4-inch waterline 45 meter and 5 fire hydrants.

The activities as planned will not cause any displacement from or conversion of occupiable structures. As planned, the project calls for the use of existing right-of-way or easements to be purchased or the acquisition of tracts of land that do not contain housing. Russell County will work with the grant management staff, engineers, project area residents, and the Department of Housing and Community Development to insure that any changes in project activities do not cause any displacement from or conversion of occupiable structures.

In all cases, an occupiable structure will be defined as a dwelling that meets local building codes or a dwelling that can be rehabilitated to meet code for \$25,000 or less.

Lonzo Lester
County Administrator
Russell County Board of Supervisors

Date

FAIR HOUSING CERTIFICATION

Compliance with Title VIII of the Civil Rights Act of 1968

Whereas, Russell County has been offered and intends to accept federal funds authorized under the Housing and Community Development Act of 1974, as amended, and;

Whereas, recipients of funding under the Act are required to take action to affirmatively further fair housing:

Therefore, Russell County agrees to take at least one action to affirmatively further fair housing each grant year, during the life of its project funded with Community Development Block Grant funds. The action taken will be selected from a list provided by the Virginia Department of Housing and Community Development.

Chairman

Date

FAIR HOUSING RESOLUTION

Russell County, Virginia

LET IT BE KNOWN TO ALL PERSONS of the County of Russell that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, sex, national origin, familial status, or disability is prohibited by Title VIII of the 1968 Civil Rights Act as amended (Federal Fair Housing law). It is the policy of the County of Russell to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, national origin, familial status, or disability. Therefore, the County does hereby pass the following resolution.

BE IT RESOLVED that, within available resources, the County will assist all persons who feel they have been discriminated against because of race, color, religion, sex, national origin, familial status, or disability to seek equity under Federal and State laws by filing a complaint with the Human Rights Commission or the US Department of Housing and Urban Development, Atlanta Regional Office Compliance Division.

BE IT FURTHER RESOLVED that the County shall publicize this resolution and, through this publicity, shall cause owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing law and any applicable State or local laws or ordinances.

SAID PROGRAM will at a minimum include, but not be limited to: (1) the printing and publicizing of this policy and other applicable fair housing information through local media and community contacts; (2) distribution of posters, flyers and any other means which will bring to the attention to those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

Adopted this 2nd day of December, 2019:

Chairman

Law, Authority, or Factor	Mitigation Measure
VA Fish and Wildlife Service	<i>Endangered species may occur</i>

Determination:

Finding of No Significant Impact [24 CFR 58.40(g)(1); 40 CFR 1508.27]
 The project will not result in a significant impact on the quality of the human environment.

Finding of Significant Impact [24 CFR 58.40(g)(2); 40 CFR 1508.27]
 The project may significantly affect the quality of the human environment.

Preparer Signature: Deborah Milton Date: _____

Name/Title/Organization: Deborah Milton, Senior Planner
Cumberland Plateau PPC

Certifying Officer Signature: _____ Date: _____

Name/Title: _____

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

DETERMINATION:

- Box "A" has been checked for all authorities.** For Categorical Excluded actions pursuant to §58.35(a) [Does not apply to EA or EIS level of review which can never convert to Exempt], the project can convert to Exempt, per §58.34(a) (12), since the project does not require any compliance measures (e.g., consultation, mitigation, permit or approval) with respect to any law or authority cited at §58.5. The project is now made Exempt and **a contract may be issued by DHCD; OR**

- Box "B" has been checked for one or more authority.** For Categorical Excluded actions pursuant to §58.35(a), the project cannot convert to Exempt since one or more authority requires compliance, including but not limited to consultation with or approval from an oversight agency, performance of a study or analysis, completion of remediation or mitigation measure, or obtaining of license or permit. **Complete pertinent compliance requirement(s), publish NOI/RROF, request release of funds (HUD-7105.15), and wait for DHCD to issue a formal contract before committing funds; OR**

- This project is not a Categorical Excluded action pursuant to §58.35(a), or may result in a significant environmental impact to the environment, and requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

MITIGATION MEASURES AND CONDITIONS FOR PROJECT APPROVAL: *(If Box B is checked, provide details regarding further consultation, mitigation, permit requirements or approvals required to be incorporated into public notices and project requirements such as contracts, grants, loan conditions, etc. as described in the Statutory Worksheet). Ensure required measures are included in 7015.15 Project Description Section.*

PREPARER:

Debbie Milton
Preparer's Signature

Date

Debbie Milton Senior Planner
Preparer's Name (printed) Title (printed)

AUTHORIZED RESPONSIBLE ENTITY OFFICIAL:

Authorized Responsible Entity Signature

Date

Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB No. 2506-0087
(exp. 07/31/2017)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s) CDBG -State Funds	2. HUD/State Identification Number B-04-DC-51-0001	3. Recipient Identification Number (optional)
4. OMB Catalog Number(s) 14.228	5. Name and address of responsible entity Russell County board of Supervisors	
6. For information about this request, contact (name & phone number) Lonzo Lester 276-889-80000	PO Box 1208 Lebanon, VA 24266	
8. HUD or State Agency and office unit to receive request DHCD/PAAO Main Street Centre 600 East Main Street, Suite 300 Richmond, VA 23219-2340	7. Name and address of recipient (if different than responsible entity)	
The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following		
9. Program Activity(ies)/Project Name(s) Belfast Waterline Extension Project, Phase 2	10. Location (Street address, city, county, State) Russell County, Virginia Belfast Community	

11. Program Activity/Project Description

Part 2. Environmental Certification (to be completed by responsible entity)

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. The responsible entity has assumed responsibility for and complied with and will continue to comply with Section 106 of the National Historic Preservation Act, and its implementing regulations 36 CFR 800, including consultation with the State Historic Preservation Officer, Indian tribes and Native Hawaiian organizations, and the public.
4. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal did did not require the preparation and dissemination of an environmental impact statement.
5. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
6. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
7. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

8. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
9. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity

Title of Certifying Officer

Date signed

X

Address of Certifying Officer

Part 3. To be completed when the Recipient is not the Responsible Entity

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient

Title of Authorized Officer

Date signed

X

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

DHCD APPROVAL: _____
 LOCAL APPROVAL: _____
 APPROVAL DATE: _____

Budget
Russell County Board of Supervisors CIG#19-14-36
2-Dec-19

LINE ITEM	IDIS #	TOTAL BUDGET	CDBG BUDGET	NON-CDBG BUDGET
ADMINISTRATION				
Grant Management		50,000.00	50,000.00	0.00
Legal Bond Counsel		7,500.00	0.00	7,500.00
Subtotal		57,500.00	50,000.00	7,500.00
WATER				
Architect/Engineer/Design		85,000.00	0.00	85,000.00
Inspection		20,000.00	0.00	20,000.00
Construction/Improvements		635,000.00	580,000.00	55,000.00
Other Permits		5,500.00	0.00	5,500.00
Contingency		61,805.12	0.00	61,805.12
Subtotal		807,305.12	580,000.00	227,305.12
TOTAL		864,805.12	630,000.00	234,805.12



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item
Presenter: Chairperson

Meeting: 12/2/19 6:00 PM

Board Appointments

RC Industrial Development Authority (IDA)

Tony Dodi 4-Year Term
Richard Lockridge 4-Year Term
Mike Hinchler 4-Year Term

Cumberland Mountain Community Service Board

Donald Ramey 4-Year Term

Highway & Safety Committee

Linda Cross 2-Year Term

Southwest VA EMS Council

Maxie Skeen 4-Year Term

Heart of Appalachia Authority

Vacant 4-Year Term

Department of Social Services Board

Laurel Rasnick (Resigned)

STAFF RECOMMENDATION(s): Board Discretion.

SUGGESTED MOTION(s): Motion to appoint Board Members.

Board Appointments for 2019

Name	Term	Term Ending	Phone Number
Community Policy Management Team			
Lonzo Lester	Four Year	November 4, 2019	
Jeffrey Brintle	Three Year	November 7, 2019	
Name	Term	Term Ending	Phone Number
Cumberland Mountain Community Service Board			
Donald Ramey	Four Year	December 31, 2019	
Department of Social Services			
Rebecca Dye	Four Year	December 31, 2019	
Laurel Rasnick (Fill unexpired term)	Four Year	June 30, 2022	
Name	Term	Term Ending	Phone Number
Finney Community Center			
Edward Tiller	Two Year	December 4, 2019	
Highway and Safety			
Linda Cross	Two Year	December 31, 2019	
IDA			
Mike Hincer	Four Year	December 31, 2019	
Tony Dodi	Four Year	December 31, 2019	
Richard Lockridge	Four Year	December 31, 2019	
Southwest VA EMS Council			
Maxie Skeen	Four Year	December 31, 2019	



COUNTY OF RUSSELL, VIRGINIA

COMMITTEE APPLICATION



Currently Serving On: _____

NAME: Hale Billy R Mr.
(Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

HOME ADDRESS: 3024 Clifton Farm Rd.
Honaker, Va. 24260 billyhale@gmail.com
(Email Address)

TELEPHONE NUMBERS: 276-873-6067 276-701-1939 _____
(Home) (Business) (FAX)

PROFESSION/VOCATION: Retired (former, trucking business)

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: Social Service Bd.
(List no more than 3 -- in order of preference :)

OTHER INTERESTS: _____

EDUCATION: High School (Richlands High) attended SVUCC

JOB EXPERIENCE: Own a cattle farm, operated trucking business 32 yrs.
mine foreman for Island Creek Coal Co.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: 9 yrs on Social Service Bd. (Russell Co.)
Bd. of Directors Oxbow Corp. BOE member (2019)

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMISSION? Bd. of Equalization
IF YES, PLEASE NAME: _____

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMISSION? yes
IF YES, PLEASE NAME: Social Service Bd.

ARE YOU A REGISTERED VOTER? yes DISTRICT NUMBER: 3



COUNTY OF RUSSELL, VIRGINIA

COMMITTEE APPLICATION



NAME: Sauls Sedrik NMN Mr.
(Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

HOME ADDRESS: 2371 Drill Road
Honaker, VA 24260 sed_s@hotmail.com
(Email Address)

TELEPHONE NUMBERS: 276-971-2427 276-883-5637 276-889-7638
(Home) (Business) (FAX)

PROFESSION/VOCATION: Probation Officer

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: Board of Social Services

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: Family, successfully serving the citizens of
Russell County, and reducing recidivism rates through public safety.

EDUCATION: High School Diploma: Honaker High School.

B.S. Psychology: Virginia Intermont College, 2012

JOB EXPERIENCE: DSS Emergency Foster Care Worker: February, 2016. APS worker:

DSS March, 2016 - July, 2017. Case Management Counselor: cont...

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Please refer to back page.

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

IF YES, PLEASE NAME: _____

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

IF YES, PLEASE NAME: _____

ARE YOU A REGISTERED VOTER? Yes DISTRICT NUMBER: 9th

Congressional
3rd
Election

OTHER INTERESTS (Continued)

and on going Community Support and Reinforcement with Evidence Based Practices.

JOB EXPERIENCE (Continued):

Keen Mountain Correctional Center, August 10, 17 - Dec. 9, 2018. Probation Officer, Appalachian Detention and Diversion Center, Dec. 10, 2018 - June 24, 2019. Probation and Parole Officer, Russell Co. District 17, June 25 - Present

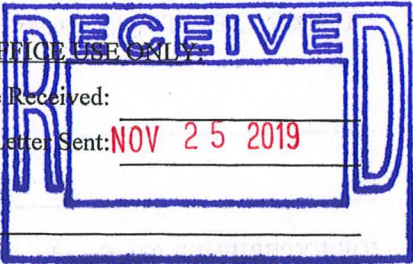
CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):

Local Department of Social Services: Russell County. Probation and Parole Officer: Appalachian Community Corrections Alternative Program. Probation and Parole Officer: District 17 Abingdon, Russell County Sub-Office.



COUNTY OF RUSSELL, VIRGINIA

Print Form



COMMITTEE APPLICATION

OFFICE USE ONLY:

Date Received:

Letter Sent: NOV 25 2019

Currently Serving On:

NAME: Dodi NELSON A MR (Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

HOME ADDRESS: PO Box 714 LEBANON, VA 24266 fdodi@russell.wv.gov (Email Address)

TELEPHONE NUMBERS: 276-971-0665 (Home) (Business) (FAX)

PROFESSION/VOCATION: RETIRED / Mayor of LEBANON

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: Russell Co. IDA (List no more than 3 -- in order of preference:)

OTHER INTERESTS:

EDUCATION: MA - SCHOOL Administration

JOB EXPERIENCE: 35 years - Russell Co Public Schools

CIVIC OR SERVICE ORGANIZATION EXPERIENCE:

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMISSION? YES

IF YES, PLEASE NAME: RUSSELL Co. IDA

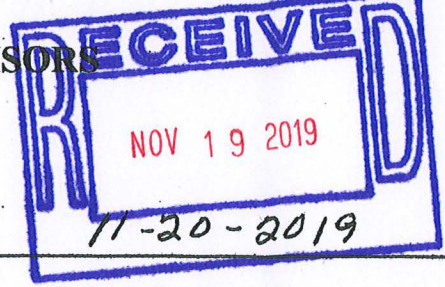
HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMISSION? YES

IF YES, PLEASE NAME: Russell Co. IDA

ARE YOU A REGISTERED VOTER? YES DISTRICT NUMBER: 5



RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION



DATE OF APPLICATION:

(Please print or type in black ink)

NAME: HARRY FERGUSON HGFERG2016@OUTLOOK.COM
(First) (Last) (Email Address)

MAILING ADDRESS: 8325 GREEN VALLEY RD

E911 ADDRESS: LEBANON VA - 24266

TELEPHONENUMBERS: 876-889-5167 276-701-7719
(Home) (Business) (Cell)

PROFESSION/VOCATION: _____

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: IDA

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: _____

EDUCATION: BUSINESS Degree SVCC Several Real Estate Classes
VA. Real Estate assessor - + Licenses

JOB EXPERIENCE: Mining Equipment 22YRS - Tax Assessor 16YRS
Owner of Real Estate - Business 6YRS - Rental Business - Farming
HUD INSPECTOR - SOIL EROSION INSPECTOR

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: _____

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? yes

IF YES, PLEASE NAME: PLANNING Commission 16YRS off Dec 2019

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? YES

IF YES, PLEASE NAME: RUSSELL Co Social Service 11YRS off July 2015
Russell County Board of Supervisors 1 1/2 YRS
off Dec. 2019



RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION



DATE OF APPLICATION: 11/15/2019

(Please print or type in black ink)

NAME: RICHARD LOCKRIDGE VMIMCVUNC@SHENTEL.NET
(First) (Last) (Email Address)

MAILING ADDRESS: P.O. Box 2981, LEBANON, VA 24266

E911 ADDRESS: 207 N ANGLE AVE, LEBANON, VA 24266

TELEPHONE NUMBERS: NA 276-596-6020 276-698-9419
(Home) (Business) (Cell)

PROFESSION/VOCATION: PHARMACIST

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: INDUSTRIAL DEVELOPMENT AUTHORITY

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: GARDENING, FISHING, HUNTING + READING

EDUCATION: BS in Biology VMI, BS Pharmacy MCV-VCU; DOCTOR OF PHARMACY UNC Chapel Hill

JOB EXPERIENCE: CLINCH VALLEY MEDICAL CENTER SINCE JUNE 1988 to PRESENT; CLINICAL HOSPITAL PHARMACIST + DIRECTOR 2005-2015

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: PRESENTLY MEMBER LEBANON MEMORIAL UMC; CHAIR SPGR COMMITTEE LEBANON MEMORIAL UMC

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? YES - IDA

IF YES, PLEASE NAME: IDA

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? NA

IF YES, PLEASE NAME: _____



RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION

DATE OF APPLICATION: Aug. 1, 2019

(Please print or type in black ink)

NAME: Donnie E. Christian DCHRISTIAN@TERRATECHENG.COM
 (First) (Last) (Email Address)

MAILING ADDRESS: P.O. Box 1917, Lebanon, VA 24266

E911 ADDRESS: 306 DEER VIEW LN, LEBANON, VA 24266

TELEPHONE NUMBERS: 276-889-0467 276-935-4191 423-817-5940
 (Home) (Business) (Cell)

PROFESSION/VOCATION: PROJECT DESIGN ENGINEER FOR CIVIL, ENVIRONMENTAL ^{+ MINING PROJECTS}

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: INDUSTRIAL DEVELOPMENT AUTHORITY
 (List no more than 3 -- in order of preference :) ECONOMIC DEVELOPMENT + TOURISM
PUBLIC SERVICE AUTHORITY

OTHER INTERESTS: SEEKING RUSSELL Co. GROW + BE MORE SUSTAINABLE

EDUCATION: BS IN MINING ENGINEERING; LACK 6 CLASSES OF DOUBLE B.S. IN CIVIL.

JOB EXPERIENCE: SINCE 1987, I HAVE WORKED IN ENGINEERING RELATED POSITIONS OF CIVIL (ROADS, WATER, SEWER, LANDFILL, AIRPORTS, ETC), ENVIRONMENTAL (ESC, SWM, SPCC, SWPPP, ODC, WASTE MANAGEMENT, STREAM + WETLANDS MITIGATION PLANS + PERMITTING; MINING (DESIGN PLANNING + PERMITTING - HAVE FOCUSED ON HIGHWAY (SEE BACK)

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: BOARD OF DIRECTOR FROM SEPT. 2000 UNTIL SEPT 2018 OF THE RUSSELL Co. PUBLIC SERVICE AUTHORITY AND THE FORMER "BELFAST HANSONVILLE PUBLIC WATER AUTHORITY" (BHPWA) SERVING AS CHAIRMAN OF BHPWA + RCPSA SEVERAL TIMES. ALSO, CHURCH BUS. ADMEN.

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

IF YES, PLEASE NAME: _____

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? YES - BOTH

IF YES, PLEASE NAME: BELFAST-HANSONVILLE PUBLIC WATER AUTHORITY (CHAIRMAN) THE RUSSELL Co. BSA - SEE AS A MEMBER OR CHAIRMEN FOR 18 YEARS BETWEEN THOSE 2 AUTHORITIES

OTHER INTERESTS (Continued):

JOB EXPERIENCE (Continued): AND BEST USE(S) OF POST-MINING LANDUSE(S) {PMLU}
FOR RESIDENTIAL, COMMERCIAL, COMMUNITY, + INDUSTRIAL DEVELOPMENT, IE:
SOUTHERN GAP/POPLAR GAP DEVELOPMENTS IN BUCHANAN CO., VA ALONG WITH
4-LANE ACCESS TO RTE. 460 CONNECTOR OF COALFIELDS EXPRESSWAY. ALSO DID
SIMILAR PROJECTS FOR PMLU ALONG THE KING COAL HWY IN MINGO + LOGAN CO., WV.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):



**RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION**



DATE OF APPLICATION: 11-7-19

(Please print or type in black ink)

NAME: Angela Carpenter getfancy101@gmail.com
(First) (Last) (Email Address)

MAILING ADDRESS: 1995 Big Cedar Creek

E911 ADDRESS: SAME

TELEPHONE NUMBERS: 276-701-5111 276-889-8041 276-202-5229
(Home) (Business) (Cell)

PROFESSION/VOCATION: Chamber of Commerce Director

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Heart of Appalachia

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: small business development, tourism

EDUCATION: Associates - General Studies, Associated Medical Lab Tech
Associates Lab Technology

JOB EXPERIENCE: Chamber Director, business owner - Getfancy,
Hospital Lab Coordinator RCMC, Lean Business Coordinator - RCMC (was)

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: _____

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? yes

IF YES, PLEASE NAME: Sunset Advisory Committee, Tourism

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? yes

IF YES, PLEASE NAME: SAME



**RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION**



DATE OF APPLICATION: Oct. 31, 2019

(Please print or type in black ink)

NAME: ALICE MEADE aliceandbernard@verizon.net
(First) (Last) (Email Address)

MAILING ADDRESS: 28 Major St.

E911 ADDRESS: 28 Major St.

TELEPHONE NUMBERS: _____ 276 880-5275
(Home) (Business) (Cell)

PROFESSION/VOCATION: Administrative position for Russell Co.

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Heart of Appalachia Bd.

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: Volunteering and Traveling

EDUCATION: High School Graduate - J.D. Burton High

JOB EXPERIENCE: 10 yrs in Russell Co. Treas. Office - 33 years in Russell County Board of Supervisors - Asst. Co. Adm.

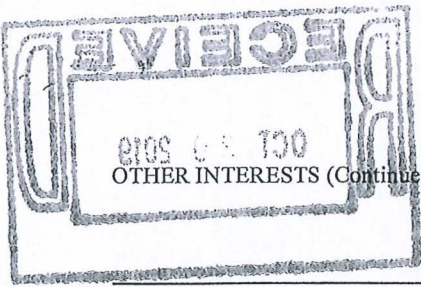
CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Christian Center Bd., App. Agency for Senior Citizens, People, Inc.

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: TAC and CPMS

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: Several boards + committees as Asst. Co. Adm.



OTHER INTERESTS (Continued):

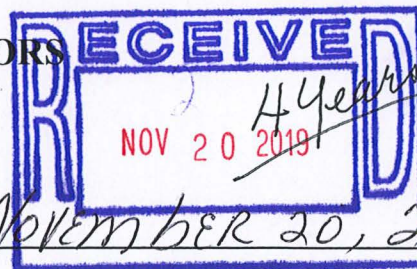
JOB EXPERIENCE (Continued):

CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):

*I have been a member of
Tourism Bd. and now TAC. Former Chairperson of
Heart of Appalachia representing Russell County.*



RUSSELL COUNTY BOARD OF SUPERVISORS
BOARD / COMMITTEE APPLICATION



DATE OF APPLICATION: November 20, 2019

(Please print or type in black ink)

NAME: MAXIE TILLER SKEN CISC2141@yahoo.com
(First) (Last) (Email Address)

MAILING ADDRESS: 177 CLEVELAND HEIGHTS ROAD

E911 ADDRESS: 177 CLEVELAND HEIGHTS ROAD CLEVELAND, VA. 24225

TELEPHONE NUMBERS: 276-889-2382 276-889-4590 276-794-3938
(Home) (Business) (Cell)

PROFESSION/VOCATION: EMS

BOARDS/COMMITTEE ON WHICH YOU WISH TO SERVE: Southwest VA EMS Council

(List no more than 3 -- in order of preference :)

OTHER INTERESTS: CLEVELAND BAPTIST Church & CLEVELAND Lifesaving
Creed

EDUCATION: High School, College.
1 year

JOB EXPERIENCE: Member of Cleveland Lifesaving 54 years.

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: 54 YEARS OF SERVICE TO EMS
IN Russell County

ARE YOU CURRENTLY A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: Southwest Virginia EMS Council

HAVE YOU PREVIOUSLY SERVED AS A MEMBER OF A RUSSELL COUNTY BOARD OR COMMITTEE? Yes

IF YES, PLEASE NAME: Southwest VA EMS Council



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-1
Presenter: Chairperson

Meeting: 12/2/2019 6:00 PM

Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of November 4, 2019**

STAFF RECOMMENDATION(s):

Board discretion

SUGGESTED MOTION(s):

Motion to approve Board Minutes.

ATTACHMENTS:

- Board Minutes

November 04, 2019

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, November 04, 2019 at 6:00 pm at the Russell County Government Center in Lebanon, Virginia. An Executive (closed) session was 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
Harry Ferguson
Rebecca Dye

Lonzo Lester, Clerk
Vicki Porter, Deputy Clerk
Katie Patton, County Attorney

Absent:

None

EXECUTIVE (CLOSED) SESSION

Motion made by Harry Ferguson, second Steve Breeding and duly approved by the Board of Supervisors to enter into (closed) executive session pursuant to Section 2.2-3712(5) of the Code of Virginia to discuss legal and personnel matters pursuant to 2.2-3712(A), (3), (7) and (8).

The vote was:

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

Nay: None

APPROVAL TO RETURN TO REGULAR SESSION

Motion made by Harry Ferguson, second Tim Lovelace and duly approved by the Board of Supervisors to return to regular session.

The vote was:

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

Nay: None

Invocation by Jeff Tallent, Lebanon Memorial United Methodist Church followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by Steve Breeding, second Lou Wallace and duly approved by the Board of Supervisors to approve the agenda as amended.

The vote was:

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

Nay: None

Acknowledgements

Castlewood High School - Track Team State Winners
Honaker High School - Girls' and Boys' All-State Soccer

Annette Patrick – 40 years of service with Russell County Department of Social Services

Presentations

Ballad Health – Eric Deaton, Greg Neil, Marvin Eichorn and Steve Givens with Ballad gave updates and statistics on RCMC since the merger.

Board Appointments

LONZO LESTER AND JEFF BRINTLE RE-APPOINTED TO CPMT

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to re-appoint Lonzo Lester and Jeff Brintle to the Community Policy Management Team. Mr. Lester: (4) four- year term, said term ending November 04, 2023 and Jeff Brintle: (3) three-year term, said term ending November 07, 2022.

The vote was:

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

Nay: None

APPROVAL OF THE OCTOBER 07, 2019 MINUTES

Motion made by Lou Wallace, second David Eaton and duly approved by the Board of Supervisors to approve the October 07, 2019 minutes and dispense with the reading thereof.

The vote was:

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

Nay: None

APPROVAL OF GENERAL COUNTY INVOICES

Motion made by Steve Breeding, second Lou Wallace and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$1,261,041.78 including reoccurring and withholdings.

The vote was:

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

Nay: None

Citizens Comment

The Chair opened citizens comment period.

Kelly McBride Delph, RCPL commented that the Census would be starting soon.

Pearly Ramsey, Rosedale stated that the traffic is still really heavy near her sub-division and several accidents have occurred.

Edward Tiller, Amber Hill Drive asked that something be done to help with his road conditions, it floods when it rains.

Monica Gonzales, Belfast wanted to know when the civil servant that was discussed in closed session tonight would be returning to work. If not, what had been decided.

Ola Gay Breeding, Amber Hill Drive explained that her road is in need of repair and asked the Board for help.

Linda Tiller, Amber Hill Drive stated that several older residents could not get off the hill in the winter time due to the bad road conditions. Emergency vehicles would be able to get to them either.

The Chair closed citizens comment.

County Administrator Reports and Requests

BETSY GILMER RESIGNATION ACCEPTED FROM HOA

Motion made by Harry Ferguson, second Steve Breeding and duly approved by the Board of Supervisors to accept the resignation of Betsy Gilmer from the Heart of Appalachia Board effective immediately.

The vote was:

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

Nay: None

LAUREL RASNICK RESIGNATION ACCEPTED FROM DSS BOARD

Motion made by Tim Lovelace, second David Eaton and duly approved by the Board of Supervisors to accept the resignation of Laurel Rasnick from the Russell County Department of Social Services Board effective November 01, 2019.

The vote was:

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

Nay: None

KIM SHORT RESIGNATION EFFECTIVE NOVEMBER 11, 2019

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to accept the resignation of Kim Short, Russell County Fitness/Tourism Coordinator effective November 11, 2019.

The vote was:

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

Nay: None

APPROVAL TO TERMINATE THE BURN BAN

Motion made by David Eaton, second Lou Wallace and duly approved by the Board of Supervisors to approve an Emergency Burn Ban Termination Resolution effective immediately.

The vote was:

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

Nay: None

APPROVAL OF A CONTRACT WITH THE LANE GROUP FOR A RATE STUDY AND OPERATOR BUSINESS PLAN

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve a contract with The Lane Group to proceed with The Russell County Public Service Authority Consolidation Work Plan and rate study and authorize the signing of said contract.

The vote was:

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

Nay: None

APPROVAL OF A VDEM GRANT IN THE AMOUNT OF \$15,000

Motion made by David Eaton, second Lou Wallace and duly approved by the Board of Supervisors to accept a Virginia Department of Emergency Management Local Emergency Management Performance Grant in the amount of \$15,000. (includes a match of \$7500.00)

The vote was:

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

APPROVAL OF A VDEM GRANT IN THE AMOUNT OF \$49,741.00

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to accept a Virginia Department of Emergency Management Grant in the amount of \$49,741.00.

The vote was:

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

APPROVAL OF A RUSSELL COUNTY LITTER PREVENTION AND RECYCLING PROGRAM GRANT IN THE AMOUNT OF \$10,377.00

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to accept a Russell County Litter Prevention and Recycling Program Grant in the amount of \$10,377.00. The grant is based on the following distribution.

County of Russell: \$6887.00
Town of Cleveland: \$1021.00
Town of Honaker: \$1021.00
Town of Lebanon: \$1448.00

The vote was:

Aye: Steve Breeding, Carl Rhea, Lou Wallace, Lou Wallace, David Eaton, Rebecca Dye and Harry Ferguson
Nay: None

APPROVAL OF A PLANNING COMMISSION PLAT FOR GARY DOTSON

Motion made by Harry Ferguson, second Tim Lovelace and duly approved by the Board of Supervisors to accept a plat for Gary Dotson as requested by the Planning Commission.

The vote was

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

APPROVAL TO ACCEPT REVERSION FUNDS FROM THE VIRGINIA DEPARTMENT OF HEALTH

Motion made by David Eaton, second Lou Wallace and duly approved by the Board of Supervisors to accept reversion funds in the amount of \$22,660.00 from the Virginia Department of Health to be deposited into the county's general fund.

The vote was:

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

APPROVAL TO SURPLUS A COUNTY VEHICLE AND TRANSFER TO THE TOWN OF CLEVELAND

Motion made by Carl Rhea, second David Eaton and duly approved by the Board of Supervisors to surplus a county vehicle (truck) and transfer ownership of said vehicle to the Town of Cleveland.

The vote was:

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

Nay: None

APPROVAL TO ADJOURN

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

The vote was:

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

Nay: None

Clerk of the Board

Chairperson



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-2
Presenter: Chairperson

Meeting: 12/2/19 6:00 PM

Approval of Expenditures

Request approval of the County's November 2019 Monthly Expenditures:

STAFF RECOMMENDATION(s):

County's November 2019 Monthly Expenditures are in compliance with budget and operational services.

SUGGESTED MOTION(s):

Motion to approve County's November 2019 Monthly Expenditures.

ATTACHMENTS:

- November 2019 Monthly Expenditures

<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>
12/02/2019	10/29/2019	002615 A & A ENTERPRIS	64621		450.00	450.00	4100-031020-5410-	-
12/02/2019	11/06/2019	002615 A & A ENTERPRIS	64711		102.00	102.00	4100-031020-5410-	-
					552.00	552.00 *		
12/02/2019	11/20/2019	003845 ALSCO	LROA918984		182.92	182.92	4100-072010-3008-	-
					182.92	182.92 *		
12/02/2019	11/05/2019	001912 ALTIZER MICHAEL	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00 *		
12/02/2019	10/14/2019	003754 AMAZON	139655549359		22.96	22.96	4100-073010-5411-	-
12/02/2019	10/19/2019	003754 AMAZON	445478385869		39.51	39.51	4100-073010-5411-	-
12/02/2019	11/08/2019	003754 AMAZON	454933996939		29.99	29.99	4100-073010-5411-	-
12/02/2019	10/22/2019	003754 AMAZON	456743386569		14.99	14.99	4100-073010-5414-	-
12/02/2019	10/19/2019	003754 AMAZON	466639366796		10.00	10.00	4100-073010-5411-	-
12/02/2019	10/22/2019	003754 AMAZON	467473737838		9.99	9.99	4100-073010-5411-	-
12/02/2019	11/13/2019	003754 AMAZON	473589553683		19.96	19.96	4100-073010-5411-	-
12/02/2019	10/20/2019	003754 AMAZON	473743858864		146.15	146.15	4100-073010-5411-	-
12/02/2019	10/15/2019	003754 AMAZON	646946875646		69.95	69.95	4100-073010-5411-	-
12/02/2019	10/19/2019	003754 AMAZON	66555376		10.68	10.68	4100-073010-5411-	-
12/02/2019	10/17/2019	003754 AMAZON	736433947469		89.99	89.99	4100-073010-5414-	-
12/02/2019	11/13/2019	003754 AMAZON	736895693996		23.30	23.30	4100-073010-5411-	-
12/02/2019	11/04/2019	003754 AMAZON	775895343676		19.96	19.96	4100-073010-5411-	-
12/02/2019	10/14/2019	003754 AMAZON	869494984936		17.60	17.60	4100-073010-5411-	-
12/02/2019	11/16/2019	003754 AMAZON	934677743897		19.96	19.96	4100-073010-5411-	-
12/02/2019	10/21/2019	003754 AMAZON	988574356646		.77-	.77-	4100-073010-5411-	-
					544.22	544.22 *		
12/02/2019	11/15/2019	000046 AT & T	11152019		42.21	42.21	4100-031020-5203-	-
12/02/2019	11/15/2019	000046 AT & T	11152019		47.15	47.15	4100-031020-5203-	-
					89.36	89.36 *		
12/02/2019	11/13/2019	003103 AUTO MOTION SER	16189		181.98	181.98	4100-031020-5408-	-
					181.98	181.98 *		
12/02/2019	10/30/2019	003032 B & H RENTALS I	114398		32.00	32.00	4100-043020-5407-	-
					32.00	32.00 *		
12/02/2019	10/23/2019	002535 BAKER & TAYLOR	5015786040		16.84	16.84	4100-073010-5411-	-
12/02/2019	10/23/2019	002535 BAKER & TAYLOR	5015786041		65.13	65.13	4100-073010-5411-	-
12/02/2019	10/23/2019	002535 BAKER & TAYLOR	5015786042		127.22	127.22	4100-073010-5411-	-
12/02/2019	11/05/2019	002535 BAKER & TAYLOR	5015810811		16.21	16.21	4100-073010-5411-	-
12/02/2019	11/05/2019	002535 BAKER & TAYLOR	5015810812		77.45	77.45	4100-073010-5411-	-
12/02/2019	11/05/2019	002535 BAKER & TAYLOR	5015810813		92.15	92.15	4100-073010-5411-	-
12/02/2019	11/05/2019	002535 BAKER & TAYLOR	5015810814		18.99	18.99	4100-073010-5411-	-
12/02/2019	11/12/2019	002535 BAKER & TAYLOR	5015834469		16.75	16.75	4100-073010-5411-	-
12/02/2019	11/12/2019	002535 BAKER & TAYLOR	5015834470		32.41	32.41	4100-073010-5411-	-
12/02/2019	11/12/2019	002535 BAKER & TAYLOR	5015834471		64.88	64.88	4100-073010-5411-	-
12/02/2019	11/12/2019	002535 BAKER & TAYLOR	5015834472		10.88	10.88	4100-073010-5411-	-
					538.91	538.91 *		
12/02/2019	11/05/2019	002592 BALDWIN GRACIE	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	002592 BALDWIN GRACIE	11052019		23.20	23.20	4100-013020-3002-	-
					223.20	223.20 *		
12/02/2019	11/05/2019	003889 BALDWIN, ERIN	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00 *		
12/02/2019	11/05/2019	003419 BALL, EARIKA	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	003419 BALL, EARIKA	11052019		58.00	58.00	4100-013020-3002-	-
12/02/2019	11/05/2019	003419 BALL, EARIKA	11052019		50.00	50.00	4100-013020-3002-	-
					308.00	308.00 *		
12/02/2019	11/05/2019	000068 BARNHART BARBA	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	000068 BARNHART BARBA	11052019		37.12	37.12	4100-013020-3002-	-
					237.12	237.12 *		

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12/02/2019	11/05/2019	004437 BARTON, DONAVON	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00 *		
12/02/2019	11/05/2019	004093 BELCHER, DANNY	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00 *		
12/02/2019	11/05/2019	004091 BELCHER, LINDA	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00 *		
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		13.50	13.50	4100-012130-5401-	-
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		20.25	20.25	4100-012010-5401-	-
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		15.00	15.00	4100-034010-5401-	-
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		13.50	13.50	4100-043020-5405-	-
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		6.75	6.75	4100-035050-5401-	-
12/02/2019	11/20/2019	004494 BENTLEY DISTRIB	245357		13.50	13.50	4100-022010-5401-	-
					82.50	82.50 *		
12/02/2019	11/18/2019	001890 BLACKWELL JEWEL	11182019		35.10	35.10	4100-073010-5413-	-
					35.10	35.10 *		
12/02/2019	11/07/2019	000052 BLEVINS SEPTIC	33813		375.00	375.00	4100-042010-5413-	-
12/02/2019	11/07/2019	000052 BLEVINS SEPTIC	33814		135.00	135.00	4100-042010-5413-	-
					510.00	510.00 *		
12/02/2019	10/17/2019	003808 BMS DIRECT INC	136880		7,561.87	7,561.87	4100-012130-5802-	-
					7,561.87	7,561.87 *		
12/02/2019	11/12/2019	000092 BONANZA RESTAUR	697355		212.77	212.77	4100-011010-5413-	-
					212.77	212.77 *		
12/02/2019	11/05/2019	001899 BREEDING JEAN	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00 *		
12/02/2019	11/13/2019	004161 BREEDING, CRYST	11132019		15.00	15.00	4100-072030-3009-	-
					15.00	15.00 *		
12/02/2019	11/13/2019	004614 BROWN, CARLA	11132019		735.00	735.00	4100-072030-3009-	-
					735.00	735.00 *		
12/02/2019	11/05/2019	002982 BUSH MARY	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00 *		
12/02/2019	11/05/2019	001177 CAMPBELL PHILLI	11052019		2,350.00	2,350.00	4100-013020-3002-	-
12/02/2019	11/05/2019	001177 CAMPBELL PHILLI	11052019		169.36	169.36	4100-013020-3002-	-
					2,519.36	2,519.36 *		
12/02/2019	11/08/2019	003898 CARD SERVICES C	11092019	1	2,578.96	2,578.96	4100-031020-5503-	-
					2,578.96	2,578.96 *		
12/02/2019	11/05/2019	002406 CHILDERS REGINA	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00 *		
12/02/2019	11/04/2019	004450 CINTAS CORPORAT	4034001751		44.16	44.16	4100-043020-3008-	-
12/02/2019	11/07/2019	004450 CINTAS CORPORAT	4034420151		68.91	68.91	4100-043020-3008-	-
12/02/2019	11/07/2019	004450 CINTAS CORPORAT	4034420169		37.45	37.45	4100-043020-3008-	-
12/02/2019	11/07/2019	004450 CINTAS CORPORAT	4034420225		67.23	67.23	4100-043020-3008-	-
12/02/2019	11/07/2019	004450 CINTAS CORPORAT	4034420252		295.52	295.52	4100-043020-3008-	-
12/02/2019	11/07/2019	004450 CINTAS CORPORAT	4034420261		92.72	92.72	4100-043020-3008-	-
12/02/2019	11/11/2019	004450 CINTAS CORPORAT	4034627195		44.16	44.16	4100-043020-3008-	-
12/02/2019	11/14/2019	004450 CINTAS CORPORAT	4034944280		68.91	68.91	4100-043020-3008-	-
12/02/2019	11/14/2019	004450 CINTAS CORPORAT	4034944331		295.52	295.52	4100-043020-3008-	-
12/02/2019	11/14/2019	004450 CINTAS CORPORAT	4034944373		37.45	37.45	4100-043020-3008-	-
12/02/2019	11/14/2019	004450 CINTAS CORPORAT	4034944379		67.23	67.23	4100-043020-3008-	-
12/02/2019	11/14/2019	004450 CINTAS CORPORAT	4034944417		92.72	92.72	4100-043020-3008-	-
12/02/2019	11/18/2019	004450 CINTAS CORPORAT	4035211661		44.16	44.16	4100-043020-3008-	-
12/02/2019	11/20/2019	004450 CINTAS CORPORAT	4035418669		92.72	92.72	4100-043020-3008-	-
12/02/2019	11/20/2019	004450 CINTAS CORPORAT	4035418687		37.45	37.45	4100-043020-3008-	-
12/02/2019	11/20/2019	004450 CINTAS CORPORAT	4035418709		239.78	239.78	4100-043020-3008-	-
12/02/2019	11/20/2019	004450 CINTAS CORPORAT	4035418717		75.91	75.91	4100-043020-3008-	-
12/02/2019	11/20/2019	004450 CINTAS CORPORAT	4035418782		30.28	30.28	4100-043020-3008-	-

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12/02/2019	11/22/2019	004450 CINTAS CORPORAT	4035679473		44.16	44.16	4100-043020-3008-	- -
					1,776.44	1,776.44 *		
12/02/2019	11/30/2019	004385 CIVICPLUS	191465		8,311.19	8,311.19	4100-012010-5414-	- -
					8,311.19	8,311.19 *		
12/02/2019	11/05/2019	003569 CLARK PRINT SHO	4153		93.70	93.70	4100-035010-5401-	- -
					93.70	93.70 *		
12/02/2019	12/02/2019	003076 COMBS ARCHIE	OCT-NOV 2019		134.56	134.56	4100-013010-5501-	- -
					134.56	134.56 *		
12/02/2019	11/05/2019	004227 COMPTON, KIMBE	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	004227 COMPTON, KIMBE	11052019		17.40	17.40	4100-013020-3002-	- -
12/02/2019	11/05/2019	004227 COMPTON, KIMBE	11052019		50.00	50.00	4100-013020-3002-	- -
					267.40	267.40 *		
12/02/2019	11/05/2019	004606 COMPTON, TERRY	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	12/02/2019	002921 COOK YVONNE	ELECTION 2019		307.64	307.64	4100-013010-5401-	- -
					307.64	307.64 *		
12/02/2019	11/05/2019	004642 CREECH, JIMMY	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	10/09/2019	004452 CRYSTAL SPRINGS	16982561102419		25.01	25.01	4100-031020-5401-	- -
					25.01	25.01 *		
12/02/2019	11/05/2019	004442 CULBERTSON, RIC	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	10/09/2019	000184 DEMCO	670052		75.23	75.23	4100-073010-5401-	- -
					75.23	75.23 *		
12/02/2019	10/08/2019	000193 DISCOUNT TIRE C	7067		68.00	68.00	4100-031020-5408-	- -
12/02/2019	10/16/2019	000193 DISCOUNT TIRE C	7091		30.00	30.00	4100-031020-5408-	- -
12/02/2019	10/30/2019	000193 DISCOUNT TIRE C	7177		60.00	60.00	4100-031020-5408-	- -
					158.00	158.00 *		
12/02/2019	11/05/2019	004643 DISHMAN, TERESA	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	10/07/2019	000196 DIVISION OF MOT	201928000040.		10.00	10.00	4100-012090-5401-	- -
					10.00	10.00 *		
12/02/2019	11/08/2019	000198 DOMINION OFFICE	109497		36.60	36.60	4100-012010-5401-	- -
12/02/2019	10/08/2019	000198 DOMINION OFFICE	113063		39.90	39.90	4100-012010-5401-	- -
12/02/2019	10/11/2019	000198 DOMINION OFFICE	113302		42.90	42.90	4100-099000-5000-	- -
12/02/2019	10/22/2019	000198 DOMINION OFFICE	113573		42.90	42.90	4100-099000-5000-	- -
12/02/2019	10/28/2019	000198 DOMINION OFFICE	113746		25.60	25.60	4100-012010-5401-	- -
12/02/2019	10/29/2019	000198 DOMINION OFFICE	113861		239.01	239.01	4100-021060-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114119		101.18	101.18	4100-012010-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114121		16.05	16.05	4100-034010-5401-	- -
12/02/2019	11/07/2019	000198 DOMINION OFFICE	114213		17.99	17.99	4100-042400-5401-	- -
12/02/2019	10/15/2019	000198 DOMINION OFFICE	113312		39.90	39.90	4100-073010-5401-	- -
12/02/2019	10/22/2019	000198 DOMINION OFFICE	113570		20.00	20.00	4100-073010-5401-	- -
12/02/2019	10/23/2019	000198 DOMINION OFFICE	113672		29.53	29.53	4100-073010-5401-	- -
12/02/2019	10/29/2019	000198 DOMINION OFFICE	113859		83.29	83.29	4100-073010-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114063		18.00	18.00	4100-073010-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114123		136.15	136.15	4100-073010-5401-	- -
12/02/2019	11/07/2019	000198 DOMINION OFFICE	114212		8.20	8.20	4100-073010-5401-	- -
12/02/2019	10/25/2019	000198 DOMINION OFFICE	113802		22.31	22.31	4100-035010-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114112		20.00	20.00	4100-013020-5401-	- -
12/02/2019	11/11/2019	000198 DOMINION OFFICE	114113		245.99	245.99	4100-013010-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114115		119.99	119.99	4100-035050-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114120		135.74	135.74	4100-012090-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114184		16.62	16.62	4100-013010-5401-	- -
12/02/2019	11/06/2019	000198 DOMINION OFFICE	114188		69.97	69.97	4100-013010-5401-	- -

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12/02/2019	11/05/2019	000198 DOMINION OFFICE	114209		479.97	479.97	4100-012090-5401-	- -
12/02/2019	11/08/2019	000198 DOMINION OFFICE	114269		6.58	6.58	4100-013020-5401-	- -
12/02/2019	11/12/2019	000198 DOMINION OFFICE	114390		38.99	38.99	4100-072010-5405-	- -
12/02/2019	11/12/2019	000198 DOMINION OFFICE	114392		121.48	121.48	4100-034010-5401-	- -
12/02/2019	11/12/2019	000198 DOMINION OFFICE	114393		56.48	56.48	4100-012010-5401-	- -
12/02/2019	11/12/2019	000198 DOMINION OFFICE	114453		477.00	477.00	4100-012090-5401-	- -
12/02/2019	11/14/2019	000198 DOMINION OFFICE	114461		10.62	10.62	4100-042400-5401-	- -
12/02/2019	10/18/2019	000198 DOMINION OFFICE	113450		15.50	15.50	4100-031020-5401-	- -
12/02/2019	10/21/2019	000198 DOMINION OFFICE	113526		24.10	24.10	4100-031020-5401-	- -
12/02/2019	10/25/2019	000198 DOMINION OFFICE	113729		39.90	39.90	4100-031020-5401-	- -
12/02/2019	10/25/2019	000198 DOMINION OFFICE	113735		167.97	167.97	4100-031020-5401-	- -
12/02/2019	11/05/2019	000198 DOMINION OFFICE	114124		86.39	86.39	4100-031020-5401-	- -
12/02/2019	11/14/2019	000198 DOMINION OFFICE	114478		24.74	24.74	4100-031020-5401-	- -
12/02/2019	11/15/2019	000198 DOMINION OFFICE	114515		41.22	41.22	4100-031020-5401-	- -
12/02/2019	11/19/2019	000198 DOMINION OFFICE	114626		29.91	29.91	4100-031020-5401-	- -
12/02/2019	11/12/2019	000198 DOMINION OFFICE	114394		5.62	5.62	4100-021060-5401-	- -
12/02/2019	11/19/2019	000198 DOMINION OFFICE	114624		76.00	76.00	4100-021020-5401-	- -
					3,230.29	3,230.29 *		
12/02/2019	11/05/2019	003194 DOTSON GARY	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	11/05/2019	001164 DUTY THOMAS	11052019		50.00	50.00	4100-013020-3002-	- -
					50.00	50.00 *		
12/02/2019	11/05/2019	004333 DUTY, JENNY	11052019		50.00	50.00	4100-013020-3002-	- -
					50.00	50.00 *		
12/02/2019	11/05/2019	003639 DYE LINDA	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00 *		
12/02/2019	11/26/2019	003674 DYE REBECCA	11262019		227.50	227.50	4100-011010-5501-	- -
					227.50	227.50 *		
12/02/2019	10/30/2019	004472 EXTREME CLEAN,	263441		48.70	48.70	4100-031020-5408-	- -
					48.70	48.70 *		
12/02/2019	11/05/2019	004433 FERGUSON, RICHA	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00 *		
12/02/2019	10/28/2019	001445 FISHER AUTO PAR	397-249767		146.00	146.00	4100-031020-5408-	- -
					146.00	146.00 *		
12/02/2019	9/23/2019	000978 FOGLEMAN'S CARP	126884		11.99	11.99	4100-043020-5407-	- -
12/02/2019	10/21/2019	000978 FOGLEMAN'S CARP	15968		24.00	24.00	4100-043020-5407-	- -
12/02/2019	11/13/2019	000978 FOGLEMAN'S CARP	16027		94.58	94.58	4100-094010-8027-	- -
12/02/2019	11/13/2019	000978 FOGLEMAN'S CARP	16029		102.60	102.60	4100-094010-8027-	- -
12/02/2019	11/18/2019	000978 FOGLEMAN'S CARP	16040		1,601.43	1,601.43	4100-094010-8027-	- -
					1,834.60	1,834.60 *		
12/02/2019	10/30/2019	003704 GALETON	2520437		450.09	450.09	4100-042400-5414-	- -
					450.09	450.09 *		
12/02/2019	10/07/2019	000854 GALL'S, LLC	13907095		406.00	406.00	4100-031020-5409-	- -
12/02/2019	10/17/2019	000854 GALL'S, LLC	14002550		91.40	91.40	4100-031020-5409-	- -
12/02/2019	11/04/2019	000854 GALL'S, LLC	14155405		65.30	65.30	4100-031020-5409-	- -
12/02/2019	11/07/2019	000854 GALL'S, LLC	14190482		44.95	44.95	4100-031020-5409-	- -
12/02/2019	11/07/2019	000854 GALL'S, LLC	14192178		87.45	87.45	4100-031020-5409-	- -
12/02/2019	11/13/2019	000854 GALL'S, LLC	14245864		335.00	335.00	4100-031020-5409-	- -
					1,030.10	1,030.10 *		
12/02/2019	11/05/2019	004644 GENT, VICTORIA	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		
12/02/2019	11/08/2019	004418 GILMER, ELLEN	11082019		60.00	60.00	4100-072030-3009-	- -
					60.00	60.00 *		
12/02/2019	10/30/2019	003212 GLOBAL EQUIPMEN	115101470		476.71	476.71	4100-042400-5413-	- -
					476.71	476.71 *		

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12/02/2019	11/05/2019	003631 HARRIS REMA	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00	*	
12/02/2019	11/03/2019	004222 HARRIS, SYDNEY	11032019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	003196 HARRISON JOEL	11052019		200.00	200.00	4100-013020-3002-	-
					200.00	200.00	*	
12/02/2019	11/05/2019	002248 HARTSOCK BRIAN	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	003859 HESS DONNA	11052019		215.00	215.00	4100-013020-3002-	-
					215.00	215.00	*	
12/02/2019	11/05/2019	004436 HESS, ANGELA GA	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/13/2019	004650 HESS, CASSANDRA	11132019		467.50	467.50	4100-022010-5401-	-
					467.50	467.50	*	
12/02/2019	11/05/2019	004220 HONAKER, KAYTL	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	003424 HUGHES WILLIAM	11052019		50.00	50.00	4100-013020-3002-	-
					50.00	50.00	*	
12/02/2019	10/31/2019	003439 IGO TECHNOLOGY	10876		2,710.00	2,710.00	4100-032050-5203-	-
					2,710.00	2,710.00	*	
12/02/2019	10/24/2019	003866 INNOVATIVE TECH	2128		412.50	412.50	4100-013020-3002-	-
12/02/2019	10/24/2019	003866 INNOVATIVE TECH	2129		37.50	37.50	4100-012300-7002-	-
12/02/2019	11/19/2019	003866 INNOVATIVE TECH	114625		26.42	26.42	4100-012010-5401-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2144		487.50	487.50	4100-072010-3009-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2145		3,562.50	3,562.50	4100-012300-3002-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2147		375.00	375.00	4100-012090-5401-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2150		112.50	112.50	4100-022010-5415-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2152		300.00	300.00	4100-013020-3002-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2156		412.50	412.50	4100-035050-5401-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2160		75.00	75.00	4100-021010-5401-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2161		112.50	112.50	4100-022010-5401-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2166		150.00	150.00	4100-042400-5413-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2170		337.50	337.50	4100-012300-3002-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2173		75.00	75.00	4100-072030-3009-	-
12/02/2019	11/21/2019	003866 INNOVATIVE TECH	2174		37.50	37.50	4100-034010-5401-	-
12/02/2019	10/21/2019	003866 INNOVATIVE TECH	2175		187.50	187.50	4100-043020-3009-	-
12/02/2019	10/24/2019	003866 INNOVATIVE TECH	2114		1,396.75	1,396.75	4100-031020-3005-	-
					8,098.17	8,098.17	*	
12/02/2019	11/05/2019	001095 JESSEE PAUL B	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	001095 JESSEE PAUL B	11052019		37.12	37.12	4100-013020-3002-	-
12/02/2019	11/05/2019	001095 JESSEE PAUL B	11052019		50.00	50.00	4100-013020-3002-	-
					287.12	287.12	*	
12/02/2019	11/05/2019	003059 JESSEE CLAUDETT	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	003075 JOHNSON VERNON	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	003075 JOHNSON VERNON	11052019		11.60	11.60	4100-013020-3002-	-
					211.60	211.60	*	
12/02/2019	10/04/2019	000353 KEGLEY SERVICE	37604		20.00	20.00	4100-031020-5408-	-
					20.00	20.00	*	
12/02/2019	11/05/2019	003245 KENDALL ELECTRI	S108552984.001		884.98	884.98	4100-094010-8027-	-
12/02/2019	11/05/2019	003245 KENDALL ELECTRI	S108553137.001		339.94	339.94	4100-043020-5407-	-
12/02/2019	11/19/2019	003245 KENDALL ELECTRI	S108597702.001		152.84	152.84	4100-043020-5407-	-
					1,377.76	1,377.76	*	
12/02/2019	11/25/2019	000359 KWIK KAFE	3510-597138		35.00	35.00	4100-012010-5401-	-
					35.00	35.00	*	

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12/02/2019	7/31/2019	004633 LABXPERIOR CORP	07312019		105.00	105.00	4100-022010-5415-	- -
					105.00	105.00 *		
12/02/2019	10/01/2019	000367 LEBANON BLOCK &	333684		14.24	14.24	4100-043020-5407-	- -
12/02/2019	10/01/2019	000367 LEBANON BLOCK &	333719		3.12	3.12	4100-094010-8027-	- -
12/02/2019	10/02/2019	000367 LEBANON BLOCK &	333849		24.99	24.99	4100-094010-8027-	- -
12/02/2019	10/02/2019	000367 LEBANON BLOCK &	333939		15.75	15.75	4100-042400-5413-	- -
12/02/2019	10/02/2019	000367 LEBANON BLOCK &	333992		3.95	3.95	4100-043020-5407-	- -
12/02/2019	10/02/2019	000367 LEBANON BLOCK &	333999		16.80	16.80	4100-094010-8027-	- -
12/02/2019	10/08/2019	000367 LEBANON BLOCK &	334900		85.56	85.56	4100-022010-5415-	- -
12/02/2019	10/09/2019	000367 LEBANON BLOCK &	335195		8.97	8.97	4100-022010-5415-	- -
12/02/2019	10/10/2019	000367 LEBANON BLOCK &	335303		69.13	69.13	4100-022010-5415-	- -
12/02/2019	10/11/2019	000367 LEBANON BLOCK &	335550		31.90	31.90	4100-022010-5415-	- -
12/02/2019	10/15/2019	000367 LEBANON BLOCK &	336154		56.99	56.99	4100-022010-5415-	- -
12/02/2019	10/15/2019	000367 LEBANON BLOCK &	336171		4.89	4.89	4100-042400-5413-	- -
12/02/2019	10/15/2019	000367 LEBANON BLOCK &	336219		5.90	5.90	4100-094010-8027-	- -
12/02/2019	10/15/2019	000367 LEBANON BLOCK &	336239		7.55	7.55	4100-094010-8027-	- -
12/02/2019	10/16/2019	000367 LEBANON BLOCK &	336289		9.95	9.95	4100-022010-5415-	- -
12/02/2019	10/16/2019	000367 LEBANON BLOCK &	336295		60.57	60.57	4100-043020-5407-	- -
12/02/2019	10/16/2019	000367 LEBANON BLOCK &	336309		106.33	106.33	4100-022010-5415-	- -
12/02/2019	10/16/2019	000367 LEBANON BLOCK &	336353		3.98	3.98	4100-035010-5405-	- -
12/02/2019	10/16/2019	000367 LEBANON BLOCK &	336355		27.35	27.35	4100-042400-5413-	- -
12/02/2019	10/17/2019	000367 LEBANON BLOCK &	336524		24.25	24.25	4100-094010-8027-	- -
12/02/2019	10/18/2019	000367 LEBANON BLOCK &	336728		3.95	3.95	4100-094010-8027-	- -
12/02/2019	10/22/2019	000367 LEBANON BLOCK &	337266		14.30	14.30	4100-013010-5401-	- -
12/02/2019	10/24/2019	000367 LEBANON BLOCK &	337647		20.65	20.65	4100-035010-5405-	- -
12/02/2019	10/25/2019	000367 LEBANON BLOCK &	337821		7.90	7.90	4100-043020-5407-	- -
12/02/2019	10/28/2019	000367 LEBANON BLOCK &	338280		8.40	8.40	4100-042400-5413-	- -
12/02/2019	10/28/2019	000367 LEBANON BLOCK &	338305		5.00	5.00	4100-043020-5407-	- -
12/02/2019	10/29/2019	000367 LEBANON BLOCK &	338384		219.99	219.99	4100-042400-5413-	- -
12/02/2019	10/29/2019	000367 LEBANON BLOCK &	338432		5.00-	5.00-	4100-043020-5407-	- -
12/02/2019	10/30/2019	000367 LEBANON BLOCK &	338632		2.10	2.10	4100-043020-5407-	- -
12/02/2019	10/31/2019	000367 LEBANON BLOCK &	338749		18.62	18.62	4100-013020-5401-	- -
12/02/2019	10/31/2019	000367 LEBANON BLOCK &	338764		13.08	13.08	4100-043020-5407-	- -
12/02/2019	10/31/2019	000367 LEBANON BLOCK &	338819		10.93	10.93	4100-094010-8027-	- -
12/02/2019	11/04/2019	000367 LEBANON BLOCK &	3395303		33.49	33.49	4100-094010-5413-	- -
12/02/2019	11/05/2019	000367 LEBANON BLOCK &	339667		22.93	22.93	4100-094010-5413-	- -
12/02/2019	11/08/2019	000367 LEBANON BLOCK &	340210		7.70	7.70	4100-031020-5409-	- -
12/02/2019	11/13/2019	000367 LEBANON BLOCK &	340991		14.09	14.09	4100-031020-5401-	- -
12/02/2019	11/14/2019	000367 LEBANON BLOCK &	341179		29.81	29.81	4100-031020-5401-	- -
12/02/2019	11/19/2019	000367 LEBANON BLOCK &	341905		34.00	34.00	4100-031020-5401-	- -
12/02/2019	10/30/2019	000367 LEBANON BLOCK &	338169		15.40	15.40	4100-031020-5409-	- -
					1,059.51	1,059.51 *		
12/02/2019	11/25/2019	004083 LESTER, LONZO	11252019		64.78	64.78	4100-011010-5504-	- -
					64.78	64.78 *		
12/02/2019	10/25/2019	003595 LIBRARIAN'S CHO	1316923		187.90	187.90	4100-073010-5411-	- -
					187.90	187.90 *		
12/02/2019	11/05/2019	001118 LYTTLE SHERRY	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	001118 LYTTLE SHERRY	11052019		46.40	46.40	4100-013020-3002-	- -
					246.40	246.40 *		
12/02/2019	11/05/2019	004645 LYTTLE, JAMES	11052019		165.00	165.00	4100-013010-3002-	- -
					165.00	165.00 *		
12/02/2019	11/20/2019	001997 MAGIC BROOM	383985		240.00	240.00	4100-073010-5413-	- -
					240.00	240.00 *		
12/02/2019	11/05/2019	001103 MAPLES CHRISTI	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00 *		

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12/02/2019	11/05/2019	004432 MARTIN, CHARLES	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00	*	
12/02/2019	10/22/2019	003338 MCGLOTHLIN ALIC	REIMB.		118.26	118.26	4100-012130-5401-	- -
					118.26	118.26	*	
12/02/2019	11/05/2019	003640 MCGLOTHLIN DARN	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	003640 MCGLOTHLIN DARN	11052019		55.68	55.68	4100-013020-3002-	- -
12/02/2019	11/05/2019	003640 MCGLOTHLIN DARN	11052019		50.00	50.00	4100-013020-3002-	- -
					305.68	305.68	*	
12/02/2019	11/05/2019	003888 MCGLOTHLIN, PAT	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00	*	
12/02/2019	11/05/2019	001417 MEADE JUDY	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	001417 MEADE JUDY	11052019		34.80	34.80	4100-013020-3002-	- -
					234.80	234.80	*	
12/02/2019	10/21/2019	000428 MIKE'S COMPUTER	34478		14.95	14.95	4100-031020-5409-	- -
					14.95	14.95	*	
12/02/2019	11/13/2019	004145 MILLER, CYNTHIA	11132019		150.00	150.00	4100-072030-3009-	- -
					150.00	150.00	*	
12/02/2019	11/04/2019	003802 MOBILE & NETWOR	11165		3,900.00	3,900.00	4100-032020-8002-	- -
					3,900.00	3,900.00	*	
12/02/2019	12/02/2019	003474 MONK HARRY J	JULY-OCT 2019		96.28	96.28	4100-013010-5501-	- -
					96.28	96.28	*	
12/02/2019	11/05/2019	003998 MONK, PATSY	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00	*	
12/02/2019	11/05/2019	003993 MOORE, PAM	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00	*	
12/02/2019	10/28/2019	000432 MORGAN MCCLURE	143156		3,993.36	3,993.36	4100-031020-5408-	- -
					3,993.36	3,993.36	*	
12/02/2019	11/05/2019	003650 MOYER RICHARD	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	003650 MOYER RICHARD	11052019		55.68	55.68	4100-013020-3002-	- -
					255.68	255.68	*	
12/02/2019	11/05/2019	003652 MOYER VIRGINIA	11052019		200.00	200.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	003652 MOYER VIRGINIA	11052019		29.00	29.00	4100-013020-3002-	- -
					229.00	229.00	*	
12/02/2019	11/05/2019	004648 MOYER, RICHA I	11052019		135.00	135.00	4100-013020-3002-	- -
					135.00	135.00	*	
12/02/2019	10/28/2019	002304 MUMPOWER SIGN S	287285		300.00	300.00	4100-031020-5408-	- -
12/02/2019	10/28/2019	002304 MUMPOWER SIGN S	287294		463.38	463.38	4100-031020-5408-	- -
					763.38	763.38	*	
12/02/2019	10/31/2019	004511 NATIONAL TEST S	42533		275.00	275.00	4100-022010-5415-	- -
					275.00	275.00	*	
12/02/2019	1/29/2019	003123 O'REILLY AUTO P	1943-284669		124.58	124.58	4100-031020-5408-	- -
12/02/2019	10/03/2019	003123 O'REILLY AUTO P	1943-324591		42.48	42.48	4100-031020-5408-	- -
12/02/2019	10/10/2019	003123 O'REILLY AUTO P	1943-325561		11.41	11.41	4100-031020-5408-	- -
12/02/2019	10/14/2019	003123 O'REILLY AUTO P	1943-326096		5.58	5.58	4100-031020-5408-	- -
12/02/2019	10/14/2019	003123 O'REILLY AUTO P	1943-326147		39.96	39.96	4100-031020-5408-	- -
12/02/2019	10/15/2019	003123 O'REILLY AUTO P	1943-326236		22.27	22.27	4100-031020-5408-	- -
12/02/2019	10/15/2019	003123 O'REILLY AUTO P	1943-326275		68.96	68.96	4100-031020-5408-	- -
12/02/2019	10/16/2019	003123 O'REILLY AUTO P	1943-326499		6.99	6.99	4100-031020-5408-	- -
12/02/2019	10/16/2019	003123 O'REILLY AUTO P	1943-326563		12.96	12.96	4100-031020-5408-	- -
12/02/2019	10/17/2019	003123 O'REILLY AUTO P	1943-326615		14.99	14.99	4100-031020-5408-	- -
12/02/2019	10/17/2019	003123 O'REILLY AUTO P	1943-326651		86.40	86.40	4100-031020-5408-	- -
12/02/2019	10/18/2019	003123 O'REILLY AUTO P	1943-326781		21.22	21.22	4100-031020-5408-	- -
12/02/2019	10/21/2019	003123 O'REILLY AUTO P	1943-327144		165.10	165.10	4100-031020-5408-	- -
12/02/2019	10/22/2019	003123 O'REILLY AUTO P	1943-327254		65.00	65.00	4100-031020-5408-	- -
12/02/2019	10/24/2019	003123 O'REILLY AUTO P	1943-327621		204.58	204.58	4100-031020-5408-	- -

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12/02/2019	10/25/2019	003123 O'REILLY AUTO P	1943-327706		12.71	12.71	4100-031020-5408-	- -
12/02/2019	10/25/2019	003123 O'REILLY AUTO P	1943-327709		21.53	21.53	4100-031020-5408-	- -
					926.72	926.72	*	
12/02/2019	10/09/2019	004649 ONE CALL NOW	INV54661796172		90.00	90.00	4100-073010-3002-	- -
					90.00	90.00	*	
12/02/2019	11/05/2019	004094 OSBORNE, CAROLY	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00	*	
12/02/2019	11/05/2019	004226 OWENS, AARON	11052019		135.00	135.00	4100-013020-3002-	- -
					135.00	135.00	*	
12/02/2019	11/05/2019	002917 PATRICK KENNETH	11052019		2,025.00	2,025.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	002917 PATRICK KENNETH	11052019		47.56	47.56	4100-013020-3002-	- -
					2,072.56	2,072.56	*	
12/02/2019	11/05/2019	001489 PHILLIPS JAMES	11052019		50.00	50.00	4100-013020-3002-	- -
12/02/2019	11/05/2019	001489 PHILLIPS JAMES	11052019		50.00	50.00	4100-013020-3002-	- -
					100.00	100.00	*	
12/02/2019	11/15/2019	004595 POINT BROADBAND	2763297		103.28	103.28	4100-035050-5203-	- -
					103.28	103.28	*	
12/02/2019	11/05/2019	004213 POWERS, TONY	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00	*	
12/02/2019	10/31/2019	004581 RFC COMPANY	213-S100794002.		287.64	287.64	4100-094010-7056-	- -
12/02/2019	11/12/2019	004581 RFC COMPANY	213-S100799262.		108.00	108.00	4100-043020-3004-	- -
					395.64	395.64	*	
12/02/2019	11/05/2019	004435 RHEA, JANIS	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00	*	
12/02/2019	11/05/2019	004215 RHEA, PAMELA	11052019		165.00	165.00	4100-013020-3002-	- -
					165.00	165.00	*	
12/02/2019	11/05/2019	004097 RICH, MARGARET	11052019		50.00	50.00	4100-013020-3002-	- -
					50.00	50.00	*	
12/02/2019	10/21/2019	002812 RICOH AMERICAS	5057881880		34.40	34.40	4100-073010-3002-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32659153		159.44	159.44	4100-032050-3005-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32659586		84.03	84.03	4100-035010-5401-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32660097		112.67	112.67	4100-032050-3005-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32660436		44.83	44.83	4100-022010-5415-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32660531		176.15	176.15	4100-022010-5401-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32660704		188.84	188.84	4100-031020-3005-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32660808		253.60	253.60	4100-012010-3005-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32661153		210.51	210.51	4100-021020-3005-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32661154		100.98	100.98	4100-034010-5401-	- -
12/02/2019	11/15/2019	002812 RICOH AMERICAS	32661352		111.06	111.06	4100-013020-3005-	- -
					1,476.51	1,476.51	*	
12/02/2019	11/05/2019	004647 RING, DAVID	11052019		50.00	50.00	4100-013020-3002-	- -
					50.00	50.00	*	
12/02/2019	10/26/2019	004631 RIVERLINK	57890676		8.40	8.40	4100-031020-5503-	- -
					8.40	8.40	*	
12/02/2019	11/22/2019	000663 RUSSELL COUNTY	BOS112219		1,171.23	1,171.23	4100-095010-9130-	- -
12/02/2019	12/01/2019	000663 RUSSELL COUNTY	DEC-19		109,592.56	109,592.56	4100-095010-9130-	- -
12/02/2019	11/20/2019	000663 RUSSELL COUNTY	11202019	1	41.00	41.00	4100-071040-5103-	- -
					110,804.79	110,804.79	*	
12/02/2019	11/25/2019	004632 RUSSELL COUNTY	NOVEMBER 2019		613.45	613.45	4100-082010-8025-	- -
					613.45	613.45	*	
12/02/2019	12/02/2019	000573 RUSSELL COUNTY	FUEL		304.01	304.01	4100-043020-5408-	- -
					304.01	304.01	*	
12/02/2019	11/05/2019	003061 SALYER LOIS	11052019		175.00	175.00	4100-013020-3002-	- -
					175.00	175.00	*	
12/02/2019	11/08/2019	000594 SAM'S CLUB/GEGR	801	1	19.98	19.98	4100-031020-5409-	- -

<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>
12/02/2019	11/08/2019	000594 SAM'S CLUB/GECR	801	1	20.33	20.33	4100-031020-5409-	-
					40.31	40.31	*	
12/02/2019	12/02/2019	004017 SCOTT, HERBERT	12022019		237.22	237.22	4100-013010-5501-	-
					237.22	237.22	*	
12/02/2019	11/05/2019	004434 SCOTT, TABETHA	11052019		200.00	200.00	4100-013020-3002-	-
					200.00	200.00	*	
12/02/2019	10/30/2019	000601 SECURITY ELECTR	13370		190.00	190.00	4100-094010-5413-	-
					190.00	190.00	*	
12/02/2019	10/26/2019	001809 SHIELDS ELECTRO	BP195804		126.71	126.71	4100-031020-5409-	-
					126.71	126.71	*	
12/02/2019	11/05/2019	004428 SHORTER, BRIAN	11052019		290.00	290.00	4100-013020-3002-	-
12/02/2019	11/05/2019	004428 SHORTER, BRIAN	11052019		7.54	7.54	4100-013020-3002-	-
12/02/2019	11/05/2019	004428 SHORTER, BRIAN	11052019		50.00	50.00	4100-013020-3002-	-
					347.54	347.54	*	
12/02/2019	12/02/2019	004429 SHORTER, DIANA	12022019		29.00	29.00	4100-013010-5501-	-
					29.00	29.00	*	
12/02/2019	11/15/2019	002562 SHRED-IT USA	8128556133		25.40	25.40	4100-012130-5401-	-
12/02/2019	11/15/2019	002562 SHRED-IT USA	8128556133		25.40	25.40	4100-012090-5401-	-
12/02/2019	11/15/2019	002562 SHRED-IT USA	8128556133		25.40	25.40	4100-012010-5401-	-
12/02/2019	11/15/2019	002562 SHRED-IT USA	8128556133		74.63	74.63	4100-021060-5401-	-
					150.83	150.83	*	
12/02/2019	11/05/2019	004646 SIGMON, LISA	11052019		50.00	50.00	4100-013020-3002-	-
					50.00	50.00	*	
12/02/2019	11/13/2019	001299 SIGN SHOP OF SO	3489		28.00	28.00	4100-042400-3004-	-
					28.00	28.00	*	
12/02/2019	11/05/2019	004122 SIMMONS CHERILY	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	001104 SIZEMORE SHARO	11052019		200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	001104 SIZEMORE SHARO	11052019		25.52	25.52	4100-013020-3002-	-
12/02/2019	11/05/2019	001104 SIZEMORE SHARO	11052019		50.00	50.00	4100-013020-3002-	-
					275.52	275.52	*	
12/02/2019	11/05/2019	004518 SMITH, CINDY	11052019		344.00	344.00	4100-013020-3002-	-
12/02/2019	11/05/2019	004518 SMITH, CINDY	11052019		60.32	60.32	4100-013020-3002-	-
12/02/2019	11/05/2019	004518 SMITH, CINDY	11052019		50.00	50.00	4100-013020-3002-	-
					454.32	454.32	*	
12/02/2019	11/05/2019	003630 SNIPES SASHEEN	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00	*	
12/02/2019	10/29/2019	004579 SOUTHERN REFRIG	3648491.		102.08-	102.08-	4100-043020-3004-	-
					102.08-	102.08-	*	
12/02/2019	11/05/2019	004268 STANDARD PRINTI	0722883		240.00	240.00	4100-021060-5401-	-
					240.00	240.00	*	
12/02/2019	11/05/2019	003997 STINSON, JANET	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/01/2019	004491 STRATEGIC SOLUT	3221506		55.00	55.00	4100-073010-3002-	-
					55.00	55.00	*	
12/02/2019	11/05/2019	004516 SWINFORD, DEBBI	11052019		165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/04/2019	004601 THE HOME DEPOT	520415357		7.26	7.26	4100-043020-5405-	-
12/02/2019	11/04/2019	004601 THE HOME DEPOT	520415365		806.69	806.69	4100-043020-5405-	-
12/02/2019	11/15/2019	004601 THE HOME DEPOT	522483650		8.92	8.92	4100-043020-5405-	-
12/02/2019	11/18/2019	004601 THE HOME DEPOT	522710581		370.31	370.31	4100-043020-5405-	-
					1,193.18	1,193.18	*	
12/02/2019	10/30/2019	000366 THE LEBANON NEW	133297		80.25	80.25	4100-011010-3007-	-
					80.25	80.25	*	
12/02/2019	11/05/2019	004086 THOMAS, FREDA J	11052019		175.00	175.00	4100-013020-3002-	-
					175.00	175.00	*	

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
12/02/2019	10/24/2019	000977	TOP LINE ADVERT	7595	75.00	75.00	4100-031020-5410-	-
					75.00	75.00	*	
12/02/2019	11/08/2019	001223	TREASURER OF VI	MACK846	160,395.00	160,395.00	4100-042400-5408-	-
12/02/2019	11/19/2019	001223	TREASURER OF VI	20-167C-RMS-1	3,722.00	3,722.00	4100-021060-5902-	-
					164,117.00	164,117.00	*	
12/02/2019	10/31/2019	002133	TREASURER OF VI	10312019	20.00	20.00	4100-035030-3001-	-
					20.00	20.00	*	
12/02/2019	11/14/2019	000669	TREASURER VA TE	CC-51942	16,666.00	16,666.00	4100-099000-5000-	-
					16,666.00	16,666.00	*	
12/02/2019	11/05/2019	004210	TRENT, TINA	11052019	165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	10/17/2019	000700	TRI CITY BUSINE	AR14080	172.56	172.56	4100-073010-3002-	-
					172.56	172.56	*	
12/02/2019	11/11/2019	004359	TRUCKPRO HOLDIN	254-0137005	1,599.10	1,599.10	4100-042400-5407-	-
					1,599.10	1,599.10	*	
12/02/2019	10/04/2019	000706	TWO WAY RADIO I	401000092-1	1,107.34	1,107.34	4100-035050-7006-	-
12/02/2019	10/09/2019	000706	TWO WAY RADIO I	104000195	227.00	227.00	4100-031020-7003-	-
12/02/2019	10/09/2019	000706	TWO WAY RADIO I	104000195	65.00	65.00	4100-031020-7003-	-
12/02/2019	10/09/2019	000706	TWO WAY RADIO I	104000195	684.00	684.00	4100-031020-7003-	-
					2,083.34	2,083.34	*	
12/02/2019	11/05/2019	004087	VADEN, WILLIAM	11052019	175.00	175.00	4100-013020-3002-	-
					175.00	175.00	*	
12/02/2019	11/12/2019	003229	VERIZON WIRELES	9842024152	3,412.84	3,412.84	4100-031020-5203-	-
					3,412.84	3,412.84	*	
12/02/2019	11/07/2019	003115	VIRGINIA ELECTR	2991951-IN	284.57	284.57	4100-042400-5413-	-
12/02/2019	11/13/2019	003115	VIRGINIA ELECTR	2992615-IN	150.00	150.00	4100-043020-3004-	-
					434.57	434.57	*	
12/02/2019	11/15/2019	000758	WALLACE FURNITU	127175	40.46	40.46	4100-043020-5407-	-
12/02/2019	11/21/2019	000758	WALLACE FURNITU	127215	1.59	1.59	4100-043020-5407-	-
					42.05	42.05	*	
12/02/2019	11/19/2019	003510	WAYNE MUSICK	6111	1,009.00	1,009.00	4100-043020-5408-	-
					1,009.00	1,009.00	*	
12/02/2019	11/05/2019	002087	WHITE BRENDA	11052019	165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/05/2019	004208	WHITED, EMMA	11052019	175.00	175.00	4100-013020-3002-	-
					175.00	175.00	*	
12/02/2019	11/05/2019	004212	WHITED, MARTY	11052019	165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	11/15/2019	003033	WHOLESALE SUPPL	637354	198.19	198.19	4100-094010-7056-	-
12/02/2019	11/15/2019	003033	WHOLESALE SUPPL	637355	204.83	204.83	4100-094010-7056-	-
					403.02	403.02	*	
12/02/2019	11/05/2019	001093	WISE JAMES JR	11052019	200.00	200.00	4100-013020-3002-	-
12/02/2019	11/05/2019	001093	WISE JAMES JR	11052019	18.56	18.56	4100-013020-3002-	-
					218.56	218.56	*	
12/02/2019	11/05/2019	004209	WISE, DARLENE	11052019	165.00	165.00	4100-013020-3002-	-
					165.00	165.00	*	
12/02/2019	10/04/2019	000219	XPRESS LUBE	10042019	73.99	73.99	4100-031020-5408-	-
12/02/2019	10/04/2019	000219	XPRESS LUBE	10042019	63.89	63.89	4100-031020-5408-	-
12/02/2019	10/04/2019	000219	XPRESS LUBE	10042019	20.99	20.99	4100-031020-5408-	-
12/02/2019	10/04/2019	000219	XPRESS LUBE	10042019	20.99	20.99	4100-031020-5408-	-
					179.86	179.86	*	
			TOTAL FOR DUE DATE 12/02/2019		380,509.62	380,509.62		
			TOTAL DUE FOR FUND- 4100		380,509.62	380,509.62		

<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>
12/02/2019	11/06/2019	002349 LEXISNEXIS	14532166		24.39	24.39	4713-021080-6012-	- -
					24.39	24.39 *		
		TOTAL FOR DUE DATE 12/02/2019			24.39	24.39		
		TOTAL DUE FOR FUND- 4713			24.39	24.39		
		NON-DIRECT DEPOSIT			380,534.01	380,534.01		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			380,534.01	380,534.01		
						.00		



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item C-1 – C-15
Presenter: Administrator

Meeting: 12/2/19 6:00 PM

County Administrator Reports & Requests

REPORTS

1. **PSA Water & Sewage Operational Business Plan & Rate Study.....C-1**
2. **RC Landfill Well & Gas Probe Abandonment.....C-2**
3. **VDOT IACM Project – Rte. 663 Bridge Replacement.....C-3**
4. **Virginia Complete County Commission Engagement Event (2020 Census)....C-4**
5. **RC Tourism Advisory Committee By-Laws.....C-5**

REQUESTS

6. **RC 2019 November 5th General Election Abstract of Votes.....C-6**
7. **RC Project Management Services Contract.....C-7**
8. **Architectural/Engineering Services – Dante Depot Renovation.....C-8**
9. **VDOT Rte. 681 Notice of Intent.....C-9**
10. **DCJS Violence Against Women Act (\$57,028).....C-10**
11. **VDH Local Service Agreement.....C-11**
12. **CPWMA Letter of Support.....C-12**
13. **County Employee Payroll on 12/20/19.....C-13**
14. **County Employee’s Holiday Gift Certificates.....C-14**
15. **RC Planning Commission Plat.....C-15**

STAFFRECOMMENDATION(s):

Board Discretion.

SUGGESTEDMOTION(s): Various



October 15, 2019

Mr. Lonzo Lester, Jr., County Administrator
Russell County
P.O. Box 1207
Lebanon, Virginia 24266

Re: **Proposal for Professional Engineering Services**
Waterworks Business Operations Plan & Combined Rate Study

Dear Mr. Lester:

The Lane Group, Inc. (TLG), is pleased to submit this proposal for professional engineering services for Russell County. This Proposal is being submitted in followup to our meeting on October 8th. The project and the proposed scope of services follow:

DESCRIPTION OF THE PROJECT

In 2018, Russell County (the County) procured for various engineering services related to consolidation of public water and wastewater services provided by the County, The Russell County Public Service Authority (RCPSA), and the Castlewood Water and Sewage Authority (CWSA). Since the initial procurement, the County has largely implemented the consolidation. The CWSA has been dissolved and incorporated into the RCPSA. The County has likewise conveyed its water and sewage facilities into the RCPSA, except for the Dante wastewater treatment plant. The consolidation effort has not been entirely completed and many activities are ongoing. The various water and sewer system customers are currently being billed for services in accordance with the respective rate structures which were in effect prior to the consolidation. System assets and debt obligations are being combined. System operating budgets are being combined.

The County is in process of completing some utility projects with funding assistance being provided by the Virginia Resources Authority (VRA). In order to proceed with those projects' funding, VRA is requiring that the County complete a Waterworks Business Operation Plan and a Water/Sewer Rate Study. TLG has been requested to provide a proposal to complete these items.

SCOPE OF SERVICES

Work Task 1: Waterworks Business Operations Plan: The Virginia Department of Health (VDH) requires that public water supply systems develop a Waterworks Business Operations Plan (WBOP) to demonstrate the waterworks' technical, managerial, and financial capacities. VDH has established guidelines for the content to be included in the WBOP. TLG will use information provided by the County and RCPSA to prepare the WBOP in accordance with the VDH guidelines. The WBOP will be submitted to VDH for review and approval.

Work Task 2: Water Sewer Rate Study: VRA is requiring the County to have a Rate Study prepared. The purpose of the Rate Study is to examine the current water and sewer rates being charged to customers of the various systems, evaluate the systems' budgetary needs to meet both operating and debt service expenses, and recommend rate structure revisions so that all of the consolidated system's customers pay the same uniform rates. TLG will initially prepare a draft version of the Rate Study and submit it to the County for review and comment. Following receipt of the County's comments, the Rate Study will be submitted to VRA for their review and acceptance.

ITEMS TO BE FURNISHED/OBTAINED BY OTHERS

In order to complete the indicated Scope of Services, the following items are requested to be furnished to The Lane Group:

- A. Copy of the two (2) most recent Annual Audit Reports, including all information relevant to the Water and Sewer Enterprise Fund for the County, the RCPSA, and the CWSA.
- B. Digital file (compatible with Excel spreadsheet) containing a listing of all water system customers, their type, and individual water billing consumption (gallons) for the most recent 12-month period.
- C. Digital file (compatible with Excel spreadsheet) containing a listing of all sewer system customers, their type, and individual sewer billing consumption (gallons) for the most recent 12-month period.
- D. Listing of monthly water production and billing volume totals (gallons) each system for each of the most recent 12 consecutive months.
- E. Listing of monthly sewage treatment and billing volume totals (gallons) each system for each of the most recent 12 consecutive months.
- F. Copy of the current years' water and sewer system budgets and most recent financial statement for all systems.
- G. Complete listing of all water and sewer system customer billing rates and charges.
- H. Map(s) showing the location and facilities included in each of the water and/or sewer systems.
- I. Listing of current employees and titles for all persons involved in operations of the water and/or sewer systems.
- J. Copy of Employee Handbook, Job Descriptions, and/or other relevant information pertaining to those employees involved in operations of the water and/or sewer systems.
- K. Copy of any existing water and/or Asset Management Plans, listing of equipment and inventory, or similar information pertaining to the systems' physical assets.
- L. Copy of any existing Capital Improvement Plans or similar information pertaining to future system expansion and/or rehabilitation needs.
- M. Copy of any existing Water Business Operation Plans or similar information for any of the systems.
- N. Other items relevant to the systems' operations and/or finances which may be determined to be needed during the course of completion of the indicated Scope of Services.

TLG recognizes that the list of items requested is extensive, but each item is integral to the content of the deliverables that are being contracted for.

SCHEDULE OF COMPLETION

TLG will begin work upon receipt of written acceptance of this Proposal and receipt of all items to be furnished by the County. It is anticipated that development of Work Tasks 1 and 2 will run concurrently and TLG will strive to submit to the County a draft version of both the Waterworks Business Operations Plan and the Rate Study within 120 calendar days following receipt of authorization to proceed and those items to be furnished by the County. Following receipt of any review comments from the County, TLG will address the comments in a timely manner until final approvals are secured. It is recognized that VRA has requested the WBOP and Rate Study documents to be completed by March 2020.

COMPENSATION

TLG will strive to perform the indicated Scope of Services within the given Schedule of Completion for dollar amounts as indicated below. Invoices will be rendered monthly in accordance with the following schedule:

<u>Task/Description</u>	<u>Fee</u>
Work Task 1 – Waterworks Business Operations Plan	\$ 8,000.00
Work Task 2 – Rate Study	<u>16,000.00</u>
Total Lump Sum Fee	\$24,000.00

Invoices are due payable upon receipt. Invoices not paid within 30 days following issuance will be subject to an additional interest charge of 1.5%/ month on any past due balance.

ADDITIONAL SERVICES

TLG can provide additional services outside of the proposed Scope of Services if requested to do so by the Owner. The work task and fee for any additional services would be negotiated on a case-by-case basis. Prior to proceeding with any additional service, TLG shall be authorized to do so in writing. For reference, a copy of TLG’s current Standard Billing Rate sheet is included with this Proposal as Attachment 1.

STANDARD CONTRACT TERMS AND CONDITIONS

This Proposal is subject to The Lane Group’s Standard Contract Terms & Conditions, included as Attachment 2 to this Proposal. Acceptance of this Proposal indicates an acceptance of the Standard Contract Terms & Conditions for this Agreement.

AUTHORIZATION TO PROCEED

In order to signify acceptance of this proposal and authorization to proceed with the work, please sign and complete the Proposal Acceptance Block on the following page and return one copy to our office. We appreciate having been given the opportunity to submit this proposal and look forward to your response.

Very Truly Yours,

THE LANE GROUP, INC.



Matthew Lane, P.E.
President

PROPOSAL ACCEPTANCE

The foregoing proposal of The Lane Group, Inc. is accepted:

Russell County

Print (Type) Individual, Firm, or Corporate Name

Signature of Authorized Representative

Date

Print (Type) Name of Authorized Representative and Title



**STANDARD A/E BILLING RATES
(Effective October 1, 2019)**

Principal/Senior Engineer	\$150.00/hour
Sr. Project Engineer/Sr. Architect/Sr. Project Manager	\$135.00/hour
Project Engineer II/Architect II/Project Manager II	\$120.00/hour
Project Engineer I/Architect I/Project Manager I	\$105.00/hour
Project Engineer/Architect/Env. Specialist	\$90.00/hour
Engineer-in-Training/CADD Tech III	\$80.00/hour
Resident Project Representative III	\$65.00/hour
CADD Technician II/Field Technician II/RPR II	\$60.00/hour
CADD Tech I/Field Tech I/RPR I	\$55.00/hour
Administrative Support II	\$60.00/hour
Administrative Support I	\$40.00/hour
Subconsultant	Cost plus 15.00%
Mileage	IRS Allowed Rate
8 1/2" x 11" Black & White Copies	\$0.50/sheet
Reproducible Copies (Paper)	\$0.75/sq. ft.
8 1/2" x 11" Color Copies	\$1.00/sheet
Reproducible Copies (Mylar)	\$1.00/sq. ft.

**STANDARD CONTRACT TERMS AND CONDITIONS
EFFECTIVE DATE – JANUARY 1, 2019**

1-- DEFINITIONS

1.1 The Lane Group, Inc., hereafter referred to as the “**Engineer**”, agrees to provide Professional Services, as delivered in the attached Proposal. **Engineer** means The Lane Group company, the company’s employees, and the company’s subcontractors.

1.2 The “**Client**” is the other party to this Agreement.

1.3 The “**Project**” is the collective sum of all services and deliverables for which the **Client** has commissioned the **Engineer** to complete.

2 -- SCOPE OF SERVICES

2.1 The Agreement between the Engineer and the Client consists of the Proposal, these Standard Contract Terms and Conditions, and any other Exhibits or Attachments referenced in and included with the Proposal.

2.2 Together these elements constitute the Agreement in its entirety. The Agreement shall not be considered binding unless and until executed by both parties.

2.3 The executed Agreement supersedes all prior written or oral correspondence, statements, representations, and/or agreements.

2.4 The executed Agreement establishes the scope of services to be provided by the Engineer, anticipated schedule, deliverables, compensation, items to be provided by others, and other information relevant to the Project. Any changes to the Agreement must be mutually acknowledged, in writing, by both parties.

3 -- STANDARD OF CARE

3.1 The ENGINEER will strive to perform the services under this Agreement in a manner consistent with the level of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality as the Project under similar conditions during the same time period.

3.2 No other representation and no warranty or guarantee, either expressed or implied, is included or intended by this Agreement.

4--DISCLOSURES

4.1 The provisions of the Agreement have been established based upon information known or assumed by both parties prior to execution of said Agreement.

4.2 Both the Engineer and the Client shall fully disclose to each other, prior to executing the Agreement, all information pertinent to completion of the Project.

4.3 Both the Engineer and the Client agree to disclose to each other, any information relevant to completion of the Project, which becomes known during the course of the work and could have a potential impact upon the provisions of the Agreement.

5 -- INFORMATION PROVIDED BY OTHERS

5.1 The Agreement between the Engineer and the Client identifies those items which are to be provided to the Engineer by other parties, outside of the Engineer’s control, if any, and incorporated into the Engineer’s work.

5.2 Client agrees to waive any claim of liability against the Engineer resulting in errors, omissions, or inaccuracies due to defects and/or deficiencies in the information that is provided to the Engineer by others and outside of the Engineer’s control.

6 -- OWNERSHIP OF DOCUMENTS

6.1 The Agreement between the Engineer and the Client identifies those documents and/or deliverables which the Engineer is to provide to the Client, if any, upon completion of the Project.

6.2 The Engineer shall retain ownership and property interests of all deliverable documents and other relevant preparatory information developed by the Engineer in completion of the Project. Relevant preparatory information includes those items generated by the Engineer in the course of completing the project; and could include calculations, worksheets, field measurements, survey data, photographs, product brochures, financial records, and other related items which are not customarily included in the deliverable documents provided to the Client.

6.3 The Engineer shall furnish the Client with the number and format of deliverable documents as designated in the Agreement. The Client may retain the deliverable documents and make copies of them for the Client’s sole use in relation to the Project. It is understood that the Client shall not sell or otherwise convey the deliverable

documents to any other party for any other purpose without first obtaining written authorization from the Engineer.

6.4 The Engineer shall retain exclusive ownership of all other relevant preparatory information generated in the course of completing the Project and shall not provide these materials to any party unless specifically designated otherwise in the Agreement and/or without written authorization from the Engineer.

6.5 The Client agrees to indemnify and hold harmless the Engineer from any claims, damages, and/or liabilities arising from any unauthorized use, re-use, or modifications of the deliverable documents made by any party.

7--ASSIGNMENT OF AGREEMENT

7.1 Neither the Engineer nor the Client may delegate, transfer, or otherwise reassign this Agreement to any other party without the written consent of the other party.

7.2 The Engineer may subcontract portions of the Project work tasks at the Engineer's sole discretion.

ARTICLE 8--TERMINATION OR SUSPENSION

8.1 Either the Engineer or the Client may terminate or suspend the Agreement for material breach or convenience. The party effecting the termination or suspension shall so notify the other party in writing and said termination or suspension shall become effective seven (7) calendar days following receipt of notice.

8.2 In the event of Agreement termination or suspension, the Engineer shall furnish the Client with those portions of the Project which have been completed and the Client shall compensate the Engineer for those services which have been performed in accordance with the provisions of the Agreement.

ARTICLE 9--LIMITATION OF LIABILITY

9.1 The Engineer's total cumulative liability to the Client arising from the Engineer's acts, errors, or omissions in connection with the services performed under the Agreement shall not exceed the total compensation received by the Engineer under the Agreement or \$25,000, whichever is less.

9.2 Cumulative liability is defined as all costs resulting from a Claim and its resolution and includes, but is not limited to, items such as damages, losses, expenses, attorney fees, injuries, and the like.

ARTICLE 10--INDEMNIFICATION

10.1 The Engineer agrees to indemnify and hold harmless the Client from and against damages arising from the

Engineer's negligent performance of its services under the Agreement, to the extent that said damages are caused by the Engineer's negligent actions.

10.2 The Client agrees to indemnify and hold harmless the Engineer from and against damages arising from the Client's negligent actions, to the extent that said damages are caused by the Client's negligent actions.

10.3 It is expressly understood and agreed that in no case shall the Engineer be required to pay a cumulative amount of damages disproportional to the Engineer's culpability or any share of any amount levied to realize more than actual economic damages.

ARTICLE 11--DISPUTE RESOLUTION

11.1 If either the Engineer or the Client believes that the other party has materially breached this Agreement, written notification shall be delivered to the offending party within five (5) business days identifying such cause. Both parties shall then bargain promptly and in good faith to cure such cause.

11.2 All claims, disputes, or controversies between Engineer and Client caused by or in any way related to the Agreement and which cannot be remedied by good faith negotiation between the parties, shall be submitted to nonbinding mediation as a condition precedent to litigation. The mediator may be selected by either party but shall be acceptable to both parties. The mediator's costs shall be borne equally by each party and each party shall bear all of its own other costs related to mediation.

11.3 Should good faith negotiation and mediation fail to resolve any dispute related to this Agreement, the Engineer and the Client agree that litigation may be brought by either party.

11.4 Unless prohibited by law and notwithstanding any statute that may provide additional protection, both the Engineer and the Client agree that any claim by either party arising out of the Agreement shall be initiated not more than eighteen (18) months from the date that the party knew, or should have known, of the condition giving rise to the claim, and under no circumstance shall any claim be made over twelve (12) months following the date that the Engineer's services are substantially complete under the Agreement.

ARTICLE 12--GOVERNING LAW

12.1 Both the Engineer and the Client agree that the governing laws of the locality in which the project is located shall prevail in all matters related to the performance and/or dispute remediation related to the Agreement.

SCOPE OF WORK
CLOSED RUSSELL COUNTIES LANDFILLS
WELL AND GAS PROBE ABANDONMENT
Permits #258 and 515
Castlewood, Virginia

The scope of services to be provided includes the abandonment of 2 groundwater monitoring wells and 9 gas probes at the Closed Russell County Sanitary Landfills located on Century Farm Rd in Castlewood, VA.

Abandonment Procedure

The existing steel protective outer casings, concrete pads and stickup PVC well casings will be removed from each well and probe location down to the ground surface. The steel protective casings, concrete and PVC well casings removed during well abandonment will be segregated into piles near the front entrance of the landfill. Once completed, each well and probe location will be filled with cement/bentonite grout using a tremie pipe, filling from the bottom of the well. The grout should be a Portland Type I bentonite/cement slurry. Bentonite content in the slurry will be 2 to 5 percent by weight to help reduce shrinkage. Maximum depth of well is 55 feet bgs. Please see attached Gas and Groundwater Well Drawings for locations.

Water is not available on-site at both locations. Water will need to be stored in a poly tank and transported via truck to the well locations.

MISS UTILITY Notification

The County or their designated representative will be responsible for notifying MISS UTILITY to have the work area marked for underground utilities in accordance with State Law. Notifications is to be performed no less than 4 working days before the start of field activities and no more than 7 days before.

Cost

Please provide a cost estimate to Toby Edwards, Cumberland Plateau Regional Waste Management Authority, by **Wednesday November 20, 2019**. Include the following costs and any other appropriate fees in your estimate:

- Mobilization (round trip);
- Abandonment of 2 ground water monitoring wells;
- Abandonment of 9 gas probes; and
- Removal of materials from abandoned wells and properly disposed.

Schedule

The wells are tentatively scheduled to be completed by **February 2020.**

Bidder's Signature

This signature means that the bidder had read and understands this bid package. The signatory must have the authority to bind the bidding company. The signature also means that all statements in this bid are accurate and truthful. Prices must be all inclusive to include freight, taxes, etc. Cumberland Plateau Regional Waste Management Authority or its member counties will not pay any costs outside of the prices shown.

Bidding Company's Name _____

Bidder's Signature _____

Bidder's Printed Name and Title _____

Date _____

Any questions, please call

Toby Edwards
Executive Director
Cumberland Plateau Regional Waste Authority
P.O. Box 386
Lebanon, VA 24266
(276) 883-5403 (phone)
(276) 880-0124 (fax)

SECTION A

COMPANY AFFIDAVIT

The affiant states with respect to this Proposal to the Cumberland Plateau Regional Waste Management Authority:

I (we) hereby certify that if the Contract is awarded to our firm that no member or members of the CPRWMA's governing body, elected official or officials, employee or employees of said Authority, or any person representing or purporting to represent the local counties, or any family member including spouse, parents, or children of said group, has received or has been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee or any other financial benefit on account of the act of awarding and/or executing a Contract.

I hereby certify that I have full authority to bind the company and that I have personally reviewed the information contained in the Request for Proposals and this Proposal, and all attachments and appendices, and do hereby attest to the accuracy of all information contained in this Proposal, including all attachments and exhibits.

I acknowledge that any misrepresentation will result in immediate disqualification from any consideration in the Proposal process.

I further recognize that the Cumberland Plateau Regional Waste Management Authority reserves the right to make its award for any reason considered advantageous to the CPRWMA or it's member counties. The company selected may be without respect to price or other factors.

Signature _____ Date _____

Name _____ Phone _____

Title _____

Firm Name _____

Type of business organization (For example: corporation, LLC, partnership, proprietorship)

Address

SECTION B

PROPOSAL FORM FOR OPTION 1

Please propose cost for the Russell County Landfill Well Abandonments.

1.1.1

Russell County Landfills (Century Farm Rd #258 and #515)

DESCRIPTION

Totals

Totals

Totals

Mobilization

Abandonment of 2 Groundwater Wells

Abandonment of 9 Gas Probe Wells

(\$/)

Totals for Projects

\$

DCR's Floodplain Management Program has reviewed this month's IACM projects and has the following comments:

The National Flood Insurance Program (NFIP) is administered by the Federal Emergency Management Agency (FEMA), and communities who elect to participate in this voluntary program manage and enforce the program on the local level through that community's local floodplain ordinance. Each local floodplain ordinance must comply with the minimum standards of the NFIP, outlined in 44 CFR 60.3; however, local communities may adopt more restrictive requirements in their local floodplain ordinance, such as regulating the 0.2% annual chance flood zone (shaded X Zone).

All development within a Special Flood Hazard Area (SFHA) or floodplain, as shown on the locality's Flood Insurance Rate Map (FIRM), must be permitted and comply with the requirements of the local floodplain ordinance.

44 CFR 60.12 requires that state-owned properties in the floodplain shall comply with the minimum NFIP requirements. Additionally, 23 CFR 650.115(a)(5) states that "[t]he design of encroachments shall be consistent with standards established by the FEMA, State, and local governmental agencies for the administration of the National Flood Insurance Program for:

- (i) All direct Federal highway actions, unless the standards are demonstrably inappropriate, and
- (ii) Federal-aid highway actions where a regulatory floodway has been designated or where studies are underway to establish a regulatory floodway."

As per Executive Memorandum 2-97, development in a floodplain by an agency of the Commonwealth, or by its contractor, shall comply with the locally adopted floodplain management ordinance. Additionally, new state-owned buildings shall not be constructed in the SFHA unless a variance is granted by the Department of General Services.

The NFIP defines development as "*any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.*" (44 CFR 59.1)

The NFIP defines Special Flood Hazard Area (SFHA) as "*the land in the flood plain within a community subject to a 1 percent or greater chance of flooding in any given year. The area may be designated as Zone A on the FHBM. After detailed ratemaking has been completed in preparation for publication of the flood insurance rate map, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, ARA, VO, or VI-30, VE, or V.*" (44 CFR 59.1)

Depending on the flood zone, a Hydrologic and Hydraulic Analysis (H&H Analysis) may be required prior to development being permitted. NFIP minimum standards require the following, but additional requirements may be included in the local floodplain ordinance:

- In an AE Zone without a Floodway, development may not occur unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the base flood elevation (BFE) more than one foot at any point within the community.
 - If the development would result in an increase to the BFE by more than one foot at any point within the community, a Conditional Letter of Map Revision (CLOMR) must be submitted to FEMA and approved prior to the development being approved by the locality. A Letter of Map Revision (LOMR) would be required post-development to officially revise the Flood Insurance Rate Map (FIRM) for the community to reflect the changes.
- In a Regulatory Floodway, no development may occur unless it has been demonstrated through an H&H Analysis that the proposed encroachment would not result in any increase in to the BFE within the community. A No Rise certificate must be provided.
 - If the development would result in an increase to the BFE, a CLOMR must be submitted to FEMA and approved prior to the development being approved by the locality. A LOMR would be required post-development to officially revise the FIRM for the community to reflect the changes.

In the event that a map revision is required, the VDOT Drainage Manual states that VDOT will submit the MT-2 documentation and submit to FEMA for review and approval (17.6.1). The locality must review this submittal and complete the community acknowledgement form. Any BFE or floodway data developed by VDOT, whether a CLOMR or LOMR is required, should be provided to the locality, as all new technical data must be provided to FEMA within 6 months (44 CFR 65.3).

VDOT must reach out to the local floodplain administrator for an official floodplain determination, and if the project is located in the SFHA, the project must comply with the community's local floodplain ordinance, including receiving a local permit. Failure to comply with the local floodplain ordinance could result in enforcement action from the locality. DCR recommends that compliance documentation be provided prior to the project being funded.

Additional comments for each project are identified below.

PROJECTS THAT WILL NOT BE PRESENTED

19-4020 Rockingham County, Route 666 Renee Clark, (540) 332-8986, r.clark@vdot.virginia.gov

Project Description: Emergency repair of roadway should and streambank stabilization, including the installation of riprap. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Sirks Run*

Additional Comments: This project does not appear to be located within a mapped special flood hazard area. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Rockingham County's local floodplain ordinance. FIRM Panel(s): *51165C0040D (06 Feb 2008)*

Local Floodplain Administrator: Rockingham County – Lisa K. Perry, CFM, CBLP, Environmental & Land Use Manager (540-564-6095, lperry@rockinghamcountyva.gov).

19-4088 Buchanan County, Route 697 Rachel Katsil, (276) 393-5236, rachel.katsil@vdot.virginia.gov

Project Description: Abutment and undermining repair. Water Source: *Pawpaw Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an AE Zone with a regulatory floodway and with a base flood elevation determined; the project appears to be located in the regulatory floodway. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with the Buchanan County's local floodplain ordinance, including conducting an H&H Analysis demonstrating no increase to the base flood elevation within the floodway. If an increase occurred, VDOT must submit a CLOMR to FEMA for review and approval. FIRM Panel(s): *51027C0083E (19 Aug 1997)*

Local Floodplain Administrator: Buchanan County – Nicci Edmondston, Zoning Administrator & Economic/Community Planner (434-969-4242, nedmondston@buckinghamcounty.virginia.gov).

19-4149 Floyd County, Route 706 Robin Simpson, (540) 378-5044, robin.simpson@vdot.virginia.gov

Project Description: Streambank stabilization project, including the placement of riprap. Water Source: *Little River*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Floyd County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): *51063C0185C (16 Apr 2008)*

Local Floodplain Administrator: Floyd County – Mark Bolt, Building Official (540-745-9374, mbolt@floydcova.org).

19-4171 Powhatan County, Route 607 Jennifer Nelson, (804) 524-6271, jennifer.nelson@vdot.virginia.gov

Project Description: Scour and undermining protection project, including the installation of riprap along abutment and wingwall. Water Source: *Bernards Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Powhatan County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): *51041C0015D (18 Dec 2012)*

Local Floodplain Administrator: Powhatan County – Andrew Pompei, Planning Director (804-598-5621, apompei@powhatanva.gov).

19-4172 Mecklenburg County, Route 630 Jennifer Nelson, (804) 524-6271, jennifer.nelson@vdot.virginia.gov

Project Description: Scour repair, including the installation of riprap. Water Source: *Dockery Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Mecklenburg County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): *[51117C0300C (11 Sep 2009)]*

Local Floodplain Administrator: Mecklenburg County – Robert Hendrick, Zoning Administrator (434-738-6191, robert.hendrick@mecklenburgva.com).

19-4174 Rockbridge County, Route 726 Renee Clark, (540) 332-8986, r.clark@vdot.virginia.gov

Project Description: Scour and undermining repair to substructure of the bridge footer. Water Source: *Moffatts Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Mecklenburg County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): *[51015C0600D (28 Sep 2007)]*

Local Floodplain Administrator: Rockbridge County – Sam Crickenberger, Director of Community Development (540-464-9662 scrickenberger@rockbridgcountyva.gov).

19-4183 Pittsylvania County, Route 276 Frank Searce, (540) 576-4515, frank.searce@vdot.virginia.gov

Project Description: Culvert repair Water Source: *Fall Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an AE Zone with a regulatory floodway and with a base flood elevation determined; the project appears to be located in the regulatory floodway. The applicant must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with the Pittsylvania County's local floodplain ordinance, including conducting an H&H Analysis demonstrating no increase to the base flood elevation within the floodway. . If an increase occurred, the applicant must submit a CLOMR to FEMA for review and approval. FIRM Panel(s): *[51143C0520E (29 Sep 2010)]*

Local Floodplain Administrator: Pittsylvania County – Greg Sides, Assistant County Administrator for Planning and Development, (434-432-7974, greg.sides@pittgov.org).

19-4177 **Montgomery County, Route 755 Valarie Ramsey, (540) 598-1726, valarie.ramsey@vdot.virginia.gov**
Project Description: Dredging and re-grading near water control structure. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *South Fork of the Roanoke River*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an AE Zone with a regulatory floodway and with a base flood elevation determined; the project appears to be located in the regulatory floodway. The applicant must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with the Montgomery County's local floodplain ordinance, including conducting an H&H Analysis demonstrating no increase to the base flood elevation within the floodway. . If an increase occurred, the applicant must submit a CLOMR to FEMA for review and approval. FIRM Panel(s): [51121C0260C (25 Sep 2009)]

Local Floodplain Administrator: Montgomery County – Dari Jenkins, Planning and Zoning Administrator, (540-394-2148, jenkinsds@montgomerycountyva.gov).

19-4180 **Halifax County, Route 671** **Matthew Clark, (434) 856-8238, matthew.clark@vdot.virginia.gov**
Project Description: Bank erosion restoration, placement of riprap and stone (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Miry Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51083C0400D (16 Oct 2009)]

Local Floodplain Administrator: Halifax County – Detrick Easley, CZO, Planning and Zoning Administrator (434-476-3300, detrick.easley@co.halifax.va.us).

19-4191 **Henrico County, Route 33** **Jennifer Nelson, (804) 524-6271, jennifer.nelson@vdot.virginia.gov**
Project Description: Scour hole repair to box culvert. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Upham Brook*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an AE Zone with a regulatory floodway and with a base flood elevation determined; the project appears to be located in the regulatory floodway. The applicant must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with the Henrico County's local floodplain ordinance, including conducting an H&H Analysis demonstrating no increase to the base flood elevation within the floodway. . If an increase occurred, VDOT must submit a CLOMR to FEMA for review and approval. FIRM Panel(s): FIRM Panel(s): [5101290026D (2 Apr 2009)]

Local Floodplain Administrator: Henrico County – David Gunn, PE, Floodplain Engineer (804-501-7460, gun02@henrico.us).

13-4069-EXT-15 **Roanoke City** **Brenda R. Willis, (540) 387-5355, brenda.willis@vdot.virginia.gov**

Project Description: Extension request for bridge construction. Water Source: *Lick Run*

Additional Comments: There was no information in the documentation provided to determine a location of this bridge or any project specifics. The applicant must reach out to the local floodplain administrator for an official floodplain determination. If in a mapped special flood hazard area, the project must be permitted in compliance with the City of Roanoke's local floodplain ordinance.

Local Floodplain Administrator: City of Roanoke – Jillian Papa Moore, AICP, CZA, Zoning Administrator (540-853-2346, jillian.moore@roanokeva.gov).

PROJECTS THAT WILL BE PRESENTED

19-4182 King William County, Route 1006 Anne Durica, (540) 907-8304, anne.durica@vdot.virginia.gov

Project Description: Headwall pipe replacement. Water Source: West Point Creek

Additional Comments: This project appears to be located within a mapped special flood hazard area, an AE Zone with a regulatory floodway and with a base flood elevation determined; the project appears to be located in the regulatory floodway. The applicant must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with the Henrico County's local floodplain ordinance, including conducting an H&H Analysis demonstrating no increase to the base flood elevation within the floodway. . If an increase occurred, the applicant must submit a CLOMR to FEMA for review and approval. FIRM Panel(s): FIRM Panel(s): [51097C0266C (16 May 2016)]

Local Floodplain Administrator: King William County – Sherry Graham, Zoning Administrator (804-769-4978, sgraham@kingwilliamcounty.us).

19-4186 Caroline County, Route 743 Mark Haus, (540) 899-4230, mark.haus@vdot.virginia.gov

Project Description: Existing bridge demolition and replacement. Water Source: South River

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51033C0215C (18 Feb 1998)]

Local Floodplain Administrator: Caroline County – Mike Finchum, Director of Planning and Community Development (804-633-4303, mfinchum@co.caroline.va.us).

19-4193 Frederick County, Route 522 Bryan Campbell, (703)259-2774, bryan.campbell@vdot.virginia.gov

Project Description: Bridge replacement. Water Source: Opequon Creek

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51069C0218D (2 Sept 2009)]

Local Floodplain Administrator: Frederick County – Mark Cheran, Zoning Administrator (540-665-5651, mcheran@fcva.us).

19-4159 Russell County, Route 663 Ethan Virts, (276) 696-3297, ethan.virts@vdot.virginia.gov

Project Description: Bridge replacement, including roadway approach work, the replacement of an existing water gate, and the installation of riprap. Water Source: Weaver Creek

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51167C0210C (29 Sept 2010)]

Local Floodplain Administrator: Russell County – Lonzo Lester, County Administrator (276-889-8000, lonzo.lester@russellcountyva.us).

19-4176 Rockbridge County, Route 809 Renee Clark, (540) 332-8986, r.clark@vdot.virginia.gov

Project Description: Complete bridge replacement. Water Source: *Colliers Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51163C0250C (6 Apr 2000)]

Local Floodplain Administrator: Rockbridge County – Sam Crickenberger, Director of Community Development (540-464-9662 scrickenberger@rockbridgecountyva.gov).

19-4019 Rockingham County, Route 819 Renee Clark, (540) 332-8986, r.clark@vdot.virginia.gov

Project Description: Emergency streambank repair project, including the installation of riprap. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Marshall Run*

Additional Comments: This project does not appear to be located within a mapped special flood hazard area. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Rockingham County's local floodplain ordinance. FIRM Panel(s): [51165C0145D (2 Feb 2008)]

Local Floodplain Administrator: Rockingham County – Lisa K. Perry, CFM, CBLP, Environmental & Land Use Manager (540-564-6095, lperry@rockinghamcountyva.gov).

19-4187 Pittsylvania County, Route 656 Frank Searce, (540) 576-4515, frank.searce@vdot.virginia.gov

Project Description: Emergency slope repair and culvert replacement. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Barker Creek*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51143C0680E (29 Sep 2010)]

Local Floodplain Administrator: Pittsylvania County – Greg Sides, Assistant County Administrator for Planning and Development, (434-432-7974, greg.sides@pittgov.org).

19-4188 Lunenburg County, Route 625 Brooke Botterill, (804) 524-6110, brooke.botterill@vdot.virginia.gov

Project Description: Emergency repair, riprap installation, restoration of scour. (This is an after-the-fact permit, and the work has already been completed.) Water Source: *Nottoway River*

Additional Comments: This project appears to be located within a mapped special flood hazard area, an A Zone without a base flood elevation determined. VDOT must reach out to the local floodplain administrator for an official floodplain determination. The project must be permitted in compliance with Halifax County's local floodplain ordinance. If a base flood elevation for the site is determined during the project, this information must be provided to the county. FIRM Panel(s): [51135C0175C (2 June 2009)]

Local Floodplain Administrator: Lunenburg County – James Tuck, Building Official, (434-696-2142, jtuck@lunenburgva.net).

Upcoming Virginia Complete Count Commission Engagement Events



Regional Townhalls and Jobs Fairs

- Monday, October 21, 2019- Regional Townhall and Job Fair (Portsmouth)
 - Tidewater Community College, Portsmouth Campus, 120 Campus Drive, Portsmouth, Virginia 23701
- Wednesday, October 30, 2019- Regional Townhall and Job Fair (Prince William County)
 - McCoart Building, James J. McCoart Administration Building, 1 County Complex Court, Woodbridge, Virginia 22192
- Friday, November 1, 2019- Regional Townhall and Job Fair (Danville)
 - Danville Community College, Oliver Hall, 1007 Bonner Avenue, Danielle, Virginia 24541
- Wednesday, November 20, 2019- Regional Townhall and Job Fair (Abingdon)
- Thursday, November 21, 2019- Regional Townhall and Job Fair (Roanoke)

Local Complete Count Committee Engagement: Dial In Number: (203) 955-0182; Passcode: 27-26-61-50

- Monday, November 4, 2019- Conference Call: Local Complete Count Committees (1:00 p.m.)
- Monday, December 2, 2019- Conference Call: Local Complete Count Committees (1:00 p.m.)
- Monday, January 6, 2020- Conference Call: Local Complete Count Committees (1:00 p.m.)
- Monday, February 3, 2020- Conference Call: Local Complete Count Committees (1:00 p.m.)
- Monday, March 2, 2020- Conference Call: Local Complete Count Committees (1:00 p.m.)
- Monday, April 6, 2020- Conference Call: Local Complete Count Committees (1:00 p.m.)

Faith Leader Engagement: Dial In Number: (203) 955-0182; Passcode: 27-26-61-50

- Tuesday, November 5, 2019-Conference Call: Statewide Faith Leaders (10:00 a.m.)
- Tuesday, December 3, 2019-Conference Call: Statewide Faith Leaders (10:00 a.m.)
- Tuesday, January 7, 2020-Conference Call: Statewide Faith Leaders (10:00 a.m.)
- Tuesday, February 4, 2020-Conference Call: Statewide Faith Leaders (10:00 a.m.)
- Tuesday, March , 2020-Conference Call: Statewide Faith Leaders (10:00 a.m.)
- Tuesday, April 7, 2020-Conference Call: Statewide Faith Leaders (10:00 a.m.)

African American Engagement: Dial In Number: (203) 955-0182; Passcode: 27-26-61-50

- Thursday, November 7, 2019-Conference Call: Statewide African American Stakeholders (2:30 p.m.)
- Thursday, December 5, 2019-Conference Call: Statewide African American Stakeholders (2:30 p.m.)
- Thursday, January 2, 2020-Conference Call: Statewide African American Stakeholders (2:30 p.m.)
- Thursday, February 6, 2020-Conference Call: Statewide African American Stakeholders (2:30 p.m.)
- Thursday, March 5, 2020-Conference Call: Statewide African American Stakeholders (2:30 p.m.)
- Thursday, April 2, 2020-Conference Call: Statewide African American Stakeholders (2:30 p.m.)

LGBTQ Engagement: Dial In Number: (203) 955-0182; Passcode: 27-26-61-50

- Wednesday, October 16, 2019-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, November 20, 2019-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, December 18, 2019-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, January 15, 2020-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, February 19, 2020-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, March 18 2020-Statewide LGBTQ+ Stakeholders (3:30 p.m.)
- Wednesday, April 15, 2020-Statewide LGBTQ+ Stakeholders (3:30 p.m.)

Dates will soon be determined for Latinx and AAPI Engagement Calls. Be sure to check commonwealth.virginia.gov/completecount for an updated list of events.



**Russell County Tourism Committee
By Law Revision Committee Meeting Minutes
September 23rd, 2019; Pats Country Diner, 10:30 A.M.**

Committee Members

Jim Lyttle, Chair
Alice Meade
Brandon Blevins, Secretary

Staff

None Present

Attendance from the Public

None Present

Call Meeting to Order: Jim Lyttle called the September 23rd, 2019 Russell County Tourism Advisory Committee By Law Revision Meeting to order at 10:30 am.

Additions to the Agenda/Open Comments:

None

New Business:

By Law Revisions

By Laws were reviewed and changes were recommended by the committee. No other information was discussed by the committee.

Revisions are to be reviewed by the Heart of Appalachia (governing authority).

Adjourn:

Alice Meade made a motion to adjourn at 11:42 A.M. and the motion was properly seconded by Brandon Blevins. The next Russell County Tourism Committee Meeting was scheduled to take place on **November 19th, 2019 at 2:30 PM** and be held at the Russell County BOS Meeting Room.

Russell County Tourism Advisory Committee

By laws

Date: 11/19/2019

The Russell County Tourism Committee was established in conference with the resolution adopted by the Board of Supervisors of Russell County on

Article 1

Committee Name

This committee shall be known as the Tourism Advisory Committee of Russell County, Virginia, hereinafter referred to as "the Committee."

Article 2

Purpose of the Committee

The tourism committee shall act as an advocate for the local tourism industry, promote and encourage enhancement of our tourism products, provide advice to staff and the Board of Supervisors. Specifically, they shall provide input on budgeting and tourism initiatives, lobby for tourism interests when needed, and network with other organizations to facilitate coordination of programs.

Article 3

Membership

Section 1. The Committee shall have seven members, one from each district and one "at-large" supervisor, made up of people with expertise in the tourism industry. Positions shall be filled according to the interest and availability of people willing to serve.

Section 2. Representatives will be appointed by the Board of Supervisors and may be chosen from the following sectors:

Lodging industry, Food industry, Historical society, Recreation (campgrounds, parks and rec, water sports, etc), Chamber of Commerce, large and small retail, agritourism, citizens with a strong interest in tourism.

Section 3. Each voting member shall serve a term of four years. Any member seeking appointment or re-appointment will be responsible for notifying the chairperson of their interest in serving a subsequent term, no later than two months prior to term expiration. Also, that member must also submit an "Interest Form" to the Russell County Board of Supervisors

Section 4. The chairman of the board of supervisors may, by and with consent of that Board, on recommendation of the committee, remove any member of the committee for misconduct or neglect of duty. Members are expected to prioritize attending meetings. After missing one (without prior notification) meeting, the member will receive a letter from the Chair of the committee. If the second (without prior notification) consecutive meeting is not attended, the committee shall recommend removal of the member to the board of supervisors.

Section 5. Up to two members of the committee may participate in a meeting of the committee by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting. Participation by conference call shall be on first come first serve basis and must have approval, of at least one week prior, from the chairperson. Each member is allowed one conference call per calendar year.

Section 6. Vacancies occasioned by removal, resignation, or otherwise, shall be reported to the Board of Supervisors, and may be filled in like manner as original appointments. The Board of Supervisors shall contact the Chairperson regarding any new appointments.

Section 7. Committee members shall serve without monetary compensation. When officially representing the committee, members shall be reimbursed for travel and subsistence to professional meetings, conferences and workshops. Reimbursement shall be in compliance with the policies of Russell County.

Article 4

Organization

Section 1. The officers of the committee shall be a Chairperson, a Vice Chairperson, Treasurer, and a Secretary. The officers shall be elected at the organizational meeting in November to serve for one year or until a successor shall be elected and qualified.

Section 2. Chairperson's duties: the Chairperson shall preside at all meetings, sign official papers, appoint Sub Committees, call special meetings when he/she deems it advisable, and perform all such duties as usually handled by a chairperson, except when such duties are properly delegated.

Section 3. Vice-Chairperson's duties: The Vice-Chairperson of the committee in the absence of the chairperson shall perform all the duties of the chairperson. In the absence of both the chairperson and the vice-chairperson, the committee shall elect a chairperson-pro-temp who shall perform and be charged with the responsibility to see that all standing and temporary committees function as planned by the committee.

Section 4. Secretary's duties: The Secretary shall perform the usual duties pertaining to the office as follows: 1) Keep or cause to be kept a full and true permanent record of all meetings of the committee, including regular and special meetings, and shall be the custodian of all pertinent documents. 2) Issue minutes of the previous meetings.

Section 5. Treasurer's Duties: Oversees managements and reporting of committee's finances

Section 6. Staff Relationship: The County Administrator and / or an appointed member of the Board of Supervisors shall have responsibilities and engage in working relationships to, and with, the committee. He/she is an ex-officio member (by virtue of the office) and attends committee meetings. He/she keeps the committee informed concerning the interests, needs, objectives, progress, plans, and other factors of importance to them.

Article 5

Meetings

Section 1. Regular meetings shall be held **Quarterly**, at a time agreed upon by the committee.

Section 2. Special meetings may be called by the chairperson or on the written request of at least two members.

Section 3. All meetings are to be open to the public. **Any changes to the Regular Meeting or Special Called meeting shall be advertised.**

Section 4. **Sub Committee Meeting shall be called by the Sub Committee Chair and reported to the T.A.C. at the next Regular Meeting.**

Section 5. The first regular meeting in November of each year shall be called the organizational meeting. The purpose of this meeting shall be the election of officers, the establishment of a meeting time and place, and other business that may need to come before such meetings.

Section 6. Fifty-one percent (51%) of the committee membership shall constitute a quorum at any regular or special meeting.

Article 6

Duties and responsibilities of the committee

Section 1. The Committee shall make recommendations to the Board of Supervisors relating to tourism.

Section 2. The committee shall help determine the needs and interests for tourism services and facilities and recommend actions to meet these needs.

Section 3. The committee shall prepare and recommend to the board of supervisors an annual budget. The budget shall be submitted to the board of supervisors at the time designated by the board to hear the requests.

Section 4. The committee shall adopt by-laws, rules, and regulations governing its procedures and not inconsistent with the provisions of the state laws, **Heart of Appalachia** and the approved resolution as set forth by the Russell County Board of Supervisors.

Section 5. The committee shall make full and complete reports to the governing body at such times as may be requested and at such other times as the governing

body may deem proper. The fiscal year of the committee shall conform to that of the governing body of Russell County, Virginia.

Section 6. Adopt the “tourism is essential to Russell County” mindset, knowing that the tourism industry is an essential element to Russell County’s diversified economy. Maintain our cultural heritage, natural beauty, and current tourism offerings, through encouragement of new tourism endeavor, preservation, promotion, enhancement, etc.

Article 7

Amendments

Section 1. These by-laws may be amended at any regular meeting of the committee by a majority vote of the entire committee, provided previous notice of the nature of any proposed amendment shall have been given at least one month prior to a regular meeting before the action thereon shall be taken.

Article 8

Rules of Order

Section 1. The current parliamentary procedure as laid down in the current edition of Roberts Rules of Order Newly Revised shall govern all meetings of the committee in which they are applicable and in which they are not inconsistent with these by-laws and any special rules this committee may adopt.

APPROVED BY:

Date _____

Chairperson, Russell County T.A.C. _____

Date _____

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Senate of Virginia

District: 038

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

A. Benton Chafin, Jr. - Republican	4971
George W. McCall III - Independent	1954
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	52

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member Senate of Virginia.

Given under our hands this 8 day of NOV, 2019

Austin J. Conde, Chairman

Robert W. Scott, Vice Chairman

Ferry J. Monk, Secretary

Ferry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member House of Delegates

District: 003

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

James W. "Will" Morefield - Republican	840
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	21

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member House of Delegates.

Given under our hands this 8 day of Nov, 2019

Andrew P. Paine, Chairman
Heather G. Scott, Vice Chairman
Farry J. More, Secretary
Farry J. More, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member House of Delegates

District: 004

NAMES OF CANDIDATES ON THE BALLOT

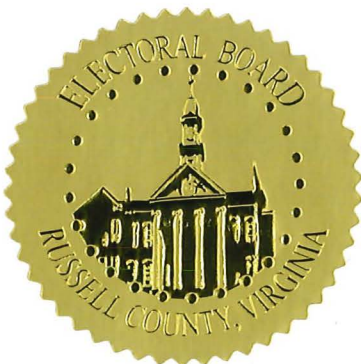
TOTAL VOTES RECEIVED
(IN FIGURES)

William C. Wampler III - Republican	4061
Starla J. Kiser - Democratic	2064
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	8

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member House of Delegates.

Given under our hands this 8 day of Nov, 2019

Andie C. Powell, Chairman
Heather W. Scott, Vice Chairman
Farry J. Monk, Secretary
Farry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Commissioner of Revenue

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

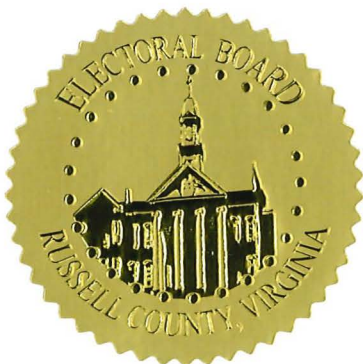
Randy N. Williams	5858
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	68
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Commissioner of Revenue.

Randy N. Williams

Given under our hands this 8 day of NOV, 2019

Audie P. Cone, Chairman
Herb W. Scott, Vice Chairman
Farvey J. Monk, Secretary
Farvey J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Treasurer

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Alicia Snead McGlothlin	5716
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	61
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Treasurer.

Alicia Snead McGlothlin

Given under our hands this 8 day of Nov, 2019

Wendie J. Come, Chairman
Herbert W. Scott, Vice Chairman
Larry J. Moore, Secretary
Larry J. Moore, ~~Acting~~ Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Sheriff

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Steven L. Dye	5842
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	165
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Sheriff.

Steven L. Dye

Given under our hands this 8 day of Nov, 2019



Audie E. Combs, Chairman
Robert W. Scott, Vice Chairman
Harvey J. Monk, Secretary
Harvey J. Monk, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Commonwealth's Attorney

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Zack A. Stoots	5484
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	92
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Commonwealth's Attorney.

Zack A. Stoots

Given under our hands this 8 day of Nov, 2019

Audie C. Come, Chairman

Heather W. Scott, Vice Chairman

Harry J. Monk, Secretary

Harry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
 at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors At Large

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
 (IN FIGURES)

Oris Roger Christian	3453
Angela D. Carpenter	2100
Ty Logan Harris	768
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	44
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors At Large.

Oris Roger Christian

Given under our hands this 8 day of Nov, 2019



Angela D. Carpenter, Chairman

Angela D. Carpenter, Vice Chairman

Angela D. Carpenter, Secretary

Angela D. Carpenter, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Tim C. Lovelace	862
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	21
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

Tim C. Lovelace

Given under our hands this 8 day of Nov, 2019



Maureen E. Conrad, Chairman
Robert W. Scott, Vice Chairman
Farley J. Monk, Secretary
Farley J. Monk, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 2

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Lou Ann Jessee Wallace	641
Ralph Cecil Maples, Jr.	430
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	7
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

Lou Ann Jessee Wallace

Given under our hands this 8 day of Nov, 2019

Audie E. Conder, Chairman
Bob W. Scott, Vice Chairman
Larry J. More, Secretary
Larry J. More, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Carl H. "Peanut" Rhea	707
Chad M. Jessee	330
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	45
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

Carl H. "Peanut" Rhea

Given under our hands this 8 day of NOV, 2019



Audie E. Combs, Chairman
Robert W. Sa, Vice Chairman
Ferry J. Mone, Secretary
Ferry J. Mone, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 4

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

David R. "Peanut" Eaton	798
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	20
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

David R. "Peanut" Eaton

Given under our hands this 8 day of Nov, 2019

Maedie D. Conder, Chairman

Robert W. Smith, Vice Chairman

Larry J. Monk, Secretary

Larry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 5

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Steve G. Breeding	950
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	11
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

Steve G. Breeding

Given under our hands this 8 day of Nov, 2019

Audie D. Combs, Chairman
Robert W. Scott, Vice Chairman
Harvey J. Monk, Secretary
Harvey J. Monk, ~~Acting~~ Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Board of Supervisors

District: DISTRICT 6

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Rebecca Taylor Dye	753
C. Dave Kinder	438
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	2
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors.

Rebecca Taylor Dye

Given under our hands this 8 day of Nov, 2019

Audie J. Combs, Chairman

Walter W. Davis, Vice Chairman

Larry J. Monk, Secretary

Larry J. Monk, ~~Acting~~ Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
 at the 2019 November General Election held on November 05, 2019 for,

Member School Board At Large

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
 (IN FIGURES)

Cynthia K. Compton	5420
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	110
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board At Large.

Cynthia K. Compton

Given under our hands this 8 day of NOV, 2019



Austin C. Combs, Chairman
Mark W. Scott, Vice Chairman
Ferry J. Moul, Secretary
Ferry J. Moul, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Robert H. "Bob" Gibson	607
Jeffrey Thomas Cook	592
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	5
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Robert H. "Bob" Gibson

Given under our hands this 8 day of NOV, 2019



Wendie C. Combs, Chairman
Robert H. Scott, Vice Chairman
Lawry J. Monk, Secretary
Lawry J. Monk, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 2

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Eric Kip Parsons	500
William P. "Billy" Salyer	315
Charles W. "Chuck" Banner II	245
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	6
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Eric Kip Parsons

Given under our hands this 8 day of Nov, 2019



Austin D. Condon, Chairman
Robert W. Salyer, Vice Chairman
Farry J. Monk, Secretary
Farry J. Monk, Acting Secretary

ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Alex S. Zachwieja, Jr.	670
Roger W. Lynthlin	412
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	6
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Alex S. Zachwieja, Jr.

Given under our hands this 8 day of Nov, 2019

Wendie D. Combs, Chairman
Robert W. Lee, Vice Chairman
Farry J. Monk, Secretary
Farry J. Monk, ~~Acting~~ Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 4

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

A. Wayne Bostic	509
Jessica M. Whitt	459
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	1
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

A. Wayne Bostic

Given under our hands this 8 day of Nov, 2019

Merlin D. Conner, Chairman
Michael W. Saut, Vice Chairman
Farry J. Monk, Secretary
Farry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 5

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Linda Taylor Garrett	675
Donald G. "Donnie" Ramey	521
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	2
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Linda Taylor Garrett

Given under our hands this 8 day of NOV, 2019

Audie L. Combs, Chairman
Robert W. Scott, Vice Chairman
Ferry J. Monk, Secretary
Ferry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member School Board

District: DISTRICT 6

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Tim W. Ball	994
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	4
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Tim W. Ball

Given under our hands this 8 day of Nov, 2019

Audie C. Conner, Chairman

Robert W. Scott, Vice Chairman

Farry J. Monk, Secretary

Farry J. Monk, ~~Acting~~ Secretary



ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Soil and Water Conservation Director Clinch Valley District

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

J. Kelly Gilmer, Jr.	3428
Zac M. Ketron	2847
J. H. A. "Andy" Smith IV	2246
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	94
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Soil and Water Conservation Director Clinch Valley District.

1. J. Kelly Gilmer, Jr.
2. Zac M. Ketron
3. J. H. A. "Andy" Smith IV

Given under our hands this 8 day of NOV, 2019

Wendie C. Pender, Chairman
Robert W. Scott, Vice Chairman
Harry J. Monk, Secretary
Harry J. Monk, Acting Secretary



ABSTRACT of VOTES

Cast in the Town of HONAKER in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Town Council - Honaker - Special

District: HONAKER

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Timothy Ryan Hart	182
Sharon A. Pinder	77
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	0
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Honaker - Special.

Timothy Ryan Hart

Given under our hands this 8 day of Nov, 2019

Amelia J. Condo, Chairman

Robert W. Lee, Vice Chairman

Ferry J. Moul, Secretary

Ferry J. Moul, Acting Secretary



ABSTRACT of VOTES

Cast in the Town of HONAKER in RUSSELL COUNTY, VIRGINIA
at the 2019 November General Election held on November 05, 2019 for,

Member Town Council - Special

District: HONAKER

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Eric S. Brown	175
J. Steven Fox	109
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	2
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 05, 2019, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Special.

1. Eric S. Brown

2. J. Steven Fox

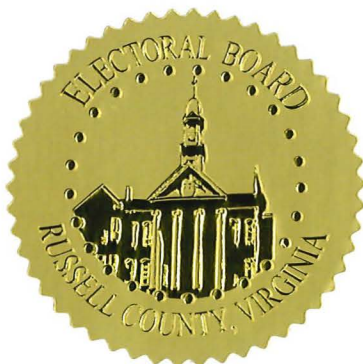
Given under our hands this 8 day of NOV, 2019

Meddie C. Bonds, Chairman

Robert W. Smith, Vice Chairman

Farry J. Mowk, Secretary

Farry J. Mowk, Acting Secretary





RUSSELL COUNTY, VIRGINIA REQUEST FOR PROPOSALS (RFP) PROJECT MANAGEMENT SERVICES

Russell County, Virginia will accept proposals **until Thursday, November 20, 2019 at 2:00 p.m.**, from qualified firms (“Offerors”) to provide professional services for the provision of **Project Management Services**.

To Provide Project Management Services for all phases of construction and construction related projects under the Public Private Education Facilities Infrastructure Act (PPEA).

Russell County intends to select one firm to provide these services using the competitive negotiation procedure for professional services as defined in Section 2.2-4301 of the Virginia Public Procurement Act.

Full copies of the Request for Proposals (RFP) may be requested by contacting Mr. Lonzo Lester, County Administrator, at (276) 889-8000, or by email at lonzo.lester@russellcountyva.us.



RUSSELL COUNTY, VIRGINIA

REQUEST FOR PROPOSALS (RFP)

FOR

THE PROVISION OF

PROJECT MANAGEMENT SERVICES

PREPARED BY:

RUSSELL COUNTY BOARD OF SUPERVISORS

PROPOSAL ISSUING DATE: OCTOBER 24, 2019

PROPOSAL CLOSING DATE: 2:00 P.M., NOVEMBER 20, 2019

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Russell County will accept sealed proposals until, but no later than 2:00 p.m., November 20, 2019 for the provision of Project Management Services.

1.0 PURPOSE

It is Russell County's desire to establish a term contract with a qualified project management/construction management firm/firms on an hourly rate basis.

2.0 SCOPE OF SERVICES

The successful proposer may be requested to provide any combination of services listed below.

2.1 Provide Project Management Services for all phases of construction and construction related projects under the Public Private Education Facilities Infrastructure Act (PPEA) and local promulgated guidelines, including:

- A. Evaluation of the most advantageous procurement method to be used for specific, proposed construction projects.
- B. Evaluation of unsolicited bids or proposals.
- C. Presentations to relevant committees and boards.
- D. Development of project requests for bids or proposals.
- E. Evaluation of proposals for proposed construction projects.
- F. Coordination with County staff and committees for complete construction management services.

2.2 Provide Project Management services for Design-Build Construction projects in compliance with the Virginia Public Procurement Act.

2.3 Project management services for other type projects that may include the following as requested by the County;

- A. Provide preliminary services to develop the concept and scope of work for a construction or development related project.
- B. Provide general oversight, monitor, and inspect critical construction activities for project construction.
- C. Provide quality control and ensure that the project meets the technical specifications as prescribed by the project manual.

- D. Serve as a member of the construction team consisting of representatives from the owner, architect/engineer, and contractor.
- E. Set up project records management system, maintain reports of the construction activity and monitor project schedules.
- F. Review and provide recommendations to the owner for monthly progress payments/change orders and monitor the financial health of the project.
- G. Review shop drawings monitor Request for Information (RFI), and track submittal approval process.
- H. Provide timely responses to in the field engineering/construction issues that may arise.
- I. Represent the County in resolving questions with the architect, the contractor, and subcontractors about the project such as RFI's, potential change orders, submittals, shop drawing approvals, and architectural/engineering addendums.
- J. Insures third party testing of construction materials and building code compliance.
- K. Maintain activities log that would summarize the daily activities of the construction progress and track milestones and deliverables.
- L. Regularly monitors of "As Built" record drawings and changes to the original set of architectural drawings.
- M. Secure & review O&M manuals for submission to the owner at completion of project and insure adequate training of maintenance staff.
- N. Prepare final punch list inspection reports and coordinate the final acceptance of the project with the owner and architect.
- O. When required, lead negotiations in coordination with Owners Construction Management Representative, construction inspector and architect with the contractor regarding potential change orders or other changes in the scope of work.
- P. Identify, resolve issues, and conflicts within the project team

- 2.4** Other duties as may be required by the owner that require the same skills to provide the services as listed above on the management of another activity as determined by the County.

- A. Provide services to work with outside agencies or other government entities to negotiate contracts or obtain permits.
- B. Assist with start-up of or manage special projects as needed.
- C. Manage operations of units within the local government for a limited time until permanent arrangement can be made.
- D. Serve as the County's agent/representative in negotiations with both public and private entities in the acquisition of properties, leases, and agreements necessary for the completion of County sponsored projects.

2.5 The County desires to establish a contract for an hourly rate with the successful proposer. It is anticipated that the hourly rate would become the basis for establishing fixed or not to exceed price agreements for identified projects, whose scope can be generally defined.

2.6 The County anticipates that services of the successful proposer would be utilized for any projects as determined in the final authorized scope of work; however, it retains the option of seeking competitive arrangements for any such project or phase thereof.

2.7 It is anticipated that price agreements for specific projects would include all costs of labor, services, office expenses, phone calls and local travel. Costs for extended travel, printing and advertising may be negotiated separately.

3.0 CONTACT PERSON(S)

Questions regarding this Request for Proposals should be directed to:

Lonzo Lester
Russell County
137 Highlands Drive
P.O. Box 1208
Lebanon, VA 24266
Phone: 276-889-8000
E-mail: lonzo.lester@russellcountyva.us

4.0 PROPOSAL ISSUING AND CLOSING

4.1 Proposal Issuing Date: October 24, 2019

4.2 Proposal Closing Date: 2:00 PM, November 20, 2019

5.0 PROPOSAL SUBMISSION

- 5.1** Three (3) copies of each proposal must be submitted to the Russell County Administrator's Office, 137 Highland Drive, P.O. Box 1208, Lebanon, Virginia 24266, in a sealed envelope and marked: **SEALED REQUEST FOR PROPOSAL (RFP-002), DO NOT OPEN**. Proposals must be submitted no later than 2:00 PM, November 20, 2019.
- 5.2** No proposals will be accepted after the proposal closing date. The date of postmark will not be considered.
- 5.3** Proposals may be withdrawn by written request from the proposer to the County Administrator prior to the proposal closing date.
- 5.4** All proposals must be signed by an individual authorized to bind the proposer company.
- 5.5** All proposals become the property of Russell County.

6.0 GENERAL CONDITIONS

- 6.1** It is the responsibility of the proposer to inquire about and clarify any requirements of this Request for Proposals that is not understood.
- 6.2** Any information relative to interpretation of these specifications shall be requested in writing to the Russell County Administrator within five (5) working days of the date set for the opening of proposals.
- 6.3** No protest regarding the validity or appropriateness of the specifications will be considered, unless the protest is filed in writing with the County Purchasing Agent prior to the closing date for proposals.
- 6.4** Each proposal is received with the understanding that the acceptance in writing by Russell County of the offeror to furnish any or all of the services described therein shall constitute a binding agreement which shall bind the proposer to furnish and/or deliver the services quoted at the price stated and in accordance with all conditions of said accepted proposal. Russell County, on its part is to order from successful proposer, except for causes beyond reasonable control, and pay for at the agreed prices goods and services specified and delivered.
- 6.5** Russell County reserves the right to reject any and/or all proposals received.
- 6.6** Termination for Convenience

This Agreement may be terminated by Russell County upon not less than thirty days' written notice to the contractor for the County's Convenience and without

cause. In the event of such termination, the Contractor shall be compensated for authorized services performed prior to termination.

- 6.7** Prospective proposers acknowledge, by submission of a proposal, they have had the opportunity prior to submitting their proposal, to raise any questions which they might have had about the solicitation.
- 6.8** The successful proposer will be required to provide evidence of an applicable current business license.
- 6.9** The Contractor shall provide a drug-free workplace for Contractor's employees. Contractor shall post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition. Contractor shall state in all solicitations or advertisements for employees placed by or on behalf of Contractor that Contractor maintains a drug-free workplace. Contractor shall include these provisions in every subcontract or purchase order of over \$10,000 so that these requirements are binding upon each subcontractor or vendor.

(Virginia Code §2.2-4312)

- 6.10** During the performance of this Agreement, the Contractor agrees as follows:
 - A. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - B. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such contractor is an equal opportunity employer.
 - C. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

The contractor will include the provisions of the foregoing paragraphs A, B, and C in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

(Virginia Code §2.2-4311)

- 6.11** The Contractor does not, and shall not during the performance of this Agreement, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

(Virginia Code §2.2-4311.1)

- 6.12** If the Contractor is organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership, he shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so, required by Title 13.1 or Title 50 or as otherwise required by law. Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth to be revoked or cancelled at any time during the term of this Agreement.

6.13 PAYMENT CLAUSES

- A. The Contractor shall take one of the two following actions within seven days after receipt of amounts paid to him by the County for work performed by a subcontractor under the Agreement:
1. Pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under the Agreement; or
 2. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment and the reason for nonpayment.
- B. The Contractor shall pay interest to the subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under the Agreement, except for amounts withheld as allowed in subsection A.
- C. Unless otherwise provided under the terms of this Agreement, interest shall accrue at the rate of one percent per month.
- D. The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

- E. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this section shall not be construed to be an obligation of the state agency or agency of local government. No modification to this Agreement shall be made for the purpose of providing reimbursement for the interest charge. A cost reimbursement claim shall not include any amount for reimbursement for the interest charge.
- F. The Contractor shall provide to the County (i) his social security number if an individual, or (ii) the federal employer identification number if a proprietorship, partnership, or corporation.

(Virginia Code §2.2-4354)

- 6.14** The Contractor shall indemnify and hold harmless County and its officers, agents, volunteers, and employees against any and all liability, losses, damages, claims, causes of action, suits of any nature, costs, and expenses, including reasonable attorney' s fees, resulting from or arising out of Contractor's or its agent's or subcontractor's negligent activities or omissions on or near any of the County's property or easements, or arising out of or resulting from Contractor's negligence in providing any of the services under this Agreement, including, without limitation, fines and penalties, violations of federal, state, or local laws, or regulations promulgated thereunder, or any personal injury, wrongful death, or property damage claims of any type.
- 6.15** No payment, final or otherwise, nor partial or entire use or acceptance of Contractor's work by the County shall constitute acceptance of any professional services not in accordance with the Agreement, nor shall the same relieve the Contractor of any responsibility for any errors or omissions in connection with the Project or operate to release the Contractor from any obligation under the Agreement.
- 6.16** The Contractor shall comply with all applicable federal, state, and local laws, codes and regulations currently in force or subsequently adopted, including terms and provisions of all Russell County Ordinances.
- 6.17** The claims procedure established pursuant to Virginia Code §2.2-4363 shall apply to any contractual disputes arising under this Agreement.
- 6.18** In the event that any provision of this Agreement is adjudged or decreed to be invalid , such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding, and in full force and effect.
- 6.19** The County does not discriminate against faith-based organizations, and enters contracts described in this sub-paragraph on the same basis as any other nongovernmental source without impairing the religious character of such

organization, and without diminishing the religious freedom of the beneficiaries of assistance provided under this section.

- A. " Faith-based Organization" means a religious organization that is or applies to be a Vendor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193, as amended.
- B. If a Vendor is a faith-based organization, then the Vendor must give to each individual who applies for or receives goods, services, or disbursements provided pursuant to this Agreement the following notice in bold-faced type:

NOTICE:

Neither the County's selection of a charitable or faith-based provider of services nor the expenditure of funds under this contract is an endorsement of the provider's charitable or religious character, practices, or expression. No provider of services may discriminate against you based on religion, a religious belief, or your refusal to actively participate in a religious practice. If you object to a particular provider because of its religious character, you may request assignment to a different provider. If you believe that your rights have been violated, please discuss the complaint with your provider or notify the appropriate person as indicated in this form.

- 6.20** Contractor shall, at the County's request, provide documentation of their authority to transact business in the Commonwealth of Virginia.

7.0 CONTRACT TERM AND CONDITIONS

- 7.1** The initial term of this contract agreement shall commence January 1, 2020 and extend through December 31, 2020. Russell County at its option may extend the initial term for up to four (4) additional, one (1) year periods, to be mutually negotiated at a reasonable time prior to the annual expiration date of December 31 of the respective year. Depending upon proposals received, the County may determine that it is in their best interest to contract with more than one firm.
- 7.2** It is understood that the basis for contract pricing is an hourly rate structure, however the County may request a total not to exceed price for specific projects, based upon a scope of work provided. Terms, conditions and pricing of this contractual arrangement may be extended to the Russell County School Board, Russell County Public Service Authority and the Industrial Development Authority of Russell County, when so requested and at the discretion of the County.
- 7.3** A. This contract may be terminated by Russell County upon not less than thirty (30) days written notice to the contractor for the County' s convenience and without cause. In the event of such termination, the

contractor shall be compensated for satisfactory services performed prior to termination.

- B. Any sub-agreement for services to be provided for specific projects as authorized under this contract, whether by Russell County or other eligible cooperative purchasing public body, may be terminated upon a thirty (30) day written notice to the contractor. In the event of such termination, the contractor shall be compensated for satisfactory services performed prior to termination.

7.4 The anticipated form of a resulting contract shall include a narrative description of negotiated terms, conditions and cost; the original Request for Proposals, Addenda information and proposal response.

8.0 INSURANCE

8.1 The Contractor shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in connection with the work performed on behalf of Russell County by the Contractor, his agents, representatives, employees or sub-contractors. Such coverage shall be maintained by the Contractor for the duration of the contract period.

Minimum Coverage and Limits:

1. General Liability \$2,000,000 combined single limits per occurrence.
2. Worker's Compensation: As required by the Worker's Compensation Act of Virginia.
3. Automobile Liability: \$1,000,000 per occurrence.

8.2 All Coverage

- A. The insurer shall agree to waive all rights of subrogation against Amherst County, its officers/officials, agents, employees and volunteers for losses arising from work performed by the Contractor.
- B. The insurer shall provide 30 days written notice to Russell County before any cancellation, suspension or void of any coverage in whole or part where such provision is reasonable.

8.3 Verification of Coverage

The contractor shall furnish Russell County certificates of insurance with endorsements affecting coverage. The certificates and endorsements are to be signed by a person authorized by the insurance company to bind coverage on its

behalf. The certificates and endorsements are to be received and approved by the County before commencement of work by the contractor.

8.4 Sub-Contractors

All coverage for sub-contractors of the Contractor shall be subject to all the requirements stated herein.

9.0 PAYMENT TERMS

Russell County will make payment in full within 30 days of submission of an itemized invoice, and acceptance of work by the County. Invoice(s) should be submitted on a no more frequent than monthly basis.

10.0 COOPERATIVE PROCUREMENT

10.1 Pursuant to the Code of Virginia, §2.2-4304 "Cooperative Procurement", and Russell County's Request for Proposals Number 3354, this agreement is available for use by all "public bodies" as defined by §2.2-4301 and referenced by §2.2-4304 of the Code of Virginia.

10.2 Any public body desiring to utilize services described in this Request for Proposals must notify the Russell County Purchasing Department of their intentions to do so. Russell County shall have no responsibilities for cooperative procurement contract agreements for public bodies other than themselves.

11.0 PROPOSAL CONTENT

Proposers should address, but need not be limited to, all requirements listed herein, with a written proposal and should not assume that an opportunity will exist to add such matters after the proposal is submitted.

11.1 Provide all contact information and brief background of your firm and its capabilities. Please state the location of your firm's headquarters and any branch offices.

11.2 Identify the primary officers of your firm and describe credentials and experience of employees who would be assigned to the proposed project. Please state the number of persons employed by your firm with required training and qualifications relative to the Scope of Service requested in this Request for Proposals.

11.3 List at least three (3) references with contact information (include telephone number) for which your firm has provided similar services to those requested in the previous three (3) years.

- 11.4 Provide evidence of your ability to provide minimum insurance coverage requirements as specified in Section 8.0 of this document.
- 11.5 Please provide a brief narrative description of your understanding of the contractual cost arrangement requested. Provide your proposed hourly rate(s) for the discipline or disciplines proposed to meet the requirements of this Request for Proposals.

12.0 PROPOSAL SELECTION PROCESS

- 12.1 This Request for Proposals is part of a competitive procurement process which helps to serve the best interest of Russell County. It also provides firms with a fair opportunity for their services to be considered. The process of competitive negotiation being used in this case should not be confused with the different process of "competitive sealed bidding". The latter process is usually used where goods and/or services being purchased can be precisely described and price is usually the sole determining factor. With competitive negotiation on the other hand, price is not required to be the sole determining factor, although it may be, and Russell County has the flexibility that it needs to negotiate with one or more firms to arrive at a mutually agreeable relationship. Offeror's are to make written proposals which present the offeror's qualifications and understanding of the work to be performed. Offeror's are asked to address each evaluation criterion and to be specific in presenting their qualifications. Your proposal should provide all the information which you consider pertinent to your qualifications for the project.
- 12.2 Selection shall be made of two (2) or more offerors deemed to be fully qualified and best suited among those submitting proposals, based on the factors involved in the Request for Proposals. Negotiations shall then be conducted with each of the offerors so selected. Price shall be considered but need not be the sole determining factor. After negotiations have been conducted with each offeror so selected, Russell County shall select the offeror which, in its option, has made the best proposal and shall award the contract to that offeror.

13.0 PROPOSAL EVALUATIONS

- 13.1 All proposals submitted will be reviewed and evaluated by a representative committee for the Russell County Board of Supervisors.
- 13.2 Following is the specific evaluation criteria to be used for judging proposals and the total possible point value to be assigned to each evaluation factor. The maximum possible score that a proposal could receive is 100 points.

EVALUATION CRITERIA		POINTS
A.	Firms' qualifications to provide the required services.	35
B.	Experience.	30
C	References.	10
D.	Cost.	25



**RUSSELL COUNTY, VIRGINIA
REQUEST FOR PROPOSALS
ARCHITECTURAL/ENGINEERING SERVICES
FOR RENOVATION OF
DANTE DEPOT FACILITY**

Russell County, Virginia will accept proposals **until Thursday, January 3, 2020 at 3:00 p.m.**, from qualified architectural firms (“Offerors”) to provide professional services associated with development of an architectural program, architectural and engineering design, development of construction documents/bid specifications, all associated with renovation of the Dante Depot Facility in partnership with the **Virginia Department of Transportation**.

The Dante Depot Facility Project is federal funded project with Transportation Alternative Program (TAP) Funds and must meet the requirements of federal funding.

Russell County intends to select one firm to provide these services using the competitive negotiation procedure for professional services as defined in Section 2.2-4301 of the Virginia Public Procurement Act.

Full copies of the Request for Proposals may be requested by contacting Mr. Lonzo Lester, County Administrator, at (276) 889-8000, or by email at lonzo.lester@russellcountyva.us.



RFP 2019-003
Issued: December 3, 2019

Architectural/Engineering Services for Renovation of Dante Depot Facility

1. General

Russell County in partnership with the Virginia Department of Transportation (VDOT) seeks proposals from qualified architectural firms (“Offerors”) to provide professional services associated with development of the architectural program, architectural and engineering design, development of construction documents/bid specifications associated with renovation of the Dante Depot Facility. This community project is funded with Transportation Alternative Program (TAP) Funds and must meet the requirements of federal funding. Russell County intends to select one firm to provide these services using the competitive negotiation procedure for professional services as defined in Section 2.2-4301 of the Virginia Public Procurement Act.

2. Scope of Services

Russell County seeks the following professional architectural services:

a) Preparation of the Architectural Program:

1. Document the space need and identify the necessary components of the Dante Depot project, and their spatial and functional relationships.
2. Prepare a detailed schedule listing the type and size of all spaces/rooms that will be addressed in the program design.
3. Prepare a description of the optimum size and the physical features of each space, including its size, handicapped accessibility requirements, and circulation and adjacency needs.
4. Prepare a preliminary estimate of the total project costs associated with implementation of the **renovation project**, including an estimate of all costs for design, construction administration and inspection, all related building construction, construction phasing, materials testing, permitting, building and equipment, and furniture/furnishings.
5. Prepare a conceptual plan illustrating the location of the spaces and their relationship to each other.
6. Prepare a timetable from the date of acceptance of the architectural program, through the design phase to completion of construction.

7. Obtain written approval of the recommended architectural program from the Russell County Administration.

b) Architectural and Engineering Design:

1. Prepare design and construction documents for the **renovation project** that are in conformance with the approved architectural program and generally accepted architectural and engineering practices, and further comply with applicable codes and regulations including but not limited to the Virginia Uniform Statewide Building Code, and the Americans with Disabilities Act.
2. Prepare construction cost estimates and work with the County to create a comprehensive construction budget.
3. Prepare the schematic design by preparing preliminary plans showing the layout and size of all the components of the facility including all rooms, restrooms, storage and service areas, mechanical rooms, and corridors. Indications of surface treatments, furnishings and the locations of equipment also should be shown.
4. Further refine the preliminary plans by preparing complete contract documents, including instructions to bidders, bid form, agreement, general conditions, supplementary conditions, technical specifications, construction plans and other documents as may be required by the County; all in compliance with the Virginia Public Procurement Act.
5. Furnish sets of construction drawings and contract documents in such quantity as may be required by the County for submission to regulatory agencies and other reviewing authorities and for the County's general use.
6. **Prepare an updated, detailed estimate of the cost of construction based on the final drawings and specifications that does not exceed the County's budget for the project.** All cost estimates shall contain sufficient detail to project accurately all expenses associated with the project; including, for example, costs related to:
 - Building construction
 - Construction administration and oversight
 - Site improvements
 - Utilities (water, sanitary sewer, and electrical)
 - Testing and laboratory services and inspections
 - Furniture, fixtures and equipment.
7. Obtain written approval of the bidding documents from the Russell County Administration.

c) Bidding Phase Services

1. Assist the County in developing and publishing criteria for prequalification of prospective contractors for construction in accordance with Virginia Code § 2.2-4317.
2. Coordinate selection of a general contractor through the competitive bidding process; including attendance at pre-bid conference and assisting in responding to inquiries regarding the drawings and specifications.
3. Assist the county in determining which bidder has submitted the lowest responsive and responsible bid.
4. Assist the County and selected general contractor in obtaining any federal, state or local permits or approvals that are applicable to or necessary for the project.

d) Construction Administration Services

1. Review/approve submittals, shop drawings and other product data or samples to verify conformance with the contract documents.
2. Provide periodic site visits by principals, project architect, and other staff members as appropriate, to observe the work in progress and to make appropriate reports to the County.
3. Review proposed change orders submitted by the selected general contractor and make recommendations as to whether such change orders should be accepted; assist the County in preparation of change orders to the contract as deemed necessary by the County.
4. Review and verify monthly payment estimates submitted by the general contractor and conduct periodic meetings to review progress and assist in coordinating ongoing work.
5. Assist in providing (by subcontract if necessary) material testing services as needed during construction to assure appropriate quality control.
6. Identify construction inspection/verification hold points that require verification/approval by either the AE or the County assigned Project Inspector(s); such verification/hold points pertain to and/or are in addition to inspections required by the Virginia Uniform Statewide Building Code to insure the quality and acceptability of the project is confirmed at all phases of construction.
7. Prepare and provide an Inspection Guide and Checklist for use by the AE and/or the County's assigned Project Inspector(s) to provide for documentation of the acceptance of all required inspections conducted/completed throughout construction of the project.

8. Make a final inspection of the completed project with the County. Upon full and satisfactory completion of all construction, issue a Certificate of Substantial Completion and acceptance.
9. Upon completion of the work, compile for and deliver to the County a complete set of record documents, including warranties on equipment, permits, as-built drawings and inspection reports.
10. Provide other related services required to assist the County in bidding the construction work, awarding the construction contract and administering the construction contract.
11. Coordinate all activities of the program of work and consult regularly and clearly with the County regarding any concerns or difficulties that may arise with respect to adhering to the agreed schedule and timelines.
12. Provide all necessary engineering, architectural, and other services related to the program of work and necessary to provide the required services and deliverables.

This is a general listing of the scope of services and deliverables and should not be construed as being the full and complete list of all services and deliverables that may be required under this RFP. A more comprehensive list of services and deliverables may be developed through discussion and negotiation between the Offeror and County.

e) Site Visits

Site visits may be scheduled at the request of Offeror and may be arranged by contacting the Office of the Russell County Administrator at (276) 880-4396.

f) Term of Contract

The duration of any resulting contract will be dependent on negotiations with the selected Offeror.

g) Proposals

In order to be considered for selection, Offerors must submit a complete response to this RFP. One (1) printed and signed original and one (1) electronic copy (PDF) of each proposal must be submitted to the County Administrator, at the location stated below, on or before 3:00 P.M, local prevailing time on January 3, 2020.

Proposals should conform to the following requirements:

1. Proposals must be signed by an authorized representative of the Offeror.
 2. All requested information must be submitted. Proposals which are substantially incomplete, or lack key information will be rejected by the County.
- h)** Proposals must include:
1. Resumes of individuals to be assigned to the project (see subparagraph f below);
 2. Recent history of the firm, including recent projects of similar nature (see subparagraph d below);
 3. Names and references from similar projects (see subparagraph e below);
 4. A statement of the capacity of the firm to perform the work based upon current and planned workload and schedules; and
 5. Proposed project schedule for carrying out/providing the services/deliverables.
- i)** Offeror must furnish evidence of its qualifications, expertise and experience in the provision of similar services/deliverables. Proposals should highlight similar work performed by the Offeror, including but not limited to other courthouse projects conducted by the Offeror. Offeror is encouraged to elaborate on its qualifications to carry out the scope of services considered herein and its experience providing services and deliverables similar to those requested in this RFP including specific reference(s) by the Offeror of its capabilities with respect to quality assurance and quality control of construction projects it has designed and assisted in the completion of.
- j)** Offeror must provide the name, address, contact person and phone number of at least three clients for whom Offeror has provided similar services or deliverables. Offeror should include a brief description of each similar project. The County reserves the right to contact any client listed.
- k)** The proposal must identify the Offeror's proposed project team including the project manager.
- l)** The proposal must identify the Offeror's proposed approach/strategy to completing the project and timeline for providing the services and deliverables.
- m)** The proposal must state any professional licenses maintained by Offeror and/or individuals identified as being a part of Offeror's project team that are relevant to the project.

- n) Proposals should be prepared simply and economically, providing a straightforward, concise description of Offeror's proposal and capabilities to satisfy the requirements of the RFP.
- o) Ownership of all data, materials and documentation originated and prepared for the County pursuant to the RFP shall belong exclusively to the County and be subject to public inspection in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of 2.2-4342.F of the Code of Virginia, in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures or paragraphs that constitute trade secret or proprietary information. The classification of an entire proposal document as proprietary or trade secrets is not acceptable and will result in rejection of the proposal.
- p) No information regarding the proposal records or the contents of responses will be released except in accordance with Virginia Code § 2.2-4342. Once an award has been made, all proposals will be open to public inspection subject to the provisions set forth above.
- q) Offerors shall provide any estimated project costs in their proposals. During discussions with Offerors, as permitted during competitive negotiation under Virginia Code § 2.2-4302.2, County may discuss nonbinding estimates of total project costs with Offerors. A final price shall be determined during negotiations.
- r) IDENTIFICATION OF PROPOSAL ENVELOPE: The signed proposal should be sent or delivered to the County in an envelope or package that is sealed and clearly marked on the lower left-hand corner of the envelope or package with:

From: _____
 (Name of Offeror)

Due Date: January 3, 2020
 Due Time: 3:00 p.m.
 RFP #2019-003

Address:

3. Evaluation of Proposals

The proposals will be evaluated by the Board of Supervisors of Russell County. The County will rank the proposals based on the factors listed below and each firm's initial proposal. The County intend to conduct interviews and/or discussions with at least the two top-ranked firms; however, the County reserves

the right to interview more or less than two firms after initial proposals are reviewed.

At the conclusion of discussions, on the basis of evaluation factors published in this Request for Proposal and all information developed in the selection process to this point, the governing bodies shall select in the order of preference two or more offerors whose professional qualifications and proposed services are deemed most meritorious.

Negotiations shall then be conducted, beginning with the offeror ranked first. If a contract satisfactory and advantageous to the governing bodies can be negotiated at a price considered fair and reasonable and pursuant to contractual terms and conditions acceptable to the governing bodies, the award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price.

Factors to be considered by the governing bodies in determining whose professional qualifications and proposed services are deemed most meritorious shall include:

Professional competence;

- a) Understanding of the project and the scope of services requested in this RFP;
- b) Proposed Project timeline & milestones;
- c) Non-Binding Estimate of Cost (at interview stage);
- d) The results of interviews and/or discussions with Offerors; and
- e) References.

4. Rejection of Proposals/Waiver

Russell County reserves the right to cancel this Request for Proposal or reject any or all proposals received. The County also reserves the right to waive informalities in proposals.

5. Proposal Acceptance Period

Any proposal in response to this RFP shall be valid for ninety (90) days. At the end of the ninety days, the offer may be withdrawn at the written request of the Offeror. If the offer is not promptly withdrawn (within 5 business days) at that time, it remains in effect until an award is made or the solicitation is canceled.

6. Questions/Comments Concerning this RFP

Pursuant to Virginia Code §2.2-4316, questions or comments concerning this RFP shall be submitted in writing via email to lonzo.lester@russellcountyva.us or by regular mail to Lonzo Lester, P.O. Box 1208, Lebanon VA 24266 no later than 4:30 pm EST on September 24, 2019.

7. Deadline/Address

All proposals must be sealed, delivered and received by 3:00 p.m., local prevailing time on December 5, 2019. Proposals shall be mailed or hand delivered to:

Lonzo Lester
County Administrator
137 Highland Drive
P. O. Box 1208
Lebanon, Virginia 24266

8. Contract Award

The award of any contract will be made in accordance with the statutes for competitive negotiation for professional contracts contained in Virginia Code § 2.2-4302.2. It is the County's intent to enter into a contract with the successful Offeror on or before December 1, 2019. If the County determines in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Offeror. Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the County will post such notice on the County's webpage at <https://www.russellcountyva.us>.

9. Ethics in Public Contracting

By submitting a proposal, Offeror certifies that its proposal is made without collusion or fraud and that it has not offered or received any kickbacks or inducements from any other offeror, supplier or subcontractor in connection with their proposal, and that it has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged. Furthermore, the provisions, requirements, and prohibitions contained in Sections 2.2-4367 through 2.2- 4377 of the Virginia Code, pertaining to bidders, offerors, contracts and subcontractors, are

applicable to this RFP, as are the provisions, requirements, and prohibitions contained in Sections 2.2-3100 through 2.2-3131 of the Code of Virginia.

10. Qualifications of Offeror

The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Offeror to perform/provide the Services/deliverables and the Offeror shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Offeror's physical facilities prior to award to satisfy questions regarding the Offeror's capabilities. The County further reserves the right to reject any proposal if the evidence submitted by, or investigations of, such Offeror fails to satisfy the County that such Offeror is properly qualified to carry out the obligations of the contract and to provide the Services and/or furnish the goods contemplated therein.

11. Debarment Status

By submitting their proposals, Offerors certify that they are not currently debarred by the Commonwealth of Virginia, Russell County, Virginia, or any other locality from submitting bids or proposals on contracts for the type of Services/deliverables covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

In compliance with this Request for Proposals and to all the conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed proposal or as mutually agreed upon in writing by subsequent negotiation.

Company Name and Address: _____

Date: _____

Name: _____

Title: _____

Telephone: _____

Email: _____

Signature: _____



Mandatory Federal-Aid Professional Services RFP Provisions

1. It is the policy of the Virginia Department of Transportation and the **Russell County** that Disadvantaged Business Enterprises (DBE) as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of federally funded consultant contracts. A list of Virginia Department of Minority Business Enterprise certified DBE firms is maintained on their web site (<http://www.dmb.e.virginia.gov/>) under the **DBE Directory of Certified Vendors**. Consultants are encouraged to take all necessary and reasonable steps to ensure that DBE firms have the maximum opportunity to compete for and perform services on the contract, including participation in any subsequent supplemental contracts. If the consultant intends to subcontract a portion of the services on the project, the consultant is encouraged to seek out and consider DBE firms as potential subconsultants. The consultant is encouraged to contact DBE firms to solicit their interest, capability and qualifications. Any agreement between a consultant and a DBE firm whereby the DBE firm promises not to provide services to other consultants is prohibited. [**Include the following wording on federally funded projects with stated DBE goals:** The DBE contract goal for this procurement is ____%.] [**Include the following wording on federally funded projects without a stated DBE goal:** The Department believes that these services support ____% DBE participation.]
 - Written documentation of the prime's commitment to the DBE or SWaM firm to subcontract a portion of the services, a description of the services to be performed and the percent of participation.
 - Written confirmation from the DBE or SWaM firm that it is participating, including a description of the services to be performed and the percent of participation.
 3. 49 CFR Part 26 requires VDOT to collect certain data about firms attempting to participate in VDOT contracts. This data must be provided on the enclosed Firm Data Sheet.
 4. VDOT is also required to capture DBE and SWaM payment information on all professional services contracts. The successful prime consultant will be required to complete C-63 form for both state and federally funded projects on quarterly basis.
 5. Any DBE or SWaM firm must become certified (with the Virginia Department of Minority Business Enterprise) prior to your response being submitted. If DBE or SWaM firm is the prime consultant, the firm will receive full credit for planned involvement of their own forces, as well as the work that they commit to be performed by DBE or SWaM subconsultants. DBE or SWaM prime consultants are encouraged to make the same outreach efforts as other consultants. DBE or SWaM credit will be awarded only for work actually being performed by them. When a DBE or SWaM prime consultant, subcontracts work to another firm, the work counts toward DBE or SWaM goals only if the other firm is itself a DBE or SWaM. A DBE or SWaM prime consultant must perform or exercise responsibility for at least 30% of the total cost of its contract with its own force.
- FOR PROJECTS WITH DBE GOALS SET,
PARAGRAPHS 2 THROUGH 5 APPLY:**
2. **Include the following wording and two bullets on state or federally funded projects with a DBE or SWaM goal. In the following sentence and these two bullets, remove references to SWaM on federally funded projects and DBE on a state funded project.** If portions of the services are to be subcontracted to a DBE or SWaM, the following needs to be submitted with your EOI and both must reference the project number(s) for the services:
 - Written documentation of the prime's commitment to the DBE or SWaM firm to subcontract a portion of the services, a description of the services to be performed and the percent of participation.
 - Written confirmation from the DBE or SWaM firm that it is participating, including a description of the services to be performed and the percent of participation.

**FOR PROJECTS WITH NO DBE GOAL
PARAGRAPH 6 APPLIES**

6. DBE or SWaM certification entitles consultants to participate in VDOT's DBE and SWaM programs. However, this certification does not guarantee that the firm will obtain VDOT work nor does it attest to the firm's abilities to perform any particular work.
7. Prior to the time of submittal of the EOI, all business entities, except for sole proprietorships, are required to register with the Virginia State Corporation Commission. Information about business registration can be found at <https://www.scc.virginia.gov/default.aspx>. Foreign Professional corporations and Foreign Professional Limited Liability Companies (i.e., organized or existing under the laws of a state or jurisdiction other than Virginia) must possess a Commonwealth of Virginia Certificate of Authority from the State Corporation Commission to render professional services. Any business entity other than a professional corporation, professional limited liability company or sole proprietorships that do not employ other individuals for which licensing is required must be registered in the Commonwealth of Virginia with the Department of Professional & Occupational Regulation <http://www.dpor.virginia.gov/>, Virginia Board for Architects, Professional Engineers, Land Surveyors and Landscape Architects (Board). Board regulations require that all branch offices of professional corporations and business entities located in Virginia, which offer or render any professional services relating to the professions regulated by the Board shall be registered as separate branch office with the Board. All offices, including branches, which offer or render any professional service, must have at least one full-time resident professional in responsible charge who is licensed in the profession offered or rendered at that office. All firms involved that are to provide professional services must meet these criteria prior to submitting an Expression of Interest to the **Russell County**. Individual engineers shall meet the requirements of Chapter 4, Title 54.1 of the Code of Virginia.
8. The **Russell County** assures compliance with Title VI of the Civil Rights Act of 1964, as amended. The consultant and all subconsultants selected for this project will be required to submit a Title VI Evaluation Report (EEO-D2) within 10 workdays of notification of selection when requested by the Department. This requirement applies to all consulting firms when the contract amount equals or exceeds \$10,000.
9. The **Russell County** will not consider for award any cost proposals submitted by any consultants and will not consent to subcontracting any portions of the contract to any subconsultants in violation of the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.
10. All firms submitting EOI (prime consultants, joint ventures and subconsultants) must have internal control systems in place that meet federal requirements for accounting. These systems must comply with requirements of 48CFR31, "Federal Acquisition Regulations, Contract Cost Principles and Procedures," and 23CFR172, "Administration of Negotiated Contracts." All firms selected for a project (prime consultants, joint ventures and subconsultants) must submit their FAR audit data to the **Russell County** within ten workdays of being notified of their selection. Should any firm on the consultant team fail to submit the required audit data within the ten workdays, negotiations may be terminated by the **Russell County** and the next most qualified team invited to submit a proposal.
11. The **Russell County** assures compliance with Title VI of the Civil Rights Act of 1964, as amended. The consultant and all subconsultants selected for this project will be required to submit a Title VI Evaluation Report (EEO-D2) within ten workdays of notification of selection when requested by VDOT. This requirement applies to all consulting firms when the contract amount equals or exceeds \$10,000.
12. The **Russell County** does not discriminate against an offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.
13. All firms shall complete and include the following completed forms:
 - Certification Regarding Debarment – Primary Covered Transactions (Prime Consultant)
 - Certification Regarding Debarment - Lower Tier Covered Transactions (Sub-Consultant)

CERTIFICATION REGARDING DEBARMENT
PRIMARY COVERED TRANSACTIONS
(To be completed by a Prime Consultant)

Project: _____

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1) b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Commonwealth Transportation Board.

Signature

Title

Date

Name of Firm

CERTIFICATION REGARDING DEBARMENT
LOWER TIER COVERED TRANSACTIONS
(To be completed by a Sub-consultant)

Project: _____

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Commonwealth Transportation Board.

Signature

Title

Date

Name of Firm

GOOD FAITH EFFORT

(Include with federal-aid project with DBE Goal)

The Department will accept what consultants submit in their EOI regarding good faith efforts. If a firm that has submitted good faith effort documentation makes the short list, the procuring Division Administrator (cannot be delegated unless he/she will be out of the office for more than five work days) along with a representative of the EO Division will determine if the good faith effort is acceptable.

When there is a contract goal, a consultant must make good faith efforts to meet it. The consultant can do so either through obtaining enough DBE participation to meet the goal or documenting the good faith efforts it made to do so. These means of meeting contract goal requirements are fully equivalent. 49 CFR Part 26 (the Rule) explicitly provides that the Department must not disregard showings of good faith efforts, and it gives consultants the right to have the Department reconsider a decision that their good faith efforts were insufficient. The Department is prohibited from denying a contract to a consultant simply because it did not obtain enough DBE participation to meet the goal. The Department must seriously consider consultants' documentation of good faith efforts. To make certain that consultants' showings are taken seriously, the Rule requires the Department to offer administrative reconsideration to consultants whose good faith efforts showings are initially rejected.

The Rule also ensures flexibility for consultants by requiring that any contract goal be waived entirely for a prime consultant that demonstrates that it made good faith efforts but was still unable to meet the goal.

When the Department sets a contract goal, the basic obligation of consultants is to make good faith efforts to meet it. They can demonstrate these efforts in either of two ways, which are equally valid. First, they can meet the goal, by documenting that they have obtained commitments for enough DBE participation to meet the goal. Second, even though they have not met the goal, they can document that they have made good faith efforts to do so. A refusal by the Department to accept valid showings of good faith is not acceptable under the Rule.

The Rule makes clear that the Department is not to use a "conclusive presumption" approach, in which the apparent successful consultant is summarily found to have failed to make good faith efforts simply because another consultant was able to meet the goal. However, the performance of other consultants in meeting the contract can be a relevant factor in a good faith effort determination, in more than one way. For example, when the apparent successful consultant fails to meet the contract goal, but others meet it, you may reasonably raise the question of whether, with additional reasonable efforts, the apparent successful consultant could have met the goal. It does not, by itself, prove that the apparent successful consultant did not make a good faith effort to get DBE participation, however. On the other hand, if the apparent successful consultant fails to meet the goal but meets or exceeds the average DBE participation obtained by other consultants, the Department may view this, in conjunction with other factors, as evidence of the apparent successful consultant having made good faith efforts.

The fact that some additional costs may be involved in finding and using DBEs is not in itself sufficient reason for a consultant's failure to meet a DBE contract goal, as long as such costs are reasonable.

If the Department determines that the apparent successful consultant has failed to meet the requirements of a good faith effort, the Department must, before awarding the contract, provide the consultant an opportunity for administrative reconsideration. The Department intends that the process be informal and timely. The Department will ensure that the process is completed within a brief period (e.g., 5-10 days) to minimize any potential delay in procurements. The consultant will have an opportunity to meet with the reconsideration official, but a formal hearing is not required. As part of this reconsideration, the consultant must have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The Department's decision on reconsideration will be made by an official who did not take part in the original determination that the consultant failed to meet the goal or make adequate good faith efforts to do so. The consultant must have the opportunity to meet in person with the reconsideration official to discuss the issues of whether it met the goal or made adequate good faith efforts to do so. The Department will send the consultant a written decision on reconsideration, explaining the basis for finding that the consultant did or did not meet the goal or make adequate good faith efforts to do so. The Department's reconsideration personnel consist of the Commissioner's DBE Review Panel.

It is up to the Department to make a fair and reasonable judgment whether a consultant that did not meet the goal made adequate good faith efforts. It is important for the Department to consider the quality, quantity, and intensity of the different kinds of efforts that the consultant has made. The efforts employed by the consultant should be those that one could reasonably expect a consultant to take if the consultant were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE contract goal. Mere pro forma efforts are not good faith efforts to meet the DBE contract requirements. The Department's determination concerning the sufficiency of the firm's good faith efforts is a judgment call: meeting quantitative formulas is not required.

If DBE is prime, they will be allowed to count toward goals the work they commit to performing with their own forces, as well as the work that they commit to be performed by DBE subcontractors. DBE consultants on prime contracts will be expected to make the same outreach efforts as other consultants.

When a DBE participates in a contract, the Department will count only the value of the work actually performed by the DBE toward DBE goals. When a DBE subcontracts part of the work of its contract to another firm, the value of the subcontracted work may be counted toward DBE goals only if the DBE's subcontractor is itself a DBE. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals. Count expenditures to a DBE contractor toward DBE goals only if the DBE is performing a commercially useful function on that contract. If a DBE does not perform or exercise responsibility for at least 30 percent of the total cost of its contract with its own work force, or the DBE subcontracts a greater portion of the work of a contract than would be expected on the basis of normal industry practice for the type of work involved, you must presume that it is not performing a commercially useful function. If a DBE firm loses certification, its work no longer counts toward the DBE goal.

All consultants will be required to submit the following information to the Department with the EOI:

- The names and addresses of DBE firms that will participate in the contract;
- A description of the work that each DBE will perform;
- The percentage amount of the participation of each DBE firm participating;
- Written documentation of the prime consultant's commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
- Written confirmation from the DBE that it is participating in the contract as provided in the

- prime contractor's commitment; and
- If the contract goal is not met, evidence of good faith efforts.

The Department has prepared a list based on Federal Regulations of some of the kinds of efforts that consultants may make in obtaining DBE participation. It is not intended to be a mandatory checklist. The Department does not require that a consultant do anyone, or particular combination, of the things on the list, nor is the list intended to be exclusive or exhaustive; it merely offers examples. Other factors or types of efforts may be relevant in appropriate cases. In determining whether a consultant has made good faith efforts, it will usually be important for the Department to look not only at the different kinds of efforts that the Consultant has made, but also of the timeliness, quantity, and intensity of these efforts.

The Department offers the following examples of efforts that may be considered:

A. Soliciting through all reasonable and available means (e.g., attendance at project showings, advertising and/or written notices) the interest of all certified DBEs who have the capability to perform the work of the contract. The consultant must solicit this interest within sufficient time to allow the DBEs to participate effectively. The consultant must determine with certainty if the DBEs are interested by taking appropriate steps to follow up initial solicitations.

B. Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the prime consultant might otherwise prefer to perform these work items with its own forces.

C. Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract.

D. (1) Negotiating in good faith with interested DBEs. It is the consultant's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBEs to perform the work.

D. (2) A consultant using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's costs, qualifications and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a consultant's failure to meet the contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime consultant to perform the work of a contract with its own organization does not relieve the consultant of the responsibility to make good faith efforts. Prime consultants are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.

E. Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The contractor's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal.

F. Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor.

G. Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.

H. Effectively using the services of available minority community organizations; minority contractors' groups; local, state, and Federal minority business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.

From: [Bolling, John](#)
To: [Lester, Lonzo](#); [Jeff Buchanan](#); [John Watson](#)
Subject: Route 681 Discontinuance
Date: Wednesday, October 23, 2019 2:00:59 PM
Attachments: [0681-083 disc hsc sketch.pdf](#)
[ROUTE 681 DISCONTINUANCE NOTES.docx](#)

Lonzo,

The Lebanon Residency is requesting that the resolution of support for the discontinuance of Route 681 be placed on the November 4th BOS agenda. The Lebanon News indicated that the resolution had been tabled at the last meeting for further discussion and understanding. Attached is a list of notes and information pertaining to the discontinuance and a couple of photos taken last week on location. Hopefully, these items will provide the understanding needed to move forward with the resolution. Please make these items available to the members of the Board as you see fit.

Mr. Watson or Mr. Buchanan will likely be at the next meeting, but if for some reason they can't make it, I will attend personally to answer any questions the Board may have.

If you have any questions or need additional information before the meeting, please contact me.

Thank you,

John Bolling

Architect/Engineer I

Lebanon Residency

1067 Fincastle Rd.

Lebanon, VA

(276) 889-7601

vdot logo





COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

STEPHEN C. BRICH, P.E.
COMMISSIONER

870 Bonham Road
Bristol, VA 24201

25 September 2019

CERTIFIED MAIL

ARTICLE #7018 1830 0001 7298 8005

Russell County Board of Supervisors
Attn.: Mr. Lonzo Lester, County Administrator
137 Highland Drive
Lebanon, VA 24266

RE: **NOTICE OF INTENT TO DISCONTINUE-§33.2-908.B Code of Virginia**
Russell County (083)
Route 681: from Route 608 (Straight Hollow Rd.) to Dead End, a distance of 0.10 mile

Ladies and Gentlemen:

Please be advised that the Department of Transportation intends to discontinue from the Secondary System of State Highways:

- **Route 681 (unnamed route): from Route 608 to Dead End, a distance of 0.10 mile.**

This action is being considered pursuant to §33.2-908.B of the Code of Virginia because the road no longer provides sufficient public convenience to warrant maintenance at public expense. Discontinuance relieves the Virginia Department of Transportation of the maintenance and administrative responsibility for the roadway. It does not close the roadway as a public thoroughfare. **Administrative authority is transferred to the county, but discontinuance does not obligate the county to perform maintenance activities on the roadway.**

Materials related to the discontinuance are available for your review at the VDOT Lebanon Residency located at 1067 Fincastle Road in Lebanon, VA.

VDOT will post the willingness to hold a public hearing as required by law in the October 9, 2019 edition of the Lebanon News. If no requests for a public hearing are received prior to November 9, 2019 the item will be placed on the Commonwealth Transportation Board's agenda for its next meeting.

If the county has no objection to the discontinuance, please provide the Lebanon Residency a letter from the County Administrator or a resolution from the Board of Supervisors in support of the action.

Should you have questions or concerns, please contact the VDOT Lebanon Residency at (276) 889-7601.

Sincerely,



John Bolling

Architect/Engineer I

On behalf of Mr. John Watson, Lebanon Residency Administrator

ROUTE 681 DISCONTINUANCE NOTES:

- Route 681 was added 10-08-1976. BOS resolution requesting the addition is dated 09-07-1976
- Route 681 extends from Route 608 to 0.10 mile NW of Route 608
- VDOT has performed no maintenance of any kind for 20 years or more
- Russell County GIS does not recognize it as a street. It has no 911 name.
- There are no VDOT route markers in the field.
- The street is not listed in VDOT's Roadway Inventory Management System (RIMS)
- There are only two buildings that are served by the street, but whether or not they are occupied dwellings is unknown.
 - One of the public benefit requirements to warrant VDOT maintenance is that the street must serve at least three occupied dwelling under separate ownership. Route 681 does meet this public benefit requirement
 - As evidenced by the photos, the street is only one lane wide and appears to have no use by the traveling public.
- Discontinuance is being considered in lieu of abandonment because abandonment would leave one parcel land locked (parcel 160RIG2455)
 - All other properties abutting Route 681 have access via Route 608.

Abandonment:

- An act of the Commonwealth Transportation Board (for Primary System routes) or the local governing body (for Secondary System routes) that closes the road to public use.
- For secondary roads that have a 30 feet prescriptive easement right-of-way, the public easement is automatically extinguished upon confirmation of the abandonment by the CTB.
- For roads that have deeded or dedicated right-of-way, a separate real estate conveyance is required to relinquish real property interests.
- It may not be possible to re-add a road to the Secondary System once abandoned.

Discontinuance:

- An act of the Commonwealth Transportation Board based on the determination that the road no longer provides sufficient public benefit to warrant maintenance at public expense.
- Discontinued roads remain open to public use, and the operational jurisdiction is transferred from the Department of Transportation to the local governing authority.
 - Discontinuance does not obligate the local governing authority to perform maintenance on the road.
- Discontinued roads may be eligible for re-addition to the Secondary System should they attain the requisite public benefit requirement & meet the minimum standards for addition at a later date.
- The authority and procedure for subsequent abandonment of discontinued roads rests with the local governing authority.
 - The procedures for such actions are set out in §33.2-915 through §33.2-925 of the Code of Virginia.

Statutory References:

- Primary System Abandonments: §33.2-902 & §33.2-906
- Primary System Discontinuances: §33.2-901
- Secondary System Abandonments: §33.2-909 & §33.2-912
- Secondary System Discontinuances: §33.2-908.B & §33.2-908.C



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

Megan Peterson
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

October 29, 2019

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

RE: Violence Against Women's Act

Dear Mr. Lester:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is 20-P4705VA19 and was approved for a total award of \$57,028 funded through Federal Grant 2019-WF-AX-0032. The project period for this program is 01/01/2020 through 12/31/2020.

Enclosed you will find the Statement of Grant Award (SOGA) and Special Conditions documents, along with Reporting Requirements and Projected Due Dates. To indicate your acceptance of the award and conditions, please sign the SOGA and return it electronically within the next 60 days to grantsmgmt@dcjs.virginia.gov. Review the conditions carefully as some may require action on your part before we will disburse grant funds.

Please provide copies of this Award Package to those contacts listed on your grant application. We will be happy to assist you in any way we can to assure your project's success. If you have any questions regarding this award, please contact your Grant Monitor, Chad Felts at (804) 225-2354 or via email at Chad.Felts@dcjs.virginia.gov.

Sincerely,

Shannon Dion
Shannon Dion

Enclosures



STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia

Violence Against Women's Act		
Subgrantee: Russell		
DUNS Number: 040157851	DCJS Grant Number: 20-P4705VA19	
Grant Start Date: 01/01/2020	Grant End Date: 12/31/2020	
Federal Grant Number:	2019-WF-AX-0032	
Federal Awardee:	VAWO	
Federal Catalog Number:	16.588	
Project Description:	To increase the apprehension, prosecution, and adjudication of persons committing violent crimes against women.	
Federal Start Date:	7/1/2019	
Federal Funds:	\$24,882	Indirect Cost Rate: _____%
State General Funds:	\$ 0	*If applicable
State Special Funds:	\$ 0	
Agency Match:	<u>\$32,146</u>	
Total Budget:	\$57,028	

Project Director	Project Administrator	Finance Officer
Sheriff Steve Dye Sheriff Russell County Sheriff's Office P. O. Box 338 Lebanon, VA 24266-0338 (276) 889-8033 sheriff@russellcountyva.us	Mr. Lonzo Lester County Administrator Russell County P. O. Box 1208 Lebanon, VA 24266 (276) 889-8000 lonzo.lester@russellcountyva.us	Ms. Alicia McGlothlin Interim Treasurer Russell County P. O. Box 121 Lebanon, VA 24266 (276) 889-8028 alicia.mcglathlin@bvu.net

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and Special Conditions attached thereto, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: _____

Authorized Official (Project Administrator)

Title: _____

Date: _____

SPECIAL CONDITIONS

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

Violence Against Women's Act

Subgrantee: Russell	DCJS Grant Number: 20-P4705VA19
DUNS Number: 040157851	Grant End Date: 12/31/2020
Grant Start Date: 01/01/2020	

Acceptance of this grant award by the subgrantee constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised and evaluated in accordance with established employment and personnel policies; and assuring that all terms, conditions and assurances--those submitted with the grant application, and those issued with this award--are complied with.

By signing the Statement of Grant Award/Acceptance, the subgrantee agrees to:

- use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by DCJS;
- adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions; and,
- comply with all terms, conditions and assurances either attached to this award or submitted with the grant application.

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the subgrantee that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Violence Against Women (OVW) or the Department of Criminal Justice Services (DCJS) taking appropriate action with respect to the subgrantee and the award. Among other things, the OVW and DCJS may withhold award funds, disallow costs, or suspend or terminate the award. The OVW or DCJS also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OVW awards and subawards ("subgrants"), see the website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>) including any updated version that may be posted during the period of performance. The subgrantee agrees to comply with the DOJ Grants Financial Guide.

4. Requirements related to "de minimis" indirect cost rate

A subgrantee that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise DCJS in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

5. Requirement to report potentially duplicative funding

If the subgrantee currently has other active awards of federal funds, or if the subgrantee receives any other award of federal funds during the period of performance for this award, the subgrantee promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the subgrantee

must promptly notify DCJS in writing of the potential duplication, and, if so requested by DCJS, must seek a budget-modification or change-of-project-scope to eliminate any inappropriate duplication of funding.

6. Requirements related to System for Award Management and Universal Identifier Requirements

The subgrantee must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/SAM/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The subgrantee must maintain a valid DUNS number (a unique nine-digit number used for identifying and keeping track of entities receiving federal funds). Subgrantees must be registered in SAM to receive an award and must maintain an active registration for the entire period of the award.

7. Requirement to report actual or imminent breach of personally identifiable information (PII)

The subgrantee must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it -- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The subgrantee's breach procedures must include a requirement to report actual or imminent breach of PII to DCJS no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

8. All subawards ("subgrants") must have specific federal authorization

The subgrantee, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

9. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The subgrantee must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of subgrantees, or individuals defined (for purposes of this condition) as "employees" of any subgrantee.

The details of the subgrantee's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Prohibited conduct by subgrantees related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The subgrantee must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

11. OVW Training Guiding Principles

Any training or training materials that the subgrantee develops or delivers with these award funds must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at <https://www.justice.gov/ovw/grantees#Resources>.

12. Effect of failure to address audit issues

The subgrantee understands and agrees that DCJS or OVW may withhold award funds, or may impose other related requirements, if (as determined by DCJS or OVW) the subgrantee does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The subgrantee must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The subgrantee must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

15. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The subgrantee must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to subgrantee organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to subgrantees that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

16. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or any subrecipient ("subgrantee") may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations. Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

17. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The subgrantee must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://www.justice.gov/ovw/grantees#award-conditions> and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a subgrantee would or might fall within the scope of an appropriations-law restriction, the subgrantee is to contact DCJS for guidance, and may not proceed without the express prior written approval of DCJS and OJP.

18. Reporting potential fraud, waste, and abuse, and similar misconduct

The subgrantee must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subgrantee, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--

(1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or

(2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

19. Restrictions and certifications regarding non-disclosure agreements and related matters

No subgrantee under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the subgrantee--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the subgrantee does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the subgrantee's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subgrantee, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to

execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

20. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The subgrantee must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The subgrantee also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the subgrantee is to contact DCJS for guidance.

21. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages subgrantees to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

22. Access to grant records

The subgrantee must authorize DCJS, OVW and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper, or documents related to this grant.

23. Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

24. Confidentiality and information sharing

The subgrantee agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The subgrantee also agrees to ensure that all subgrantees at any tier meet these requirements.

25. Discrimination findings

The subgrantee assures that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this award, the subgrantee will forward a copy of the findings to the Office for Civil Rights of OJP.

26. VAWA 2013 nondiscrimination condition

The subgrantee acknowledges that 34 U.S.C. § 12291(b) (13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The subgrantee agrees that it will comply with this provision. The subgrantee also agrees to ensure that any subgrantee at any tier will comply with this provision.

27. Annual Project Progress Report

All subgrantees are required to complete and submit a single Annual Project Progress Report describing activities supported with these funds to DCJS and OVW. The annual report form and more information about federal reporting requirements can be found at <http://muskie.usm.maine.edu/vawamei/formsasformula.htm> .

28. Documentation requirements

The subgrantee agrees promptly to provide, upon request, financial or programmatic-related documentation related to this award, including documentation of expenditures and achievements.

29. Additional monitoring requirements

The subgrantee understands that it may be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring.

30. Termination or suspension for cause

The Director of OVW, upon a finding that there has been substantial failure by the subgrantee to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis.

31. Record retention and access

Records pertinent to the award must be retained for a period of three (3) years from the date of submission of the final expenditure report. Subgrantee must provide access, including performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

32. Non-Supplanting requirement

The subgrantee agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

33. ACORN

The subgrantee cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.

34. Availability of general terms and conditions on OVW website

The subgrantee agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/grantees#award-conditions> . These do not supersede any specific conditions in this award document.

35. Civil Rights training requirement

The subgrantee agrees to meet the civil rights training requirements through viewing the online training modules offered through the Office on Civil Rights at <https://ojp.gov/about/ocr/assistance.htm> or online training offered by DCJS. The subgrantee must review these training modules at least once per grant cycle and must view the civil rights overview, standard assurances modules, and the module on the obligations to provide services to limited English proficient (LEP) individuals.

36. Equal Employment Opportunity Plan (EEOP)

As a recipient of Department of Justice funding, the subgrantee agrees to comply with the requirements regarding Equal Employment Opportunity Plans (EEOP). In certain cases, subgrant recipients must develop an EEOP. Your organization is required to

submit a Certification Report and/or the Utilization Report section of your plan to the Office of Civil Rights. Further guidance can be found at <https://ojp.gov/about/ocr/eeop.htm> . The Certification form required by OJP can be found at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf> .

37. Performance and obligation periods

Grant funds, including state and local match, may be expended and/or obligated during the grant award period of performance. Subgrantees may only charge to the award allowable costs incurred during this grant award period. All properly incurred obligations must be liquidated no later than 45 days after the end of the award period. No new obligations may be made during the liquidation period. The subgrantee agrees to submit a final financial report and return all received and unexpended grant funds to DCJS within 45 days of the end of the grant award period.

38. Travel policy

Subgrantees may follow their own established travel rates if they have an established travel policy. DCJS reserves the right to determine the reasonableness of an organization's travel policy. If the subgrantee does not have an established policy, then they must adhere to federal travel policy. DCJS allows reimbursement for actual reasonable expenses and meals according to per diem. Please refer to the following IRS website for the most current mileage rate: <https://www.irs.gov/tax-professionals/standard-mileage-rates>. Transportation costs for air and rail must be at coach rates.

39. Project initiation

Within 60 days of the starting date of the grant, the subgrantee must initiate the project funded. If not, the subgrantee must report to DCJS, in writing, the steps taken to initiate the project, the reasons for the delay, and the expected starting date. If the project is not operational within 90 days of the start date, the subgrantee must obtain approval in writing from DCJS for a new implementation date or DCJS may cancel and terminate the project and redistribute the funds.

40. Budget amendments

No amendment to the approved budget may be made without the prior approval of DCJS. No more than two (2) budget amendments will be permitted during the grant period. Budget amendments must be requested using the online Grants Management Information System (GMIS), accompanied with a narrative. The deadline for all budget amendments to be submitted will be 45 days prior to the end of the grant year.

41. Financial audits

The subgrantee agrees to forward a copy to DCJS of the subgrantee's scheduled financial statement audit for the fiscal year that covers the grant award period. If the subgrantee is a local government or non-profit organization and expends \$750,000 or more in federal awards (from all sources) during its fiscal year, the subgrantee is required to submit the appropriate single or program specific audit in accordance with the provisions outlined in 2CFR Part 200 Subpart F.

42. Procurement

The subgrantee agrees to provide for fair and open competition when procuring goods and services with award funds and to maintain documented procurement policies and procedures. Permission to make a sole source procurement requires the prior approval of DCJS. Any request for exemption to this regulation must be filed in writing.

43. Conflict of interest

All subgrantees must have a written conflict of interest policy. The subgrantee certifies that it will disclose in writing any potential conflict of interest to DCJS in accordance with applicable federal awarding agency policy as required in 2 C.F.R. Part 200, Subpart E § 200.112.

44. Financial management systems

All subgrantees are required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. They must have a financial management system in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. Subgrantees must properly track the use of award funds and maintain adequate supporting documentation including maintaining proper documentation for all paid grant and match staff and volunteer time reported. Further information is available in the DOJ Financial Guide at https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf.

45. Program income

Program income, as defined by 2 C.F.R. 200.80, means gross income earned by a non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to a subaward, subgrantees must seek approval from DCJS prior to generating any program income. Any program income added to a subaward must be used to support activities that were approved in the budget and follow the conditions of the subaward agreement. Any program income approved by DCJS must be reported by the subgrantee to DCJS so that it is reported on the quarterly Federal Financial Report (SF-425) in accordance with the addition alternative. If the

program income amount changes (increases or decreases) during the project period, DCJS must provide approval by the end of the project period. Failure to comply with these requirements may result in audit findings for both the recipient and the subgrantee.

Project income must be reported on the Subgrantee Financial Report for Project Income provided by DCJS. Instructions for the Project Income form can be downloaded at: <http://www.dcjs.virginia.gov/forms/grants/subgrantProjectIncomeInstructions.doc>. The Project Income form can also be downloaded from the DCJS website at: <http://www.dcjs.virginia.gov/forms/grants/subgrantProjectIncome.xls>. Examples of project income might include service fees; client fees; usage or rental fees; sales of materials; and income received from sale of seized and forfeited assets (cash, personal or real property included).

46. Change in personnel

The subgrantee agrees to submit the DCJS Program Change/Update form when there are some personnel change in the program. Available on the DCJS website at: <https://www.dcjs.virginia.gov/victims-services/forms>.

47. Required reports

The subgrantee agrees to submit, on or before scheduled due dates, such reports as required by DCJS. This includes filing required reports using the online Grants Management Information System (GMIS). Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the subaward.

48. Delegation of responsibility

Any delegation of responsibility for carrying out grant-funded activities to any entity must be pursuant to a written memorandum of understanding by which the implementing organization agrees to comply with all applicable grant terms, conditions and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions and assurances of the grant award.

49. Publication disclaimer

The subgrantee agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from subaward activities shall contain the following statement: "This project was supported by Subgrant No. _____ awarded by the Virginia Department of Criminal Justice Services for the Office on Violence Against Women, U.S. Department of Justice's SAS Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."

50. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subgrantee of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subgrantee, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subgrantee, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

51. Consultant compensation rates

The subgrantee acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, recipients must submit to DCJS a detailed justification and have such justification approved by DCJS, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

52. Use of funds for direct intervention and related assistance

The subgrantee agrees that funds will only be used for the provision of direct intervention and related assistance to victims of sexual violence and their family and household members, including 24-hour crisis line services, medical and criminal justice/civil legal accompaniment, advocacy, and short term individual and group support counseling. Funds cannot be used towards prevention education efforts, projects focused on training allied professionals and/or communities, or the establishment or maintenance of Sexual Assault Response Teams.

53. Activities that compromise victim safety and recovery or undermine offender accountability

The subgrantee agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation under which the approved application was submitted.

54. Misuse of award funds

The subgrantee understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

55. Limitation on the use of funds to approved activities

The subgrantee agrees that grant funds will be used only for the purposes described in the subgrantee's approved application. The subgrantee must not undertake any work or activities that are not described in the grant application, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval from DCJS.

56. Subgrantee product development

The subgrantee agrees to ensure that materials and products (written, visual, or sound) developed with OVW formula grant program funding fall within the scope of the grant program and do not compromise victim safety.

57. Program Guidelines

The subgrantee agrees to comply with the applicable Grant Program Guidelines and Attachments, available here: <https://www.dcjs.virginia.gov/grants/programs/cy-2020-sexual-assault-services-program-sasp>

58. Nonprofit status of subgrantees

Subgrantees, except governmental rape crisis centers and tribal governmental programs, must be organizations that are described in section 501(c)(3) of the Internal Revenue Code of 1986 and are exempt from taxation under section 501(a) of that Code.

Unless otherwise stated, Special Conditions listed in item #59 must be met by March 1, 2020. If they remain unmet after this date, then the subgrantee must report to the DCJS, by letter, the steps taken to achieve compliance, the reasons for non-compliance, and the expected date of compliance. DCJS may terminate grant funding based upon unexplained or unreasonable failure to substantially comply with special conditions within reasonable specified timeframes.

59. Prior to DCJS disbursing funds, the subgrantee must comply with the following special conditions:

60. Employment eligibility verification for hiring under the award

The recipient must ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2). The details of the recipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Employment eligibility verification for hiring under award), and are incorporated by reference here.

61. Unreasonable restrictions on competition under the award; association with federal government

No recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by DOJ. The details of the recipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Unreasonable restrictions on competition under the award; association with federal government), and are incorporated by reference here.

62. Determinations of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (solicitation), or an associated federal statute - that a purpose of some or all of the activities to be carried out under the award (whether by the recipient or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age. The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

REPORTING REQUIREMENTS AND PROJECTED DUE DATES

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

Violence Against Women's Act

Subgrantee: Russell

DUNS Number: 040157851

Grant Start Date: 01/01/2020

DCJS Grant Number: 20-P4705VA19

Grant End Date: 12/31/2020

REPORTING REQUIREMENTS

By accepting the accompanying grant award, you are agreeing to submit online quarterly financial and progress reports for this grant throughout the grant period, as well as final reports to close the grant. No eligible current recipient of funding will be considered for continuation funding if, as of the continuation application due date, any of the required financial and progress reports for the current grant are more than 30 days overdue. For good cause, submitted in writing by the grant recipient, DCJS may waive this provision.

To submit reports, requests, and to view your grant award, refer to the Grants Management Information System (GMIS) at our website: www.dcjs.virginia.gov/grants/gmis-online. In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer.

- FINANCIAL REPORTS are due within 15 days after the end of each calendar quarter and must be approved by your locality's Financial Officer. Reports are required even if no expenditures occurred during the quarter. If the due date falls on a weekend or non-business day, the report is due on the next business day. For financial questions, contact Bill Dodd at (804) 371-0638 or via email at Bill.Dodd@dcjs.virginia.gov or Mark Fero at (804) 225-2782 or via email at Mark.Fero@dcjs.virginia.gov.
- PROGRESS REPORTS for most grant programs are due within 15 days after the end of each calendar quarter and must be approved by your DCJS Grant Monitor.
- REQUEST FOR FUNDS for most grant programs are processed quarterly. Requests must be preceded by the previous quarter's financial and approved progress reports. For request for funds questions, contact Bill Dodd at (804) 371-0638 or via email at Bill.Dodd@dcjs.virginia.gov or Mark Fero at (804) 225-2782 or via email at Mark.Fero@dcjs.virginia.gov.
- BUDGET AMENDMENTS can be submitted for most DCJS programs with prior approval through our online Grants Management Information System (GMIS). Please review your Special Conditions carefully to determine the requirements and procedures for amending budgets. For budget amendment questions, contact your assigned Grant Monitor.

- **GRANT CLOSEOUT:** The last quarterly financial report of a project using federal funds must indicate any unpaid obligations that may exist at the expiration of the grant award period. The subgrantee has up to 45 days from the end of the award period to liquidate any unpaid obligations and submit a final financial report. The liquidation period exists to allow projects time to receive final invoices and make final payments -- no new obligations may be incurred during this period. Closeout questions should be directed to Andrew Wooldridge (804) 225-1863 or via email at Andrew.Wooldridge@dcjs.virginia.gov or Mark Fero at (804) 225-2782 or via email at Mark.Fero@dcjs.virginia.gov.

REPORTING SCHEDULE

CALENDAR QUARTER ENDING	REPORT DUE DATES
3/31/2020	4/15/2020
6/30/2020	7/15/2020
9/30/2020	10/15/2020
12/31/2020	1/15/2021
Final Report	2/14/2021

GENERAL HELPDESK INFORMATION

GMIS Online: Send an email to grantsweb@dcjs.virginia.gov.

CIMS or VSDVVF Reporting Software: Call (804) 786-4576 or (804) 225-4868.

Buchanan County
P.O. Box 618
1051 Rosebud Road
Grundy, VA 24614
Phone: 276-935-4591
Fax: 276-935-4537

Dickenson County
P.O. Box 768
334 Brush Creek Road
Clintwood, VA 24228
Phone: 276-926-4979
Fax: 276-926-4426



Russell County
P.O. Box 2347
75 Rogers Street
Lebanon, VA 24266
Phone: 276-889-7621
Fax: 276-889-7699

Tazewell County
P.O. Box 350
253 Chamber Drive
Tazewell, VA 24651
Phone: 276-988-5585
Fax: 276-988-5471

COMMONWEALTH OF VIRGINIA

VIRGINIA DEPARTMENT OF HEALTH

Eleanor S. Cantrell, M.D.
District Health Director

Cumberland Plateau Health District
P.O. Box 2347 ~ 224 Clydesway Drive ~ Suite B
Lebanon, VA 24266

**Stewards for Optimum
Community Health**

“CPHD: Protecting You and Your Environment – Better Health, Better Home, Better Horizons!”

November 15, 2019

Russell County Board of Supervisors
Attention: Lonzo Lester, County Administrator
137 Highland Drive
Lebanon, VA 24266

Dear Mr. Lester:

Enclosed for your review and signature are three original Local Government Agreements. The Local Government Agreements note the local and state appropriations for Fiscal Year 2020. The attachments show the public health services (mandated and optional) to be assured by the local health department.

Please have the local authorizing officer sign and date each Local Government Agreement. Each form must contain original signature. Please return all three signed forms to the following address:

Cumberland Plateau Health District
Attention: Anna H. Stevens, General Administrative Manager
P. O. Box 2347
224 Clydesway Drive Suite B
Lebanon, VA 24266

These signed forms will be forwarded to Richmond for additional signatures. When the forms are returned to this office, a file copy will be sent to you. If you have any questions, please let me know.

Sincerely,

Anna H. Stevens
General Administrative Manager

Enclosures: 2



<http://www.vdh.virginia.gov>

AGREEMENT BETWEEN THE VIRGINIA DEPARTMENT OF HEALTH AND THE
RUSSELL COUNTY BOARD OF SUPERVISORS FOR FUNDING AND SERVICES OF
THE RUSSELL COUNTY HEALTH DEPARTMENT

This agreement ("Agreement") for the services to be provided by the Russell County Health Department and the funding therefore is by and between the Virginia Department of Health ("VDH") and the Russell County Board of Supervisors (collectively "the Parties").

The Agreement is created in satisfaction of the requirements of § 32.1-31 of the Code of Virginia (1950), as amended, in order to operate the Russell Health Department under the terms of this Agreement.

NOW, THEREFORE, in consideration of the covenants and agreements in this Agreement, the sufficiency of which is acknowledged, the Parties agree as follows.

§ 1. VDH, over the course of one fiscal year, will pay an amount not to exceed \$500,758.00, from the state general fund to support the cooperative budget in accordance with, and dependent upon, appropriations by the General Assembly, and in like time frame, the Board of Supervisors of Russell County will provide by appropriation and in equal quarterly payments a sum of \$309,740.00 local matching funds and \$30,260.00 one-hundred percent local funds for a total of \$340,000.00 local funds for this fiscal year.

In addition, the Board of Supervisors has approved the Russell County Health Department to carry forward \$0.00 in local matching funds for a total of \$0.00 matching funds and an additional \$0.00 in one-hundred percent local funds from the prior fiscal year closing locality balance.

These joint funds will be distributed in timely installments, as services are rendered in the operation of the Russell County Health Department, which shall perform public health services in Russell County as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

§ 2. The term of the agreement begins July 1, 2019. This Agreement will be automatically extended on a state fiscal year to year renewal basis under the existing terms and conditions of the Agreement unless timely written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective.

§ 3. The Commonwealth of Virginia ("Commonwealth") and VDH shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.

- A. The responsibility of the Commonwealth and VDH to provide liability insurance coverage shall be limited to and governed by the Commonwealth of Virginia Public Liability Risk Management Plan, established under § 2.2-1837 of the Code of Virginia (1950), as amended. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code of Virginia (1950), as amended, or under a policy procured by the locality.
- B. The Commonwealth and VDH will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Commonwealth of Virginia Public Liability Risk Management Plan.

- C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia (1950), as amended, when performed by a state employee, are herewith expressly exempted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Commonwealth of Virginia Public Liability Risk Management Plan , the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia Public Liability Risk Management Plan , the legal representation of said employee by the city or county attorney, and, the Board of Supervisors of Russell County hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
- D. In no event shall the Commonwealth or VDH be responsible for providing legal defense or insurance coverage for local government employees.

§ 4. Title to equipment purchased with funds appropriated by the local government and transferred to the Commonwealth, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.

§ 5. This Agreement may only be amended or otherwise modified by an instrument in writing signed by the Parties.

 Robert W. Hicks
 Deputy Commissioner for Community Health Services
 Virginia Department of Health

 Local authorizing officer signature

 Date

 Authorizing officer printed name

 Eleanor S. Cantrell, MS
 District Health Director
 Cumberland Plateau Health District

 Authorizing officer title

 Date

 Date

Approved as to form by the Office of the Attorney General on July 23, 2018

Attachments: Local Government Agreement, Attachment A(1.)
 Local Government Agreement, Attachment A(2.)

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT ([32.1-11](#))

For Each Service Provided, Check Block for Highest Income Level Served			
COLLABORATIVE COMMUNITY HEALTH IMPROVEMENT PROCESS	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Assure that ongoing collaborative community health assessment and strategic health improvement planning processes are established. To include public health, health care systems and community partners. As provided for in §32.1-122.03 Code Link- 32.1-122.03 ; State Health Plan Link Virginia Plan for Well-Being 2016-2020			X
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Immunization of patients against certain diseases, including Childhood Immunizations As provided for in 32.1-46 Code Link- 32.1-46			X
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link- 32.1-57			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links- 32.1-35 , 32.1-39 , 32.1-43			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links- 32.1-36 , 32.1-36.1 , 32.1-39			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links- 32.1-49 , 32.1-50 , 32.1-50.1			X
FAMILY PLANING SERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link- 32.1-77 , 42 U.S.C 300 et seq., and 42 CFR Part 59			X
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link- 32.1-77 , 42 U.S.C. 300 et seq., and 42 CFR Part 59\			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT ([32.1-11](#))

CHILD HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links- 32.1-77 , 32.1-89 , 32.1-90			X
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links- 32.1-65 , 32.1-67 , 32.1-68			X
Well child care up to age <u>18</u> Board of Health Code Link- 32.1-77			X
WIC : Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link 42 U.S.C. § 1786; 7 C.F.R. Part 26		X	
EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link- 32.1-11			X
Blood lead level testing Code Link- 32.1-46.1 , 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link- 32.1-11 , 32.1-11.3 ,			X
Community Education Code Link- 32.1-11 , 32.1-23			X
Pre-school Physicals for school entry Code Link- 22.1-270			X
Services for Children with Special health care needs Title V, Social Security Act Code Link- 32.1-77			X
Child restraints in motor vehicles Code Link- 46.2-1095 , 46.2-1097			X
Baby care, Child : DMAS MOA			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk women, Title V, Social Security Act Code Link- 32.1-77		X	
Baby care, Maternal : DMAS MOA		X	
WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link 42 U.S.C §1786 and 7CFR Part 26		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies and VDH policies. Data regarding the below services shall be entered in, or exported to, the statewide environmental health database for all available data fields. Local health department staff shall be responsible for responding to all complaints, constituent responses, media inquiries, and Freedom of Information Act request related to the following services.</p>	
<p>Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39</p>	X
<p>Marinas: Pursuant to § 32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246</p>	X
<p>Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.). Code Links-32.1 Chapter 6 Article 6</p>	X
<p>Milk: Pursuant to §§ 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health departments are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links- 3.2-5206, 3.2-5208</p>	X
<p>Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health departments are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems serving individual family dwellings with flows less than or equal to 1,000 gallons per day on a monthly average. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Sewage Treatment Regulations for Individual Family Dwellings (12VAC5-640-10 et seq.). Code Link-32.1-164</p>	X
<p>Onsite sewage systems: Pursuant to § 32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for reviewing and processing site evaluations and designs of onsite sewage systems in accordance with applicable state regulations and may perform such evaluations and designs as allowed. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are responsible for assuring that onsite sewage systems are inspected at time of construction for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.; "SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.; "AOSS Regulations"); local health department staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	X
<p>Rabies: Pursuant to § 3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>Restaurants/eating establishments: Pursuant to § 35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	<p>X</p>
<p>Sanitary surveys: The local health department is responsible for assuring that surveys are conducted of properties which include soil evaluations and identification of potential sources of contamination; local health department staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. The surveys are conducted in order to determine site suitability for onsite sewage systems, alternative discharging systems and wells. Code Link- 32.1-11</p>	<p>X</p>
<p>Hotels/Motels: In accordance with § 35.1-13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link- 35.1-13</p>	<p>X</p>
<p>Wells: Pursuant to § 32.1-176.4, and the resulting authority provided by the Board, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations. (12VAC5-630-10 et seq.) Code Link- 32.1-176.4</p>	<p>X</p>
<p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS), will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	<p>X</p>
<p>Juvenile Justice Institutions: Pursuant to § 35.1-23 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link- 35.1-23</p>	<p>X</p>
<p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link- 53.1-68</p>	<p>X</p>
<p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	<p>X</p>
<p>Radon Pursuant to § 32.1-229, local health department may assist VDH Central Office with Radon testing and analysis. Code Link- 32.1-229.</p>	<p>X</p>
<p>Summer camps/ Campgrounds: Pursuant to §§ 35.1-16 and 35.1-17 of the Code of Virginia and the corresponding regulations, local health departments are responsible for issuing, denying, and revoking permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations Governing Campgrounds (12VAC5-450-10 et seq.). Code Links- 35.1-16, 35.1-17</p>	<p>X</p>

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OTHER PUBLIC HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

The following services performed in accordance with the provisions of the Code of Virginia, the regulations of the Board of Health and/or the policies and procedures of the State Department of Health	
Pre-Admission Screenings (PAS) DMAS MOA Code Link- 32.1-330	X
Comprehensive Services Act Community Policy and Management Teams (CPMT) 2.2-5201-2.2-5211 Code Link- 2.2-5201 , 2.2-5211	X
Interagency Coordinating Council (Infants/Toddlers) Early Intervention Services Code Link- 2.2-5305 , 2.2-5306	X
Vital Records Code Link- 32.1-254 , 32.1-255 , 32.1-272	X
Immunizations for maternity and post-partum patients Code Link- 32.1-11 , 32.1-325 , 54.1-3408 .	X
AIDS Drug Assistance Program (ADAP) Code Link- 32.1-11 ,	X
Emergency Preparedness and Response Code Link- 32.1-42 , 32.1-43 et seq., 32.1-229 ,	X
HIV Counseling, Testing and Referral Code Link- 32.1-37.2	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
COMMUNICABLE DISEASE SERVICES			
Foreign Travel Immunizations			X
Other: PrEP, nPEP (Pre-exposure evaluation and prophylaxis/prescription to seronegative partners of HIV positive individuals to reduce risk of HIV transmission to negative partners; provide prescriptions for non-occupational post-exposure treatment for high risk for HIV exposures)			X (PrEP, treatment of HCV infection,
Other: Screening regional jail inmates for communicable disease and providing vaccine as indicated to consenting at-risk inmates.			X Regional jail screening provided for consenting individuals)
Other: Treatment of Hepatitis C infection			X
CHILD HEALTH SERVICES			
Disabled disability Waiver Screenings DMAS MOA Code Link- 32.1-330 Other:			
Other			
School-based preventive dental services (assessment, prophylaxis, sealants and fluoride varnish administration provided by licensed dental hygienist under remote supervision of dentist; referral to community based dentists; SDF application when remote supervising dentist signs off on use of SDF.			X
School-based immunization clinics including but not limited to influenza, Tdap, HPV vaccines.			X
School-based health promotion and education including but not limited to nutrition, physical activity, risk reduction behaviors related to but not limited to initiation of sexual activity, alcohol use, tobacco use and other drug use; encourage and facilitate physical activity, etc.			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Other:			
Diagnosis, treatment, and referral for gynecological problems			X
Provision of intensive case management for high risk pregnant women and infants to age 2 in Baby Care (by RN assisted by outreach worker); provision of transportation to medical, WIC and other necessary appointments as a provider of last resort (by outreach worker primarily). Provides home safety instruction and supplies as available including but not limited to smoke detectors, pack and play (to reduce co-sleeping), electrical outlet covers, child transportation restraints (car seats), etc.			X
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All

Nutrition Education			X
Preventive Health Services			X
Pre-Conception Health Care			X
Other:			
MEDICAL SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
Other: Diabetes and/or dyslipidemia screening, referral for treatment and counseling.			X
Other: Screening: SBIRT (screening, brief intervention and referral to treatment) for alcohol and other substance use disorders			X
Community Education			X
Outreach			X
Pharmacy services-Alternate Drug Delivery Site for prescription medication pickup for TB treatment			X
Hypertension screening, referral and counseling			X

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served

SPECIALTY CLINIC SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
Colposcopy clinic and related services; Colposcopy with or without biopsy (including but not limited to endometrial, cervical, vaginal, vulvar and endocervical) with or without the use of telemedicine technology linked to University of Virginia for any/all of the aforementioned evaluations; management of patients who have been referred for and/or undergone colposcopy.			X
Telemedicine clinics for various specialty care, as needed; linkage to UVA.			X
Clinics for the treatment of HCV infection			X
DENTAL HEALTH SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
Preventive Clinic Services - Children			X
Preventive Clinic Services - Adults			X
Community Education			X
Preventive dental services for pregnant women provided by dental hygienist under remote supervision of dentist.			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS

OPTIONAL PUBLIC HEALTH MEDICAL SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department. (identify services below)	Income A only	Local ordinance code cite, or contract number	All

Russell County Virginia

“The Heart of Southwest Virginia”

Harry Ferguson
At-Large

Carl Rhea
District 3

Tim Lovelace
District 1

Rebecca Dye, Chairperson
District 6

David Eaton
District 4

Lou Ann Wallace
District 2

Steve Breeding, Vice-Chairman
District 5

Lonzo Lester
County Administrator

December 2, 2019

Toby Edwards, Director
Cumberland Plateau Regional Waste
Management Authority
P.O. Box 386
Lebanon, VA 24266

Re: Support for LOVEwork Reimbursement Program Application

Dear Toby,

The Russell County Board of Supervisors strongly endorses the application by Cumberland Plateau Regional Waste Management Authority's application and its endeavor for County Welcome Signs at the Russell, Buchanan, and Dickenson County Lines. About 8 years ago, the Cumberland Plateau Regional Waste Management Authority worked with the three member counties to install "Welcome" County signs. Buchanan, Dickenson and Russell Counties.

The Authority is now sponsoring a campaign to have Love signs placed at these county entrances. We are proposing to use recycled materials to construct the words LOVE. Using materials that would normally be thrown away to promote the mission of state Tourism Corporation and promoting recycling within our region. Partners in this campaign include the Cumberland Plateau Regional Waste Management Authority; Keep Southwest Virginia Beautiful; Buchanan, Dickenson, and Russell County Board of Supervisors; Tri County Recycling, LLC.; and hopefully our local Tourism councils.

The proposed sign locations will be at the Buchanan County line located at Shorts Gap (Keen Mountain Community); Dickenson County line located at Dante Mountain (Trammel Community), and Russell County line located on Rt. 19 (Hansonville Community).

Thanks to the Cumberland Plateau Regional Waste Management Authority for its work on this community project.

Sincerely,

Rebecca Dye, Chairperson
County of Russell County, Virginia

From: Toby Edwards <tobyedwards@bvu.net>

Sent: Tuesday, November 26, 2019 11:20 AM

To: Loretta.vance@russellcountyva.us; tobyedwards@bvu.net

Subject: Fwd: FW: New submission from LOVEwork Reimbursement Program Application - Cumberland Plateau Regional Solid Waste Management Authority

See description below and attached drawing.

Toby F. Edwards, MsED
Executive Director
Cumberland Plateau Regional Waste Authority
137 Highland Drive Suite C/PO BOX 386
Lebanon, VA 24266
Office 276-883-5403
Mobile 276-698-9414

Required Fields
<ul style="list-style-type: none">I have read these requirements and guidelines.
Contact Name
Toby Edwards
Organization
Cumberland Plateau Regional Solid Waste Management Authority
Address
135 Highland Drive Suite C PO Box 386 Lebanon, Virginia 24266 United States Map It
Phone
(276) 883-5403
Cell Phone
(276) 698-9414
Email
tobyedwards@bvu.net
Website
www.cprwma.com
Do you have a Facebook Page?
Yes
If Yes, please include the url, ie www.facebook.com/VirginiaisforLovers

www.facebook.com/CPRWMA

Do you have a Twitter Account?

No

Do you have an Instagram Account?

No

In 3-5 sentences, describe your LOVEwork proposal

About 8 years ago the Cumberland Plateau Regional Waste Management Authority worked with our three member counties to install "Welcome" County signs. Buchanan, Dickenson and Russell Counties all have these signs as a result of this endeavor. The Authority is now sponsoring a campaign to have Love signs placed at these county entrances. We are proposing to use recycled materials to construct the words LOVE. Using materials that would normally be thrown away to promote the mission of state Tourism Corporation and promoting recycling within our region. Partners in this campaign include the Cumberland Plateau Regional Waste Management Authority, Keep Southwest Virginia Beautiful, Buchanan, Dickenson and Russell County Board of Supervisors, Tri County Recycling, LLC and hopefully our local Tourism councils.

What materials do you plan to use in your LOVEwork?

Materials would include but not limited to using wood, aluminum cans, tires, metal, plastic. Our sign will be designed to last for many years and be visually attractive.

Name and Address of proposed location

Buchanan County line located at Shorts Gap (Keen Mountain Community)
Dickenson County line located at Dante Mountain (Trammel Community)
Russell County line located on Rt. 19 (Hannsonville Community).

Is this location

Outdoors

This location is

- Other Location

Other Location

County welcome sign/County lines

Describe how you will promote the LOVEwork to encourage families and visitors to take their picture and share the LOVE

The CPRWMA will promote this in our three local news papers, our website and our facebook site.

How will the LOVEwork support tourism in your area?

Each of our counties have the Welcome signs. These Love signs will help promote the interest of tourist traveling thru our region to stop at a county line and take a picture and to learn more about the county they are in.

Is this location highly visible and safely accessible for photo ops?

Yes

Does your organization accept responsibility for maintenance and upkeep of the LOVEwork?

Yes

Does your organization accept liability for the LOVEwork?

No

If there are permits or permissions required for this location will your organization apply for and receive?

Yes

Do you agree to use the VTC's direction on artistic style including fonts, materials, messaging, logo usage and marketing?

Yes

What is your estimated completion date of this project (month, year)?

Spring of 2020

What are the estimated costs of this project?

Our estimated budget would be \$10,000 for labor and location development. Materials and when possible equipment will be donated by the Authority and other agencies.

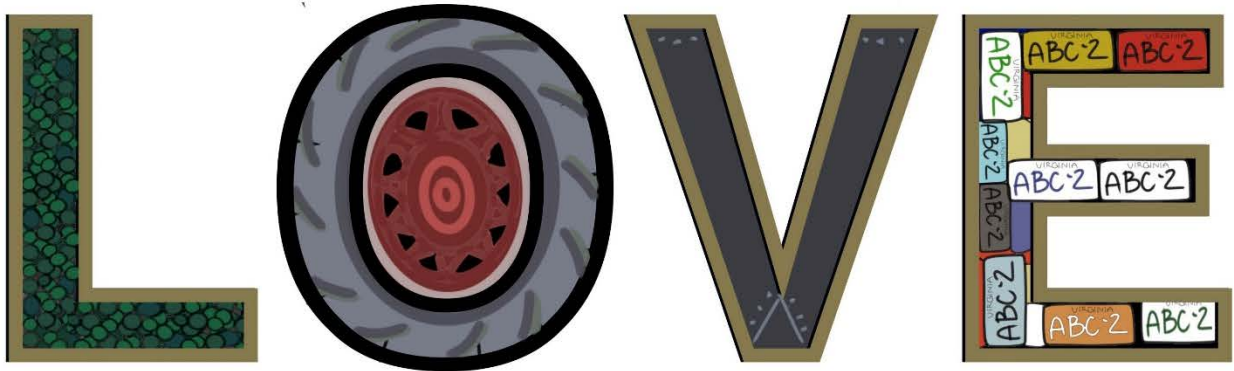
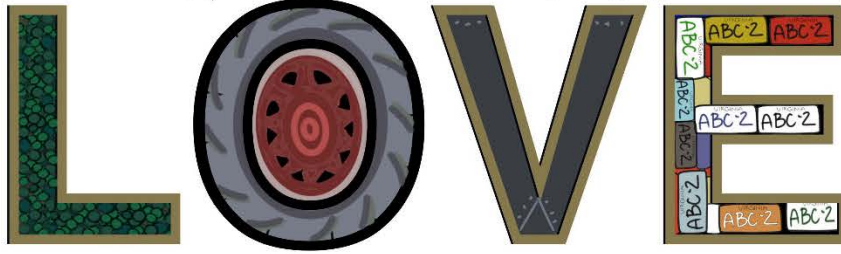
A rendering of the proposed signs will be submitted soon.

reclaimed wood
glass bottles (base end)

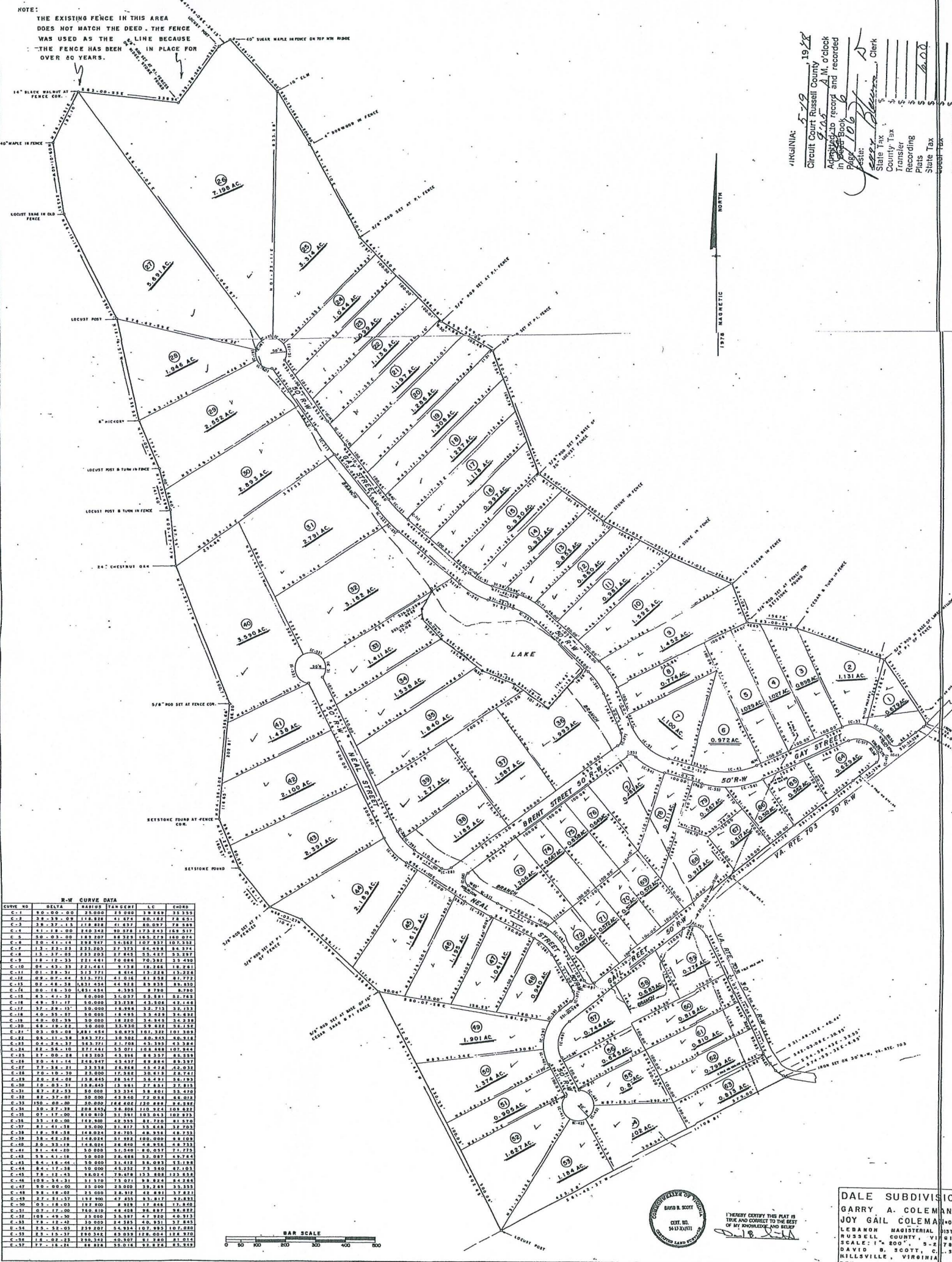
large tire

metal beams (attach to wood)

licence plates



NOTE:
 THE EXISTING FENCE IN THIS AREA
 DOES NOT MATCH THE DEED. THE FENCE
 WAS USED AS THE LINE BECAUSE
 THE FENCE HAS BEEN IN PLACE FOR
 OVER 20 YEARS.



REC'D: 5-19-1918
 Circuit Court Russell County
 Addressed to record and recorded
 in Book 106
 Page 106
 Clerk
 State Tax
 County Tax
 Transfer
 Recording
 Plats
 State Tax

R-W CURVE DATA

CURVE NO.	DELTA	RADIUS	TANGENT	LC	CHORD
C-1	90-00-00	25.000	25.000	19.249	35.353
C-2	38-37-15	118.828	41.837	80.097	78.583
C-3	41-17-00	110.343	30.378	77.243	123.317
C-4	50-03-00	185.000	88.351	125.071	160.074
C-5	10-41-14	298.947	54.682	107.337	107.332
C-6	12-53-23	233.203	37.323	84.898	84.374
C-7	13-37-05	233.203	37.323	84.898	84.374
C-8	18-12-35	233.203	37.323	70.322	130.490
C-9	04-43-35	231.641	9.181	18.248	18.248
C-10	01-28-31	313.771	8.414	13.228	13.228
C-11	00-07-44	513.725	41.016	81.808	81.772
C-12	02-48-38	433.454	44.828	83.838	83.830
C-13	00-16-30	433.454	44.828	83.838	83.830
C-14	05-41-32	160.000	35.037	53.841	53.783
C-15	48-31-17	10.000	33.333	33.024	42.443
C-16	37-29-19	10.000	8.848	8.714	38.133
C-17	4.0-33-57	10.000	18.493	18.421	34.822
C-18	4.0-02-38	10.000	18.220	18.245	34.238
C-19	48-18-02	100.000	33.333	33.821	34.132
C-20	03-03-08	481.454	50.823	101.322	101.309
C-21	05-11-38	483.772	38.304	88.443	88.184
C-22	04-24-37	483.771	21.708	43.333	43.384
C-23	22-56-10	271.444	35.071	108.888	107.844
C-24	37-00-28	183.803	43.333	84.333	84.788
C-25	10-41-14	248.947	53.437	88.824	83.337
C-26	22-38-21	33.333	28.848	28.474	48.636
C-27	10-10-10	13.000	17.368	16.613	28.721
C-28	10-24-08	13.848	28.557	28.421	36.193
C-29	10-05-31	18.848	13.881	17.821	23.813
C-30	87-22-53	10.000	33.334	38.801	35.470
C-31	12-27-09	10.000	43.340	32.081	44.019
C-32	100-00-00	10.000	10.000	10.000	10.000
C-33	10-27-38	208.455	58.808	110.224	108.822
C-34	07-17-00	810.810	21.281	103.043	102.923
C-35	33-10-00	142.800	42.333	81.720	81.578
C-36	81-41-08	13.000	21.817	21.444	32.703
C-37	18-58-38	148.024	24.103	88.333	87.821
C-38	38-42-24	148.024	21.328	100.000	83.103
C-39	0.0-33-18	148.024	28.800	88.000	88.783
C-40	81-44-10	10.000	31.340	26.037	31.773
C-41	33-41-18	10.000	28.888	28.087	47.744
C-42	84-18-44	10.000	31.318	26.037	31.133
C-43	84-17-38	10.000	43.232	33.840	87.103
C-44	78-18-43	18.824	18.824	18.824	18.824
C-45	103-34-31	11.310	73.071	83.824	84.244
C-46	90-00-00	15.000	25.000	19.249	35.353
C-47	90-18-09	15.000	28.918	28.918	48.841
C-48	27-31-37	132.800	47.833	83.817	82.833
C-49	03-18-03	182.800	8.333	11.824	12.833
C-50	07-17-00	110.810	48.008	38.333	36.822
C-51	108-48-30	15.000	15.827	17.820	40.313
C-52	18-12-42	10.000	14.824	14.824	37.843
C-53	15-32-03	233.202	54.834	107.823	107.800
C-54	15-12-19	233.202	55.333	118.000	118.970
C-55	02-13-13	18.824	18.824	18.824	18.824
C-56	77-18-74	18.824	18.824	18.824	18.824



I HEREBY CERTIFY THIS PLAN IS
 TRUE AND CORRECT TO THE BEST
 OF MY KNOWLEDGE AND BELIEF

DALE SUBDIVISION
 GARRY A. COLEMAN
 JOY GAIL COLEMAN
 LEBANON MAGISTERIAL DISTRICT
 RUSSELL COUNTY, VIRGINIA
 SCALE: 1" = 800'
 DAVID B. SCOTT, C.S.
 HILLSVILLE, VIRGINIA
 REV. 3-2-78

Signed: _____, Chairperson
Russell County Board of Supervisors

Prepared by:
Kevin D. Tiller, Esq.
State Bar No. 38768
Tiller & Tiller, P.C.
P.O. Box 466
Lebanon, VA 24266

Map Nos. 64L IE 19, 64L IE 20, 64L IE 21,
64L IE 22, 64L IE 23, 64L IE 24, 64L IE 25, 64L IE 26,
64L IE 27, 64L IE 28, 64L IE 29, and 64L IE 30

THIS DEED OF GIFT, (exempt from recordation taxation pursuant to Section 58.1-811, Code of Virginia) made and entered into this the _____ day of _____, 2019, by and between **STEPHEN SETH PEERY** and **CHARLES DAVID KINDER**, parties of the first part, "Grantors," and **STEPHEN SETH PEERY** and **CHARLES DAVID KINDER**, parties of the second part "Grantees", whose address is _____.

WITNESSETH:

THAT FOR AND in consideration of the desire to make this conveyance, the parties of the first part have this day granted and conveyed, and by these presents do hereby grant and convey unto the parties of the second part, as joint tenants with right of survivorship, as at common law, with English Covenants and General Warranty of Title, all that certain tract or parcel of land, with all appurtenances thereunto belonging and all improvements thereon, lying and being in the Lebanon Magisterial District, in the Dale Subdivision, and more particularly described as follows:

BEGINNING at a point which is the southwesterly corner of the original Lot 30, witnessed by a 24" chestnut oak, thence;

N 05 47 W 187.35 feet to a locust post at turn in fence, thence;

N 14 55 49 W 141.40 feet to a locust post, thence;

N 21 00 49 W 177.41 feet to a hickory, thence;

N 12 46 57 W 355.52 feet to a locust post, thence;

N 26 12 16 W 390.14 feet to a locust snag in the old fence, thence;

N 09 01 40 W 243.51 feet to a 40 inch maple in fence, thence;

N 26 42 51E 192.10 feet to a 14 inch black walnut at fence corner, thence;

S 83 00 55 E 339.94 feet to a 5/8 inch rod set at p.i. fences on ridge, stone found, thence:

N 35 28 54 E 236.31 feet to a locust post, thence;

N 47 49 06 E 34.13 feet to a 40 inch sugar maple in fence on top of Mtn. Ridge, thence;

S 43 29 17 E 243.02 feet to a 10 inch elm, thence;

S 30 23 56 E 205.40 feet to a 4 inch dogwood in the fence, thence;

S 27 27 10 E 357.01 feet to a 5/8 inch rod set a p.i. fence, thence;

S 44 16 50E 386.28 feet to a 5/8 inch rod set at p.i. fence, thence;

S 59 33 00E 209.83 feet to a 5/8 inch rod set at p.i. fence, thence;

S 20 21 57E 97.54 feet to a point which is the southeasterly corner of the original Lot 19, thence;

N 45 17 55E reversed 553.18 feet to a point in the easterly line of a 50 foot right of way; thence; with the line of the right of way

N 38 10 08 W 212.4 feet to a point, thence;

On a curve with a delta of 02 48 38, a radius of 1831.454, a tangent of 44.928, an LC of 89.839, and a chord of 89.830, thence;

On a curve with a delta of 00 16 30, a radius of 1831.454, a tangent of 4.395, an LC of 8.790, and a chord of 8.790, thence;

N 35 05 00W 253.19 feet to a cul-de-sac at the northerly end of the 50 foot right of way; thence with the curve bearings of the cul-de-sac as shown on the original subdivision plat, thence;

Leaving the cul-de-sac and with the westerly line of the 50 foot right of way S 35 05 00E 253.19 feet to a point, thence;

With a curve with a delta of 03 05 08, a radius of 1881.454, a tangent of 50.673, an LC of 101.322, and a chord of 101.309 to a point, thence;

Leaving the 50 foot right of way and with the southerly line of the original Lot 30 N 55 02 16E reversed 652.37 feet to a 24 inch chestnut oak to the point of BEGINNING, and being the outside line of Lots 19 through 30, inclusive, of Dale Subdivision.

And being the same property conveyed to Stephen Seth Peery and Charles David Kinder by deed dated August 23, 2019, of record in the Russell County Circuit Court Clerk's Office in Deed Book 860, Page 0096.

This conveyance is made subject to the exceptions, reservations, restrictions, covenants and easements, if any, as contained in prior deeds properly of record, and particularly those restrictions of record in Deed Book 685, at Page 143.

THIS DEED WAS PREPARED WITHOUT THE BENEFIT OF A TITLE EXAMINATION.

WITNESS the following signature and seal, the day, month, and year first above written.

_____(SEAL)
STEPHEN SETH PEERY

STATE OF VIRGINIA
COUNTY OF RUSSELL, to-wit:

The foregoing deed was signed and acknowledged before me by Stephen
Seth Peery this the ____ day of _____, 2019.

My Commission Expires: _____.

NOTARY PUBLIC

_____(SEAL)
CHARLES DAVID KINDER

STATE OF VIRGINIA
COUNTY OF RUSSELL, to-wit:

The foregoing deed was signed and acknowledged before me by Charles
David Kinder this the ____ day of _____, 2019.

My Commission Expires: _____.

NOTARY PUBLIC



*Appalachian Agency for Senior Citizens
cordially invites you to attend its*

Annual Meeting

*Thursday, December 5, 2019 at noon
Appalachian Agency for Senior Citizens
216 College Ridge Road, Cedar Bluff, VA*

*Appalachian Agency for Senior Citizens will present
their annual report following lunch.*

*For More Information or to RSVP Contact:
rmatney@aasc.org or 276.964.4915*



Clinch Valley Community Action, Inc.

People Helping People

The Donald E. Neal Building
1379 Tazewell Avenue - P.O. Box 188 - North Tazewell, VA 24630
276-988-5583 - Fax 276-988-4041
www.clinchvalleycaa.org

November 18, 2019

The Russell County Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

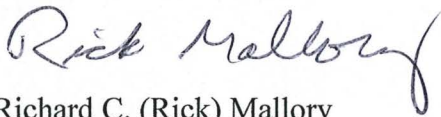
Dear Supervisors:

Thank you so much for allowing us to use the Russell County Conference Center at no charge for our 2019 RSVP Annual Recognition. This recognition is a celebration of those hard-working volunteers for the previous year. We were able to celebrate 53 volunteers who contributed a total of 5,340 hours from April 2018 through June 2019. Most of these hours were contributed through three food pantries in Russell County: Roger Jessee Food Bank, Word of Victory, and Elk Garden School Community Ministry. We also have a few volunteers who provide assistance to others, which allows them to stay in their homes. They might provide companionship, transportation, or food delivery to these wonderful individuals.

We believe it is very important and very appropriate to recognize and celebrate our wonderful volunteers in this manner, as well as other ways throughout the course of the year.

Thank you again for your support of this vital program! We look forward to working with you next year as we plan our Russell County RSVP Recognition for 2020!

Sincerely,



Richard C. (Rick) Mallory
RSVP Program Assistant
rmallory@clinchvalleycaa.org



Community Organization, Independent Living, Education, Emergency Services, Employment, Energy, Offender, Health, Housing,
Nutrition, Water/Waste, Family Development, Community Improvement

An Equal Opportunity Employer

Auxiliary aids and services are available upon request of individuals with disabilities.
Telecommunications Device for Deaf Relay Service: 1-800-828-1120

Please join us as we celebrate!

*Because you have played
such a special part
in the lives of*

Cooper & Frances Jones

over the past

40 years

*we invite you to join us
in celebrating their*

Anniversary

on Christmas evening

Wednesday

December 25, 2019

5:00 p.m. in the

Rural Retreat Depot

105 West Railroad Avenue

Rural Retreat, Virginia

Hors d'oeuvres will be served

Hosted by their children

Mr. & Dr. Nate & Mary Ellen Kenworthy

Mr. & Mrs. Robert & Zoë Jones

*P.S. Your presence is their present
Please RSVP with text or phone call to
(540) 577-1273 by December 15th.*

MONTHLY BANK BALANCES

October 31, 2019

Regular Account	321,527.76
Employee Insurance	2,934,009.06
Employee Claims Account	1,000.00
Non-Judicial Reals Estate Sales	2,388.81
Russell Co. Housing Fund	4,424.36
School Textbook	31,121.52
Sheriff Domestic Violence	2,207.40
Petty Cash Treasurer	294.30
Sheriff Seized Assets	54,533.32
Sheriff Restitution	1,236.32
Sheriff Forfeited Assets	502.80
Comm Attorney Forfeited Assets	31,688.20
Sheriff Federal Forfeited Assets	7,520.29
Comm Attorney Fed Justice Forfeited Assets	172,954.88
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	7,912.50
Sheriff Calendar Fund	357.31
SSI Recipients	1,549.15
First Sentinel Bank	3,172.53
Bank of Honaker	14,576.48
New Peoples Bank	75,469.89
Certificates of Deposit General	49,575.00
Treasurer's Money Market	1,577,607.02
Certificate of Deposit Library Donations	24,788.80
Total Cash In Bank	5,320,917.70
Cash In Office	1,600.00
Petty Cash	100.00
TOTAL CASH	5,322,617.70

ACCOUNT	DATE	October 31, 2019
	DEBIT	CREDIT
Cash in Office	1,600.00	
Cash in Bank	5,320,917.70	
Petty Cash	100.00	
General Fund		253,227.37
Non-Judicial Real Estate Sales		2,388.81
Sheriff In State Trip		30,551.95
Sheriff Dare Fund		100.00
Sheriff Seized Assets		54,533.32
Sheriff Restitution		1,236.32
Sheriff Forfeited Assets		502.80
Comm Attorney Forfeited Assets		31,688.20
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		7,520.29
Sheriff Domestic Violence		2,207.40
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		172,954.88
Sheriff Fed Justice Forfeited		7,912.50
Sheriff Calendar Fund		357.31
Social Services		(222,103.48)
Swva Asap		13,926.01
Coal Road Improvement		318,627.59
CSA		(501,671.66)
School Fund		1,385,659.91
School Food		298,243.47
School Textbook		31,121.52
Regional Adult Education		254,074.11
Petty Cash Treasurer		294.30
Litter Fund Trash Pickup		(23,611.50)
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		1549.15
Damage Stamp Fund		2,823.98
Valley Heights		58,230.89
Dante Sewer		49,575.00
Employee Health Insurance		2,934,009.06
Employee Insurance Claims		1,000.00
Law Library		53,907.88
Special Welfare		46,521.36
Housing Fund #2		7,700.00
Russell Co Health & Fitness		115,437.12
Cannery		(118,972.84)
WIB		10,051.75
Total	5,322,617.70	5,322,617.70

October 10, 2019

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on October 10, 2019, at 5:30 P.M. at Bonanza Family Restaurant, Main Street, Lebanon, Virginia.

MEMBERS

PRESENT: Ernie McFaddin, Chairman
Carlton Elliott, Secretary
Mike Hincer, Member
Roger Sword, Member
Jarred Glass, Member
David Mullins, Member

ABSENT: Richard Lockridge, Vice Chairman
Tony Dodi, Member
Scott Gilmer, Member

STAFF: Katie Patton, Attorney
Lonzo Lester, County Administrator

The Chairman called the meeting to order at 5:36 P.M.

Secretary called the roll and recorded the roll call.

APPROVAL OF MINUTES

Upon motion made by Roger Sword, second by Mike Hincer and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the September 12, 2019 meeting.

The Vote was:

Aye: C. Elliott, R. Sword, J. Glass, M. Hincer, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

FINANCIAL REPORT

Upon motion made by Roger Sword, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia to approve to pay invoices presented on October 10, 2019 with the addition invoice from Chafin Law Firm in the amount of \$2200.50.

The Vote was:

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler
Absent: R. Lockridge, T Dodi, S. Gilmer, D Mullins
Nay: None

ATTORNEY'S REPORT

No Report

CHAIRMAN'S REPORT

The chairman presented he is working on a date for the ribbon cutting for Plasticap.

The chairman has met with the Health Department on further plans for the office space in the Government center.

The chairman informed the board the IDA needs a letter of intent with Russell County Reclamation LLC for Phase III funding and we need to submit an application for the additional funding for the greenhouse project.

Upon motion made by Jarred Glass, second by Mike Hinchler, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to submit a joint letter of intent with Russell County Reclamation LLC to AML for Phase 3 funding on Project Reclaim in the amount of \$2.75 million for additional property development and the construction of a greenhouse with a renewable energy package.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler
Absent: R. Lockridge, T Dodi, S. Gilmer, D. Mullins
Nay: None

Upon motion made by Jarred Glass, second by Roger Sword, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to submit a joint application with Russell County Reclamation to AML for funding to construct a greenhouse on the Moss 3 property to be utilized by Project Grow. We hereby authorize the chairman and the secretary to sign all necessary documents relating to this application.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler
Absent: R. Lockridge, T Dodi, S. Gilmer, D. Mullins
Nay: None

The chairman reported the need to apply for New Market Tax Credits for Phase 3 of Project “Blue Jay”

Upon motion made by Mike Hincer, second by Jarred Glass, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to apply for New Market Tax Credit funding through People Inc for Phase 2 of project Blue Jay and authorize the chairman and the secretary to sign all necessary documents relating to this funding.

Aye: C. Elliott, R. Sword, J. Glass, M. Hincer

Absent: R. Lockridge, T Dodi, S. Gilmer, D. Mullins

Nay: None

The chairman presented the need to for a subsidiary of the IDA for the new Market Tax Credits to flow through.

Upon motion made by Carlton Elliott, second by Mike Hincer, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing legal counsel to establish a subsidiary company of the IDA for the purpose of managing funding obtained through New Market Tax Credit sources. We hereby authorize the chairman and the secretary to sign all necessary documents to complete the formation of this entity.

Aye: C. Elliott, R. Sword, J. Glass, M. Hincer

Absent: R. Lockridge, T Dodi, S. Gilmer, D. Mullins

Nay: None

The chairman presented the Town of Lebanon’s request for the property above the farmer’s market be conveyed to the Town.

Upon motion made by Roger Sword, second by David Mullins, and duly approved by the Industrial Development Authority of Russell County, Virginia conveying the property adjacent to the government center to the Town of Lebanon for development additional green space within the town. The property to be conveyed is recorded on Map ID# 104R IA2 1019B and is subject to completion of a survey to identify all the property boundaries. We hereby authorize the chairman and the secretary to sign all necessary documents to complete this transaction.

Aye: C. Elliott, R. Sword, J. Glass, M. Hincer, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

The chairman informed the board TDEC is seeking grant funding for equipment upgrades. After discussion, the chairman will inform TDEC the request does not meet the parameters of the grant process.

CLOSED SESSION

Upon motion made by Mike Hinchler, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia to enter Closed Session as permitted by, VA Code #2.2-3711 (5) Prospective unannounced industry (7) & (8) Legal Counsel.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

RECONVENE TO PUBLIC SESSION

Upon motion made by Mike Hinchler, second by David Mullins, 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".

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler, D. Mullins

Absent: R. Lockridge, T Dodi, 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:

Ernie McFaddin	Yes	Mike Hinchler	Yes
Carlton Elliott	Yes	Jarred Glass	Yes
Scott Gilmer	Absent	David Mullins	Yes
Tony Dodi	Absent	Richard Lockridge	Absent
Roger Sword	Yes		

Upon motion made by Mike Hinchler, second by David Mullins and duly approved by the Industrial Development Authority of Russell County, Virginia

approving the application for RLF funding from Beartown Barbell Club in the amount of \$10,000 and authorize the chairman to submit all necessary documents to USDA for final approval. We hereby authorize the chairman and the secretary to sign all necessary documents to complete this loan.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

Upon motion made by David Mullins, second by Roger Sword and duly approved by the Industrial Development Authority of Russell County, Virginia appointing Tony Dodi and Ernie McFaddin to the Courthouse Committee with the Board of Supervisors.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

ADJOURNMENT

Upon motion made by David Mullins, second by Mike Hinchler, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 7:58 PM.

Aye: C. Elliott, R. Sword, J. Glass, M. Hinchler, D. Mullins

Absent: R. Lockridge, T Dodi, S. Gilmer

Nay: None

MINUTES OF THE DIRECTORS' MEETING

MINUTES OF A MEETING OF DIRECTORS of The Russell County Public Service Authority held at held at 137 Highland Drive Lebanon, VA 24266 on this 19th day of November 2019 at 6:00 PM.

1. The following members were present, constituting a quorum (4):
Carter McGlothlin, Chairman;
Clifford Hess, Vice Chairman
Cuba Porter, Treasurer;
Chris Dye;
Terry Powers;
David Edmonds, Jr.;
Joe Huff; and
Rhonda Lester, Secretary.
2. Also present:
Harvey Hart;
James Baker, T&L;
Rita Baker, T&L;
Katie Patton;
Rachel Norris;
Edna Vance;
Tim Mitchell; and
Joann Mitchell
3. All the directors of The Russell County Public Service Authority being present, formal notice calling the meeting was dispensed with, and the meeting declared to be regularly called.
4. Carter McGlothlin acted as Chairperson of the meeting and Rhonda Lester as Secretary of the meeting.
5. Rhonda Lester opened the meeting with the Pledge of Allegiance followed by a prayer led by Cuba Porter
6. Approve Agenda -
Motion to amend the agenda to remove e) Review/Discuss FY19 Audited Financial Report from New Business and add h) Discuss Purchase of New GIS System to New Business made by Clifford Hess, seconded by Terry Powers, and unanimously adopted.
7. Minutes of the last meeting dated October 15, 2019 were reviewed and, upon motion duly made by Terry Powers, seconded by Chris Dye, were unanimously adopted as read.
8. Public Comments: Mr. Tim Mitchell (Elk Garden section) addressed the Board with an inquiry about any plans to extend water services into the Corn Valley (the Loop) area. He expressed an urgent need for a clean water source due to pollutants in the groundwater that supplies the wells and springs in that area. The Board advised that water samples would be taken and User Agreements and LMI Surveys would be offered to the residents in that area in order to apply for funding to potentially do a water line extension project to that section of the county.

9. Harvey Hart, Interim Acting Director, presented to the meeting:

- Bank Activity and Account Balances Reports
- Profit and Loss Reports
- Outstanding Construction Receivables Report
- Systems Water Loss Reports

and upon motion made by Clifford Hess, seconded by Chris Dye, were unanimously adopted as presented.

10. Carter McGlothlin, Chairman presented to the meeting Past Due Customer Reports for Board review. Motion to write off inactive accounts over three years past due made by Chris Dye, seconded by Clifford Hess, and unanimously adopted.

11. Rita Baker with Thompson & Litton presented to the meeting the following project updates from October 11, 2019 to date:

- FINCASTLE ESTATES WATER LINE EXTENSION

This project will provide new water service to approximately 50 homes along Rt.71 and the Fincastle Estates area utilizing approximately 1,450 LF of 8-inch water line, 8,850 LF of 6-inch water line, 1,550 LF of 4-inch water line, and 600 LF of 2-inch water line. SWVA W/WW approved utilizing remaining funds to provide sewer to a residential customer on GB Short Street with the possibility of five additional future customers. Final Inspection w/VDH was held on 11/13/19.

- GLADE HOLLOW/GLADE HILL WATER PROJECT

This project consists of replacing approximately 1.5 miles of old 2-inch galvanized line with a 8- inch and 6-inch line and adding fire protection to approximately 20 homes along with an additional area of Russell County that has approximately 20 homes of new service. VDH made an offer to the RCPSA, Coalfield Water Development Fund approved \$75,000, and SW VA W/WW awarded \$120,000. Still waiting on Loan Closing to be scheduled. As of 11/14/19, 2,120 LF of 8-inch water line had been installed in the Glade Hollow section.

- NASH'S FORD/CLINCH MOUNTAIN ROAD

This project will be providing water service to approximately 58 customers. Applied to VDH at the end of March 2019. Received comments from VDH on this Application. Information was returned to VDH on 4/23/19. Waiting to hear if this Project receives funding from VDH.

- NEW CUSTOMERS

Installed 1 new service meter on Big A Mountain

- CREEK SIDE/EAGLES NEST /BOODY WATER LINE EXTENSION PROJECT

Received \$40,000 funding from Coalfield Water Development Fund. Verbal approval by VDH was given on 10/11/19. Materials are ordered. Received \$100,000 from SW VA W/WW for this project.

- CLEVELAND TRASH SITE/COUNTY

Cleared trees.

- BELFAST (RT. 603) - EXTENSION

This project received a grant from CWDF in the amount of \$125,000, and \$109,000 from SWVA W /WW Fund. Received approval from VDH and Soil Conservation for this Project. DHCD funding in the amount of \$630,000. Contract negotiation meeting w/DHCD was held on 11/13/19. CPPDC is working on completing items on the Environmental.

- POTENTIAL WELLS

A meeting was held with VDH in Abingdon on April 6, 2017 to discuss the possibility of utilizing an existing well located at the old Elk Garden Elementary School into the existing lines in the Elk Garden Community. Drilling of a new well was discussed in the Green Valley area. The ability to use these wells, will reduce water purchase from Tazewell County and the Town of Lebanon respectfully. An initial meeting with Charles Rest was held regarding site approval.

- CLEVELAND METER REPLACEMENT (WSL-026-13)

Consists of 100 - 115 Meter Replacements, 3 - 4 street crossings, & well improvements. Categorical Exclusion expired. No working on until August 2019. No new update.

- CASTLEWOOD METER REPLACEMENT (WSL-028-14)

Consists of approximately 1,939 service meters & leak detection meters and telemetry. Meters have been installed, but some are not working properly. This project is not part of the expired categorical exclusion. Work can continue on this project. Project was scheduled for completion in October 2016. A meeting with Crossroads was held to discuss completion of this Project. Meeting w/Core & Main regarding meter issues on 10/14/19. No new update.

- SYSTEM IMPROVEMENTS PH I (WSL-027-17)

Consists of 900 feet of water line replacement along Memorial Drive, 1,700 feet raw water pipe for Sargent Springs WTP, will be placed above ground, 3 water pumps, and receptacles and transfer switches for generator connections at WTP. Force Account request was approved but will need resubmitted for RCPSA. Plans & Specs not submitted. VDH needs to know status of plans & specs and timeframe for completion.

- LAKE BONAVENTURE TO SOUTH CLINCHFIELD WL REPLACEMENT

Plans & Specs have been approved. Construction permit issued 7/26/17. Environmental has been approved. Force Account request was approved but will need to be resubmitted for the RCPSA. VDH is requesting copy of the bid documents to be submitted. Had requested from Crossroads earlier but did not receive. VDH put project on hold in November 2017. Once Force Account & Bid Documents are approved, Loan Closing/Construction can start on this project.

- EAGLE" S NEST

Waiting on engineering to complete the design for an altitude valve.

12. Carter McGlothlin, Chairman presented to the meeting and thereupon the following resolutions were offered.

IT WAS RESOLVED THAT:

- Motion to approve the proposed Service Rules and Regulations made by Terry Powers, seconded by Clifford Hess, and unanimously adopted.
- Motion to appoint Harvey Hart, Chris Dye and David Edmonds, Jr. to a committee that will meet with the County Administrator to interview applicants and hire a Wastewater Treatment Plant Manager for a probationary period of 90 days, at which time the Board will review and make a decision as to make the new hire a regular full-time employee or not made by Terry Powers, seconded by Clifford Hess, and unanimously adopted.
- Motion to approve Notice of Award to Morgan McClure in Castlewood for their bid on the RFP#19-1A-003 Purchase/Finance of Six (6) Service Pickup Trucks made by Cuba Porter, seconded by Chris Dye, and unanimously adopted.
- Motion to approve lease of RICOH copier for a 60-month term at \$136.92 per month, plus \$36.00 per month maintenance fee made by Cuba Porter, seconded by Joe Huff, and unanimously adopted.
- Motion to approve Amended Contract for Sale of Water to Washington County Service Authority to increase the capacity of water provided to 25,000 gallons per day (gpd) made by Terry Powers, seconded by Cuba Porter, and unanimously adopted.
- Motion to approve Employee Christmas Bonuses at \$500.00 for each employee and a Boots/Clothing allowance at \$150.00 for each employee made by Terry Powers, seconded by Chris Dye, and unanimously adopted.
- Motion to approve purchase of a GIS System in the amount of \$1,300.00 made by Clifford Hess, seconded by Terry Powers, and unanimously adopted.

13. Old Business to Discuss:

- Rhonda Lester presented to the meeting a list of Equipment and Vehicles for the Lebanon/New Garden Division that was left off the Inventory List presented to the Board at the last board meeting.

14. Matters presented by the Board:

- Cuba Porter inquired about the status of the Contract with Crossroads Engineering in relation to the Castlewood Water and Sewage Authority. Having just been provided a copy of the Contract at the meeting, it was agreed by the Board to review the minutes in which the Contract was approved and revisit the issue at the next meeting.

15. Motion to amend agenda to add Small Purchase Policy and Executive Session (Closed) – To Discuss Transfer Agreement to be inserted after Matters presented by the Board made by Terry Powers, seconded by Clifford Hess, and unanimously adopted.

16. Katie Patton presented to the meeting an example of a Small Purchase Policy for Board review. Motion to approve the proposed Small Purchase Policy subject to revisions by legal counsel made by Terry Powers, seconded by Chris Dye, and unanimously adopted.
17. Motion made by David Edmonds, Jr, seconded by Chris Dye, and duly approved by the Board of Directors to enter into (closed) executive session pursuant to Section 2.2-3712 (5) of the Code of Virginia to discuss legal matters pursuant to 2.2-3711(A)(8) of the Code of Virginia.
18. Motion made by Cuba Porter, seconded by Chris Dye, and duly approved by the Board of Directors to return to regular session.

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

Any member of the Board of Directors 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.

Clifford Hess – Yes
Chris Dye – Yes
Cuba Porter – Yes
Joe Huff – Yes
Terry Powers - Yes
David Edmonds, Jr. – Yes
Carter McGlothlin – Yes

19. Motion to approve the Transfer Agreement subject to revisions made by legal counsel made by Terry Powers, seconded by Chris Dye, and unanimously adopted.
20. There being no further business to come before the meeting, a motion to adjourn at 7:59 PM was made by Chris Dye, seconded by Clifford Hess, and duly approved by the Board of Directors. The next meeting is scheduled for December 17, 2019 at 6:00 PM.

Dated in the Commonwealth of Virginia on
the 19th day of November 2019.



(Signature)

Secretary Name: Rhonda Lester

RUSSELL COUNTY TOURISM ADVISORY COMMITTEE

November 19, 2019

2:30pm

Officers

Jim Lyttle-Chair

TBD-Vice Chair

Brandon Blevins-Secretary

Jennifer Chumbly-Treasurer

Call to Order-Jim Lyttle

Roll Call-Brandon Blevins

Approval of Minutes-Jim Lyttle

Approval of Agenda-Jim Lyttle

Old Business

- 1. Introduction of New Member**
- 2. Election of Vice Chair**
- 3. Report of Subcommittees**
- 4. Youth Committee Report - Jeff Hess**
- 5. Asset Inventory Report - Jeff Hess**
- 6. By Laws - Jim Lyttle/Brandon Hess**
- 7. Art Gallery- Jim Lyttle**

New Business

- 1. Director's Position - Jim Lyttle**
- 2. Heart of Appalachia - Jim Lyttle**
- 3. Christmas Lunch - Jim Lyttle**
- 4. Basket Raffle - Jim Lyttle/Jennifer Chumbly**
- 5. VTC Seminar 2020/21 - Jim Lyttle**

Additional New Business

Adjournment



**Russell County Tourism Committee
By Law Revision Committee Meeting Minutes
September 23rd, 2019; Pats Country Diner, 10:30 A.M.**

Committee Members

Jim Lyttle, Chair
Alice Meade
Brandon Blevins, Secretary

Staff

None Present

Attendance from the Public

None Present

Call Meeting to Order: Jim Lyttle called the September 23rd, 2019 Russell County Tourism Advisory Committee By Law Revision Meeting to order at 10:30 am.

Additions to the Agenda/Open Comments:

None

New Business:

By Law Revisions

By Laws were reviewed and changes were recommended by the committee. No other information was discussed by the committee.
Revisions are to be reviewed by the Heart of Appalachia (governing authority).

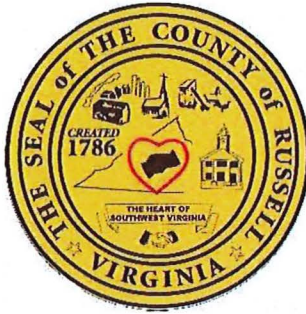
Adjourn:

Alice Meade made a motion to adjourn at 11:42 A.M. and the motion was properly seconded by Brandon Blevins. The next Russell County Tourism Committee Meeting was scheduled to take place on **November 19th, 2019 at 2:30 PM** and be held at the Russell County BOS Meeting Room.



X
Chair/Signature

Prepared By:
Brandon Blevins,
Tourism Advisory Committee Secretary



**Russell County Tourism Committee
Committee Meeting Minutes
August 13th, 2019; Russell County B.O.S. Meeting Room, 2:30 P.M.**

Committee Members

Jim Lyttle, Chair
Marketta Horton, Vice Chair
Jennifer Chumbley, Treasurer
Brandon Blevins, Secretary
Angie Carpenter, Chamber of Commerce
Heather Powers, Town of Lebanon
Alice Meade
Jason Gullett
Jeff Hess

Staff

Kim Short, Russell County Tourism Coordinator

Attendance from the Public

None

Call Meeting to Order: Jim Lyttle called the August 13th, 2019 Russell County Tourism Advisory Committee Meeting to order at 2:30 pm.

Approval of Minutes: The *May 21, 2019 Tourism Committee Meeting Minutes* were presented for review and approval. A motion was made by Alice Meade to approve *May 21, 2019 Tourism Committee Meeting Minutes*. The motion was properly seconded by Jeff Hess and the motion carried. The *July 23, 2019 Tourism Committee Meeting Minutes* were presented for review and approval. A motion was made by Alice Meade to approve the *July 23, 2019 Tourism Committee Meeting Minutes* with slight revisions. The motion was seconded by Jennifer Chumbley and the motion carried.

Additions to the Agenda/Open Comments:

Jim Lyttle welcomed Jason Gullett to the TAC. Jason introduced himself. Jason Updated the TAC on happenings in Dante, and offered to host upcoming TAC field trips. Jim stated that Design Printers could embroider a Russell County TAC shirt. Jim requested that the TAC members get together for a non-business social lunch on 12/13/19.



Old Business:

Sub Committee Reports – Respective Sub Committee Chairs:

Jim Lyttle inquired if any of the Sub Committees had a report to share. Jim reviewed the purpose of the Sub Committees to the group. Discussion. Kim Short further iterated how the Sub Committees can update her on happenings in the County – Assets, Food, Events, Boutique Shopping, etc. Media Sub Committee – Kim is working diligently to keep all digital media updated. Jim stated that he would also request to be on the Media Sub Committee.

Assisting the Media Sub Committee will consist of: “feeding in” hi-res photos for Kim to utilize. Jeff Hess made a motion to add Jason Gullett to the Media Sub Committee. The motion was seconded by Alice Meade and the motion carried.

Asset Inventory – Jim requested everyone assist Marketta with this Sub Committee’s responsibility.

Youth Report

Jeff Hess updated the TAC on his Youth Outreach efforts. Jeff is planning on visiting Russell County Schools – Honaker, Castlewood, Lebanon – when class is back in session. Jim stated that Lebanon and Castlewood were open to having a Tourism booth in hallways. The TAC brainstormed different areas where Russell County youth would congregate. Heather Powers questioned the TAC if there could be a Youth Interview of local political candidates. Jim stated the local school’s MGA could be utilized – Jeff said he would contact MGA teachers. Kim, Angie and Alice were tasked with organizing.

Art Gallery

Kim updated the TAC on the gallery. It’s been approved by the Russell County BOS and IDA.

Recap of TAC Structure

Jim and Kim updated the TAC members.

By Laws

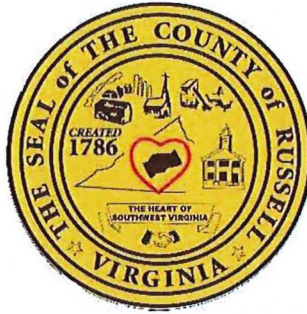
Jim suggested that TAC meetings be changed from monthly to quarterly. Jennifer Chumbley made a motion to change the TAC meeting from monthly to quarterly. Brandon Blevins seconded the motion and the motion carried.

Jim stated that a By Law Review Committee be created to revise and update the current TAC By Laws. Brandon stated that he would sit on the Review Committee, along with Alice Meade and Jim Lyttle.

New Business:

Stream Sweepers Recap

Jim updated the TAC on the Stream Sweepers wrap-up party.



State Park Photography Contest

Jim updated the TAC on the Virginia State Park photography contest. Information is located on the VA State Parks website.

VTC Orientation Richmond

Jeff stated that March 13th-14th, May 29th-30th, September 18th -19th were dates of the VTC Orientations in Richmond.

2020 Visitor Center Seminar

Jim updated the TAC. Discussion. Locations are currently being scouted that can cater to up to 150 tourism professionals. Jeff Hess stated that perhaps a joint effort could be initiated with Tazewell and Russell County. Jeff Hess suggested going big to help get the BOS' attention on the importance of tourism. Angie Carpenter suggested that Russell County be the sole host of the seminar. Jennifer Chumbley

District Meetings

Jennifer Chumbley stated that she would try to set a date, time and location for the next District Meeting in Cleveland.

Dates to Remember:

August 24th, Food Truck Rally

August 24th, Ribbon Cutting at Lonesome Pine Brewing

September 28th, Farm to Table Dinner

September 28th, Moos and Brews located at Gent Farms

Adjourn:

Jennifer Chumbley made a motion to adjourn at 4:00PM and the motion was properly seconded by Jeff Hess. The next Russell County Tourism Committee Meeting was scheduled to take place on **November 19th, 2019 at 2:30 PM** and be held at the Russell County BOS Meeting Room.



X
Chair Signature

Prepared By:
Brandon Blevins,
Tourism Advisory Committee Secretary

RUSSELL COUNTY PLANNING COMMISSION

TELEPHONE: (276) 889-8000

AGENDA

December 16, 2019

- I. Call to Order – Chairman Meadows
- II. Invocation
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Minutes of November 18, 2019
- VI. New Business
- VII. Review of Plats
- VIII. Other Business
- IX. Adjourn

Russell County Planning Commission

November 18, 2019

The Russell County Planning Commission met on Monday, November 18, 2019 in the lobby of the Board of Supervisors' Meeting Room at the Russell County Government Center, 133 Highland Drive Lebanon VA.

Members Present

Jack Compton

Charlie Edmonds

Harry Ferguson

Dustin Keith

John Mason

Mark A. Mitchell

Vice Chair Andy Smith

Roger Sword

Wayne Young

Members Absent

Chairman Kirby Meadows

Others Present

Kevin Tiller Esq.

Crystal White

Vice Chairman Andy Smith called the meeting to order at 6:30 p. m.

Invocation and Pledge of Allegiance given.

Agenda approved. Motion by Charlie Edmonds, seconded by Jack Compton.

October meeting minutes approved. Motion by Jack Compton, seconded by John Mason.

New Business

Officer Elections:

Harry Ferguson nominated Kirby Meadows for Chairman; motion by Roger Sword and seconded by Charlie Edmonds that Kirby Meadows be elected by acclimation. Motion passed.

Jack Compton nominated Andy Smith for Vice Chairman; motion by Roger Sword and seconded by Harry Ferguson that Andy Smith be elected by acclimation. Motion passed.

Charlie Edmonds nominated Mark A. Mitchell for Secretary; motion by Roger Sword and seconded by Charlie Edmonds that Mark A. Mitchell be elected by acclimation. Motion passed.

Motion by Roger Sword and seconded by Harry Ferguson to recommend to Board of Supervisors to vacate/re-subdivide lots 19-30 in Dale Subdivision.

Review of Plats

Reviewed 10/22/2019 – 11/18/2019 transactions.

Other Business

Updates on Town of Lebanon’s purchase of Russell Theatre.

Updates on Town of Lebanon’s lighting.

Updates on Applebee’s lease.

Meeting adjourned. Motion by Charlie Edmonds, seconded by Wayne Young.

Andy Smith, Vice Chairman

Attest:

Mark A. Mitchell, Secretary

RUSSELL COUNTY PLANNING COMMISSION

OCTOBER 22, 2019- NOVEMBER 18, 2019

- 1. Correction plat for Edna Ferguson: Tract 1-2.69AC, Tract 2-94.43AC, Tract 3-20.89AC, Tract 4-35.41AC, Tract 5-24.29AC, Tract 6-5.45AC, Tract 7-2.57AC, & Tract 8-4.62AC to be added to 81L824L (4.62 + 1.000=5.62AC) Adjoining land owner & road frontage Green Valley RD**
- 2. Jimmy Hill .76AC to be added to Randy Buckles (2.95+.76=3.71AC) Remaining acreage 1.87AC. Adjoining land owner River Mountain RD**
- 3. 8AC + 6.48AC from Taulbee Jessee to be added to Jeffrey Buchanan 1.75AC tract. New total 16.23AC Remaining acreage 1.03AC. Adjoining land owner Spring City RD**
- 4. Stephen Seth Peery & Charles David Kinder Deed to vacate lots 19-30 in Dale Subdivision. New total 30.664 AC. To be approved at November 18, 2019 meeting Grace Lane**
- 5. Wayne Helton 1.90AC to be added to Richard Gillespie's 1AC tract. New total 2.90AC. Remaining acreage 5.38AC. Adjoining land owner Corn Valley RD**

Russell County Planning Commission

October 21, 2019

The Russell County Planning Commission met on Monday, October 21, 2019 in the lobby of the Board of Supervisors' Meeting Room at the Russell County Government Center, 133 Highland Drive Lebanon VA.

Members Present

Members Absent

Others Present

Jack Compton

Dustin Keith

Crystal White

Charlie Edmonds

Mark A. Mitchell

Harry Ferguson

John Mason

Chairman Kirby Meadows

Vice Chair Andy Smith

Roger Sword

Wayne Young

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

Invocation and Pledge of Allegiance given.

September Minutes tabled until November Meeting and table officer elections until November Meeting. Motion by Jack Compton, seconded by Roger Sword.

New Business

Plat was presented by Crystal White for Gary Dotson. Motion by Roger Sword, seconded by John Mason to recommend to Board of Supervisors.

Harry Ferguson spoke with Jack Keen about changing a line on the Plat for Edna Ferguson.


Review of Plats

Reviewed 09/17/2019 – 10/21/2019 transactions.

Other Business

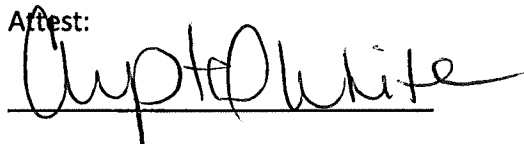
Roger Sword updated everyone on Polycap progress.

Meeting adjourned. Motion by John Mason, seconded by Andy Smith.



Andy Smith, Vice
~~Kirby Meadows~~, Chairman

Attest:



Crystal White

Crystal White

RUSSELL COUNTY PLANNING COMMISSION

SEPTEMBER 17, 2019-OCTOBER 21, 2019

- 1. David Roffey approximately 118 AC to Dwayne McIntyre
By deed description only, no plat. Remaining acreage
approx. 131 AC Hayters Gap RD Road frontage**

- 2. Gary Dotson boundary line adjustment. New acreage lot
103 is .554 AC and lot 101 is .540 AC. GB Shortt ST (To be
approved at October 21, 2019 meeting)**

- 3. Edna Ferguson Tract 1 is 2.69 AC, Tract 2 is 94.43 AC,
Tract 3 is 20.89 AC, Tract 4 is 35.41 AC, Tract 5 is 24.29
AC, Tract 6 is 5.45 AC, Tract 7 is 2.57 AC, and Tract 8 is
4.62 AC Green Valley RD Road Frontage/Adjoining Land
Owner**

RUSSELL COUNTY CONFERENCE CENTER

November 1, 2019

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

Date	Event	Event Type	Space
11/02/19	Phantom Fest 2019 Rodney Shortridge	Community Event	Full \$125
11/03/19	Birthday Party Heather Jordon	Individual Event	Full \$125
11/05/19	Lebanon Primary School Bingo Rebecca Sykes	Community Event	Full \$135
11/07/19	Russell County Family Health Expo Donna Meade	Community Event	Full Free \$125
11/09/19	Rated R Wrestling Brett Ramsey	Community Event	Full \$125
11/11/19	Virginia Coal & Energy Alliance Harry Childress	Individual Event	Full \$375
11/12/19	Lebanon Youth Football J R Watson	Individual Event	Full Free \$125
11/13/19	Edwards Jones Investments Wanda Hilton	Individual Event	Full \$225

Russell County Health & Fitness

Membership											
2018	2019										
	February	March	April	May	June	July	August	September	October	November	December
Members / Class Packages	235	255	257	233	198	183	178	175	169	184	
Pay Per Class	7	17	7	3	3	5	0	0	2	3	
Total Engagement	242	272	264	236	201	188	178	175	171	187	

Sales											
Sales Month to Date *	\$ 4,517.00	\$ 4,700.00	\$ 4,090.00	\$ 3,362.00	\$901.00	\$830.00	\$653.00	\$418.00	\$398.00	\$1,069.00	
Silver Sneakers			\$ 230.00	345	\$362.50	\$250.00	\$230.00	\$232.50	\$227.50	\$252.50	
			\$ 4,320.00	\$ 3,707.00	\$1,263.50	\$1,080.00	\$883.00	\$650.50	\$625.50	\$1,321.50	

Payroll											
Instructor / Trainer Payroll	\$1,530.00	\$1,320.00	\$1,470.00	\$1,345.00	\$1,285.00	\$825.00	\$1,005.00	\$960.00	\$810.00	\$1,035.00	

* Reporting from 10/29/2019 - 11/20/2019

* SALES NOW REFLECT CASH AND CHECKS COLLECTED BY THE FITNESS CENTER ONLY *

THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMISSION MET AT THE BONANZA RESTAURANT IN LEBANON VIRGINIA ON NOVEMBER 12TH 2019

MEMBERS & GUEST PRESENT

EUGENE FERGUSON TONY MAXFIELD TIM LOVELACE mike O'quinn linda cross
HENRY STINSON GARY DOTSON Barbara Cox Carl Rhea Henry Kinzer

GUARD RAILS

1-GUARD RAILS THROUGHTOUT THE COUNTY EMERGENCY AREA'S WILL BE REPAIRED FIRST

2-Rt 58 E just beyond Rt. 613 several rails have been damaged near B & B machinery

3-Rt 19/Rt. 770 extensive guard rail damage

SHOULDER REPAIR AND POT HOLE

1-RT 682 CASTLE RUN NEEDS BRUSH CUT COMING OUT IN THE ROAD SOME HAVE BEEN CUT

2-RT 662 ONE FOURTH MILE NEAR SPRING CITY NEEDS RIP RAP AND BRUSH CUT. Brush has been cut

3-Rt 646 finney trash site pipe stopped up

4-Rt 613/58 just off Rt. 58 at parking lot pavement broken off causing vehicle problems

5-Rt. 639 Laurel Br. Bridge on top needs to be resurfaced

6-Rt. 678 middle creek several pot holes

7-Rt 645 ruff spot in asphalt needs new patch

8-Rt 645asphalt coming off in curve needs new patch

9-Rt 71N at Flat Circle Rd. road broke off on right side near the bridge just off Rt. 58

SCHOOL BUS SAFETY AND OTHER CONCERNS

1-Rt. 80 Ed Taylor house drainage comes out into the yard a channel will be installed

2- - RT 19 N / RT 80 INTERSECTION LINES NOT VISIBLE FOR TRAFFIC LANES

3-RT 620 NEEDS ADDITIONAL SPEED LIMIT SIGNS INSTALLED nothing on one end

4-Rt 640 needs a new school bus sign installed in a curve one half mile off Rt. 80 near Melvin Orr

5-Rt 58E two dead trees leaning on the high wall and one on top of wall ¼ mile past Quarry road

ITEMS REPORTED CORRECTED

- 1-Rt. 80/639 one half mile East ditch has been cleaned
- 2- Rt. 661 hole in road near culvert pipe has been repaired

FUTURE MAJOR SAFETY PROJECT

- 1-RT 627 DANTE SAWMILL HOLLOW CURVE NEEDS TO BE WIDENED AT THE UPPER END NEAR THE BALLFIELD TO HANDLE ANTICIPATED HEAVY TRAFFIC TO A CAMP SITE
- 2- Rt. 71S/Molls Creek needs bank scaled back for visibility
- 3-RT 58 CASTLEWOOD NEAR THE FAIRGROUND EXIT MEDIAN NEEDS TO BE LOWERED FOR BETTER VISIBILITY
- 4- Rt. 627 Sawmill Hollow Dante just past the R.R. Tracks one lane road shoulder appears to have washed away over time need to widen the road and temporary place warning signs. **SIGNS HAVE BEEN INSTALLED LOOKED AT 4/11/19**
- 5-58W CASTLEWOOD AT THE TRAFFIC LIGHTS ROAD HOOVES UP THAT COULD CAUSE A POTENTIAL HAZARD CONDITION
- 6Rt 67/796 near L&M Robinson Ridge Rd. blind curve needs some bank removed so school bus can better come out onto the highway
- 7-Rt. 71s / 604 Molls Creek INTERSECTION needs bank scaled back for visibility – instead a stop bar will be installed and brush to be keep trimmed
- 8-Rt. 80 from the doubles to Rt. 19 needs a passing lane installed

COMMISIOM MEMBER INFROMATION

Barbara COX	971 1502	JOHNNY JESSEE	889 1563
LINDA CROSS	794 7618	TIM LOVELACE	971 0367
GARY DOTSON	7 62 9803	TONY MAXFIELD	254 2492
EUGENE FERGUSON	971 1738	MIKE O’QUINN	701 7086
CARL RHEA	2543810	HENRY STINSON	873 4905
EMORY ALTIZER	880 1058		

NEXT MEETING WILL BE DECEMBER 10TH 2019 WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADWAYS SAFE AND OUR GUEST PARTICAPTION

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

Cannery Revenue Report FY 2019/2020

Castlewood

Month	Resident Customers	OutofCounty Customers	Combined Revenues	Resident Customers	Cans Used	Glass Jars	Non-Resident Customers	Cans Used	Glass Jars
July	15	3	\$ 585.00	\$ 410.05	190	784	\$ 174.95	0	469
August	24	10	\$ 1,667.80	\$ 713.65	425	1254	\$ 954.15	537	711
September	13	13	\$ 955.40	\$ 282.95	115	782	\$ 672.45	184	992
October	15	18	\$ 1,676.20	\$ 531.20	263	1290	\$ 1,145.00	0	2293
November			\$ -	\$ -			\$ -		
December			\$ -	\$ -			\$ -		
Total	67	44	\$ 4,884.40	\$ 1,937.85	993	4110	\$ 2,946.55	721	4465

Honaker

Month	Resident Customers	OutofCounty Customers	Combined Revenues	Resident Customers	Cans Used	Glass Jars	Non-Resident Customers	Cans Used	Glass Jars
July	12	4	\$ 648.80	\$ 444.65	302	479	\$ 204.15	114	123
August	23	1	\$ 583.00	\$ 558.50	236	1437	\$ 24.50	0	70
September	20	1	\$ 463.70	\$ 404.15	139	1315	\$ 59.55	0	108
October	23	9	\$ 798.10	\$ 554.80	457	1129	\$ 243.30	0	378
November			\$ -	\$ -			\$ -		
December			\$ -	\$ -			\$ -		
Total	78	15	\$ 2,493.60	\$ 1,962.10	1134	4360	\$ 531.50	114	679

Season Totals	Combined Revenues	Total Resident	Total Cans	Total Jars	Total Non-Resident	Total Cans	Total Jars
	\$ 7,378.00	\$ 3,899.95	2127	8470	\$ 3,478.05	835	5144

Total Cans Used: 2,962 Total Glass Jars Used: 13,614

RUSSELL COUNTY BUILDING DEPARTMENT DILAPIDATED STRUCTURE/HOUSE ORDINANCE

NAME: WARREN & LESHA KISER
ADDRESS: 4478 RED OAK RIDGE RD. CASTLEWOOD, VA 24224

TAX MAP ID. 158 R SB 1831

EVALUATION DATE: 11/21/2017
NOTIFICATION DATE: 04/11/2018
PUBLIC NOTICE: 04/18/18--04/25/18

PROPERTY OWNER RESPONSE 5/1/18

5/1/18: Property owner(s) contacted the RCBO to request an extension of time to bring property into compliance due to work schedule.

6/4/18 Property owner(s) stated they are working on cleanup

7/25/18 Ms. Kiser contacted the RCBO, updated on progress, stated they were experiencing delays to work schedule and weather.

8/27/18 Follow up visit conducted by RCBO, could not see progress on compliance efforts. 2nd notice to be issued to property owner(s).

9/28/18 Ms. Kiser contacted RCBO, reported progress is continuing to be made on site.

12/11/18 Ms. Kiser contacted RCBO, reported progress is continuing to be made on site.

2/19/19 Follow up visit by RCBO, progress appears to have ceased. Building Official is set to appear before the Russell County Board of Supervisors to present findings and discuss further actions to be taken by the county. Follow up correspondence has been sent to the property owner(s), via Certified Mail.

3/22/19 Return receipt of certified letter sent property owner(s), received by RCBO.

4/25/19 No further response from property owner(s).

5/23/2019 No response from property owner(s) to report, RCBO requests direction from RCBOs, on to how to proceed.

6/19/2019: As of the current date, there has been no response from the property owner. A follow up letter is being issued to encourage the property owner to communicate with the RCBO.

07/22/2019 As of the current date, there has been no response from the property owner. A follow up letter was issued on 6/19/2019, to encourage the property owner to communicate with the RCBO. The RCBO received the return card showing the certified letter had been delivered, with no response from the property owner

**RUSSELL COUNTY BUILDING DEPARTMENT
DILAPIDATED STRUCTURE/HOUSE ORDINANCE**

09/25/2019: As of the current date, there has been no response from the property owner. A follow up letter was issued on 6/19/2019, to encourage the property owner to communicate with the RCBO. The RCBO received the return card showing the certified letter had been delivered, with no response from the property owner

09/25/2019: RCBO requests direction from RCBOS, on to how to proceed.

10/29/2019: RCBO requests direction from RCBOS, on to how to proceed.

11/18/2019: RCBO requests direction from RCBOS, on to how to proceed.



Russell County Building Department
137 Highland Dr.
Lebanon, VA 24266
Phone: 276-889-8012
Fax: 276-889-8009
build@russellcountyva.us
Mickey L. Rhea – Building Official

2nd NOTIFICATION

June 19, 2019

Warren & Leasha Kiser
4478 Red Oak Ridge Rd.
Castlewood, VA 24224

RE: Dilapidated House/Structure
Location: 4478 Red Oak Ridge Rd. Castlewood, VA 24224
Tax Map I.d. # 158 R SB 1831

Dear Mr. & Mrs. Kiser,

This letter is in reference to the above listed property that has been determined to be in violation of the Russell County Dilapidated Building/Structure Ordinance. An initial observation on the property was conducted on November 21, 2017. On July 25, 2018, you contacted this office to obtain an extension of time to complete the remainder removal of the structure.

Several observation visits were conducted through-out the final months of 2018 and a final follow-up observation of the property was conducted on February 19, 2019, and per this visit, it is my determination that progress on the removal of the structure and debris, has not been met.

Please be advised that this letter is to inform you that due to the extensive amount of time given and the lack of significant progress, I will be appearing before the Russell County Board of Supervisors to present a report on these findings on July 1, 2019 and to also gain direction from them to initiate further legal action regarding this matter.

If you have any questions, please contact me at my office.

Sincerely,

Mickey L. Rhea
Building Code Official

**RUSSELL COUNTY BUILDING DEPARTMENT
DILAPIDATED STRUCTURE/HOUSE ORDINANCE**

NAME: MARTIN & REBECCA BELLAMY
ADDRESS: 6594 DANTE RD. DANTE, VA 24237

TAX MAP ID. 159 R IC 2253

EVALUATION DATE: 6/27/2018
NOTIFICATION DATE: 7/5/2018
PUBLIC NOTICE: 08/08/18-08/15/18

PROPERTY OWNER RESPONSE No Response

- 1/4/2019 RCBO and his office have exhausted all notification efforts in contacting Property Owner
- 2/13/2019 RCBO requests recommendations from the Russell County Board of Supervisors on how to proceed
- 03/15/19 RCBO requests recommendations from the Russell County Board of Supervisors on how to proceed
- 4/1/2019 RCBO and his office have exhausted all notification efforts in contacting Property Owner
- 5/23/2019 RCBO requests direction from RCBOS on how to proceed.
- 6/19/2019 RCBO has not been able to make contact with property owner and asks the RCBOS to advise on how to proceed from this point forward.
- 09/25/2019: RCBO has been unable to make contact with property owner and asks the RCBOS to advise on how to proceed from this point forward.
- 10/29/2019: RCBO has been unable to make contact with property owner and asks the RCBOS to advise on how to proceed from this point forward.
- 11/18/2019: RCBO requests direction from RCBOS, on to how to proceed.

**RUSSELL COUNTY BUILDING DEPARTMENT
DILAPIDATED STRUCTURE/HOUSE ORDINANCE**

NAME: TIM & RENDY HALE
ADDRESS: 192 LOWER BEAR WALLOW RD. DANTE, VA 24237

TAX MAP ID. 159 R 2189

EVALUATION DATE: 6/22/2018
NOTIFICATION DATE: 7/5/2018
PUBLIC NOTICE: 08/08/18-08/15/18

PROPERTY OWNER RESPONSE 7/25/2018

7/25/2018 Ms. Hale contacted the RCBO, stated that she was working on cleaning up property Due to work and trying to find assistance in hauling/removing debris, the remainder of the cleanup.

10/26/2018 RCBO granted a 30 day extension to continue to work on site.

12/3/2018 Ms. Hale contacted the RCBO, requested an additional extension to continue to work on the site. RCBO, Rhea, granted the extension.

2/19/2019 Follow-up visit conducted by RCBO, progress appears to have ceased. RCBO is set to appear before the Russell County Board of Supervisors, to present findings and discuss further actions to be taken by the county. Follow-up correspondence has been sent to property owner, via certified mail.

2/25/2019 Follow-up notification letter was returned to the RCBO , stating owner had moved and no forwarding address was available.

4/25/2019 RCBO requests recommendations from Russell County Board of Supervisors on how to proceed from this point.

5/23/2019 RCBO requests direction from RCBOS on how to proceed.

6/19/2019 RCBO has been unable to make contact with property owner, RCBO asks the RCBOS to advise on how to proceed from this point forward.

09/25/2019: RCBO has been unable to make contact with property owner, RCBO asks the RCBOS to advise on how to proceed from this point forward.

10/29/2019: RCBO has been unable to make contact with property owner, RCBO asks the RCBOS to advise on how to proceed from this point forward.

11/18/2019: RCBO requests direction from RCBOS, on to how to proceed.

Loretta Vance

From: RCSO <josh@rcso-va.net>
Sent: Wednesday, November 13, 2019 1:37 PM
To: Loretta Vance
Subject: Monthly report

Animal Control answered 140 calls

Dog adopted-29

Dogs reclaimed-8

Dogs transferred-32.

We held 2 adoption events, Angels of Assisi assisted us with one.

Sent from my iPhone

Library Board of Trustees Meeting



Members Present			Members Absent
Judy Ashbrook	Yvonne Dye	Ann Monk	
Susan Breeding	Karen Herndon	Sharon Sargent	
Karen Davis		Sharon VanDyke	

Chair Karen Herndon called the meeting to order 15 October 2019 at 5:07 pm. She recognized the Honaker Friends of the Library Chair, Carolyn Puckett, who welcomed the Trustees and invited them to eat before they began their business; Mrs. Puckett led the group in prayer and the Board, Friends and staff ate the lovely meal provided by the Friends

Minutes: Ann Monk made Karen Davis and seconded a motion to approve the minutes as distributed; motion passed.

Financial: Sharon Sargent made and Ann Monk seconded a motion to approve the bills; motion passed.

Staff Reports: Kelly McBride Delph reviewed the Programs, Activity, and, Director’s Reports, highlighting the new board handbook from LVA, budget, and per capita from local expenditure.

Unfinished Business:

New Business: The board discussed changes to Professional Development and Continuing Education Policy. Kelly will integrate the changes and present a revised policy for approval next month.

Review and Summary: Karen Herndon shared that a donation is possible of laptop computers and office chairs.

Susan Breeding moved and Yvonne Dye seconded a motion to adjourn.

Respectfully submitted,

Kelly McBride Delph