

**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR’S MEETING**  
**AGENDA – MARCH 1, 2021**

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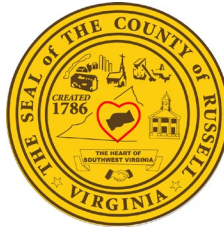
**BOS Board Room**

**Regular Meeting**

**6:00 PM**

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



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**The Russell County Board of Supervisors Meetings will be held pursuant to the Russell County Emergency Ordinance of April 6, 2020 and amended on September 8, 2020 to allow for the Continuity of Government Operations During the Pandemic, including Altering the Process for Conducting Public Meetings; Restricting the Use of Public Buildings or Facilities; Providing Additional Powers to the Director of Emergency Management to Incur Costs, Waive Procedures, and Take Other Temporary Actions; and Suspending Deadlines and Procedures.**

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

**INVOCATION – Chairperson**

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

**APPROVAL OF AGENDA**

**PRESENTATIONS**

- 1. Debbie Milton – CPPD – Belfast Waterline Extension Project, Phase III Resolution**
- 2. Deputy Sheriff Cuba Porter & Mickey Rhea – RC Litter & Unsafe Building Reports**
- 3. Sharon Rice, VT Cooperative Extension Agent – Family & Consumer Sciences**

**NEW BUSINESS**

- 1. Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....A-1**
  - a. Unapproved minutes of February 8, 2021**

- 2. Approval of Expenditures. Consider approval of expenditures presented for payment.....A-2

**CITIZEN'S COMMENT PERIOD (Limited to 3 minutes)**

**CONSTITUTIONAL OFFICER REPORTS AND REQUESTS**

**COUNTY ATTORNEY REPORTS AND REQUESTS.....B-1**

- 1. CPRWMA Manpower Agreement
- 2. Continuity of Government Ordinance Renewal
- 3. Coordinator of Emergency Management Job Description
- 4. RC Litter Ordinance - Proposed Changes

**COUNTY ADMINISTRATOR REPORTS AND REQUESTS**

**REPORTS**

- 1. Dante & Hamlin Trash Disposal Center.....C-1
- 2. Fiscal Year 21/22 Budget Meeting Schedule.....C-2

**REQUESTS**

- 3. CARES Broadband Fund – Point Broadband – Flats Project.....C-3
- 4. VBCOA Conference (Virtual) – Bridgett McGlothlin.....C-4

**MATTERS PRESENTED BY THE BOARD**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

- Treasurer’s Report.....D
- RC IDA .....E
- RC PSA .....F
- RC Tourism.....G
- RC Planning Commission .....H
- RC Conference Center.....I
- RC Transportation & Safety.....J

- RC Cannery Report.....K
- RC Building Inspector.....L
- RC Disposal.....M



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

Information Item  
Presenters - Various

**Meeting: 3/1/21 6:00 PM**

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## **Presentations**

1. **Debbie Milton – CPPD – Belfast Waterline Extension Project, Phase III Resolution**
2. **Deputy Sheriff Cuba Porter & Mickey Rhea – RC Litter & Unsafe Building Reports**
3. **Sharon Rice, VT Cooperative Extension Agent – Family & Consumer Sciences**

### **Staff Recommendation:**

Presentation – Informational Only.

### **Suggested Motion:**

Board Discretion.

### **ATTACHMENTS:**

- Various

# Russell County Virginia

“The Heart of Southwest Virginia”

Oris Christian  
At-Large

Lou Ann Wallace  
District 2

Carl Rhea  
District 3

Rebecca Dye, Chairperson  
District 6

Tim Lovelace, Vice-Chairman  
District 1

David Eaton  
District 4

Steve Breeding  
District 5

Lonzo Lester  
County Administrator

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## RESOLUTION

WHEREAS, Russell County, Virginia has as its primary objective the provision of adequate water facilities; and

WHEREAS, the County wishes to apply for Virginia Community Development Block Grant funds in the 2021 Grant funding cycle; and

WHEREAS, the title of the County’s grant project is the Belfast Waterline Extension Project, Phase III; and

WHEREAS, the County is requesting \$1,000,000 Virginia Community Development Block Grant Funds; and

WHEREAS, the County has obtained \$172,550 in additional funds for this project through SW W/WW (\$72,550 – Committed) and CWDF (\$100,000- Committed) for a total project cost of \$1,172,550; and

WHEREAS, 50 households representing 70 LMI persons (or 53%) will be served; and

WHEREAS, two public hearings have been advertised and properly conducted and one other form of public notice and necessary assurances executed; and

NOW, THEREFORE BE IT RESOLVED, that the Russell County Board of Supervisors authorizes the submission of this grant proposal in the amount of \$1,000,000 to the Virginia Department of Housing and Community Development for the Belfast Waterline Extension Project, Phase III and designates the County Administrator as its representative to sign all documents pertaining thereto.

This 1<sup>st</sup> day of March 2021.

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Chairperson  
Russell County Board of Supervisors

**ATTEST:**

**Clerk Russell County Board of Supervisors**





## RUSSELL COUNTY SHERIFF'S OFFICE

P.O. Box 338  
79 Rogers Avenue  
Lebanon, VA 24266

[sheriff@russellcountyva.us](mailto:sheriff@russellcountyva.us)

Phone (276) 889-8033

Fax: (276) 889-8203

*Steve Dye, Sheriff*

### **Status Report for February 2021**

Accompanied by Mickey Rhea, Russell County Building Official

**4478 Red Oak Ridge Rd.  
Castlewood, Va. 24224**

**James D. Ratliff  
4982 Mew Rd  
Castlewood, Va. 24224**

The above property was inspected and it found to be out of compliance with the Russell County litter ordinance. I attempted to make contact with owner of the property, but no one appeared to be home. I left a notice to contact me in the door of the residence. I will follow up if I do not get a response from the homeowner within the next few days.

**Phyllis Shields  
108 Delph Street  
Castlewood, Va. 24224**

I inspected the above property and found that the resident is out of compliance with the Litter ordinance. I spoke with the owner and issued a 2 Week notice for the resident to clean up the property. I will revisit this property at the end of the 2 weeks and determine if progress has been made. I also gave the resident a copy of the Litter Ordinance.

**3282 Dante Rd., Dante, Va. 24237**

I inspected this property in reference to appliances piling up next to the roadway. Upon inspection the owner of the business is in compliance with the Litter ordinance at this time. I will follow up with this property and make sure the owner stays in compliance.

**Junior and Irene Lewis  
Lewis Property  
Dante, Va.**

This property was inspected in reference to a complaint that trash is being thrown in the creek. Upon inspection the residence is clear of trash and debris. There was a small amount of trash in the creek next to the drain pipe. I believe this could be due to water run off from the mountain. I will continue to evaluate this property to ensure that the resident is not dumping trash into the creek.

**Gene Couch  
Memorial Drive  
Castlewood, Va. 24224**

I inspected this property and the property appears to be in compliance with the litter ordinance at this time. The property appears to have had feel dirt put in place. There is some brush located at this site but it is small trimmings.

**Deputy C Porter  
Russell County Sheriffs Office**



## Dilapidated Structure and Litter Reported Sites

Address	Property Owner	Tax Map I.d.	Comments
4478 Red Oak Ridge Rd.Castlewood, VA 24224	Warren & Lesha Kiser	158 R SB 1831	2/19/2021: Site observation with R.C. S. O. -- No improvements to site. Recommended to proceed with legal action, if R.C.B.O.S approves.
4982 Mew Rd. Castlewood, VA 24224	James D. Ratliff	156 L IA 336	2/19/2021: Site Observation with R.C.S.O. It is determined that this site is under the enforcement of the Litter Ordinance by the Russell County Sheriffs Office .
2625 Banner St. Paul, VA 24283	St. Beecher Mays & Brenda Hammons c/o Connie Jessee	157 L IB 3294	2/19/2021: Site Observation with R.C.S.O. --Notification of corrections to be completed, to be sent to property owner.
106 Talbert St. Castlewood, VA 24224	Shirley McBride 2637 Pauladale Dr. Macon, GA 31211	156 RE 3149	2/19/2021: Site Observation with R.C.S.O. It is determined that this site is under the enforcement of the Litter Ordinance by the Russell County Sheriffs Office .
Winchester Hotel	Timmy or Kristy Lee 14414 Marshalls Retreat Rd. St. Paul, VA 24283	157 R SA 1767	2/19/2021: Site Observation with R.C.S.O. --Notification of corrections to be completed, to be sent to property owner.
Washers and Dryers--Sun	3282 Dante Rd. Dante, VA 24283	158 RSC 2121A	2/19/2021: Site Observation with R.C.S.O. R.C.S.O. determined site was compliant.

Lewis Property--Dante	Junior & Irene Lewis Box 222 Dante, VA 24237-222	159 R ID 2298	2/19/2021: Site Observation with R.C.S.O.
Gene Couch--Memorial Drive	Gene Couch P.O. Box 734 Castlewood, VA 24224	156 R IR 1	2/19/2021: Site Observation with R.C.S.O.
Gobble -- (Trailer)	Billy Wayne Mary Elizabeth Gobble P.O. Box 519 Castlewood, VA 24224-399	138 R 2328 B2	2/19/2021: Site Observation with R.C.S.O-- Notice to be sent to property owner.
Tim & Rendy Hale	192 Lower Bear Wallow Dante, VA 24273	159 R IB 2189	Russell County Building Dept. and R.C.S.O will re-visit site to determine corrective action to be taken.



Virginia Cooperative Extension  
Russell County Office  
143 Highland Drive  
P. O. Box 697  
Lebanon, Virginia 24266  
276-889-8056 Fax: 276-889-8075  
strice@vt.edu  
<http://offices.ext.vt.edu/russell/>

## Sharon Rice

NEW Extension Agent – Family and Consumer Sciences  
Working Russell / Tazewell Counties (50/50)

### Biography:

I am a Southwest Virginia native, and I have 17 years of experience in public health nutrition and wellness. I have been employed with Virginia Cooperative Extension for five years. Before I transferred to my current position, I was a Family & Consumer Sciences SNAP-Ed Extension Agent, and I provided nutrition education for eight counties in Southwest.

### Upcoming Educational Opportunities:

I plan to provide the following programs for community members:

- Instant Pot classes
- Home Food Preservation Programs
- Food Demonstrations at the Farmers Market
- Healthy Kids Bucks Program
- ServSafe and ServSafe Food Handler Trainings
- Master Food Volunteer Program
- Family Financial Management
- Evidenced-Based Nutrition Education for youth and adults
- Type 2 Diabetes Prevention Program (in-person and remote)
- Community events in partnership with the Russell County Health Coalition

I'm genuinely excited about my new position, and I'm looking forward to serving the community members in Russell and Tazewell counties.

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.





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

Action Item B-1  
Presenter: Chairperson

**Meeting: 3/1/21**

**6:00 PM**

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## Approval of Minutes

Request approval of the minutes from the following meeting:

- **February 8, 2021 Board Minutes**

### STAFF RECOMMENDATION(s):

Board discretion

### SUGGESTED MOTION(s):

Motion to approve Board Minutes.

### ATTACHMENTS:

- Board Minutes

February 08, 2021

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, February 08, 2021 beginning at 5:00 pm with Executive (closed) Session followed by the regular meeting at 6:00 pm at the Russell County Government Center in Lebanon, Virginia.

The Clerk called the meeting to order.

**Roll Call by the Clerk:**

**Present:**

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

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

**Absent:**

None

**EXECUTIVE (CLOSED) SESSION**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to enter into Executive (closed) Session pursuant to Section 2.2-3711(A), (1), (7) and (8) of the Code of Virginia to discuss personnel issues and legal matters concerning the Russell County Courthouse Interim Agreement.

The vote was:

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

**APPROVAL TO RETURN TO REGULAR SESSION**

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

The vote was:

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

### **CERTIFICATION OF EXECUTIVE (CLOSED) SESSION**

Pursuant to § 2.2-3712(D) of the Code of Virginia 1950, as amended each member of the Board of Supervisors upon the Roll Call certifies that to the best of their knowledge (i) only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed, or considered in the meeting by the Board of Supervisors.

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

Are there any who believe a departure has taken place? Seeing none, if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes.

Tim Lovelace – AYE  
Lou Wallace – AYE  
Carl Rhea – AYE  
David Eaton – AYE  
Rebecca Dye - AYE  
Steve Breeding – AYE  
Oris Christian – AYE

Invocation by Chair Rebecca Dye, followed by the Pledge of Allegiance to the Flag.

### **APPROVAL OF THE AGENDA**

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

The vote was:

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

### **New Business**

#### **MOTION TO APPROVE THE 1<sup>ST</sup> AMENDMENT SANCTUARY RESOLUTION**

Motion made by Steve Breeding, second David Eaton to approve the First Amendment Sanctuary Resolution.

The vote was:

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

**MOTION FAILED.**

### APPROVAL OF THE JANUARY 04, 2021 MINUTES

Motion made by Tim Lovelace, second Lou Wallace and duly approved by the Board of Supervisors to approve the January 04, 2021 minutes as presented and dispense with the reading thereof.

The vote was:

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

### APPROVAL OF GENERAL COUNTY INVOICES

Motion made by Oris Christian, second Carl Rhea and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$826,071.82.

The vote was:

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

The Chair opened Citizens Comment period.

#### Citizens Comment

**Carla Glass**, Castlewood commented that there are alliances and division within the Board of Supervisors. She stated that they all need to work together for the good of Russell County.

**Sean Vance** commented that an employee that he had spoken says he was not being compensated for his overtime. He stated that he does not really know him but would like to know why he was not being paid.

**Larry Hughes**, Lebanon voiced his disappointment about the First Amendment Sanctuary Amendment vote and failure to pass.

**Jennifer Chumbley**, Cleveland commented that the Board is doing a great job and supports the Board's decision to not pass the first amendment resolution.

**Kelly M. Delph**, RCPL highlighted the quarterly report for the library. She invited the Board to come to the library to view an exhibition on display.

**William Keene**, Cedar Bluff recently moved back to the county and is upset about the mail delivery. He stated that mail delivery is atrocious. His water was disconnected for non-payment and he had mailed a payment. He feels that it was not fair that he had to pay a re-connect fee.

The Chair closed Citizens Comment.

#### County Attorney Reports and Requests

### APPROVAL OF THE RUSSELL COUNTY COURTHOUSE INTERIM AGREEMENT

Motion made by Steve Breeding, second Lou Wallace and duly approved by the Board of Supervisors to approve the Russell County Courthouse Interim Agreement.

The vote was:

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

Nay: None

**APPROVAL OF THE RUSSELL COUNTY PUBLIC SERVICE AUTHORITY CAPACITY AGREEMENT**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to approve The Russell County Public Service Authority Capacity Agreement.

The vote was:

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

Nay: None

**APPROVAL OF A RESOLUTION TO HONOR SENATOR BEN CHAFIN**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to approve a Resolution to honor Senator Ben Chafin's service to Russell County.

The vote was:

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

Nay: None

**APPROVAL TO APPOINT THE COUNTY ADMINISTRATOR AS EMERGENCY MANAGEMENT DIRECTOR AND TO PLACE THE EMERGENCY SERVICES COORDINATOR UNDER HIS DIRECT SUPERVISION**

Motion made by Carl Rhea, second Steve Breeding and duly approved by the Board of Supervisors to appoint the County Administrator as the Russell County Emergency Management Director and to place the Emergency Services Coordinator under the direct supervision of the County Administrator and to eliminate the two Board of Supervisors positions (Emergency Management Director and Assistant Emergency Services Director). This will result in an overall annual savings of \$2700 and any mileage and expenses that could have been incurred as a result of performing those functions.

The vote was:

Aye: Carl Rhea, Steve Breeding, David Eaton, Tim Lovelace and Rebecca Dye

Nay: Oris Christian and Lou Wallace

**APPROVAL OF THE BELFAST WATERLINE EXTENSION PROJECT PHASE III NOTICE**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to approve the Belfast Waterline Extension Project Phase III Notice.

The vote was:

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

Nay: None



**APPROVAL OF THE DANTE REGIONAL SEWER LINE EXTENSION PROJECT**

Motion made by Steve Breeding, second Lou Wallace and duly approved by the Board of Supervisors to approve the Dante Regional Sewer Line Extension Project.

The vote was:

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

**APPROVAL OF A RUSSELL COUNTY SHERIFF'S DEPARTMENT FLEET ENTERPRISE PROPOSAL**

Motion made by David Eaton, second Carl Rhea and duly approved by the Board of Supervisors to approve a Russell County Sheriff's Department Fleet Enterprise Proposal.

The vote was:

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

**APPROVAL OF THE VDOT SECONDARY SIX (6) YEAR PLAN AND CONSTRUCTION LIST**

Motion made by Tim Lovelace, second David Eaton and duly approved by the Board of Supervisors to approve the VDOT Secondary Highway Six (6) Year Plan and Construction list.

The vote was:

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

**APPROVAL OF CHANGES TO THE EMERGENCY MANAGEMENT COORDINATOR JOB DESCRIPTION**

Motion made by Steve Breeding, second Carl Rhea and duly approved by the Board of Supervisors to approve changes to the Russell County Emergency Management Coordinator job description.

The vote was:

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

**APPROVAL TO SET THE ASSISTANT REGISTRAR SALARY AT \$24,960**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve a salary of \$24,960 for the Assistant Registrar position.

The vote was:

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

**APPROVAL TO ADJOURN**

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

The vote was:

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

Nay: None

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Clerk of the Board

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Chairperson



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

Action Item B-2  
Presenter: Chairperson

**Meeting: 3/1/21 6:00 PM**

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## **Approval of Expenditures**

Request approval of the County's February 2021 Monthly Expenditures:

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

County's February 2021 Monthly Expenditures are in compliance with budget and operational services.

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

Motion to approve County's February 2021 Monthly Expenditures.

### **ATTACHMENTS:**

- February 2021 Monthly Expenditures

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
3/01/2021	2/05/2021	003754 AMAZON	443765845968	10	172.93	172.93	4100-073010-5411-	-
3/01/2021	2/08/2021	003754 AMAZON	444958547657	10	14.99	14.99	4100-073010-5411-	-
3/01/2021	2/05/2021	003754 AMAZON	463854499777	10	14.99	14.99	4100-073010-5411-	-
3/01/2021	2/09/2021	003754 AMAZON	464444463587	10	13.93	13.93	4100-073010-5401-	-
3/01/2021	2/10/2021	003754 AMAZON	466355939589	10	21.99	21.99	4100-073010-5411-	-
3/01/2021	2/03/2021	003754 AMAZON	466374538353	10	11.17	11.17	4100-073010-5411-	-
3/01/2021	2/01/2021	003754 AMAZON	466397553379	10	19.59	19.59	4100-073010-5411-	-
3/01/2021	2/09/2021	003754 AMAZON	466857357557	10	145.59	145.59	4100-073010-5411-	-
3/01/2021	2/08/2021	003754 AMAZON	467547886898	10	27.00	27.00	4100-073010-5411-	-
3/01/2021	2/01/2021	003754 AMAZON	468366489483	10	22.96	22.96	4100-073010-5411-	-
3/01/2021	1/22/2021	003754 AMAZON	557545376684	10	19.12	19.12	4100-073010-5411-	-
3/01/2021	1/22/2021	003754 AMAZON	579495835969	10	63.07	63.07	4100-073010-5411-	-
3/01/2021	2/02/2021	003754 AMAZON	585833355877	10	21.48	21.48	4100-073010-5411-	-
3/01/2021	2/11/2021	003754 AMAZON	599469879767	10	34.72	34.72	4100-073010-5411-	-
3/01/2021	2/09/2021	003754 AMAZON	63578685746	10	18.49	18.49	4100-073010-5401-	-
3/01/2021	2/05/2021	003754 AMAZON	637435687667	10	223.80	223.80	4100-073010-5411-	-
3/01/2021	2/02/2021	003754 AMAZON	695735875696	10	34.99	34.99	4100-073010-5411-	-
3/01/2021	2/13/2021	003754 AMAZON	696843344545	10	78.16	78.16	4100-073010-5411-	-
3/01/2021	2/12/2021	003754 AMAZON	698994969574	10	28.94	28.94	4100-073010-5411-	-
3/01/2021	2/11/2021	003754 AMAZON	783343393475	10	12.14	12.14	4100-073010-5411-	-
3/01/2021	2/11/2021	003754 AMAZON	783649598989	10	12.92	12.92	4100-073010-5411-	-
3/01/2021	2/02/2021	003754 AMAZON	797449539833	10	20.94	20.94	4100-073010-5411-	-
3/01/2021	2/13/2021	003754 AMAZON	797498445668	10	312.43	312.43	4100-073010-5411-	-
3/01/2021	2/10/2021	003754 AMAZON	836596433473	10	30.44	30.44	4100-073010-5401-	-
3/01/2021	2/09/2021	003754 AMAZON	837673596493	10	22.96	22.96	4100-073010-5411-	-
3/01/2021	2/13/2021	003754 AMAZON	863954788473	10	57.86	57.86	4100-073010-5411-	-
3/01/2021	2/13/2021	003754 AMAZON	875847654865	10	16.95	16.95	4100-073010-5411-	-
3/01/2021	1/30/2021	003754 AMAZON	949367946864	10	37.95	37.95	4100-073010-5411-	-
3/01/2021	2/04/2021	003754 AMAZON	985355975976	10	41.99	41.99	4100-073010-5411-	-
					1,554.49	1,554.49 *		
3/01/2021	2/05/2021	001425 ATLANTIC ELECTI 401			5,925.15	5,925.15	4100-013010-7002-	-
					5,925.15	5,925.15 *		
3/01/2021	12/01/2020	003103 AUTO MOTION SER 16828			20.00	20.00	4100-031020-5408-	-
3/01/2021	1/20/2021	003103 AUTO MOTION SER 16941			285.97	285.97	4100-031020-5408-	-
					305.97	305.97 *		
3/01/2021	1/19/2021	000007 BAKER & TAYLOR, 0003227296		100	63.62-	63.62-	4100-073010-5411-	-
3/01/2021	2/10/2021	000007 BAKER & TAYLOR, 50166728554		10	25.48	25.48	4100-073010-5411-	-
3/01/2021	1/27/2021	000007 BAKER & TAYLOR, 5016676500		10	32.52	32.52	4100-073010-5411-	-
3/01/2021	1/27/2021	000007 BAKER & TAYLOR, 5016676501		10	32.52	32.52	4100-073010-5411-	-
3/01/2021	1/27/2021	000007 BAKER & TAYLOR, 5016676502		10	19.22	19.22	4100-073010-5411-	-
3/01/2021	1/27/2021	000007 BAKER & TAYLOR, 5016676503		10	51.24	51.24	4100-073010-5411-	-
3/01/2021	1/27/2021	000007 BAKER & TAYLOR, 5016676504		10	28.66	28.66	4100-073010-5411-	-
3/01/2021	2/05/2021	000007 BAKER & TAYLOR, 5016698076		10	47.58	47.58	4100-073010-5411-	-
3/01/2021	2/05/2021	000007 BAKER & TAYLOR, 5016698077		10	64.42	64.42	4100-073010-5411-	-
3/01/2021	2/05/2021	000007 BAKER & TAYLOR, 5016698078		10	112.78	112.78	4100-073010-5411-	-
3/01/2021	2/05/2021	000007 BAKER & TAYLOR, 5016710872		10	49.45	49.45	4100-073010-5411-	-
3/01/2021	2/05/2021	000007 BAKER & TAYLOR, 5016710873		10	31.58	31.58	4100-073010-5411-	-
3/01/2021	2/10/2021	000007 BAKER & TAYLOR, 5016728553		10	33.04	33.04	4100-073010-5411-	-
					464.87	464.87 *		
3/01/2021	1/21/2021	004789 BLACKSTONE PUBL 1202750		10	95.88	95.88	4100-073010-5411-	-
					95.88	95.88 *		
3/01/2021	2/08/2021	000052 BLEVINS SEPTIC 34935			510.00	510.00	4100-042010-5413-	-
					510.00	510.00 *		
3/01/2021	2/09/2021	000092 BONANZA RESTAUR 697502			184.97	184.97	4100-011010-5413-	-
					184.97	184.97 *		

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3/01/2021	2/12/2021	003596 CHAD NEWBERRY	02122021		4,443.99	4,443.99	4100-094010-8029-	- -
					4,443.99	4,443.99 *		
3/01/2021	2/01/2021	004450 CINTAS CORPORAT	4074571013		38.93	38.93	4100-043020-3008-	- -
3/01/2021	2/04/2021	004450 CINTAS CORPORAT	4074942022		68.91	68.91	4100-043020-3008-	- -
3/01/2021	2/04/2021	004450 CINTAS CORPORAT	4074942169		84.19	84.19	4100-043020-3008-	- -
3/01/2021	2/04/2021	004450 CINTAS CORPORAT	4074942187		35.58	35.58	4100-043020-3008-	- -
3/01/2021	2/04/2021	004450 CINTAS CORPORAT	4074942472		239.78	239.78	4100-043020-3008-	- -
3/01/2021	2/04/2021	004450 CINTAS CORPORAT	4074942493		87.26	87.26	4100-043020-3008-	- -
3/01/2021	2/08/2021	004450 CINTAS CORPORAT	4075233905		38.93	38.93	4100-043020-3008-	- -
3/01/2021	2/11/2021	004450 CINTAS CORPORAT	4075633890		79.12	79.12	4100-043020-3008-	- -
3/01/2021	2/11/2021	004450 CINTAS CORPORAT	4075634071		96.66	75.66	4100-043020-3008-	- -
				CASH DISCOUNT:		21.00		
3/01/2021	2/11/2021	004450 CINTAS CORPORAT	4075634120		84.19	84.19	4100-043020-3008-	- -
3/01/2021	2/11/2021	004450 CINTAS CORPORAT	4075634157		35.58	35.58	4100-043020-3008-	- -
3/01/2021	2/11/2021	004450 CINTAS CORPORAT	4075634449		240.04	240.04	4100-043020-3008-	- -
3/01/2021	9/17/2020	004450 CINTAS CORPORAT	4061882039		87.26	87.26	4100-043020-3008-	- -
3/01/2021	10/08/2020	004450 CINTAS CORPORAT	4063861131		96.66	96.66	4100-043020-3008-	- -
3/01/2021	10/08/2020	004450 CINTAS CORPORAT	4063861225		35.58	35.58	4100-043020-3008-	- -
3/01/2021	11/02/2020	004450 CINTAS CORPORAT	4066021815		88.43	88.43	4100-043020-3008-	- -
3/01/2021	12/18/2020	004450 CINTAS CORPORAT	4070584823		184.73	184.73	4100-043020-3008-	- -
3/01/2021	12/28/2020	004450 CINTAS CORPORAT	4071346138		38.93	38.93	4100-043020-3008-	- -
3/01/2021	2/15/2021	004450 CINTAS CORPORAT	4075892044		38.93	38.93	4100-043020-3008-	- -
3/01/2021	2/18/2021	004450 CINTAS CORPORAT	4076268771		68.91	68.91	4100-043020-3008-	- -
3/01/2021	2/18/2021	004450 CINTAS CORPORAT	4076268959		84.19	84.19	4100-043020-3008-	- -
3/01/2021	2/18/2021	004450 CINTAS CORPORAT	4076268993		35.58	35.58	4100-043020-3008-	- -
3/01/2021	2/18/2021	004450 CINTAS CORPORAT	4076269161		253.78	253.78	4100-043020-3008-	- -
3/01/2021	2/18/2021	004450 CINTAS CORPORAT	4076269167		87.26	87.26	4100-043020-3008-	- -
3/01/2021	2/22/2021	004450 CINTAS CORPORAT	4076491191		27.59	27.59	4100-043020-3008-	- -
					2,257.00	2,236.00 *		
						21.00 *		
3/01/2021	2/12/2021	003569 CLARK PRINT SHO	4334		317.49	317.49	4100-031020-5409-	- -
					317.49	317.49 *		
3/01/2021	2/11/2021	004452 CRYSTAL SPRINGS	16981294021121		53.66	53.66	4100-021060-5401-	- -
3/01/2021	2/11/2021	004452 CRYSTAL SPRINGS	16981294021121		51.08	51.08	4100-021020-5401-	- -
3/01/2021	2/11/2021	004452 CRYSTAL SPRINGS	16981785021121		28.57	28.57	4100-021020-5401-	- -
3/01/2021	2/11/2021	004452 CRYSTAL SPRINGS	20100803021121		35.97	35.97	4100-031020-5401-	- -
					169.28	169.28 *		
3/01/2021	2/16/2021	000171 CUMBERLAND PLAT	203		56,727.80	56,727.80	4100-042010-3002-	- -
					56,727.80	56,727.80 *		
3/01/2021	1/27/2021	004691 CUSTOM CAGE	CC21-0034		605.00	605.00	4100-031020-5408-	- -
					605.00	605.00 *		
3/01/2021	2/10/2021	001871 DELPH KELLY MCB	10FEB2021	10	20.00	20.00	4100-073010-5413-	- -
					20.00	20.00 *		
3/01/2021	2/11/2021	000184 DEMCO	6808266	10	125.80	125.80	4100-073010-5401-	- -
					125.80	125.80 *		
3/01/2021	12/30/2020	000198 DOMINION OFFICE	127851		26.00	26.00	4100-035010-5408-	- -
3/01/2021	1/28/2021	000198 DOMINION OFFICE	128699		158.00	158.00	4100-012130-5401-	- -
3/01/2021	2/02/2021	000198 DOMINION OFFICE	128958		85.16	85.16	4100-021060-5401-	- -
3/01/2021	2/02/2021	000198 DOMINION OFFICE	128959		48.94	48.94	4100-012090-5401-	- -
3/01/2021	2/03/2021	000198 DOMINION OFFICE	129004		8.55	8.55	4100-012010-5401-	- -
3/01/2021	2/04/2021	000198 DOMINION OFFICE	129020		179.49	179.49	4100-035050-5401-	- -
3/01/2021	2/03/2021	000198 DOMINION OFFICE	129045		24.48	24.48	4100-012010-5401-	- -
3/01/2021	2/02/2021	000198 DOMINION OFFICE	129046		94.74	94.74	4100-035010-5408-	- -
3/01/2021	2/03/2021	000198 DOMINION OFFICE	129047		21.15	21.15	4100-035010-5408-	- -

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3/01/2021	2/04/2021	000198	DOMINION OFFICE 129074		75.11	75.11	4100-021060-5401-	-
3/01/2021	2/05/2021	000198	DOMINION OFFICE 129076		66.24	66.24	4100-012010-5401-	-
3/01/2021	2/05/2021	000198	DOMINION OFFICE 129120		63.98	63.98	4100-012010-5401-	-
3/01/2021	2/05/2021	000198	DOMINION OFFICE 129122		166.00	166.00	4100-072010-5405-	-
3/01/2021	2/05/2021	000198	DOMINION OFFICE 129123		27.50	27.50	4100-071040-5407-	-
3/01/2021	2/09/2021	000198	DOMINION OFFICE 129197		7.38	7.38	4100-012090-5401-	-
3/01/2021	2/11/2021	000198	DOMINION OFFICE 129316		47.42	47.42	4100-022020-5401-	-
3/01/2021	2/12/2021	000198	DOMINION OFFICE 129349		284.79	284.79	4100-012010-5401-	-
3/01/2021	2/16/2021	000198	DOMINION OFFICE 129442		39.90	39.90	4100-012010-5401-	-
3/01/2021	1/25/2021	000198	DOMINION OFFICE 3489CM		170.00-	170.00-	4100-012010-5401-	-
3/01/2021	1/12/2021	000198	DOMINION OFFICE 128170	10	21.54	21.54	4100-073010-5401-	-
3/01/2021	1/19/2021	000198	DOMINION OFFICE 128455	10	49.64	49.64	4100-073010-5401-	-
3/01/2021	2/02/2021	000198	DOMINION OFFICE 128965	10	6.92	6.92	4100-073010-5401-	-
3/01/2021	2/04/2021	000198	DOMINION OFFICE 129088	10	83.00	83.00	4100-073010-5414-	-
3/01/2021	2/05/2021	000198	DOMINION OFFICE 129119	10	280.00	280.00	4100-073010-5401-	-
3/01/2021	2/09/2021	000198	DOMINION OFFICE 129199	10	6.92	6.92	4100-073010-5401-	-
3/01/2021	1/26/2021	000198	DOMINION OFFICE 128718		6.99	6.99	4100-031020-5401-	-
3/01/2021	2/03/2021	000198	DOMINION OFFICE 129082		11.50	11.50	4100-031020-5401-	-
3/01/2021	2/09/2021	000198	DOMINION OFFICE 129198		518.96	518.96	4100-031020-5401-	-
3/01/2021	2/09/2021	000198	DOMINION OFFICE 129210		108.52	108.52	4100-031020-5401-	-
3/01/2021	2/12/2021	000198	DOMINION OFFICE 129338		18.99	18.99	4100-031020-5401-	-
3/01/2021	2/02/2021	000198	DOMINION OFFICE 128975		29.17	29.17	4100-013020-5401-	-
3/01/2021	2/02/2021	000198	DOMINION OFFICE 129030		36.10	36.10	4100-013020-5401-	-
3/01/2021	2/19/2021	000198	DOMINION OFFICE 129448		188.99	188.99	4100-021010-5401-	-
3/01/2021	2/24/2021	000198	DOMINION OFFICE 129721		25.99	25.99	4100-072010-5405-	-
3/01/2021	2/24/2021	000198	DOMINION OFFICE 129722		123.96	123.96	4100-043020-5405-	-
					2,772.02	2,772.02	*	
3/01/2021	1/31/2021	003938	DRAPER ADEN ASS 2021010463		830.50	830.50	4100-042010-3090-	-
3/01/2021	9/30/2020	003938	DRAPER ADEN ASS 2020090531		2,252.60	2,252.60	4100-042010-3090-	-
					3,083.10	3,083.10	*	
3/01/2021	1/20/2021	004821	DYNAMIC ADVERTI 84610	10	195.00	195.00	4100-073010-5413-	-
					195.00	195.00	*	
3/01/2021	2/02/2021	000854	GALL'S, LLC 17567438		76.74	76.74	4100-031020-5410-	-
					76.74	76.74	*	
3/01/2021	2/05/2021	001069	GREY HOUSE PUBL 966184	10	144.00	144.00	4100-073010-5411-	-
					144.00	144.00	*	
3/01/2021	9/14/2020	004547	GUERNSEY INV-1957223		109.57	109.57	4100-021020-5401-	-
3/01/2021	2/01/2021	004547	GUERNSEY INV-2043029		60.24	60.24	4100-021020-5401-	-
					169.81	169.81	*	
3/01/2021	1/15/2021	004778	HAMM, GENEVA 01152021		55.00	55.00	4100-013020-5401-	-
					55.00	55.00	*	
3/01/2021	2/01/2021	003237	HIGHLANDS GLASS 26196		328.64	328.64	4100-031020-3005-	-
3/01/2021	2/01/2021	003237	HIGHLANDS GLASS 26197		229.24	229.24	4100-031020-3005-	-
					557.88	557.88	*	
3/01/2021	2/08/2021	004627	HOLSTON MEDICAL 102610		60.00	60.00	4100-042400-5401-	-
					60.00	60.00	*	
3/01/2021	2/04/2021	000314	HUFFMAN'S TIRE 02042021		100.00	100.00	4100-031020-5408-	-
					100.00	100.00	*	
3/01/2021	2/09/2021	002725	ID NETWORKS IDE 277255		850.00	850.00	4100-031020-3005-	-
					850.00	850.00	*	
3/01/2021	2/16/2021	003866	INNOVATIVE TECH 2694		1,476.50	1,476.50	4100-031020-3005-	-
3/01/2021	2/03/2021	003866	INNOVATIVE TECH 2675		6,762.50	6,762.50	4100-043020-3008-	-
3/01/2021	2/12/2021	003866	INNOVATIVE TECH 2676		75.00	75.00	4100-043020-3008-	-
3/01/2021	2/12/2021	003866	INNOVATIVE TECH 2684		187.50	187.50	4100-043020-3008-	-
3/01/2021	2/12/2021	003866	INNOVATIVE TECH 2686		1,197.50	1,197.50	4100-043020-3008-	-

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3/01/2021	2/18/2021	003866 INNOVATIVE TECH	2696		37.50	37.50	4100-043020-3008-	- -
					9,736.50	9,736.50 *		
3/01/2021	1/29/2021	004464 J.D. POWER	INV-US67022		4,467.67	4,467.67	4100-012090-5401-	- -
					4,467.67	4,467.67 *		
3/01/2021	1/27/2021	001784 JAN WAY COMPANY	137415	10	337.75	337.75	4100-073010-5401-	- -
3/01/2021	2/09/2021	001784 JAN WAY COMPANY	137489	10	179.60	179.60	4100-073010-5401-	- -
					517.35	517.35 *		
3/01/2021	2/09/2021	003245 KENDALL ELECTRI	S109999809.001		740.89	740.89	4100-043020-5407-	- -
					740.89	740.89 *		
3/01/2021	12/16/2020	001235 KIDS REFERENCE	KRC12-9565	10	798.00	798.00	4100-073010-5411-	- -
					798.00	798.00 *		
3/01/2021	1/04/2021	000367 LEBANON BLOCK &	408357		4.72	4.72	4100-094010-8029-	- -
3/01/2021	1/05/2021	000367 LEBANON BLOCK &	408588		77.60	77.60	4100-042400-5407-	- -
3/01/2021	1/08/2021	000367 LEBANON BLOCK &	409013		9.08	9.08	4100-094010-8029-	- -
3/01/2021	1/12/2021	000367 LEBANON BLOCK &	409443		93.41	93.41	4100-094010-8029-	- -
3/01/2021	1/12/2021	000367 LEBANON BLOCK &	409510		351.45	351.45	4100-071040-5407-	- -
3/01/2021	1/14/2021	000367 LEBANON BLOCK &	409750		48.03	48.03	4100-071040-5407-	- -
3/01/2021	1/19/2021	000367 LEBANON BLOCK &	410329		40.87	40.87	4100-043020-5407-	- -
3/01/2021	1/26/2021	000367 LEBANON BLOCK &	411302		.40	.40	4100-043020-5407-	- -
3/01/2021	1/26/2021	000367 LEBANON BLOCK &	411382		32.42	32.42	4100-043020-5407-	- -
3/01/2021	1/27/2021	000367 LEBANON BLOCK &	411502		29.15	29.15	4100-043020-5407-	- -
3/01/2021	1/27/2021	000367 LEBANON BLOCK &	411502		3.98	3.98	4100-032050-5401-	- -
3/01/2021	1/06/2021	000367 LEBANON BLOCK &	408782.		39.73	39.73	4100-031020-5409-	- -
3/01/2021	1/13/2021	000367 LEBANON BLOCK &	409586		173.50	173.50	4100-031020-5409-	- -
3/01/2021	1/27/2021	000367 LEBANON BLOCK &	411511		5.97	5.97	4100-031020-5409-	- -
3/01/2021	1/29/2021	000367 LEBANON BLOCK &	411910		18.00	18.00	4100-031020-5409-	- -
3/01/2021	1/30/2021	000367 LEBANON BLOCK &	412007		129.95	129.95	4100-031020-5409-	- -
3/01/2021	2/01/2021	000367 LEBANON BLOCK &	412336		71.90	71.90	4100-031020-5409-	- -
					1,130.16	1,130.16 *		
3/01/2021	1/19/2021	003123 O'REILLY AUTO P	01192021		5.99	5.99	4100-031020-5408-	- -
3/01/2021	1/19/2021	003123 O'REILLY AUTO P	01192021		30.18	30.18	4100-031020-5408-	- -
3/01/2021	1/19/2021	003123 O'REILLY AUTO P	01192021		18.99	18.99	4100-031020-5408-	- -
					55.16	55.16 *		
3/01/2021	12/28/2020	004649 ONE CALL NOW	SA140045	10	33.07	33.07	4100-073010-3002-	- -
					33.07	33.07 *		
3/01/2021	1/28/2021	004581 RFC COMPANY	213-S100940449.		337.03	337.03	4100-094010-8029-	- -
					337.03	337.03 *		
3/01/2021	1/21/2021	002812 RICOH AMERICAS	5061258090	10	34.52	34.52	4100-073010-3002-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34655619		166.90	166.90	4100-022010-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34655639		188.84	188.84	4100-031020-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34655857		158.59	158.59	4100-032050-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34655975		116.15	116.15	4100-032050-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34656071		84.03	84.03	4100-035010-5401-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34656210		111.06	111.06	4100-013020-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34656298		44.83	44.83	4100-022010-5415-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34656308		184.90	184.90	4100-021020-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34656668		96.97	96.97	4100-034010-5401-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34657139		253.60	253.60	4100-012010-3005-	- -
3/01/2021	2/13/2021	002812 RICOH AMERICAS	34666867		184.90	184.90	4100-012130-3005-	- -
					1,625.29	1,625.29 *		
3/01/2021	1/19/2021	004564 ROBINETTE CHERY	01192021		2,499.00	2,499.00	4100-022010-5415-	- -
					2,499.00	2,499.00 *		
3/01/2021	3/01/2021	000663 RUSSELL COUNTY	MAR-21		4,666.00	4,666.00	4100-095010-9130-	- -
					4,666.00	4,666.00 *		
3/01/2021	2/16/2021	003380 SHENTEL	41000130205413		120.05	120.05	4100-022010-5415-	- -

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
3/01/2021	2/16/2021	003380 SHENTEL	41000130205413		113.23	113.23	4100-031020-5203-	-
3/01/2021	2/16/2021	003380 SHENTEL	41000130205413		117.22	117.22	4100-013020-5413-	-
3/01/2021	2/16/2021	003380 SHENTEL	41000130205413		117.22	117.22	4100-012010-5413-	-
					467.72	467.72 *		
3/01/2021	1/28/2021	001809 SHIELDS ELECTRO	BP206261		295.28	295.28	4100-043020-5407-	-
3/01/2021	2/08/2021	001809 SHIELDS ELECTRO	BP206282		103.20	103.20	4100-043020-5407-	-
					398.48	398.48 *		
3/01/2021	2/09/2021	001299 SIGN SHOP OF SO	3683		85.00	85.00	4100-013010-5401-	-
					85.00	85.00 *		
3/01/2021	2/02/2021	002986 SOUTHWEST VA CR	1171		350.00	350.00	4100-031020-5600-	-
					350.00	350.00 *		
3/01/2021	2/15/2021	004728 SUMMIT PUBLISHI	15131		1,300.00	1,300.00	4100-081040-3006-	-
					1,300.00	1,300.00 *		
3/01/2021	2/12/2021	004121 TELE-OPTICS COM	5611		120.00	120.00	4100-094010-8029-	-
					120.00	120.00 *		
3/01/2021	1/25/2021	003698 THE HOME DEPOT	01252021		45.44	45.44	4100-043020-5405-	-
3/01/2021	2/11/2021	003698 THE HOME DEPOT	20434		257.92	257.92	4100-043020-5407-	-
3/01/2021	1/29/2021	003698 THE HOME DEPOT	3013760		39.95	39.95	4100-043020-5405-	-
3/01/2021	1/25/2021	003698 THE HOME DEPOT	7013650		85.50	85.50	4100-043020-5407-	-
					337.93	337.93 *		
3/01/2021	1/06/2021	000366 THE LEBANON NEW	136786		42.80	42.80	4100-011010-3007-	-
3/01/2021	3/06/2021	000366 THE LEBANON NEW	HONAKER LIB 21	10	34.00	34.00	4100-073010-5411-	-
					76.80	76.80 *		
3/01/2021	2/05/2021	000977 TOP LINE ADVERT	7839		130.00	130.00	4100-031020-5410-	-
3/01/2021	2/05/2021	000977 TOP LINE ADVERT	7840		10.00	10.00	4100-031020-5410-	-
					140.00	140.00 *		
3/01/2021	2/03/2021	002133 TREASURER OF VI	02032021		20.00	20.00	4100-035030-3001-	-
					20.00	20.00 *		
3/01/2021	1/18/2021	000700 TRI CITY BUSINE	AR20392	10	140.24	140.24	4100-073010-3002-	-
3/01/2021	2/10/2021	000700 TRI CITY BUSINE	AR20814	10	90.95	90.95	4100-073010-3002-	-
					231.19	231.19 *		
3/01/2021	12/01/2021	000706 TWO WAY RADIO I	80002609		67.50	67.50	4100-031020-7003-	-
3/01/2021	12/01/2020	000706 TWO WAY RADIO I	80002613		135.00	135.00	4100-031020-7003-	-
3/01/2021	2/01/2021	000706 TWO WAY RADIO I	80002821		65.00	65.00	4100-031020-7003-	-
3/01/2021	2/01/2021	000706 TWO WAY RADIO I	80002821.		684.00	684.00	4100-031020-7003-	-
					951.50	951.50 *		
3/01/2021	2/12/2021	003229 VERIZON WIRELES	9873220648		2.10	2.10	4100-031020-5203-	-
					2.10	2.10 *		
3/01/2021	1/27/2021	003115 VIRGINIA ELECTR	3032213-IN		855.68	855.68	4100-043020-5407-	-
					855.68	855.68 *		
3/01/2021	2/04/2021	000718 VIRGINIA LIBRAR	2021-81	10	215.00	215.00	4100-073010-5500-	-
3/01/2021	2/01/2021	000718 VIRGINIA LIBRAR	9160	10	250.00	250.00	4100-073010-5500-	-
					465.00	465.00 *		
3/01/2021	2/18/2021	004278 WELLS FARGO VEN	104689331		171.40	171.40	4100-012100-3005-	-
					171.40	171.40 *		
3/01/2021	1/05/2021	000219 XPRESS LUBE	01052021		42.49	42.49	4100-031020-5408-	-
3/01/2021	1/05/2021	000219 XPRESS LUBE	01052021		49.48	49.48	4100-031020-5408-	-
3/01/2021	1/05/2021	000219 XPRESS LUBE	01052021		42.49	42.49	4100-031020-5408-	-
3/01/2021	2/23/2021	000219 XPRESS LUBE	02232021		36.22	36.22	4100-031020-5408-	-
					170.68	170.68 *		
		TOTAL FOR DUE DATE	3/01/2021		114,520.84	114,499.84		
						21.00		
		TOTAL DUE FOR FUND-	4100		114,520.84	114,499.84		
						21.00		



AP060 2/24/2021

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

PAGE 6

<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>
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<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
3/01/2021	12/25/2020	004595 POINT BROADBAND	12252020		155,000.00	155,000.00	4208-011010-5414-	- -
					155,000.00	155,000.00 *		
		TOTAL FOR DUE DATE	3/01/2021		155,000.00	155,000.00		
		TOTAL DUE FOR FUND-	4208		155,000.00	155,000.00		

<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>
3/01/2021	2/16/2021	000904 OLD DOMINION PO	02162021		48.66	48.66	4839-083990-5101-	-
					48.66	48.66		*
		TOTAL FOR DUE DATE	3/01/2021		48.66	48.66		
		TOTAL DUE FOR FUND-	4839		48.66	48.66		
		NON-DIRECT DEPOSIT			269,569.50	269,548.50		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			269,569.50	269,548.50		
						21.00		



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

Action Item  
Presenters - Attorney

**Meeting: 3/1/21 6:00 PM**

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## County Attorney Reports

1. **CPRWMA Manpower Agreement**
2. **Continuity of Government Ordinance Renewal**
3. **Coordinator of Emergency Management Job Description**
4. **RC Litter Ordinance - Proposed Changes**

### Staff Recommendation:

Board Discretion.

### Suggested Motion:

Motion Required.

### ATTACHMENTS:

- Various

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea  
Mr. Tim Lovelace

January 21, 2021

Mr. Lonzo Lester  
Acting County Administrator  
Russell County Board of Supervisors  
PO Box 1208  
Lebanon, VA 24266

RE: 2021 Russell County Transfer Station Manpower Agreement

Dear Mr. Lester,

Enclosed please find a copy of the Cumberland Plateau Regional Waste Management Authority Manpower Service Agreement. Per the term of our previous agreements your board can extend the manpower service agreement for an additional year—*page 3 Term of Contract*. If you and your board votes to do so please simply write me a letter stating that your board has agreed to extend the agreement. To Clarify, there are no changes made from last years contract for staffing our Russell County Transfer Station.

If you have questions please feel free to contact me at (276) 889-1778 or email [tobyedwards@bvunet.net](mailto:tobyedwards@bvunet.net)

Sincerely,

Toby F. Edwards  
Director of Waste Services  
Cumberland Plateau Regional Waste Management Authority

Cc: Mr. Damon Rasnick, Chair CPRWMA and Dickenson County Representative

Cc: Mr. Jeff Cooper, Vice Chairman and Buchanan County Representative

Cc: Mr. Tim Lovelace, CPRWMA Treasurer and Russell County Representative

Cc: Mr. Carl Rhea, Russell County Representative

Cc: Mr. Brian Ferguson, Russell County Director of Solid Waste

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

Phone 276-833-5403 Email [tobyedwards@bvunet.net](mailto:tobyedwards@bvunet.net)

[www.cprwma.com](http://www.cprwma.com)

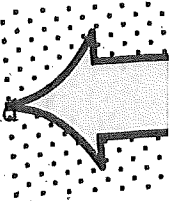
Enclosed (2) copies



RECYCLED PAPER

**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
MANPOWER SERVICE AGREEMENT**

THIS AGREEMENT made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between Cumberland Plateau Regional Waste Management Authority (hereinafter referred to as the "Authority") and the County of Russell, Virginia, a political subdivision of the Commonwealth of Virginia, (hereinafter referred to as "County").



WHEREAS, the Authority, after causing the construction thereof, has agreed to operate and manage a transfer station in the County of Russell to ensure the availability of an economical and environmentally sound method to handle and dispose of solid waste generated in Russell County; and

WHEREAS, the Authority desires to secure manpower services to operate the Authority's transfer station; and

WHEREAS, the County has offered to provide said manpower services; and

WHEREAS, the Authority agrees to retain County for manpower services in order to efficiently and economically operate the Authority's transfer station in Russell County; and

WHEREAS, in reliance on this Agreement, the County will employ the certified personnel necessary to ensure County's performance hereunder and will provide a leachate truck for the purpose of pumping and transporting leachate from the transfer station to an approved disposal location.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the respective covenants herein contained, the parties have agreed as follows:

**REPRESENTATIONS AND CERTIFICATIONS**

Both parties hereto specifically represent and certify that each has (1) reviewed and

understands the terms and conditions as stated herein; (2) that each has the requisite right, power and authority necessary for the execution hereof; and (3) that any and all requirements imposed by the Virginia Public Procurement Act have been satisfied.

Both parties hereto, by the execution hereof, expressly and unequivocally agree, that County shall be considered as an Independent Contractor hereunder and that no liability resulting from any willful or negligent act or failure to act by County's employees shall be attributable to the Authority. The County specifically agrees unless otherwise prohibited by law, to fully indemnify and protect the Authority from any suit or claim arising out of any breach of this Agreement by the County. The Authority specifically agrees unless otherwise prohibited by law, to fully indemnify and protect the County from any suit or claim arising out of any breach of this Agreement by the Authority.

#### AUTHORITY AND COUNTY OBLIGATIONS

The Authority agrees to be responsible for costs associated with the operation of the transfer station *except* those cleaning and personal hygiene items, wages, taxes, workmen's compensation insurance, liability insurance and other fringe benefits paid to, or for the benefit of, the workers employed by the County assigned to the Authority's transfer station.

#### QUALITY OF SERVICE ON PERSONNEL/PERFORMANCE EVALUATION

The Authority shall maintain the Transfer Station open for performance of this Agreement between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, excluding observed holidays as provided for in the User Agreement executed between the Authority and the County. If the County wishes to open additional hours, it shall do so at its own manpower expense. The actual operating hours may be altered, provided both parties agree to changes in the normal posted hours.

## SCOPE OF SERVICE CONTRACTOR OBLIGATIONS

The County shall be responsible for securing necessary certification and approvals from relevant federal, state and local governmental agencies having jurisdiction over its personnel; provided however, the Authority shall retain responsibility for obtaining all permits and approvals relating to the general operation of the Transfer Station. During the term hereof, the County shall provide the personnel certified by the Virginia Department Of Professional and Occupational Regulations for the daily operation of the Transfer Station, all in compliance and certified with applicable laws and regulations. Transfer Station personnel will report directly to the County Administrator and the Authority's Director of Waste Services. Job descriptions and responsibilities will be determined by the Authority and the County Administrator. A copy is on file at the Authority office located at 135 Highland Drive, Lebanon, VA. The County shall provide a leachate truck for the purpose of pumping and transporting leachate from the transfer station to an approved disposal location and County will supply fuel, tags and insurance for this leachate truck. The Authority agrees to provide uniforms/approved boots for the personnel assigned to the transfer station.

## TERM OF CONTRACT

This Agreement shall be effective as of the 5<sup>th</sup> day of April, 2021. The initial term of this Agreement shall be one (1) year commencing on the 5<sup>th</sup> day of April, 2021. The term of this Agreement shall extend for additional one-year, upon the same terms and conditions as herein, unless either party elects to cancel this Agreement by three (3) months written notice to the other party prior to the end of this term or of any hold over term.

## NONDISCRIMINATION

The County shall not discriminate against any person because of race, sex, age, creed,



color, religion, natural origin or handicap.

#### INSURANCE

The County or its sub-contractor shall provide and maintain during active operations hereunder, Workers' Compensation Insurance which shall meet the requirement of the Commonwealth of Virginia.

The County or its sub-contractor shall provide and maintain during active operations hereunder Public Liability Insurance, to protect against all claims arising out of the County's negligent or willful acts or omissions in the course of its operations that result in bodily injury, death or property damage.

The County of its sub-contractor shall upon the full execution of this Agreement and thereafter upon request, furnish Authority evidence that the insurance relative to its said acts or omissions is in force, provided, however, any certificate of insurance shall in no way alter or amend such insurance coverage to increase the level or extent expressly set forth herein.

The limits of liability of all insurance required herein not expressly set forth hereinabove shall be as set forth in Exhibit "A", which is attached hereto and made a part hereof.

#### DEFAULT

Except as otherwise provided herein, if either party defaults in the performance of any of the warranties, covenants or conditions contained herein for thirty (30) days after the other party has given the defaulting party written notice of such default and the party defaulting shall not have commenced to cure such default within said period and to pursue diligently the completion thereof, the other party may: (i) terminate this Agreement as of any date at least thirty (30) days after the last day of the thirty (30) day period; (ii) cure the default at the expense of the

defaulting party and (iii) have recourse to any other right or remedy to which it may be entitled by law or equity, including, but not limited to, the right for all damage or loss suffered as a result of such default and termination. In the event either party waives default by the other party, such waiver shall not be construed or determined to be a continuing waiver of the same or any subsequent default. In the event that in the exercise of due diligence during the aforesaid thirty (30) day period such cure cannot reasonably be effected or completed, such cure period shall be extended to include such additional time as is reasonably necessary to effect or complete such cure provided the defaulting party exercises continuous diligent efforts to cure such default during such extended period.

#### GENERAL PROVISIONS

Neither party shall assign or transfer, or permit the assignment or transfer of this Agreement or the rights hereunder without the prior written consent of the other party. The Authority expressly reserves the power to demand Contractor to provide qualified personnel at the transfer station. In the event that said employees are not performing to the Authority's needs or specifications, the County will immediately cure said deficiency by supplying alternative qualified personnel. The Contractor will as outlined in this agreement supply at least (3) certified operators as approved by the Virginia Department of Professional and Occupational Regulation Board during daily operations.

This Agreement constitutes the entire agreement and understanding between the parties hereto, and it shall not be considered modified, altered, changed, amended or revoked unless in writing and signed by the parties hereto.

From and after the date of this Agreement, the County's performance hereunder may be suspended and its obligations hereunder excused in the event and during the period that such

performance if prevented by a cause or causes beyond the reasonable control of the County. Such causes may include, by way of example and not limitations, acts of God, acts of war, riot, fire, explosion, accident, flood or sabotage, lack of adequate fuel, power or raw materials, judicial, administrative or governmental laws, regulations, requirements, rules, orders or actions; injunctions or restraining orders; the failure of any governmental body to issue or grant, or the suspension or revocation or modification of any license, permit or other authorization necessary for the services envisioned by the Agreement; national defense requirements; labor strike, lockout or injunction.

If any term, clause or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then it is the intention of the parties hereto that the remainder of this Agreement, or the application of such term, clause or provision to persons or circumstances other than those to which it is held illegal, invalid or unenforceable, shall not be affected thereby, and it is also the intention of the parties hereto that in lieu of each term, clause or provision that is illegal, invalid or unenforceable term, clause or provision as may be possible to effect the expressed intent of the parties and be legal, valid and enforceable.

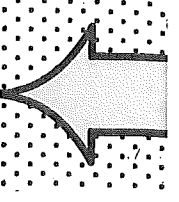
This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia and any disputes hereunder shall be resolved by the Circuit Court of Russell County, Virginia.

The covenants, terms, conditions and provisions of this Agreement shall extend to and be binding upon the successors and assigns of the respective parties.

All notices or other communications to be given hereunder shall be in writing and shall be deemed given when mailed by registered or certified United States mail, addressed to the

Cumberland Plateau Regional Waste Management Authority, P.O. Box 386, Lebanon, VA 24266, or addressed to Russell County, 137 Highland Drive, Lebanon, VA 24266.

IN WITNESS WHEREOF, the parties hereto cause their presence to be signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2021, written by their respective officers pursuant to authorizations contained in duly adopted resolutions or ordinances, as the case may be.

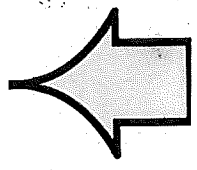


CUMBERLAND PLATEAU REGIONAL  
WASTE MANAGEMENT AUTHORITY

By: *Donna Rain*  
Chairman of the Authority

COUNTY OF RUSSELL BOARD OF  
SUPERVISORS

By: \_\_\_\_\_  
Chairman of the Russell County  
Board of Supervisors



By: \_\_\_\_\_  
County Administrator

APPROVED AS TO FORM

\_\_\_\_\_  
Deputy County Attorney for Russell County



STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by Chairman of Cumberland Plateau  
Regional Waste Management Authority this the 22<sup>nd</sup> day of Jan, 2021.

My Commission expires: 7/31/2024.

My Registration number: 7342993.

Toby Franklin Edwards  
NOTARY PUBLIC  
Commonwealth of Virginia  
Reg. # 7342993  
My Commission Expires 7/31/2024

*Toby Franklin Edwards*  
NOTARY PUBLIC

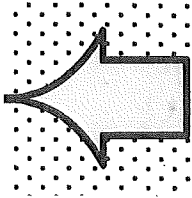
STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the Chairman of the Russell County  
Board of Supervisors this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the County Administrator  
for Russell County, Virginia, this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

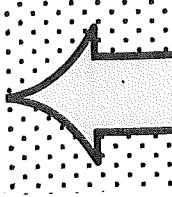
STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the Deputy County Attorney  
for Russell County, Virginia, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



**EXHIBIT A**

**INSURANCE COVERAGE RIDER**

COVERAGES Workmen's

LIMITS OF LIABILITY

Compensation Employer's

Statutory

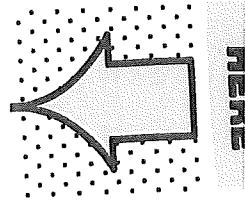
Liability

\$100,000 per accident \$100,000  
per-employee's disease \$500,000  
policy limit on disease

Excess Umbrella Liability

\$1,000,000 each occurrence

ADDENDUM TO MANPOWER AGREEMENT



This Addendum to the Manpower Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between Cumberland Plateau Regional Waste Management Authority (hereinafter referred to as the “Authority”) and the Counties of Dickenson, Buchanan and Russell in Virginia, political subdivisions of the Commonwealth of Virginia, (hereinafter referred to as “Counties”).

WHEREAS, this agreement is for the addendum of the original Manpower Agreements (hereinafter referred to as “Agreements”) between the Authority and each of the Counties; and,

WHEREAS, all terms and conditions of the original Agreement shall remain unchanged; and,

WHEREAS, the Virginia Safety and Health Codes Board adopted §16 VAC 25-220, Emergency Temporary Standard Infectious Disease Prevention: SARS-CoV-2 Virus that causes COVID-19 (the “ETS”) in order to establish requirements to control, prevent and mitigate the spread of SARS-CoV-2 to and among employees and employers; and

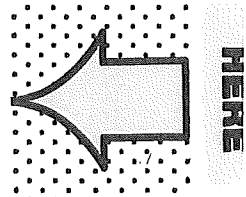
WHEREAS, the Authority and County seek to comply with the ETS to control, prevent and mitigate the spread of SARS-CoV-2 among employees.

Now therefore, for and in consideration of the mutual covenants contained herein and good and valuable consideration, the receipt and sufficiency which is acknowledged by the parties hereto, the parties agree to add to each Agreement the Transfer Station COVID-19 Policy, attached hereto and incorporated by reference herein as “Attachment A”, leaving all terms and conditions of the original Agreements unchanged. Said policy is to be in effect during the six months the temporary standard remains in effect within the Commonwealth and to continue if the emergency standard is replaced by permanent regulation. The parties agree and recognize the policy may require periodic modification to comply with any changes to the ETS or permanent regulation, whichever may be in effect.

IN WITNESS WHEREOF, the parties hereto cause their presence to be signed and sealed  
this \_\_\_\_\_ day of \_\_\_\_\_, 2021, written by their respective officers  
pursuant to authorizations contained in duly adopted resolutions or ordinances, as the case may  
be.

CUMBERLAND PLATEAU REGIONAL  
WASTE MANAGEMENT AUTHORITY

By:



\_\_\_\_\_  
Chairman of the Authority

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by Chairman of Cumberland Plateau Regional  
Waste Management Authority this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



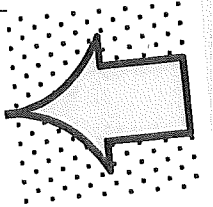
COUNTY OF RUSSELL BOARD OF SUPERVISORS

By:

\_\_\_\_\_  
Chairman of the Russell County  
Board of Supervisors

By:

\_\_\_\_\_  
County Administrator



APPROVED AS TO FORM

\_\_\_\_\_  
Deputy County Attorney for Russell County

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the Chairman of the Russell  
County Board of Supervisors this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the County  
Administrator for Russell County, Virginia, this the \_\_\_\_\_ day of \_\_\_\_\_  
, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

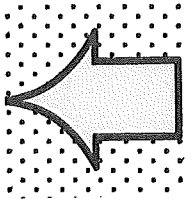
STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the County Attorney for  
Russell County, Virginia, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_.

My Registration number: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



# Russell County Virginia

“The Heart of Southwest Virginia”

Oris Christian  
At-Large

Lou Ann Wallace  
District 2

Carl Rhea  
District 3

Rebecca Dye, Chairperson  
District 6

Tim Lovelace, Vice-Chairman  
District 1

David Eaton  
District 4

Steve Breeding  
District 5

Lonzo Lester  
County Administrator

## **PUBLIC NOTICE**

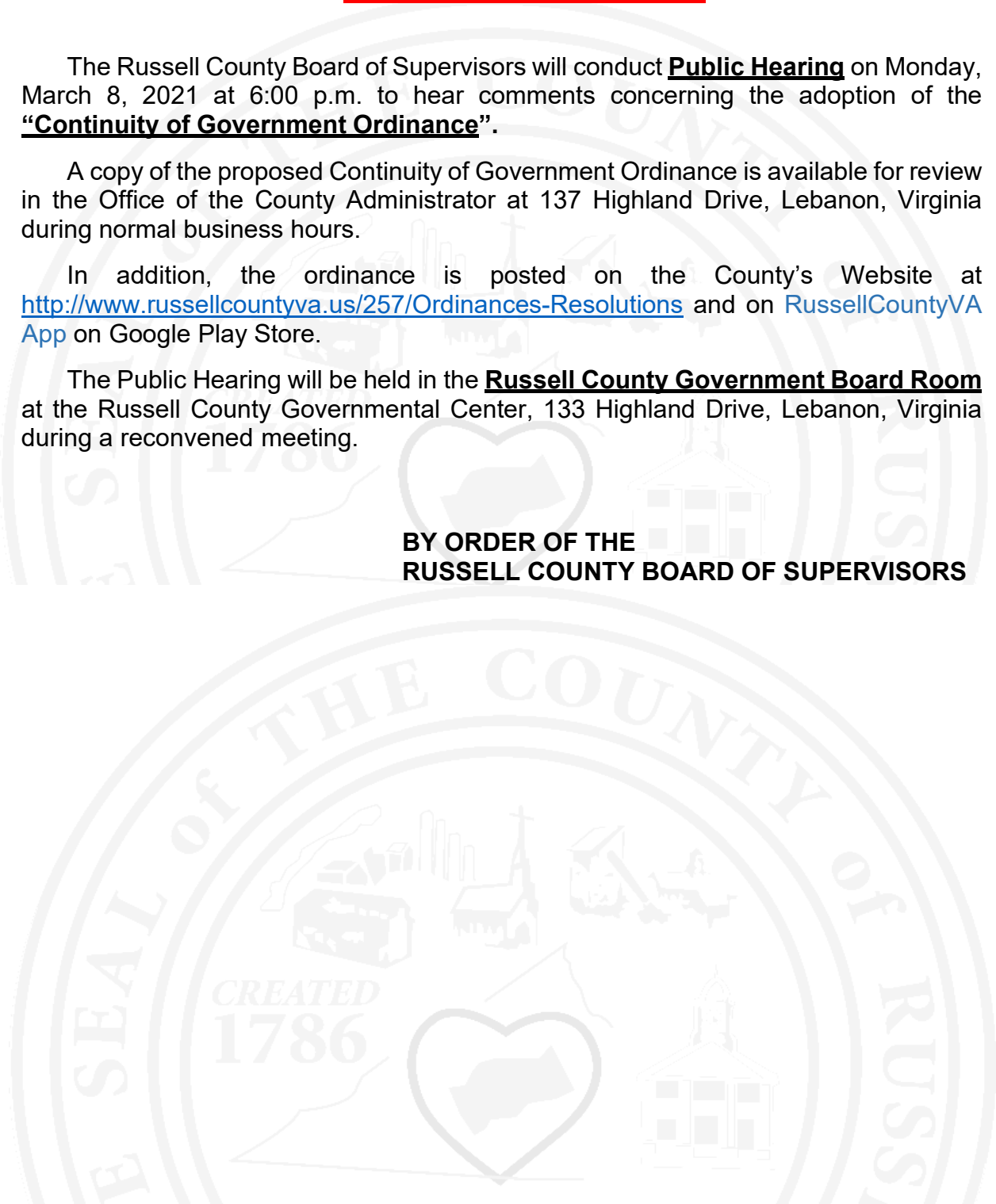
The Russell County Board of Supervisors will conduct **Public Hearing** on Monday, March 8, 2021 at 6:00 p.m. to hear comments concerning the adoption of the **“Continuity of Government Ordinance”**.

A copy of the proposed Continuity of Government Ordinance is available for review in the Office of the County Administrator at 137 Highland Drive, Lebanon, Virginia during normal business hours.

In addition, the ordinance is posted on the County’s Website at <http://www.russellcountyva.us/257/Ordinances-Resolutions> and on [RussellCountyVA App](#) on Google Play Store.

The Public Hearing will be held in the **Russell County Government Board Room** at the Russell County Governmental Center, 133 Highland Drive, Lebanon, Virginia during a reconvened meeting.

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



**Emergency Ordinance to Allow for the Continuity of Government Operations During the Pandemic, including Altering the Process for Conducting Public Meetings; Restricting the Use of Public Buildings or Facilities; Providing Additional Powers to the Director of Emergency Management to Incur Costs, Waive Procedures, and Take Other Temporary Actions; and Suspending Deadlines and Procedures**

**WHEREAS**, on January 31, 2020, the U.S. Secretary of Health and Human Services declared a public health emergency in response to the spread of the novel coronavirus (COVID-19); and

**WHEREAS**, on March 12, 2020, the Governor, in Executive Order Fifty-One, declared a state of emergency in the Commonwealth of Virginia, acknowledging the spread of COVID-19 as a disaster as defined in Virginia Code § 44-146.16; and

**WHEREAS**, Executive Order Fifty-One authorized local governments to render appropriate assistance and to alleviate conditions, as appropriate, to prepare for and mitigate the effects of the virus; and

**WHEREAS**, on March 13, 2020, the President of the United States found and declared the outbreak of COVID-19 to constitute a national emergency, beginning March 1, 2020; and

**WHEREAS**, on March 17 and 23, the Governor requested and then directed Virginians to avoid non-essential gatherings of more than 10 people; and

**WHEREAS**, the Russell County Board of Supervisors held a special called meeting on March 17, 2020 Board determined that COVID-19 pandemic constituted a “disaster” as contemplated in section 15.2-1413 of the Code of Virginia of 1950, as amended and pursuant to Virginia Code § 44-146.21, declared a local state of emergency in Russell County; and

**WHEREAS**, the Russell County Board of Supervisors held a regular meeting on September 8, 2020 Board determined that COVID-19 constituted a continued “disaster” as contemplated in section 15.2-1413 of the Code of Virginia of 1950, as amended and pursuant to Virginia Code § 44-146.21, declared a local state of emergency in Russell County; and

**WHEREAS**, the Board of Supervisors has determined that COVID-19 constitutes a communicable disease of public health threat which has caused a disaster as those terms are defined in Virginia Code § 44-146.16; and

**WHEREAS**, while the Board of Supervisors values transparency in government and public engagement, it also finds that emergency measures are necessary to mitigate the spread of COVID-19 and to protect the health, safety, and welfare of residents and employees, while still providing for government operations to continue during this state of emergency; and

**WHEREAS**, Virginia Code § 15.2-1413 provides that the Board of Supervisors, notwithstanding any contrary provision of law, may adopt an ordinance to assure the continuity of government operations during this disaster and for up to six months; and

**WHEREAS**, Virginia Code § 44-146.21 further provides that a local director of emergency management or any member of a governing body in his absence may upon the declaration of a local emergency proceed without regard to time-consuming procedures and formalities prescribed by law, except for mandatory constitutional requirements; and

**WHEREAS**, Virginia Code § 15.2-1200 provides the county with authority to adopt necessary regulations to prevent the spread of contagious diseases among its residents; and

**WHEREAS**, the Board of Supervisors also has the inherent authority to vary the county's policies, procedures, and practices to assure the continuity of government operations; and

**WHEREAS**, government operations include the work of the Board of Supervisors and other local public bodies, and the personnel who work for or on behalf of local public bodies; and

**WHEREAS**, Virginia Code § 2.2-3708.2(A)(3) allows, under certain procedural requirements including public notice and access, that members of the Board of Supervisors may convene solely by electronic means "to address the emergency;" And

**WHEREAS**, the open public meeting requirements of the Virginia Freedom of Information Act ("FOIA") are limited only by a properly claimed exemption provided under that Act or "any other statute;" and

**WHEREAS**, the Attorney General of Virginia issued an opinion dated March 20, 2020 stating that localities have the authority during disasters to adopt ordinances to ensure the continuity of the government; and

**WHEREAS**, this emergency ordinance in response to the disaster caused by the COVID-19 pandemic promotes the public health, safety, and welfare, and its adoption is consistent with the law of the Commonwealth of Virginia, the Virginia Constitution, and the United States Constitution.

**NOW, THEREFORE, BE IT ORDAINED**, that this uncodified ordinance is hereby enacted as follows:

**An Emergency Ordinance Allowing for the Continuity of Government Operations During the Pandemic**

**Sec. 1. Purpose; Effective Date; Expiration**

This ordinance allows for variances from state laws and county ordinances in order to protect the health, safety, and welfare of residents and employees from the spread of COVID-19 while still providing for government operations to continue during this state of emergency.

The operation of government includes management of all county facilities, management of the school system, and the work of all local boards, including the Board of Supervisors, the Russell County School Board, the Russell County Industrial Development Authority, the Russell County Public Service Authority, the Russell County Department of Social Services, and any other local

or regional board, commission, committee, or authority created by the board of supervisors or to which the board of supervisors appoints or recommends for appointment all or a portion of its members (collectively “Public Bodies” and individually “Public Body”), including employees who work for or on behalf of any Public Body. Accordingly, the provisions of this emergency ordinance apply to all such “Public Bodies”.

At this time, public health experts recommend against assembling groups of people in confined spaces. Accordingly, this ordinance contains modifications for public meetings which should be followed while it is deemed unwise or unsafe to gather in one location a quorum for any Public Bodies, or to invite members of the public to physically gather together for public meetings.

Moreover, the spread of COVID-19 may make it impossible or impractical for government operations to meet all normally imposed deadlines, regulations, and time frames, or to comport, in some instances, with lengthy procedures and processes such as procurement or employment processes.

This emergency ordinance is effective immediately and will remain in effect for 60 days unless amended, rescinded, or readopted in conformity with the notice provisions of Virginia Code § 15.2-1427; however, in no event will the ordinance be effective for more than six months from the effective date of this ordinance. At the end of the six months, if a state of emergency still exists then this ordinance may be renewed the same way it was originally enacted. Upon repeal or expiration of this ordinance, normal government operations will resume.

## **Sec. 2. Public Meetings and Public Hearings**

A. Any regularly scheduled or regular meeting of any Public Body may be canceled by the chair if there is no essential business that needs to occur or if conditions otherwise make it impractical to meet. Notice of the cancellation must be provided to the Public Body members and the public as soon as practicable.

B. In the alternative, any regularly scheduled or regular meeting of any Public Body may be held by solely electronic or telephonic means without a quorum of members physically present and without members of the public physically present, provided the following occurs:

1) Any such electronic meeting of the Public Entities shall be open to electronic participation by the public and closed to in-person participation by the public. The meeting is accessible to the public through live audio or video on the County’s or Public Body’s website, a dial-in telephone number, or a social media platform.

2) The agenda and public notice for the meeting must:

- a) include a statement that the meeting is being held using electronic means under this ordinance;
- b) contain specific information about how members of the public can access the meeting; and
- c) if there are any public hearing or public comment items, specifically identify how members of the public can provide comment, including one or more of the following: by e-mail, in writing, by telephone, through a social media platform, or via other electronic means.

3) The agenda is posted on the County's or Public Body's website at least three days prior to the meeting. Other materials associated with the meeting, if any, must be made available to the public at the same time they are provided to the Public Body members.

4) For public hearings and any items for which public comment is permitted, the following rules apply:

- a) Normal rules of order apply with respect to requiring the name and home address of the commenter, that comments relate to the hearing or comment topic, that appropriate limits on the number of comments per person per item apply, and that comments be of reasonable length.
- b) Public Bodies may allow public comments to be submitted via phone call, e-mail, or in writing, up until a reasonable time before the start of the meeting so long as those comments are provided to the Public Body members prior to any decision on an item.
- c) If available, members of the public may provide comments through leaving a voicemail on a dedicated phone number up until a reasonable time before the start of the meeting so long as those comments are then provided to the Public Body members prior to any decision on an item.
- d) If available, members of the public may provide comments through telephonic or interactive electronic means (call-in meeting access, social media platform) during the meeting so long as those comments are received by or provided to the Public Body members prior to any decision on an item.
- e) The Public Body may choose to receive additional comments through any means for a period of time after the public hearing or public meeting, so long as it announces and publicizes that opportunity, and those comments are provided to the Public Body members prior to any decision on an item.
- f) All public comments must be made a part of the record of the Public Body either by being summarized in or included with the meeting minutes.

5) Any votes taken during the meeting must be taken by roll call, individually recording each member's name and vote.

6) The minutes of any meeting under this ordinance must conform to the requirements of law, including identifying the forms of electronic communication used, the members participating and the means by which they participated, the opportunities for public access or participation, a summary of the public comments, if any, and the actions taken at the meeting. The Public Entities may approve minutes of an electronic meeting at a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the emergency and disaster has ended.

C. Public Bodies may hold special meetings consistent with the provisions in (B) except that notice of the special meeting need only be provided at least three working days prior to the meeting, and the agenda and associated materials, if any, need to be made available to the public at the same time as they are made available to the Public Body members.

D. Public Bodies may hold emergency meetings consistent with Virginia Code § 2.2-3708.

E. Any item on an agenda for a regularly scheduled, regular, special, or emergency meeting held hereunder may be continued to a later date or time for the purpose of reviewing and considering comments from the public.

F. Non-emergency public hearings and action items of Public Bodies may be postponed to a date certain provided that public notice is given so that the public are aware of how and when to present their views.

G. Nothing in this Emergency Ordinance shall prohibit Public Bodies from holding in-person public meetings provided that public health and safety measures as well as social distancing are taken into consideration.

### **Sec. 3. Public Buildings, Facilities, Real Property and Events**

The director of emergency management is empowered to restrict members of the public from entering or congregating around county-owned buildings, facilities, and real property as is reasonably necessary to ensure the health, safety, and welfare of the public or county staff. Moreover, the director of emergency management may cancel, postpone, or reschedule any events scheduled for any county-owned building, facility, or property as necessary to ensure the health, safety, and welfare of the public or county staff.

### **Sec. 4. Additional powers of director of emergency management**

A. *Funding and Contracts.* To the extent of unobligated funds available in excess of appropriations in the approved budget, the director of emergency management may enter into contracts and incur obligations necessary to protect the health and safety of persons and property, and to provide emergency assistance to persons affected by this disaster.

B. *Procedures.* The director of emergency management may proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, incurring obligations, employing workers, renting equipment, purchasing supplies and materials, and other expenditures of public funds.

C. *Other Temporary Actions.* The director of emergency management may temporarily take any of the following actions: waive or reduce fees imposed by county ordinance; waive enforcement, in whole or in part, of any county ordinance; and modify, limit, waive, suspend, or amend any county program, service, function, process, or procedure. The director must apply the action uniformly for similar situations and not on a case-by-case basis. The director's actions will only be effective until the next regular meeting of the board of supervisors. The board of supervisors may ratify and extend the time for which the director's action remains in effect.



**Sec. 5. Suspension of Deadlines, Time Frames, and Procedures**

County personnel are encouraged to take action as is practical and appropriate to meet deadlines or time frames established under state law or county ordinances, however, notwithstanding any provision of law, regulation, or policy to the contrary, any deadlines requiring action by the county, any Public Body, or county employees are suspended. Time frames for review or expedited reviews are also suspended. Failure to meet any deadline or time frame will not constitute a default, violation, approval, ratification, or recommendation. Any policies or procedures inconsistent with this ordinance are hereby suspended.

**Sec. 6 Adoption by Incorporated Towns within the Boundaries of Russell County**

Each incorporated town within the boundaries of Russell County are encouraged, authorized and/or directed to declare its own state of local emergency and disaster or incorporate by reference the County's local state of emergency and disaster and to adopt an ordinance for the continuity of town government.

**Sec. 7 Validity and Duration of Ordinance and Resumption of Normal Governmental Authority**

The provisions herein are presumptively valid, however in the event that any provision of this ordinance is declared to be invalid by a court of competent jurisdiction all remaining provisions shall not be invalidated and remain in full force and effect. The provisions of this Emergency Ordinance shall remain in full force and effect for a period of 60 days, unless amended, rescinded, or readopted by the Russell County Board of Supervisors in conformity with the notice provisions set forth in Virginia Code §15.2-1427 but in no event shall such ordinance be effective for more than 6 months after the conclusion of the disaster. Upon rescission by the Russell County Board of Supervisors or automatic expiration as described herein, this emergency ordinance shall terminate, and normal practices and procedures of government shall resume.

**2. This ordinance shall be effective upon adoption.**

**ADOPTED** by the Russell County Board of Supervisors.

**APPROVED**

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**Rebecca Dye**  
Chairperson

**ATTEST:**

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**Lonzo Lester**  
County Administrator

**APPROVED AS TO FORM:**

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**M. Katherine Patton**  
County Attorney

**Russell County, Virginia  
Department of Administration  
Job Description**

**Coordinator of Emergency Management**

**FLSA Status:** Non-Exempt

**SUMMARY**

The Emergency Management Coordinator (EMC) coordinates the Emergency Management department and serves as a liaison between the County's employees, fire, rescue, and other emergency response organizations concerning emergency services. The EMC is responsible for planning, training, resource coordination, and other emergency services support activities, both within the county government and in coordination with other local and state agencies.

The EMC works under the direction of the County Administrator, the Director of Emergency Management, during day-to-day operations and any local, state, or federal declaration of emergency.

The Coordinator will be tasked with developing a county-wide Emergency Operational Plan (EOP) to provide an appropriate, adequate, and timely response to various emergency situations within the context of public, privately owned, and volunteer-based system.

**ESSENTIAL FUNCTIONS**

The EMC coordinates matters pertaining to Disaster Preparedness, Emergency Management, Recovery Assistance, and administrative coordination with and support for all county emergency services. The essential functions of the position include, but are not limited to:

**Emergency Management Oversight**

1. Develops and updates the comprehensive emergency management plans and operations to mitigate, prepare for, respond to, and recover from the effects of all natural or manmade hazards.
2. Develops emergency management plans, procedures, and resources with County departments, and other local, regional, state, and federal response agencies.
3. Works with service agencies within the State and County: Sheriff, Fire Departments, Rescue Services, Water Rescue Services, health care activities, Schools, Social Service agencies, County Public Works, the Red Cross, and others to assure their cooperation in an effective disaster relief system.
4. During declaration of emergency events, in consultation with the Director of Emergency Management, activate and staff the County's Emergency Operations Center.
5. During declaration of emergency events, EMC works directly for the Director of Emergency Management to ensure emergency operational services are active and performed.

6. Disseminate warnings and notifications of disaster alerts and advise County staff and residents on emergency plans.
7. Prepares and submits emergency and non-emergency State and Federal Grant Applications and Reports in compliance with state and federal regulations.
8. Researches, prepares, and submits proposals for local, state, or federal funding opportunities such as grants or cost-share awards; administers and maintains accountability for any funding received.
9. Prepares state and federal grants, all reimbursement documentation, and any reimbursement activities except for FEMA Public Assistance Reimbursement Grants.
10. Ensures emergency preparedness, activities, training programs, and exercises to include workshops, drills, tabletop, functional, and/or full-scale exercises to prepare residents, first responders, and staff to respond quickly and effectively in emergencies.
11. Develop and submit the emergency management budget.
12. Prepare and make presentations and conduct other outreach activities for citizens and community groups regarding prevention, identification, and preparedness in emergency situations; participates in other public relations activities in support of the emergency preparedness program.
13. Prepare and disseminate educational materials and programs to assist residents in preparing for emergencies both in the home and at work; promotes emergency safety programs.
14. Prepare reports for the Director of Emergency Management and the Board of Supervisors pertaining to emergency services and activities.
15. As the Hazardous Materials Coordinator works with the Department of Environmental Quality (DEQ) to develop hazardous response and other environmental incident plans as needed to properly respond to hazardous material incidents concerning waste handling and waste disposal.
16. Develop emergency management plans/strategies for special events organized by the County, in consultation with County emergency service providers.
17. Recruit and train volunteers to assist the County during emergency situations.

### **Emergency Services Support**

1. Assist fire/rescue operations/services in developing policies/procedures for compliance with federal, state, and county laws, rules, regulations, and ordinances.
2. Periodically attends volunteer department meetings and activities to foster positive engagement with the volunteers and their organizations.
3. Coordinate on emergency services purchasing activities and perform grant writing and reporting duties.
4. Collaborate with County emergency communication personnel on protocols.
5. Collaborate with county emergency service providers to concerning resources, review and modify response patterns, and help ensure effective and efficient use of resources.
6. In concert with local fire and rescue squads, develops, and maintains a strong county-wide volunteer recruitment and retention program and identifies and recommends incentives to help maintain a vibrant roster of fire and rescue volunteers for County agencies.

## **Other**

7. Work with the Virginia Department of Emergency Management to maintain plans, annual requirements for grant reporting, and attend required meetings.
8. Attend educational, training classes, and seminars pertaining to Emergency Management as required for an Emergency Management Coordinator and convey information of interest to local agencies through formal and informal training programs and meetings.
9. Performs such other duties as assigned from time to time by the Director of Emergency Management and County Administrator.

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

### Knowledge of:

- Principles of emergency, environmental, and fire hazard prevention; principles and practices of emergency management, including hazard identification, mitigation, disaster preparedness, response, and recovery.
- Local, state, and federal laws, and regulations regarding emergency services, disaster response, recovery, and mitigation, i.e., the Virginia Department of Emergency Management Laws.
- Understanding of the County's responsibility to submit the Local Capability Assessment Report (LCAR) annually by May 1 of each year or in compliance with State Code.
- Principles and practices of emergency and disaster preparedness.
- Incident Command System (ICS) and the National Incident Management System (NIMS); Emergency Operations Center (EOC) structure and operating procedures; emergency operations communications systems.
- Interrelationships, responsibilities, goals, and functions of local, state, and federal government in planning, conducting, and implementing emergency services.
- Governmental responsibilities, programs, and response plans for hazardous materials spills and/or emergencies.

### Skills in:

- Management with a focus toward positive change and results, along with a strong commitment to teamwork, goal orientation, and fiscal responsibility.
- Preparing and presenting public information, and public speaking.
- Techniques for analysis and assessment of the types and extent of damages caused by various types of disasters.
- Operation and use of common office equipment including personal computers and copiers.
- Monitoring of emergency personnel activities, equipment, and supplies.
- Preparation of comprehensive reports, correspondence, and plans involving detail, statistical and other data, or instructions.

### Ability to:

- Work independently and take initiative, and to thrive in fast-paced, high-stress

- environments.
- Assess relative cost and benefits of potential actions.
- Identify emergency and safety exposures.
- Analyze and recommend loss mitigation, prevention and control strategies, policies, and programs.
- Develop and implement emergency and educational activity programs and training.
- Interpret state and federal rules, regulations and directives governing disaster and emergency services.
- Exercise appropriate judgment in answering questions and releasing information, and in analyzing and projecting consequences of decisions and/or recommendations.
- Effectively communicate orally and in writing.
- Establish and maintain effective working relations with individuals, groups, and public agencies.

**ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING**

- Graduation from an accredited college or university with a bachelor’s degree in Emergency Management, Safety, Public or Business Administration, or related field. Five years of experience in emergency management or public safety, or any equivalent combination of education, training, and experience.

**WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

- Incumbent is provided with a County vehicle for use in commuting to and from work and in the performance of official duties.
- Required to carry a cell phone.
- Must be able to travel in personal or assigned vehicle to scenes, meetings, or public events to complete office assignments.
- Must be able to respond independently or as directed during odd hours.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Office environment exposure to computer screens; sitting for prolonged periods of time.
- Must have ability to occasionally lift, push/pull, and hold/carry 50 pounds.
- Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain.

<b>Acknowledged:</b>		<b>Approved as to form:</b>		<b>Approved:</b>	
Employee	Date	Director of EM	Date	County Administrator	Date

# **Russell County Litter Control and Disposal Ordinance**

## **§ 17.2-200. Authorization.**

This Ordinance is adopted and enacted pursuant to § 15.2-901; Article 2 Waste and Recycling, §§ 15.2-927 et seq and § 33.1-346 of the Code of Virginia, 1950, as amended, for the purpose of promoting the public safety, health, welfare, convenience and enjoyment of the general public, public travel, it is hereby declared to be in the public interest to regulate and restrict the disposal of trash, garbage refuse, litter or other unsightly matter on public highways, right-of-way, property adjacent to such highway or right-of-way, on private property, and solid waste facilities of the County, including but not limited to convenience centers, transfer stations and solitary landfills.

## **Sec. 17.2-201. Title.**

This chapter shall be know and may be cited as the “**Russell County Litter Control and Disposal Ordinance.**”

## **Sec. 17.2-202. Definitions.**

For purposes of this ordinance, the following words and phrases shall have the meaning respectively ascribed by this section.

*Administrator* means the Russell County Administrator or his or her duly authorized designee.

*Ashes* means the residue resulting from the burning of wood, coal, coke or other combustible material.

*Board of Supervisors* means the Russell County Board of Supervisors.

*Brush* means bushes, briars, branches, leaves and similar material.

*Brush, pruning and tree trimmings* means trimmings from growing or dead trees or bushes no more than six inches in diameter. Any such trimmings over four inches will not be accepted. These items will only be accepted at the transfer

station, with the applicable tipping fee being paid. This shall not include roots or stumps that exceed four inches in diameter.

*Bulk waste* means appliances, furniture, bedding material, automobile parts, mechanical equipment, mechanical parts, and carpet.

*Commercial establishment* means a building or other structure and/or lot or tract of land used for or as a part of the operation of a business enterprise, whether for profit or not, which is not used in whole as a residential unit. For the purposes of this ordinance, any structure which is used by the same owner or tenant for both residential and business purposes shall be deemed to be a commercial establishment, provided however, that if the Administrator determines that a mixed use structure generates a volume of solid waste that does not exceed the average amount of waste generated by a residence in Russell County, then such mixed use structure may be deemed to be a residential unit.

*Compacted waste* means refuse or waste which has been reduced in volume by mechanical or hydraulic means and remains in this state of reduced volume until deposited at the transfer station.

*Containers* mean any of the following:

1. Residential Reusable Curbside Receptacle: a receptacle made of plastic, metal or fiberglass with a capacity not to exceed thirty-nine (39) gallons, a loaded weight of no more than thirty-five (35) pounds, having a tight fitting lid, and handles of adequate strength to allow for the container to be lifted.
2. Non-Reusable: Plastic sacks designed for refuse disposal with sufficient wall strength to maintain physical integrity when lifted by the top; securely tied at the top for collection, with a capacity not to exceed thirty (30) gallons and a loaded weight not to exceed thirty-five (35) pounds. Non-reusable containers shall also include garbage compactor bags which meet the capacity and weight requirements for plastic sacks. Both reusable and non-reusable containers shall also be referred to as standard containers in this Ordinance.
3. Bulk: Bins of metal construction capable of being emptied by mechanical equipment operated by solid waste disposal operators, the Cumberland Plateau Regional Waste Management Authority, the County, towns located in the County and their contractors, generally referred to as dumpsters, which



have a capacity of at least two and not more than eight cubic yards. Also included are large capacity roll on dumpsters.

*Curbside* means that portion of the street or highway right of way adjacent to the paved or traveled portion of a primary or secondary roadway as established by the Virginia Department of Transportation.

*Contractor* means the person with whom Russell County may contract for the collection of solid waste generated within Russell County, however nothing shall be deemed to require the County to contract for collection of all or part of its solid waste. In the event that the County shall contract for collection of all or part of its solid waste, then the term "Contractor" shall be substituted for Russell County where appropriate in the Ordinance.

*Convenience Center* means a collection point designated and operate by Russell County at which designated solid waste may be deposited.

*County* the term "County" shall be deemed to refer to Russell County unless the text of the Ordinance specifically refers to some other county.

*Disposal* means the storage, collection, disposal or handling of refuse.

*Garbage* means discarded materials composed of animal, vegetable or other organic matter.

*Litter* means any solid waste that is disposed of as prohibited herein or allowed to be carelessly discarded or scattered about in unsightly matter. Litter shall include, but not be limited to, garbage, trash, refuse and rubbish as referred to within the Ordinance.

*Litter bag* means a bag or sack, of durable material, which is large enough to serve as a receptacle for litter inside a vehicle or watercraft which is similar in size and capacity to a state approved litter bag.

*Litter receptacle* means a container with a capacity of not less than ten gallons constructed of such quality as to maintain the original shape when placed at an outdoor location; reasonably resistant to rust and corrosion; and placed for use as a depository for litter. Appliances (refrigerators, etc.) cannot be used as litter receptacles.

*Open dump* means a site on which any solid waste is placed, discharged, deposited, injected, dumped, or spilled, so as to create a nuisance or so as to pose within the

determination of the Administrator for substantial present or potential hazard to human health or the environment, including the pollution of air, land, surface water or ground water. A disposal facility operation without all permits required by the state and/or federal governments shall be considered an open dump.

*Operator* means the person responsible for the overall operation and site management of a solid waste facility.

*Owner* means the person, corporation, or other legal entity in whom is vested the title to and interest in the land on which a solid waste management facility is located; the person, corporation or other legal entity in whom is vested title to and interest in the land upon which a residence, residential unit, multi-unit residential unit, commercial establishment or industry is located.

*Permit* means the written permission issued by the state or federal government to own, operate, or construct a solid waste management facility; and any licenses issued pursuant to the provisions of this Ordinance.

*Person* means an individual, corporation, partnership, association, a governmental body, a municipal corporation, or any other legal entity.

*Recycling* means the process of separating a given waste material from the waste stream and processing it so that it is used again as a raw material for a product, which may or may not be similar to the original thereof.

*Refuse* means discarded waste materials in a solid or semi-solid state, consisting of garbage, rubbish, or a combination thereof.

*Residential unit* means a group of rooms located within a building and forming in single inhabitable unit with facilities which are used or are intended to be used for living, sleeping, cooking and/or eating. A residential unit shall also include buildings containing multiple single-family dwelling units, however each unit shall be deemed to be a separate dwelling unit for billing purposes. The term "residential unit" shall also be deemed to include mobile home parks.

*Salvage* means the authorized, controlled removal of waste materials from a solid waste management facility.

*Scavenge* means the unauthorized or uncontrolled removal of waste materials from a solid waste management facility.

*Sludge* means any solid, semi-solid or liquid waste generated from the a municipal, commercial or industrial wastewater treatment plant, air pollution control facility, or other waste producing facility, but as used in this Ordinance the term does not include the treated effluent from a Wastewater Treatment Plant.

*Solid Waste* means any garbage, refuse, sludge, or other discarded material, including solid, liquid, semi-solid or contained gaseous material, resulting from residential, industrial, commercial, mining or agricultural operations and from community activities but does not include (i) solid or dissolved material in domestic sewage, (ii) solid or dissolved material in irrigation return flows or in industrial discharges which are sources subject to a permit from the State Water Control Board, or (iii) source, special nuclear, or byproduct material as defined by the Federal Atomic Energy Act of 1954, as amended.

The solid waste herein defined also may refer to the following further defined types, i.e.:

1. *Coal Mine Waste*: Any commercial waste, construction/ demolition waste, debris waste, inert waste, metals, garbage, mining equipment and/or machinery and any other waste generated prior, during, or after mining activities and which may be disposed of in compliance with this Ordinance and all other applicable state and federal laws and regulations.
2. *Commercial Waste*: All solid waste generated by establishments engaged in business operations other than manufacturing or construction. This category includes, but is not limited to, solid waste resulting from the operation of stores, markets, office buildings, restaurants, and shopping centers.
3. *Construction/Demolition Waste*: The waste building material, packaging and rubble, resulting from construction, remodeling, repair and demolition operations on pavement, houses, commercial buildings, and other structures,
4. *Debris Waste*: Waste resulting from land clearing operations, including but not limited to stumps, wood, brush, leaves, soil and road spoils.
5. *Household Waste*: Any waste material, including garbage, trash, and refuse normally produced or derived from single and/or multiple residential

households and residences. Household wastes do not include sanitary waste in septic tanks (septage).

6. *Hazardous Waste*: A solid waste or combination of solid waste which, because of its quantity, concentration or physical, chemical or infectious characteristics may:  
(a) cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness; or (b) pose a substantial present or potential hazard to human health, the Collection/Disposal System, or the environment from improperly treated, stored, transported, disposed of or otherwise managed. The foregoing definition is intended to include any waste now or hereafter designated as such by state or federal agencies with jurisdiction and authority to promulgate and enforce rules and regulations for the handling and disposal of hazardous and other waste.
7. *Ignitable Waste*:
  - a. Liquids having a flash point of less than 140 degrees Fahrenheit (60 degrees Centigrade).
  - b. non-liquids liable to cause fires through friction, absorption of moisture, spontaneous chemical change or retained heat, or which are liable, when ignited, to burn so vigorously and persistently as to create a hazard.
  - c. Ignitable compressed gases, and/or oxidizers.
8. *Industrial Waste*: Any solid waste generated by manufacturing or industrial process that is not a regulated hazardous waste. Such waste may include, but is not limited to, waste resulting from the following manufacturing processes: Electric power generation; fertilizer/agricultural chemicals; food and related products/byproducts; inorganic chemicals; iron and steel manufacturing; mining or oil and gas operations; leather and leather products; nonferrous metals manufacturing/foundries; organic chemicals; plastics and resins manufacturing; pulp and paper industry; rubber and miscellaneous plastic products; stone, glass, clay, and concrete products; textile manufacturing; transportation equipment; and water treatment.
9. *Inert Waste*: Solid waste which is chemically and biologically stable from further degradation and considered to be non-reactive. Inert waste includes rubble, concrete, broken bricks, bricks, and blocks.
10. *Infectious Waste*: Any solid waste if it is capable of producing an infectious disease in humans; is one of the controlled infectious wastes listed in any relevant section or sections of the Infectious Waste Management regulations of

the Virginia Department of Environmental Quality as applicable at any given time, or is identified as infectious by a licensed physician or registered nurse. A waste shall be considered to be capable of producing an infectious disease if it has been, is or may have been contaminated by an organism that is or may be pathogenic to humans and if such organism has a significant probability of being present in sufficient quantities and with sufficient virulence to transmit disease. If the exact cause of a disease is unknown, but the health care professional in charge suspects the presence of a pathogen in the waste is the case, such waste shall be managed as if the pathogen were identified and such waste shall be considered to be infectious waste.

11. *Institutional/Government Waste*: All solid waste emanating from institutions such as, but not limited to, hospitals, nursing homes, orphanages, and public or private schools. It can include infectious waste from health care facilities and research facilities which has not been classified as a hazardous waste by the Virginia Hazardous Waste Regulations or the United States Environmental Protection Agency. Infectious waste which has been defined by state and federal law, rule or regulation as hazardous waste must be excluded from the waste stream.
12. *Putrescible Waste*: Solid waste which contains organic material capable of being decomposed by microorganism, and which causes odors.
13. *Residential Waste*: Household waste.
14. *Waste Oil*: A spent petroleum product or lubricating fluid from vehicles or equipment.

*Solid waste management facility* means any facility which engages in a planned program for effectively controlling the storage, collection, transportation, processing and reuse, conversion or disposal of solid waste in a safe, sanitary, aesthetically acceptable, environmentally sound and economic manner, in full compliance with all applicable local, state and federal regulations. The Russell County Transfer Station and Russell County Convenience Centers are Solid Waste Management Facilities.

*Trash* means non-combustible discarded materials including, but not limited to, ashes, scrap metal, glass, brick, concrete or other construction materials.

*Uncompacted waste* means refuse or waste which has not been reduced in volume by mechanical or hydraulic means, or if so, has not been maintained in this reduced volume state during the transportation to the landfill.

*Waste generator* means the person who actually produces waste intended for disposal at the landfill.

*Waste management facility* (See also Solid Waste Management Facility) means that area designated by the County Administrator for the collection of refuse intended for disposal at the Transfer Station or Collection Centers.

*White goods* means refrigerators, stoves, clothes dryers, washing machines, water heaters, window air conditioners and other large appliances of similar size or character, and waste metal products.

*Yard waste* means decomposable waste materials generated by yard and lawn care, and include leaves, grass trimmings, brush up to six inches in diameter and shrubs and tree trimmings arising from general landscaping maintenance. This shall not include roots or stumps that exceed four inches in diameter.

Where terms are not defined in this Ordinance and the context or practice requires definition they shall have the meaning specified in Chapter 14 of Title 10.1 of the Code of Virginia, 1950, as amended and/or specified in other relevant statutes, and/or the Solid Waste Management Regulations of the Virginia Department of Environmental Quality, as now or hereafter adopted as are applicable.

In case of conflict, the statutes and regulations applicable to the particular requirement involved shall prevail over those in this Ordinance.

### **Sec. 17.2-203. General prohibitions.**

#### **A. Moving Violations**

##### **1. Littering Prohibited: Penalties**

It shall be unlawful for any person to drop, deposit, discard or otherwise dispose of litter in or upon any public or private property within Russell County, with or without permission of the owner, including, but not limited to any street, sidewalk, park, body of water, vacant or unoccupied lot, except in public litter receptacles, or in authorized private litter receptacles provided for public use, or in an area designated by the State Department of Health as a permitted disposal site.

When a violation of the provisions of this section has been observed by any person, and the matter dumped or disposed of in the highway, right-of-way,

property adjacent to such highway or right-of-way, or private property has been ejected from a motor vehicle, the owner or operator of such motor vehicle shall be presumed to be the person ejecting such trash, garbage, refuse or other unsightly matter; provided, however, that such presumption shall be rebuttable by competent evidence.

Any person found guilty of a violation of this section shall be guilty of a Class 2 misdemeanor as punishable as provided in Section 17.2-206 of this Ordinance. Any second or subsequent offense shall constitute a Class 1 misdemeanor punishable as provided in Section 17.2-206 of this Ordinance.

2. Uncovered Vehicles, Escape of Load

No vehicle shall be driven or moved on any highway unless such vehicle is constructed or loaded to prevent any of its load from dropping, sifting, leaking, or otherwise escaping therefrom; provided, however, that sand or any substance to increase traction or water or other substance may be applied on a roadway in the cleaning or maintaining of such roadway by the state or local government agency having such responsibilities.

No person in an aircraft shall throw out, drop or deposit within the County any litter or other object.

Any operator of a vehicle from which an object has escaped, that may cause an obstruction or damage a vehicle or endanger travelers on such public property, shall immediately cause the public property to be cleaned of all objects and shall be responsible for all the costs of removal.

Any person found guilty of a violation of this section shall be guilty of a Class 2 misdemeanor as punishable as provided in Section 17.2-206 of this Ordinance. Any second or subsequent offense shall constitute a Class 1 misdemeanor punishable as provided in Section 17.2-206 of this Ordinance.

B. Stationary Violations

1. Areas Surrounding Commercial Establishments and Institutions

It shall be the duty of each proprietor and each operator of any business, industry, or institution to keep the adjacent and surrounding area clear and free of litter. These areas include, but are not limited to, public and private sidewalks, roads, and alleys, grounds, parking lots, loading and unloading areas, and all vacant lots which are owned or leased by said establishment or institution.

Any person found guilty of a violation of this section shall be guilty of a Class 2 misdemeanor punishable as provided in Section 17.2-206 of this Ordinance.

2. Keeping Exterior of Residential and Commercial Property Clean

It shall be the duty of each residential property owner and tenant to keep all exterior private property free of litter. The owner or occupant of any premises within the County shall be responsible for sanitary conditions of such premises, and it shall be unlawful for any person to place, deposit or allow to be placed or deposited on his premises any solid waste, except as designated by the terms of this Ordinance. It shall be the duty of each owner and tenant to keep all exterior property free of litter or waste, these areas shall include, but not be limited to: sidewalks, public roads, alleys and driveways; yards and grounds; fences; walls and property lines; drainages and vacant lots in both residential and commercial areas. Any violation of this subsection shall constitute a Class 2 misdemeanor punishable as provided in Section 17.2-206 of this Ordinance.

No person shall sweep into or deposit in any gutter, public road, street or water body within the County the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. This includes, but is not limited to, rubbish, which includes grass clippings, hedge trimmings, leaves, pine needles, paper, plastic or other materials classified as litter or waste must be placed in an approved container and properly disposed. Persons owning or occupying property shall keep the sidewalk in front of their premises free of litter. Any violation of this subsection shall constitute a Class 3 misdemeanor punishable as provided in Section 17.2-206 of this Ordinance.

Upon violation of this section, the County may proceed against either the tenant, owner or person in control or against all such persons. A warning citation as provided in Section 17.2-204(b) of this Ordinance shall be served on the owner or occupant of any premises upon which solid waste is found in violation of this section, giving the owner or occupant ten (10) days to remove such solid waste. If the owner or occupant does not comply with the terms of



such citation, he or she shall be served a summons for violation of this section.

This section shall not be deemed to prohibit the accumulation of litter awaiting the next regularly scheduled refuse or garbage collection if such property is served by the regularly scheduled garbage, refuse or litter collection. Such collections shall be deemed to be regular if such collection regularly occurs at least once per week or more frequently.

3. Indiscriminate Dumping or Discarding of Litter and Solid Waste

It shall be unlawful for any person to discard or dump along any street or road, on or off the right-of-way, any form of solid waste, rubbish, refuse, junk, motor vehicle or vehicle part, rubber tires, appliances, furniture, or any other material or equipment, on public or private property, with or without permission of the property owner, except in County approved receptacles provided for public use for the deposit of said material, or except in an area designated by the State Department of Health as a permitted solid waste disposal site or collection facility.

C. Cleanup of Improperly Disposed Litter or Solid Waste

1. Cleanup of Premises by County Authorization

The owners of property within the County shall, within fourteen (14) days of receiving written notice from the County, remove from the property any and all trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the County.

If after fourteen (14) days of receiving the notice, the owners of such property have failed to take action as directed by the notice, the County may have such trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the County, removed by its own agents or employees, in which event the cost or expense thereof shall be chargeable to and paid by the owners of such property and may be collected by the County as taxes are collected.

Execution of the notice to remove litter shall be in writing and shall be in the form set forth in Section 17.2-204 (b) of this ordinance and served by personal service, posted service or sent by registered mail.

Every charge authorized by this section with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Articles 3 (§58.1-3940 *et seq*) and 4 (§ 58.1-3965 *et seq*) of Chapter 39 of Title 58.1 of the Code of Virginia, 1950, as amended. The County may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

A violation of this section shall be subject to a civil penalty, not to exceed \$50.00 for the first violation, or violations arising from the same set of operative facts. The civil penalty subsequent violations not arising from the same set of operative facts within 12 months of the first violation shall not exceed \$200.00. Each business day during which the same violation is found to have existed shall constitute a separate offense. In no event shall a series of specified violation arising from the same set of operative facts result in civil penalties that exceed a total of \$3,000.00 in a 12-month period.<sup>1</sup>

In the event three civil penalties have previously been imposed on the same defendant for the same or similar violation, not arising from the same set of operative facts, within a 24-month period a violation of this subsection shall be a Class 3 misdemeanor.<sup>2</sup>

#### D. Litter Receptacles

##### 1. Use of Receptacles

- a. It shall be unlawful to deposit any item or items except litter in any receptacle placed for public use as a depository for litter. Any item or items, including litter, which are expressly prohibited from being placed in said receptacle by a sign or other writing located on or

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<sup>1</sup> See §15.2-901 (C) for enabling act authorizing civil penalty by ordinance.

<sup>2</sup> See §15.2-901 (D) for enabling act authorizing Class 3 misdemeanor when three civil penalties have occurred.

around the receptacle, shall not be placed or deposited in said receptacle.

- b. Any violation of this subsection shall constitute a Class 2 misdemeanor. A second or subsequent offense shall constitute a Class 1 misdemeanor.

2. Providing Adequate Litter Receptacles for Businesses

It shall be the duty of any person owning or operation any commercial establishment to provide receptacles adequate to contain the litter generated at said establishment. The penalty established for violation of this subsection shall be twenty-five (\$25.00) dollars for each day of violation. The offender shall receive a summons from the enforcement officer for any violation of this subsection. The offender may pay the fine in lieu of appearing in court on any first offense.

3. Providing Adequate Litter Receptacles for Residences

- a. All household solid waste shall be contained in receptacles or containers which conform to standards established by the Russell County Board of Supervisors.
- b. It shall be unlawful for any person to use an old appliance or other container deemed unacceptable by the County for trash collection.
- c. Any violation of this subsection shall constitute a Class 3 misdemeanor.

E. Improper Disposal of Waste

1. Depositing Improper Waste in Receptacles or Facilities

- a. It shall be unlawful to improperly dispose of any solid waste as defined in this Ordinance at a facility operated for or in a receptacle placed for public or private use. Improper disposal shall mean and include the depositing in such facility of solid waste which is not accepted or authorized for disposal by such facility. The types of waste not accepted at any such facility shall be displayed at the entrance of such facility or on the receptacle.

F. Enforcement of Litter Laws; Prosecution; Presumption

1. Enforcement

- a. Prosecution for a violation of any provision of this act may be initiated by the County Building Inspector, law enforcement officer, litter control officer, or private citizen.

2. Authorization of County Litter Control Office to Bring Civil Action

Whereas Section 10.1-1418.1 of the Code of Virginia, 1950, as amended authorizes the County to bring a civil action against any person who improperly disposes of solid waste on the property of the County, without the County's permission. Whenever a court of competent jurisdiction finds that a person has improperly disposed of solid waste upon the County's property, without the County's permission, the court shall assess a civil penalty of up to five thousand dollars (\$5,000.00) against such defendant, along with costs and reasonable attorney's fees. Any civil penalty assessed pursuant to this subsection shall be paid into the Russell County treasury.

3. Assign –A-Highway Roadside and Illegal Dump Cleanup

For Cleanup of roadside litter and identified illegal dumps within the County, it is hereby established a program pursuant to Section 53.1-129 of the Code of Virginia, 1950, as amended, and the Sheriff of the County and any of his deputies and any Special Conservator of the Peace/Litter Office who has been approved by a court of competent jurisdiction shall be permitted to utilize probationers or remove inmates from the County or Regional Jail under their supervision to work in this program providing that any such inmate has been specifically approved to be permitted to participate in this program by the Sheriff and by the Court. Probationers will be assigned to two-mile designated sections of highway, cleaned up every two weeks for the duration of their assignment to this program. Inmates shall be utilized only for the cleanup for illegal dumps identified by the County Litter Control Department. During the cleanup of illegal dumps, the Special Conservator of the Peace/Litter Control Officer or the Sheriff or his deputies will be present during this volunteer work.

**Sec. 17.2-204. Removal, disposal of trash and garbage.**

(a) The owners of property in the county shall not accumulate thereon and shall remove there from any and all trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the county.

(b) Notice to property owner:

- 1) The Board of Supervisors may, when it deems it necessary, give written notice to the owner of any property in the county, and to the person primarily responsible for such property, if different from the owner and if

know, stating the facts that constitute a violation of subsection (a) of this section and directing such person or persons to take such action as may be necessary to rectify the conditions within 14 days from the date of the notice.

- 2) The notice required by the section shall be certified or registered mail to the last known address, or by hand delivery by the Sheriff of the County, his deputy, the county sanitation office or the designee of the County Administrator, to the owner of the property and to the person primarily responsible for such property, if different from the owner and if known, The notice shall be substantially in the following form:

<b>NOTICE TO REMOVE TRASH, GARBAGE, REFUSE, LITTER AND OTHER SUBSTANCES</b>	
To: _____ Responsible Party	AT: _____ _____ Address of property _____ Tax Map Number
Pursuant to Code of Virginia §15.2-802 of the Ordinances of Russell County, Virginia, you are hereby notified to remove, within 14 days after the date of this notice, all trash, garbage, refuse, litter and other substances that endanger the health or safety of other residents of the county, in particular ( <u>describe the conditions</u> ). Upon your failure to remove the same, the county’s agents or employees may remove such trash, garbage, refuse, litter and other substances that endanger the health or safety of other residents of the county, and the cost and expenses of such removal shall be chargeable to and paid by the owner of such property and may be collected by the county as taxes and levies are collected and shall constitute a lien on the property.	

- (c) If the property is not cleaned up after receiving the notice required in subsection (b) of this section, the Board of Supervisors may have such trash, garbage, refuse, litter and other like substances that might endanger the health of other residents of the county removed by the county’s own agents and employees, in which event the cost and expenses thereof shall be chargeable to and paid by the

owners of such property and may be collected by the county as taxes and levies are collected.

- (d) Every charge authorized by this section with which the owner and lien holder of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with lien for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq.
- (e) Trash, garbage, refuse, litter and other debris shall be disposed of in personally owned or privately owned receptacles that are provided for such use and for the use of the persons and disposing such matter or in authorized facilities provided for such purpose, and in no other manner not authorized by law.

**§ 17.2-205. Dumping Trash on Highway, Right-Of-Way or Private Property.**

- (a) It shall be unlawful for any person to dump or otherwise dispose of trash, garbage, refuse, litter or other unsightly matter, on public property, including a public highway, right-of-way, property adjacent to such highway or right-of-way, or on private property without the written consent of the owner thereof or his agent.
- (b) When any persons is arrested for a violation of this section, and the matter alleged to have been illegally dumped or disposed of has been ejected from a motor vehicle or transported to the disposal site in a motor vehicle, the arresting officer may comply with the provisions of Code of Virginia, §46.2-936, in making such arrest.
- (c) When a violation of the provisions of this section has been observed by any person, and the matter illegally dumped or disposed of has been ejected or removed from a motor vehicle, the owner or operator of such motor vehicle shall be presumed to be the person ejecting or disposing of such matter. However, such presumption shall be rebuttable by competent evidence.
- (d) Any person who violates this section shall, upon conviction, be guilty of a Class 1 misdemeanor punishable by confinement in jail for not more than twelve (12) months and a fine of not less than \$250.00 nor more than \$2,500.00, either or both.
- (e) The provisions of this section shall not apply to the lawful disposal of such matter in landfills, the county transfer station or county convenience stations.
- (f) The Commonwealth Attorney of Russell County, Virginia or his designee shall be responsible for all prosecutions under this section.

**§17.2-206. Penalties.**

The authorized punishments for a conviction of a misdemeanor are:

- (a) For Class 1 misdemeanors, confinement in jail for not more than twelve months and a fine of not more than \$2,500.00, either or both.
- (b) For Class 2 misdemeanors, confinement in jail for not more than six months and fine of not more than \$1,000.00, either or both.
- (c) For Class 3 misdemeanors, a fine of not more than \$500.00.
- (d) For Class 4 misdemeanors, a fine of not more than \$250.00.

**§17.2-207. Effective Date of Ordinance.**

This ordinance shall be effective on the \_\_\_\_ day of \_\_\_\_\_, 2018. The County Administrator is directed to file a certified copy of this Ordinance in the Offices of the Clerk of the General District Court of Russell County and the Clerk of the Circuit Court of Russell County.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2018.



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

Action Item D-1 – D-4  
Presenter: Administrator

**Meeting: 3/1/21      6:00 PM**

## **County Administrator Reports & Requests**

The County Administrator Reports & Request for March 2021:

### **REPORTS**

- 1. Dante & Hamlin Trash Disposal Center.....C-1**
- 2. Fiscal Year 21/22 Budget Meeting Schedule.....C-2**

### **REQUESTS**

- 3. CARES Broadband Fund – Point Broadband – Flats Project.....C-3**
- 4. VBCOA Conference (Virtual) – Bridgett McGlothlin.....C-4**

#### **STAFFRECOMMENDATION(s):**

Board Discretion.

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

Board Discretion.

#### **ATTACHMENTS:**

- Various



# Conceptual Redevelopment Plan



## Executive Summary

Prepared for Russell County  
September 2020

Project funding provided by an Environmental Protection Agency (EPA)  
Brownfields Assessment grant through the Community Design  
Assistance Center (CDAC) at Virginia Tech



## Project Team

**Elizabeth Gilboy**  
Director



**Nick Proctor**  
Project Manager



**Amelia Hulshult**  
Urban and Regional Planning  
Graduate Student



**Joe Morici**  
Brownfields Practice Leader  
Cardno



**Josh Sexton**  
Senior Geologist  
Cardno



**The Community Design Assistance Center (CDAC)** is an outreach center in the College of Architecture and Urban Studies at Virginia Tech that assists communities, neighborhood groups and non-profit organizations in improving the natural and built environments. Assistance is provided in the areas of landscape architecture, architecture, planning, and interior design. Working with communities, the conceptual planning and design provides communities with a graphic vision of their project that can then be used for grant applications and fundraising for the next steps toward implementation.

Community Design Assistance Center  
101 South Main Street, Blacksburg, Virginia 24060  
p: 540.231.5644 f: 540.231.6089  
<http://www.cdac.arch.vt.edu>

## **ACKNOWLEDGMENTS**

The CDAC team would like to acknowledge the following individuals for their contributions throughout the project:

**Lonzo Lester**

County Administrator, Russell County

**Lou Wallace**

Member, Russell County Board of Supervisors

**Brian Ferguson**

Director of Solid Waster, Russell County

**Brad Kreps**

Director, Clinch Valley Program, The Nature Conservancy

and

Those who volunteered time for the betterment of Russell County.

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## PROJECT DESCRIPTION

### Introduction

The Community Design Assistance Center (CDAC) of Virginia Tech received a U.S. Environmental Protection Agency (EPA) Brownfields Assessment grant to assess and help communities develop conceptual redevelopment plans for potentially contaminated sites in southwest Virginia communities.

The EPA Assessment Grant provides funding for CDAC to help communities determine if a site is contaminated (and if so, with what), and then to plan for the possible redevelopment of that site through conceptual design development. EPA does not require or commit communities to any cleanup if the community participates in this process.

EPA's goals are to:

- protect human health and the environment
- sustain reuse
- promote partnerships, and
- strengthen the marketplace

The EPA describes Brownfields as:

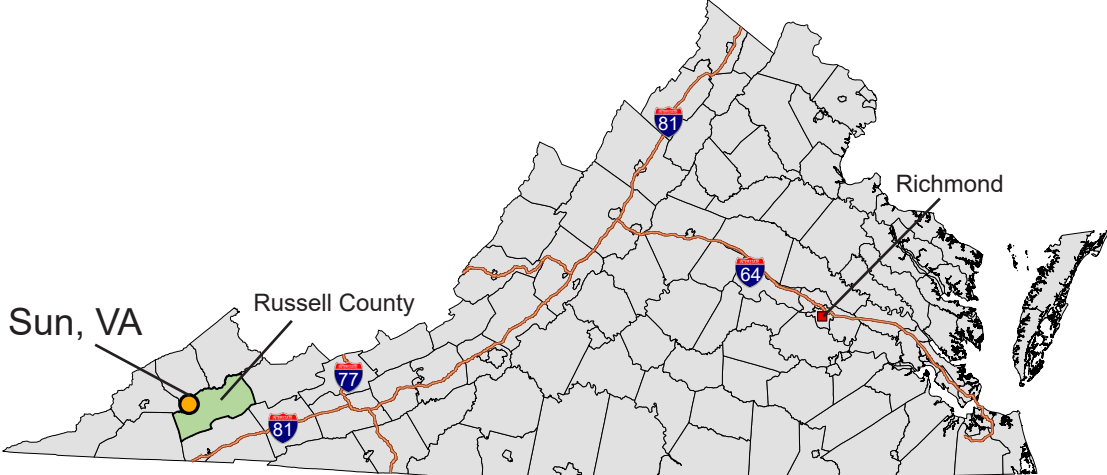
“A brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”

The purpose of this project was to work with a Stakeholders Committee to create a conceptual redevelopment plan for former Sun Motors property. The primary end-use of the property would be a solid waste transfer station operated by Russell County.

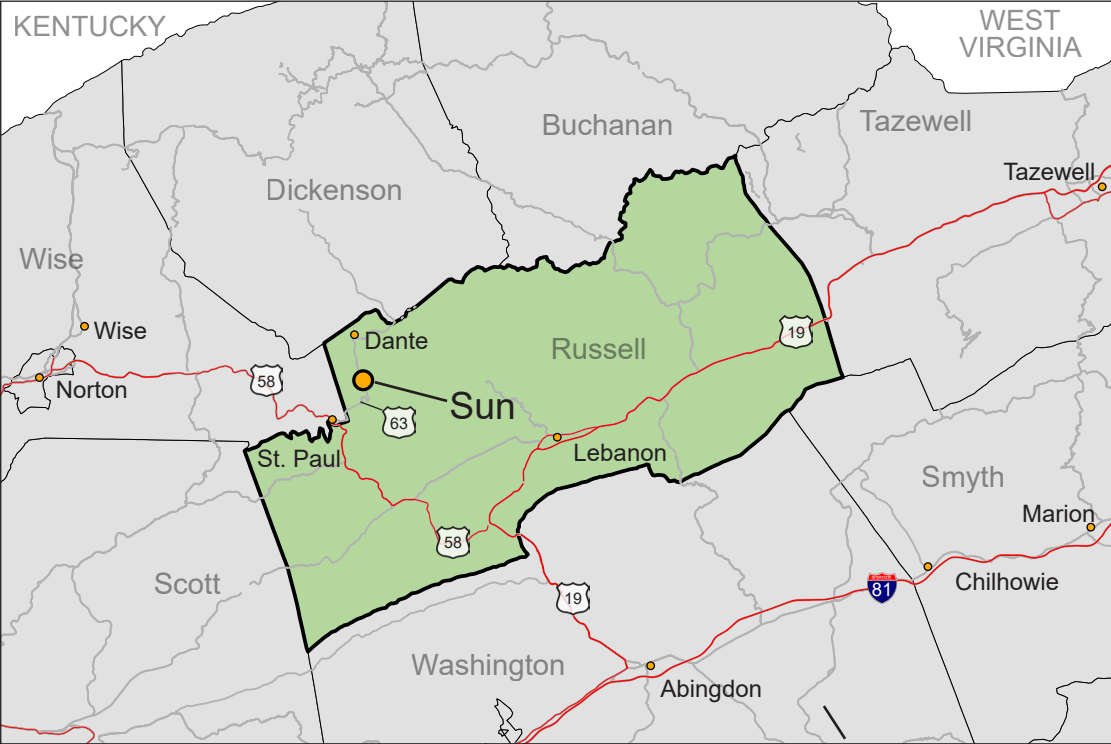
A Phase I Environmental Site Assessment (ESA) was conducted as part of this project and included a review of property records, a site inspection, and interviews with owners, occupants, neighbors and local government officials. **Phase II sampling and laboratory analysis was not be conducted during this project.**

# PROJECT DESCRIPTION

## Project Location



Sun is an unincorporated area located along Rt. 63 in Russell County (above). The former Sun Motors Company property is unoccupied and located between the communities of Dante and St. Paul (below). The following pages show the project location’s proximity to nearby communities and an overview of the site.





community design  
assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

Disclaimer : This drawing is conceptual and was prepared to show approximate location and arrangement of site features. It is subject to change and is not intended to replace the use of construction documents. The client should consult appropriate professionals before any construction or site work is undertaken. The Community Design Assistance Center is not responsible for the inappropriate use of this drawing.

Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property

Project Location  
Site Proximity to Nearby Communities  
June 18, 2020



**Key**

- - - Approximate Project Area
- Phillips Tract
- - - Managed by The Nature Conservancy
- - - Wetland
- Parcels



community design  
assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

Disclaimer : This drawing is conceptual and was prepared to show approximate location and arrangement of site features. It is subject to change and is not intended to replace the use of construction documents. The client should consult appropriate professionals before any construction or site work is undertaken. The Community Design Assistance Center is not responsible for the inappropriate use of this drawing.

**Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property**

Project Location  
Site Overview  
June 18, 2020

## PROJECT DESCRIPTION

### Design Process

Due to the COVID-19 pandemic, the design process began with a virtual stakeholder input session on May 19, 2020. During that meeting the CDAC team and Russell County stakeholders discussed their broad vision for the former Sun Motors property to be utilized as a solid waste transfer station. A representative from Cardno, an environmental consultant for the CDAC, obtained drone and on-the-ground photography that was shared with the CDAC team. These site photographs and input from the stakeholders created a comprehensive foundation that the CDAC team used to develop two preliminary conceptual site master plans.

The CDAC team presented the preliminary design concept virtually on July 14, 2020. Following the presentation, stakeholders provided feedback about what they (dis)liked about each design. The final design concept was presented virtually on August 27, 2020.

# FINAL DESIGN CONCEPT

13

## FINAL DESIGN CONCEPT

### Site Master Plan

#### Design Description

The final design concept redevelops the former Sun Motors property into a Russell County solid waste transfer station that provides increased access for County residents to trash collection services. The site master plan is mindful of vehicle/pedestrian safety, user friendliness, aesthetic appearance, and environmental sensitivity.

#### General Site Layout

The site is organized in a linear fashion where vehicles move through the site using a one-way traffic pattern. Patrons enter the site in the northwest corner of the site off of Rt. 63 and exit in the southeast corner. A small attendant building is located near the site entrance to help guide patrons to the appropriate disposal lane.

#### Disposal Lanes

The site has three disposal areas. Each disposal area is summarized as the following:

- Trash compactor
  - The trash compactor is the closest to site entrance. The trash compactor is used for the disposal of household trash and small items. The compactor is fixed permanently in place but the container is removed periodically to be emptied off-site.
- Open-top containers via raised platform
  - There are two open-top containers, one located on the north and south side of the raised platform. The platform raises patrons 8 feet above the ground, on level with the top edge of the open-top container. The platform makes disposing items in the containers much easier, particularly for elder members of the community.
- Recycling and Cardboard
  - Patrons do not go over the raised platform but instead go to either side where recycling/cardboard containers are located on ground level
  - There are two containers for both single-stream recycling and cardboard. One set is located closest to Rt. 63 near the attendant building. The second set is located south of the open-top containers.

The entire site is limited to a one-way traffic pattern. If a patron needs to utilize more than one disposal lane, he/she must exit the site using the southeast exit and re-enter from the northwest entrance.

#### Stream Bank Stabilization

There is a stream located on the southern boundary of the site. Over the years the stream channel has begun to compromise the road stability of Rt. 63. The condition of the stream is also a priority given that it flows directly into the Clinch River, one of North America's most biologically diverse water systems. While the stream is located outside of the site boundary, Russell County leadership has expressed interest in

## FINAL DESIGN CONCEPT

partnering with both the Virginia Department of Transportation (VDOT) and The Nature Conservancy to stabilize the stream channel, remediate any environmental concerns caused by previous land uses associated with the former Sun Motors business, and establish a high functioning riparian buffer. The following pages contain initial suggestions for plant material. The plant list should be refined after consulting with the various partners associated with the stream bank restoration effort.

### Special Property Line Considerations

Primary design elements are all located within the sites parcel lines, as determined by as derived from the Russell County GIS. The design does not comply with traditional setback standards along the southeast boundary with The Nature Conservancy property; including the security fence. A formal survey and proper due diligence must be conducted before any property transactions, construction activities, or environmental remediation takes place.

- Key**
- A Facility Entrance (one-way; gated)
  - B Attendant Building
    - Small room
    - Restroom
    - Tool storage
    - Parking
  - C Open Top Dumpster
  - D Trash Compactor
  - E Raised Platform To Open Top Dumpsters
    - Overall Ramp Dimensions:
    - 12' wide at ramp entrance and exit
    - 16' wide at open top containers
    - 120' long
    - 8' tall at ramp center
  - F Cardboard Container
  - G Recycling Container
  - H Facility Exit (one-way; gated)
  - I Hanging Welcome/Information Sign
  - J Stream Bank Restoration
    - Correction of Stream Channel, if necessary
    - Riparian Plant Buffer
    - Stream Bank Stabilization
  - Perspective Viewshed
  - Perimeter Fence
  - X-X -Chain-link with green fabric



community design  
assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

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Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property

Final Design Concept  
Site Master Plan  
August 27, 2020



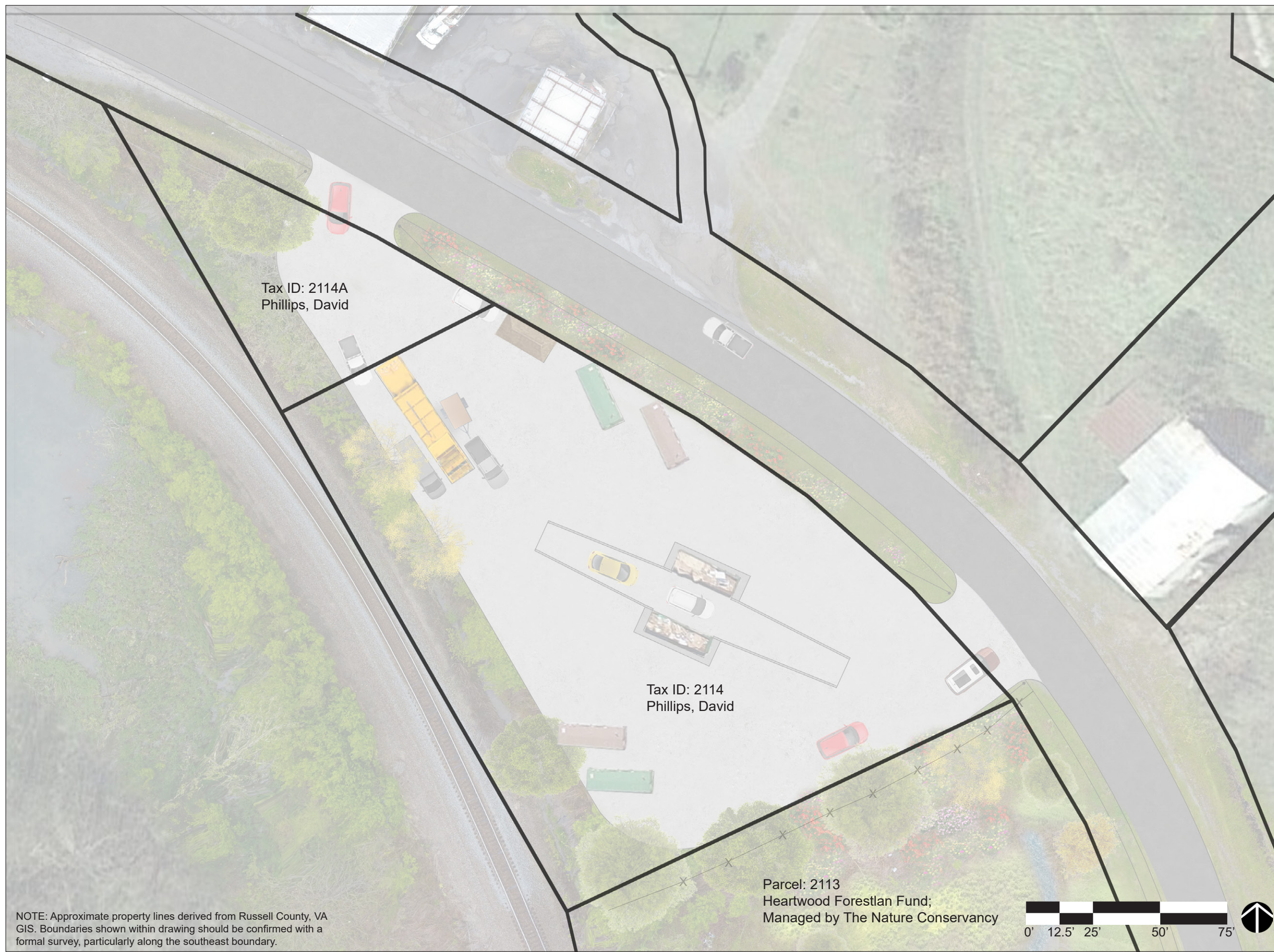
community design  
assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

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**Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property**

Final Design Concept  
Tax Parcel Overlay  
August 27, 2020



NOTE: Approximate property lines derived from Russell County, VA GIS. Boundaries shown within drawing should be confirmed with a formal survey, particularly along the southeast boundary.

Parcel: 2113  
Heartwood Forestlan Fund;  
Managed by The Nature Conservancy

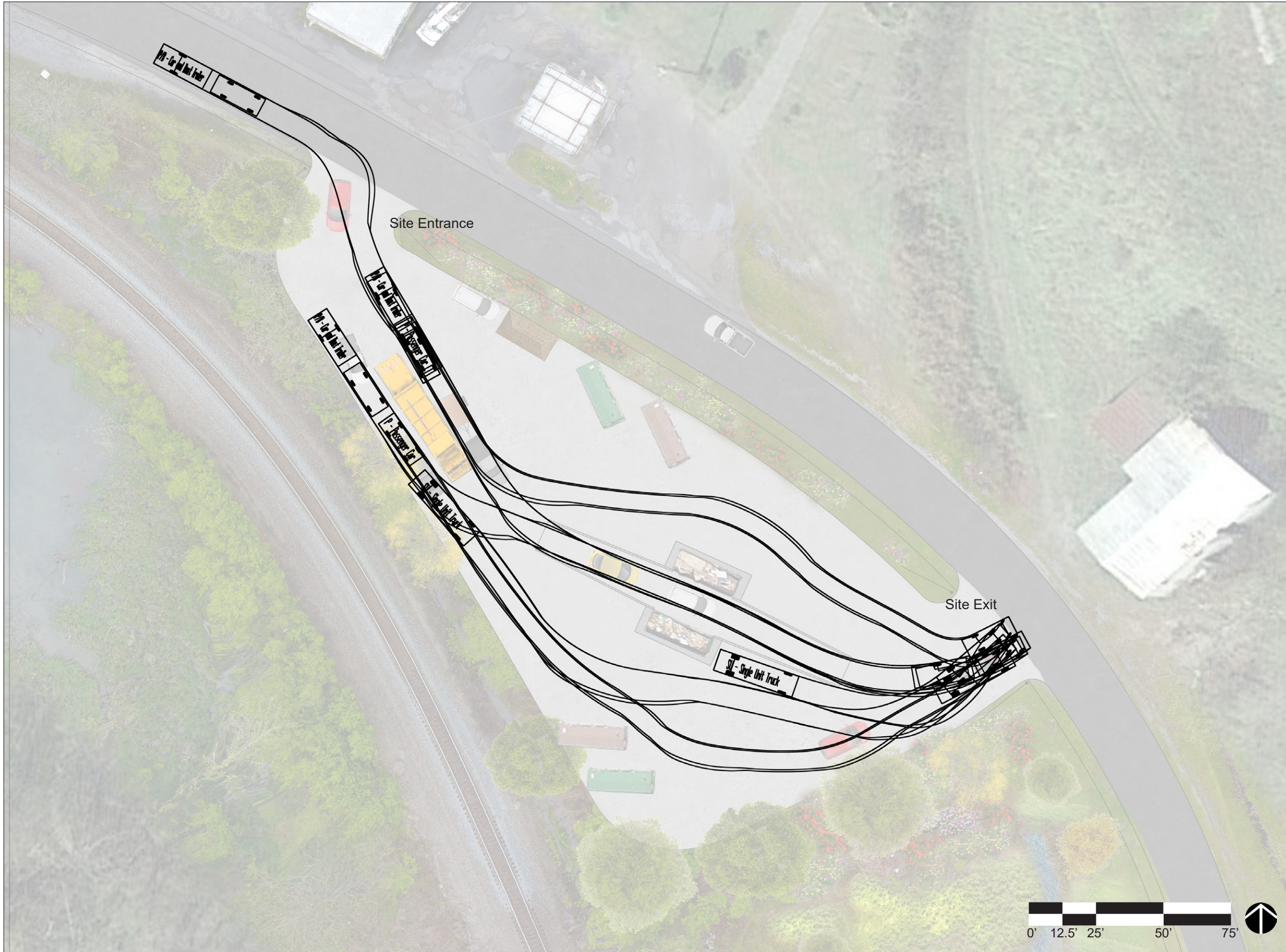




community design  
assistance center

College of Architecture and Urban Studies  
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Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property

Final Design Concept  
Vehicle Drive Lane Simulation  
August 27, 2020





Perspective: Raised Platform for Open Top with Ground-Level Access to Trash Compactor, Recycling, and Cardboard Containers  
 A raised vehicle platform that is centrally located elevates patrons 6 feet above ground level. The raised platform makes disposing trash easier, eliminating the need to hoist bags 6' or more into the receptacle. The one-way vehicle circulation guides drivers through the facility in a manner that improves pedestrian and vehicle safety. A small attendant building can be seen on the left.



A raised vehicle platform makes disposing trash simpler.



Cardboard and recycling containers are accessed at ground level.



Chain link fencing is used with a green privacy fabric that enhances both security and aesthetic appearance of the transfer station.



A small attendant building provides a comfortable work space and has a small room, tool storage, and restroom.



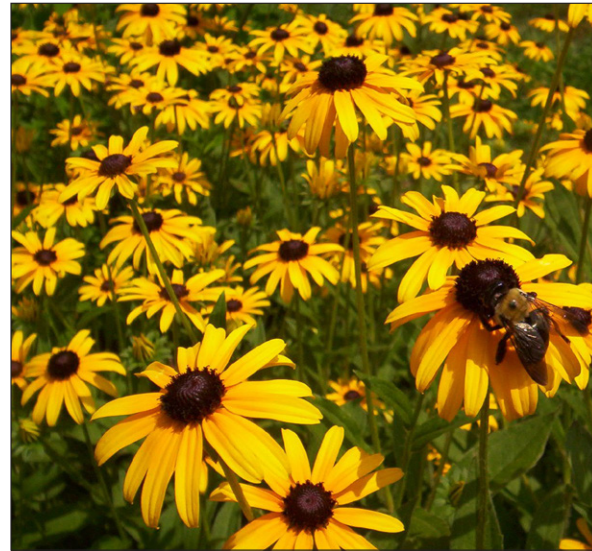
community design  
assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

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Sun, VA: Conceptual Redevelopment Plan for the  
Former Sun Motors Property

Final Design Concept  
Perspective and Precedent Images  
August 27, 2020



**Black-Eyed Susans, *Rudbeckia hirta***

It is easily grown in average, medium moisture, well-drained soils in full sun. Best in moist, organically rich soils. Tolerates heat, drought and a wide range of soils except poorly-drained wet ones.

Height: 2 to 3 feet  
Spread: 1 to 2 feet  
Bloom Time: June to September  
Bloom Description: Yellow to orange-yellow rays  
Sun: Full sun  
Water: Medium  
Maintenance: Low  
Suggested Use: Annual, Native Planting



**Big Blue Stem, *Andropogon gerardii***

Easily grown in average, dry to medium, well-drained soils in full sun. Tolerant of a wide range of soils and growing conditions. Freely self-seeds in optimum growing conditions. This grass develops an extensive root system and, once established, has excellent drought tolerance and is easy to maintain.

Height: 4 to 6 feet  
Spread: 2 to 3 feet  
Bloom Time: September to February  
Bloom Description: Purplish-red  
Sun: Full sun  
Water: Dry to medium  
Maintenance: Low  
Suggested Use: Native Planting



**Butterfly Weed, *Asclepias tuberosa***

Easily grown in average, dry to medium, well-drained soils in full sun. New growth tends to emerge late in the spring. Plants are easily grown from seed, but are somewhat slow to establish and may take 2-3 years to produce flowers.

Height: 1 to 2 feet  
Spread: 1 to 1 feet  
Bloom Time: June to August  
Bloom Description: Yellow/orange  
Sun: Full sun  
Water: Dry to medium  
Maintenance: Low  
Suggested Use: Native Planting



**Cone Flower (Echinacea), *Echinacea purpurea***

Easily grown in average, dry to medium, well-drained soil in full sun to part shade. Best in full sun. An adaptable plant that is tolerant of drought, heat, humidity and poor soil. Divide clumps when they become overcrowded (about every 4 years).

Height: 2 to 5 feet  
Spread: 1 to 2 feet  
Bloom Time: June to August  
Bloom Description: Purplish pink  
Sun: Full sun to part shade  
Water: Dry to medium  
Maintenance: Low  
Suggested Use: Native Planting



**Bee Balm, *Monarda didyma***

Prefers rich, humusy soils in full sun, although some afternoon shade is appreciated in hot summer climates. Does best in well-draining conditions, but can tolerate heavier clay.

Height: 2 to 4 feet  
Spread: 2 to 3 feet  
Bloom Time: July to August  
Bloom Description: Red  
Sun: Full sun to part shade  
Water: Medium to wet  
Maintenance: Medium  
Suggested Use: Herb, Native Planting, Rain Garden



**Milkweed, *Asclepias syriaca***

Easily grown in average, dry to medium, well-drained soils in full sun. Drought tolerant. Does well in poor, dry soils. Easily grown from seed, and will self-seed in the landscape if seed pods are not removed prior to splitting open.

Height: 2 to 3 feet  
Spread: 0.75 to 1 foot  
Bloom Time: June to August  
Bloom Description: Pink, mauve, white  
Sun: Full sun  
Water: Dry to medium  
Maintenance: Low  
Suggested Use: Native Planting



**Lavender, *Lavandula angustifolia***

Easily grown in average, medium moisture, well-drained soils in full sun to part shade. Best flowering in full sun. Prefers moist, acidic, organically rich soils. Little pruning is required. Prune in early spring if necessary. Shrub borders, woodland gardens.

Height: 2 to 3 feet  
Spread: 2 to 4 feet  
Bloom Time: June to August  
Bloom Description: Purple  
Sun: Full sun  
Water: Dry to medium  
Maintenance: Medium  
Suggested Use: Herb



**Goldenrod, *Solidago caesia***

A woodland species that tolerates poor, dry soils and light shade, but performs best in full sun. This species is primarily clump-forming and does not spread aggressively

Height: 1.5 to 3 feet  
Spread: 1.5 to 3 feet  
Bloom Time: August to September  
Bloom Description: Yellow  
Sun: Full sun to part shade  
Water: Medium to Wet  
Maintenance: Low  
Suggested Use: Native Plantings

Note: The plants suggested on this page are an initial list to choose from as part of a larger riparian or stream bank stabilization project. This list should be modified based on local conditions, including soil type/chemistry, sun light quality, water flow, erosion/peak water discharge of the creek, etc. Continue to consult with appropriate professionals such as the VA Department of Environmental Quality, Army Corp of Engineers, and The Nature Conservancy before action is taken.



community design assistance center

College of Architecture and Urban Studies  
Virginia Polytechnic Institute and State University

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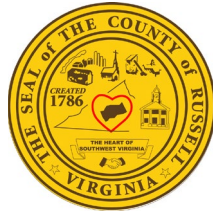
Sun, VA: Conceptual Redevelopment Plan for the Former Sun Motors Property

Final Design Concept  
Riparian Plants  
August 27, 2020

# RUSSELL COUNTY

## BOARD OF SUPERVISOR'S BUDGET MEETINGS

Russell County Governmental Center  
Lebanon, Virginia 24266



### RUSSELL COUNTY BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 BUDGET MEETING SCHEDULE

<b>Date</b>	<b>Activity</b>
01/27/21	Letter of Budget Requests to Departments, Offices, & Agencies
02/17/21	Dead-line for Departmental Budget Requests
03/12/21	Budget Expenditures Compiled
03/12/21	Revenue Projections Compiled
03/18/21	Budget Committee Workshop
03/25/21	Budget Committee Workshop
04/05/21	Full Board of Supervisors Budget Work Session
04/13/21	Advertise Public Hearing for Budget and Tax Rates
04/17/21	Advertise Public Hearing for Budget and Tax Rates
05/03/21	Hold Public Hearing on FY 2021/2022 Budget and Tax Rates
06/07/21	Approve Budget at Regular June Meeting



*COMMONWEALTH of VIRGINIA*  
*Office of the Governor*

Secretary of Commerce and Trade

11/5/2020

Lonzo Lester  
County Administrator  
Russell County  
137 Highland Drive  
Lebanon, VA 24266

Dear Mr. Lester,

On behalf of Governor Northam, it gives me great pleasure to inform you that Russell County has been awarded broadband funding pursuant to the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) in the amount of \$155,000 for the Flats Circle Project.

As stated in the program guidelines, these funds must be expended and service must be available by December 25, 2020. Similar to previous CARES Act allocations to localities, this award amount will be transmitted to Russell County by the Department of Accounts. Once the project is complete, the Governor's Broadband Team and the Department of Accounts will follow up regarding project outcomes and compliance. I want to reiterate that it is incumbent on Russell County to ensure project expenses are documented and verified in case of audit.

Congratulations on your award and we look forward to working with you now and in the future to achieve universal broadband coverage in Russell County.

Sincerely,

A handwritten signature in black ink, appearing to read "Evan Feinman".

Evan Feinman  
Chief Broadband Advisor  
Office of Governor Ralph S. Northam

### Board Appointments for 2021

Name	Term	Term Ending	Phone Number
<b><u>Dante Community Center Board</u></b>			
Bobbie Gullett	Two Years	April 1, 2021	
Wanda Osborne	Two Years	April 1, 2021	
Arthur Phillips	Two Years	April 1, 2021	
<b><u>Russell County Planning Commission</u></b>			
Charles Edmonds	Four Year	April 3, 2021	
Name	Term	Term Ending	Phone Number
<b><u>Cumberland Industrial Facilities Authority</u></b>			
Todd Elswick	Four Year	May 8, 2021	
<b><u>Cumberland Plateau Economic Development Commission</u></b>			
Frank Horton	One Year	June 30, 2021	
Tony Lambert	One Year	June 30, 2021	
Ron Blankenship	One Year	June 30, 2021	
James Eaton, Jr.	One Year	June 30, 2021	
<b><u>Dante Community Center</u></b>			
Jason Gullett	Two Years	June 30, 2021	
<b><u>Russell County Public Service Authority</u></b>			
Clifford Hess	Three Years	June 24, 2021	
Chris Dye	Two Years	June 24, 2021	
<b><u>Russell County Library Board</u></b>			
Karen Herndon	Three Years	June 30, 2021	
Ann Monk	Three Years	June 30, 2021	

Name	Term	Term Ending	Phone Number
<b><u>Highway &amp; Safety</u></b>			
Gary Dotson	Two Years	July 1, 2021	
Johnny Jessee	Two Years	July 1, 2021	
Steve Dye	Two Years	July 1, 2021	
Eugene Ferguson	Two Years	July 1, 2021	
Tony Maxfield	Two Years	July 1, 2021	
Mike O'Quinn	Two Years	July 1, 2021	
Barbara K. Cox	Two Years	July 1, 2021	
Henry E Stinson, Jr.	Two Years	July 1, 2021	
Carl Rhea	Two Years	July 1, 2021	
Emory Altizer	Two Years	July 1, 2021	
<b><u>Russell County Library Board</u></b>			
Judy Ashbrook	Four Year	July 10, 2021	
<b><u>Name</u></b>			
<b><u>Term</u></b>			
<b><u>Term Ending</u></b>			
<b><u>Phone Number</u></b>			
<b><u>Community Policy Management Team</u></b>			
Angela Farmer	Three Years	August 3, 2021	
<b><u>Dante Community Center</u></b>			
Catherine Pratt	Two Years	August 5, 2021	
<b><u>Southwest Community College Advisory Board</u></b>			
Lynn Keene	Four Years	August 7, 2021	
Gregory Brown	Four Years	August 7, 2021	
<b><u>Name</u></b>			
<b><u>Term</u></b>			
<b><u>Term Ending</u></b>			
<b><u>Phone Number</u></b>			
<b><u>Industrial Development Authority</u></b>			
Roger Sword	Four Years	September 5, 2021	
Scott Gilmer	Four Years	September 5, 2021	

Name	Term	Term Ending	Phone Number
<b><u>Drill Community Center</u></b>			
Michelle Tharp	Four Years	October 2, 2021	
<b><u>Oak Grove Community Center</u></b>			
Linda Cross	Two Years	October 7, 2021	
Frances Glovier	Two Years	October 7, 2021	
Rita "Charlene" Johnson	Two Years	October 7, 2021	
Tammy Perry	Two Years	October 7, 2021	
John Perry	Two Years	October 7, 2021	
Nancy Osborne	Two Years	October 7, 2021	
Peggy Kegley	Two Years	October 7, 2021	
<b><u>Russell County Planning Commission</u></b>			
Dustin Keith	Four Years	October 2, 2021	
Jack Compton	Four Years	October 2, 2021	
Name	Term	Term Ending	Phone Number
<b><u>Community Policy Management Team</u></b>			
Alice Meade	Three Years	November 5, 2021	
Lori Gates	Three Years	November 5, 2021	
<b><u>Russell County Planning Commission</u></b>			
Andy Smith	Four Years	November 6, 2021	
Name	Term	Term Ending	Phone Number
<b><u>Appalachian Juvenile Commission</u></b>			
Vicki Porter	Four Years	December 2, 2021	
<b><u>Cumberland Mountain Community Service Board</u></b>			
James Mounts	Three Years	December 31, 2021	
David Eaton	Three Years	December 31, 2021	
<b><u>Highway &amp; Safety Commission</u></b>			
Linda Cross	Two Years	December 31, 2021	

Name	Term	Term Ending	Phone Number
<b><u>People Inc. Development Financial Board</u></b>			
Alicia McGlothlin	Three Years	December 31, 2021	
Vicki Porter	Four Years	December 2, 2021	
<b><u>Cumberland Mountain Community Service Board</u></b>			
James Mounts	Three Years	December 31, 2021	
David Eaton	Three Years	December 31, 2021	
<b><u>Highway &amp; Safety Commission</u></b>			
Linda Cross	Two Years	December 31, 2021	



## MONTHLY BANK BALANCES

January 31, 2021

Regular Account	2,704,616.61
Employee Insurance	4,701,048.94
Employee Claims Account	1,000.00
Non-Judicial Reals Estate Sales	3,145.17
Russell Co. Housing Fund	4,424.36
School Textbook	62,351.41
Sheriff Domestic Violence	1,526.49
Petty Cash Treasurer	217.80
Sheriff Seized Assets	55,228.54
Sheriff Restitution	11,906.85
Sheriff Forfeited Assets	33.70
Comm Attorney Forfeited Assets	31,708.40
Sheriff Federal Forfeited Assets	7,525.08
Comm Attorney Fed Justice Forfeited Assets	135,022.45
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	7,917.55
Sheriff Calendar Fund	857.31
Sheriff Special Projuects	39,700.10
SSI Recipients	1,200.07
First Sentinel Bank	4,443.97
Bank of Honaker	43,019.48
New Peoples Bank	271,714.82
Certificates of Deposit General	49,575.00
Treasurer's Money Market	2,575,201.43
Certificate of Deposit Library Donations	24,788.80
<b>Total Cash In Bank</b>	<b>10,738,674.33</b>
<b>Cash In Office</b>	<b>1,600.00</b>
<b>Petty Cash</b>	<b>100.00</b>
<b>TOTAL CASH</b>	<b>10,740,374.33</b>

ACCOUNT	DATE	January 31, 2021
	DEBIT	CREDIT
Cash in Office	1,600.00	
Cash in Bank	10,738,674.33	
Petty Cash	100.00	
General Fund		5,221,707.17
Non-Judicial Real Estate Sales		3,145.17
Sheriff In State Trip		30,861.95
Sheriff Dare Fund		100.00
Sheriff Seized Assets		55,228.54
Sheriff Restitution		11,906.85
Sheriff Forfeited Assets		33.70
Comm Attorney Forfeited Assets		31,708.40
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		7,525.08
Sheriff Domestic Violence		1,526.49
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		135,022.45
Sheriff Fed Justice Forfeited		7,917.55
Sheriff Calendar Fund		857.31
Sheriff's Special Projects		39,700.10
Social Services		(332,108.38)
Swva ASAP		14,899.17
Coal Road Improvement		426,717.65
CSA		(486,491.26)
School Fund		(793,804.20)
School Food		773,622.36
School Textbook		62,351.41
Regional Adult Education		252,927.44
Petty Cash Treasurer		217.80
COVID 19		333,342.75
Litter Fund Trash Pickup		(21,404.69)
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		1,200.07
Damage Stamp Fund		2,823.98
Valley Heights		72,783.58
Dante Sewer		49,575.00
Employee Health Insurance		4,701,048.94
Employee Insurance Claims		1,000.00
Law Library		57,628.26
Special Welfare		52,345.79
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(167,202.70)
WIB		10,051.75
<b>Total</b>	<b>10,740,374.33</b>	<b>10,740,374.33</b>

**December 10, 2020**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on December 10, 2020 at 5:30 P.M. via conference call pursuant to the Russell County Emergency Ordinance of April 6, 2020.

**MEMBERS**

**PRESENT:** Ernie McFaddin, Chairman  
Richard Lockridge, Vice Chairman  
Carlton Elliott, Secretary  
Roger Sword, Member  
Tony Dodi, Member  
John Stamper, Member  
Donnie Christian, Member

**ABSENT:** Scott Gilmer, Member  
Jarred Glass, Member

**STAFF:** Ben Chafin, Attorney

The Chairman called the meeting to order at 5:32 P.M.

Secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by Donnie Christian, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia to approve the minutes of the November 11, 2020 Meeting.

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, D. Christian, J. Stamper

Absent: S. Gilmer, J. Glass

Nay: None

**FINANCIAL REPORT**

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia approving to pay invoices presented.

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, D. Christian, J. Stamper  
Absent: S. Gilmer, J. Glass  
Nay: None

### **PUBLIC/GUEST PRESENTATIONS**

No guest presentations.

### **ATTORNEY'S REPORT**

Project "Trout" should be able to close in a few weeks.

The Board of Supervisors approved to transfer the property on Grey Farm Rd back to the IDA for project "Build".

### **CHAIRMAN'S REPORT**

Project "Reclaim" is nearing the deadline with the obligation to the Tobacco Commission, and the IDA needs to request a one-year extension on the terms of the project.

Upon motion made by Richard Lockridge, second by Donnie Christian, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the chairman to request a one-year extension from the Tobacco Commission for Project "Reclaim". The chairman is also authorized to sign all documents relating to this request.

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, D. Christian, J. Stamper  
Absent: S. Gilmer, J. Glass  
Nay: None

The Chairman reported there has been interest of placing a solar farm on the top property of Project "Reclaim".

The Russell Place property has been assigned Project "TED" and the IDA is in negotiations with Mr. Hancock to purchase the building side of the property.

### **PUBLIC COMMENT**

No public comment

## **ADJOURNMENT**

Upon motion made by Richard Lockridge, second by Tony Dodi, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 6:15 PM

The Roll Call Vote was:

Aye: R. Lockridge, C. Elliott, T. Dodi, R. Sword, D. Christian, J. Stamper

Absent: S. Gilmer, J. Glass

Nay: None

MINUTES OF THE MONTHLY BOARD OF DIRECTORS' MEETING

MINUTES OF THE MONTHLY MEETING OF DIRECTORS of The Russell County Public Service Authority held at held at 137 Highland Drive Lebanon, VA 24266 on this 16th day of February 2021 at 6:00 PM.

1. The following members were present, constituting a quorum (4):  
Cuba Porter, Vice Chairman (via telephone);  
Donnie Christian, Treasurer (via telephone);  
Chris Dye;  
David Edmonds, Jr.;  
Clifford Hess; and  
Joe Huff
  
2. Also present:  
Harvey Hart, RCPSA Director  
James Baker, T&L;  
Rita Baker, T&L;  
Katie Patton, Legal Counsel;  
Lonzo Lester, Russell County Administrator  
William White (Copper Ridge Area); and  
Sonny Austin (Copper Ridge Area)
  
3. All the above 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. Cuba Porter acted as Chairperson of the meeting.
  
5. Harvey Hart opened the meeting with the Pledge of Allegiance followed by a prayer led by James Baker.
  
6. Approve Agenda -  
Motion to amend the agenda to add "Modification of New Peoples Bank Line of Credit" as line-item d) under New Business made by Chris Dye, seconded by Donnie Christian.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6

No: 0  
Absent: 1

By a majority vote, motion to amend the agenda to add "Modification of New Peoples Bank Line of Credit" as line-item d) under New Business was approved.

7. Minutes of the last meeting dated January 19, 2021 were reviewed and, motion to approve as read made by Chris Dye, seconded by David Edmonds, Jr.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to approve minutes of the last meeting dated January 19, 2021 as read was approved.

8. Public Comments:

Mr. William White of the Copper Ridge area of Russell County addressed the Board regarding the possibility of getting water services extended to the Copper Ridge and High Point section. Mr. White offered to get the necessary forms signed from residents in the area to get funding for a project. The Board advised that maps of the area, User Agreements, and LMI Forms would be provided for his use.

9. Harvey Hart, Director, presented to the meeting:

- Bank Activity and Account Balances Reports
- Profit and Loss Reports
- Outstanding Construction Receivables Report

Motion to adopt financial reports as presented made by Clifford Hess, seconded by Chris Dye.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes

Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to adopt financial reports as presented was approved.

10. Rita Baker with Thompson & Litton presented to the meeting the following project updates from November 17, 2020 to date:

- BELFAST PH II

Installed 1,695 LF of 6-inch line. A progress/management team meeting is scheduled for 02/18/2021 at 10:00 AM.

- GLADE HOLLOW/GLADE HILL

VDH/VRA Loan Closing was held on 01/26/21. Installed 780 LF of 8-inch line, (1) Hydrant, (1) 6" Meter. Set vault and tied into Town of Lebanon's 8-inch line.

- LAKE BONAVENTURE TO SOUTH CLINCHFIELD

Project complete. VDH needs to finalize project.

- DANTE SEWER

A Zoom meeting w/CPPDC, RCBOS, Harvey Hart, James Baker, and Rita Baker was held on 02/12/21 to discuss the DHCD Funding Application.

- MAINTENANCE

Set new meter in Rosedale Heights.

11. Old Business to Discuss:

- a) Chris Dye suggested adding "Green Valley Wells Property Auction" to next month's Board Meeting Agenda.
- b) Lebanon/New Garden Division meter reading and billing schedule has been revised to be done a week earlier in order to make sure customers receive their bills in a timely manner.
- c) Office staff will resume normal schedule as of 02/22/21.
- d) Legal Counsel has sent an official letter to Crossroads Engineering requesting information in relation to the Dante to St. Paul Sewer Project.
- e) Still have not received Notice of Approval/Rejection of Utility Grant Request



12. New Business to Discuss:

a) Motion to approve Resolution to Honor Ben Chafin made by Donnie Christian, seconded by Clifford Hess.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to approve Resolution to Honor Ben Chafin was approved.

b) Motion to approve Rural Development Loan Resolution in relation to the (6) new service trucks made by Chris Dye, seconded by Donnie Christian.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to approve Rural Development Loan Resolution in relation to the (6) new service trucks was approved.

c) Motion to approve Memorandum of Understanding between Tazewell County Public Service Authority and The Russell County Public Service Authority for Purchase of Goods and Services made by Donnie Christian, seconded by Chris Dye.

A roll call vote was taken.

Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to approve Memorandum of Understanding between Tazewell County Public Service Authority and The Russell County Public Service Authority for Purchase of Goods and Services was approved.

d) Motion to approve Modification of New Peoples Bank Line of Credit made by Clifford Hess, seconded by Chris Dye.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes  
Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to approve Modification of New Peoples Bank Line of Credit was approved.

13. Matters presented by the Board: None

14. There being no further business to come before the meeting, a motion to adjourn at 7:06 PM was made by Chris Dye, seconded by Donnie Christian.

A roll call vote was taken.  
Carter McGlothlin: Absent  
Clifford Hess: Yes  
Cuba Porter: Yes  
Chris Dye: Yes

Joe Huff: Yes  
Donnie Christian: Yes  
David Edmonds, Jr.: Yes

Yes: 6  
No: 0  
Absent: 1

By a majority vote, motion to adjourn at 7:06 PM was approved.

The next meeting is scheduled for March 16, 2021 at 6:00 PM.

Dated in the Commonwealth of Virginia on  
the 16th day of February 2021.

  
\_\_\_\_\_  
(Signature)

Secretary Name: Rhonda Lester



P.O Box 1208  
137 Highland Drive  
Lebanon, VA 24266

office: 276-889-8000  
cell: 276-254-0014  
email: heather.powers@russellcountyva.us

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## **February highlights**

- Attended regular Heart of Appalachia meeting for February. Highlights from the meeting included the following:

- HOA requested legislation to change their name from Virginia Coalfield Regional Tourism Development Authority to Heart of Appalachia Tourism Authority. This is the name they do business under. HOA's lobbyist Janet Settle sought patrons of the bill and found them in Delegate Wampler and Senator Pillion. On Wednesday, Feb. 17 Senator Pillion's bill passed the house and was headed to the governor's desk for signature into law.

- The board entered into a contract with Dialogue + Design Associates, LLC to assist the Heart of Appalachia Tourism Authority to do project discovery and coordination for the Heart of Appalachia Destination Center through phase I. This will include researching grants from the Tobacco Regional Revitalization Commission and the Appalachian Regional Commission; Identifying a current project budget with existing grant funds, deadlines and potential project next steps; Outreach to key stakeholders and Developing key implementation action items for moving forward, including identifying potential sources of additional funding such as the Virginia Brownsfields Assistance Fund or additional ARC funding.

- HOA has received several awards for marketing and will be announced soon.

- Attended meeting on Fish Virginia First with special marketing membership for DMO's. Supervisors Steve Breeding and David Eaton were particularly interested in the opportunity for marketing both local fishing opportunities and destination offerings such as lodging and restaurants. They pledged support through their discretionary funds to purchase a year membership.

- Attended CRVI meeting.

- Had check-in meeting with local Virginia Tourism Corporation representative Michelle Workman.

- Working on updating tourism meeting minutes on county website with committee secretary.

- Working on switching Experience Russell website over to another platform that will be linked under county website due to technical problems and numerous updates that need to be completed on current one.

- Continued to work on grant funded projects.

- Worked with new artist who has submitted items to be placed in the artist gallery in the government center.

- Working on revising Russell County TAC committee bylaws to present to committee.

- Continued with social media posts.

# Russell County Planning Commission

## January 18, 2021

The Russell County Planning Commission met on Monday, January 18, 2021 by Zoom and in the Board of Supervisors' Meeting Room at the Russell County Government Center, 133 Highland Dr. Lebanon VA.

### Members Present

Chairman Kirby Meadows

Jack Compton

Charlie Edmonds

Wayne Young

Dustin Keith

John Mason

Roger Sword

Mark Mitchell

### Members Absent

Andy Smith

Oris Christian

### Others Present

Kevin Tiller Esq.

Crystal White

Chairman Meadows Called the meeting to order at 6:30 p. m. Invocation and pledge were given. Motion by Charlie Edmonds seconded by Jack Compton to approve the agenda, motion carried.

December 21, 2020 meetings minutes were presented for approval. Motion by Jack Compton seconded by Roger Sword to approve minutes, motion carried.

Plats/transactions from December 22, 2020 Thru January 18, 2021 were presented for review.

Roger Sword reported from IDA of a potential prospect. Mr. Sword also updated the Commission of the whiskey barrel/staves project in St. Paul. Dustin Keith told the Commission that the Virginia city Power Plant could possibly close within 5 years.

Crystal White advised the Commission that after the Commissioner of Revenue Office staff had been vaccinated that plans to reopen were in place.

Chairman Meadows expressed condolences to the loss of Steve Banner and Senator Ben Chafin. Fond memories of both men were expressed by members of the Planning Commission.

Crystal White update everyone about Randy Williams health.

Dustin Keith gave update about the GIS portal from the Board of Supervisors.

Chairman Meadows advised that the joint meeting with the Board of Supervisors will be held off until pandemic conditions improve.

There being nothing further to consider motion to adjourn was made by Charlie Edmonds, seconded by Wayne Young, motion carried.

Kirby Meadows Kirby Meadows, Chairman Mark Mitchell Mark Mitchell, Secretary

# Russell County Planning Commission

## February 15, 2021

The Russell County Planning Commission met on Monday, February 15, 2021 by Zoom.

### Members Present

Chairman Kirby Meadows

Jack Compton

Charlie Edmonds

Wayne Young

Dustin Keith

John Mason

Roger Sword

Mark Mitchell

Vice Chair Andy Smith

Oris Christain

### Members Absent

Charlie Edmonds (Excused)

### Others Present

Kevin Tiller Esq.

Crystal White

Chairman Meadow called the meeting to order at 6:30 p. m. Invocation and pledge were given. Motion by Andy Smith seconded by Jack Compton to approve the agenda, motion carried.

January 18, 2021 meeting's minutes were presented for approval. Motion by Jack Compton seconded by Oris Christain to approve minutes, motion carried.

Plats/transactions from January 19 through February 15, 2021 will be reviewed at the next meeting.

Roger Sword reported from IDA of potential prospects for a solar farm within Russell County. The prospects ask that the County adopt an ordinance addressing solar farms. The IDA and the County Administrator ask if the Planning Commission assist in the process, Discussion ensued. Chairman Meadows brought up meeting live in March presuming Covid19 trends continued as projected. Mr. Christian advised that the Board of Supervisors were planning to resume meeting in person in March as well. Roger Sword informed the Planning Commission that the IDA had purchased the Russell Place building located on Haber Dr. in the Town of Lebanon. Dustin Keith updated the Planning /commission that public access of GIS is now available.

There being nothing further to consider motion to adjourn was made by Charlie Edmonds, seconded by Wayne Young, motion carried.

\_\_\_\_\_ Kirby Meadows, Chairman \_\_\_\_\_ Mark Mitchell, Secretary



# Russell County Planning Commission

## February 15, 2021

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### Members Present

Chairman Kirby Meadows

Jack Compton

Charlie Edmonds

Wayne Young

Dustin Keith

John Mason

Roger Sword

Mark Mitchell

Vice Chair Andy Smith

Oris Christain

### Members Absent

Charlie Edmonds (Excused)

### Others Present

Kevin Tiller Esq.

Crystal White

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# RUSSELL COUNTY CONFERENCE CENTER

February 1, 2021

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

Date	Event	Event Type	Space
02/05/21	The Learning Center Valentines Banquet James Nunley <b>Canceled Due To COVID-19 Shots</b>	Community Event	Full \$0
02/08/21	Health Department Vaccines Shots Brian Stanley	Community Event	Full \$0
02/09/21	Health Department Vaccines Shots Brian Stanley	Community Event	Full \$0
02/10/21	Health Department Vaccines Shots Brian Stanley	Community Event	Full \$0
02/11/21	Region 1 VBCOA Mickey Rhea <b>Canceled Due To Covid-19 Shots</b>	Individual Event	Full \$0
02/15/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0

02/16/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0
02/17/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0
02/19/21	Clinch Valley Community Action Bingo Amanda Jackson <b>Canceled Due To Covid-19 Shots</b>	Community Event	Full \$0
02/22/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0
02/23/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0
02/24/21	Health Department Vaccines Shot Brian Stanley	Community Event	Full \$0

**(Total: \$0.00)**

- \$0.00

**Final Total = \$ 0.00**

**Due to the COVID-19 Vaccines shots we had to cancel all 3 events for the month. The grand total would have been \$375.00. We Have hosted the Russell County Department of Health Vaccines Shots Every Monday, Tuesday and Wednesday of this month.**

**THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT THE BONANZA RESTAURANT IN LEBANON VIRGINIA ON FEBRUARY 9<sup>TH</sup> 2021**

**MEMBERS & GUEST PRESENT**

EUGENE FERGUSON LINDA CROSS Mike O'Quinn GARY DOTSON  
TIM LOVELACE CARL RHEA TONY MAXFIELD HENRY KINCER (VIRTUAL)

**GUARD RAILS**

- 1-GUARD RAILS REPLACED AS DAMAGED
- 2-RT 58E JUST BEYOND QUARRY ROAD A SECTION OF GURAD RAIL DAMAGED FROM A FALLEN TREE
- 3-RT 657 NEEDS GUARD RAIL REPLACED 1/8 MILE SOUTH OF RT. 658 FIRST BRICK HOUSE ON THE LEFT CAUSED BY A WRECK
- 4-RT 80 DON STEVENS DR. GUARD RAIL DAMAGED
- 5-RT 58/19 intersection at the signal lights guard rail damaged by a wreck
- 6-RT 58/QUARRY RD IN CASTLEWOOD GUARD RAIL DAMAGED

**SHOULDER REPAIR AND POT HOLE**

- 1-Rt 613/58 just off Rt. 58 at parking lot ASPHALT has broken off causing vehicle problems. Gravel has been pulled up against pavement. **WILL PAVE IN THE SPRING**
- 2Rt 19S/949 needs signs warning of an intersection or/and watch vehicle turn. **GIVEN TO BRISTOL DEPT. TRAFFIC**
- 3-635 BRIDGE ST. HONAKER ON THE RUSSELL COUNTY SIDE A PIPE STOPPED UP AND WASHING ONTO THE SWORDS CREEK HIGHWAY - NEAR ELBOW CURVE
- 4-RT 19 S RUFF POT HOLES BETWEEN VALERO AND THE WEIGH STATION
- 5- RT 846 MARVIN HESS RD BRUSH COMING OUT INTO ROADWAY **WILL BE SCHEDULED**
- 6-Rt 615 Back Valley cracker neck area dips IN THE ROAD has been patched will fix better in the spring. Getting worse
- 7-RT 19 N BURKE ST NEAR GASFIELD AND THE NURSINGSTATION NEED A BETTER LINE OF SITEAND POSSIBLE SIGN INTICATING INTERSECTION OR CAUTION TURNING VEHICLES
- 8-RT 19 N /775 NEAR THE GARBAGE DISPOSAL SEVERAL POT HOLE COLD PATCH KEEP COMING UP
  
- 9-RT. 682 DEAD TREES HANGING OVER THE ROAD HALF MILE FROM RT 609 AND BRUSH FROM FALLEN TREES LAYING ALONG THE ROADWAY NEED TO BE REMOVED - **will put on schedule to remove**
- 10- Rt. 600 Wilder Hollow large pot hole near the POND 400YDS. FROM THE DICKENSON COUNTY LINE. **WILL REPAIR**
- 11-RT 63 LARGE POT ON THE INSIDE OF A CURVE BETWEEN THE CLINIC AND TRASH SITE
- 12-Rt 665 past the ball park road falling in just pass 600 intersection **WILL MONITOR**
- 13-RT. 662 OFF RT 82 NEEDS BRUSH CUT AND SHOULDER WORK. **WILL SCHEDULE LABOR FOR BRUSH TO BE CUT**
- 14- RT 657/857 near Henry Kiser house a large pot hole. **WILL PUT ON SCHEDULE FOR REPAIR**
- 15-RT 651 Hubbard Town Rd. new pipe has been installed road sinking all the way across the highway. **THIS IS A PSA WATER LINE –PSA WILL BE CONTACTED FOR REPAIR**
- 16-RT 637 Wysor Valley Road narrow needs rip rap and widened. **WILL REVIEW AREA FOR POSSIBLE REPAIR**
- 17 RT 613 ¼ mile from Rt. 58 needs delineator's in the straight stretch. **WILL REPORT TO SIGN CREW FOR EVALUATION**
- 18-RT 63 Dante Mtn. just before water tank road sinking in the north lane potential for a slide. **WILL MONITOR**
- 19- 21- RT 58 E NEAR QUARRY ROAD IN CASTLEWOOD LARGE POT HOLE
- 20-RT. 19 /58 SOUTH POT HOLE HAS GOTTEN WORSE

**SCHOOL BUS SAFETY AND OTHER CONCERNS**

- 1- Rt.19 N / RT 80 INTERSECTION LINES NOT VISIBLE FOR TRAFFIC LANES-**HANDLED IN BRISTOL**
- 2-Rt 71N request speed limit signs need to be moved back near Fincastle Subdivision to slow down oncoming traffic **LOOKING TO INSTALL CAUTION TRAFFIC ENTERING HIGHWAY**

3-Rt 80 Blackford Bridge ruff possibility dropping down GETTING WORSE-**BRIDGE CREW MADE AWARE WILL PASS ON TO BRISTOL**

4-Rt. 816 & 819 road narrow need delineator's installed **WILL GIVE TO SIGN CREW FOR EVALUATION**

5-RT. 609 HIGH POINT ROAD NEEDS SPEED LIMIT SIGNS INSTALLED. BOARD TO DO A RESOLUTION

**ITEMS REPORTED CORRECTED**

1-RT 620 ONE MILE UP OUT OF FINNEY PAVEMENT BROKE OFF A PIPE HAS BEEN INSTALLED

2-RT 82 EAST OF MTN. RD. RUFF AREA IN RIGHT LANE BELOW CLATTERBUCK PSA HAS REPAIRED

3-RT 71 N /58 A LARGE HOLE IN THE MEDIA HAS BEEN REPAIRED A LID INSTALLED

4- RT 58 E NEAR MILE MARKER 72.0 A LARGE POT HAS BEEN PATCHED

5- RT 677 SEVEN SPRING RD. MUD COMING OUT IN THE ROAD BEEN REPAIRED BY CONTRACTOR

**FUTURE MAJOR SAFETY PROJECT**

1-RT 627 DANTE SAWMILL HOLLOW CURVE NEEDS WIDENED AT THE UPPER END NEAR THE BALLFIELD and also the one lane road near the R.R tracks TO HANDLE ANTICIPATED HEAVY TRAFFIC TO A CAMP SITE. COUNTY WORKING WITH VDOT A RIGHT OF WAY PROBLEM

2-58W CASTLEWOOD AT THE TRAFFIC LIGHTS ROAD HOOVES UP THAT COULD CAUSE A POTENTIAL HAZARD CONDITION. PAVING SCHEDULED IN 2021 WILL BE FIXED THEN

3-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 -**WILL KEEP BANK SCALED BACK**

4-Rt. 80 from the doubles to Rt. 19 needs a passing lane installed

5-Rt. 645 New Garden Road water undercutting road one mile East of Nash's Ford Bridge GETTING WORSE /PER TONY

6-Rt. 19N ramp onto Rt. 80at Elk Garden School is ruff and tilted POSSIBLE AREA FOR FUTURE FOOD BANK, CLOTHING PANTRY AND ECONOMIC DEVELOPMENT **IN THE WORKS**

7-Rt. 19 south exits 1 coal tipple hollow ramp needs to be extended

8 DANTE ON SEVERAL STREETS HAVE PARKING ISSUES NEED TO ENCOURAGE CITIZENS TO PARK IN A DESIGNATED SITE ADJACENT TO THEIR HOUSE, WHICH SEVERAL DO HAVE AMPLE ROOM TO DO. COUNTY COULD LOOK INTO PURCHASING A FEW VACANT LOTS THROUGHOUT THE COMMUNITY FOR DESIGNATED PARKING ESPECIALLY DURING SNOWY WEATHER SO THE ROADS CAN BE MAINTAINED.THIS WOULD ALSO CREATE A SAFER SITUATION.

**UNDER LINED AND BOLDED COMMENTS WERE REPORTED FROM HENRY KINCER**

**COMMISSIOM 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	210 8504	MIKE O'QUINN	701 7086
CARL RHEA	2543810	HENRY STINSON	873 4905
HENRY KINCER	889 7601		

**NEXT MEETING WILL BE MARCH 9TH 2021 WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADWAYS SAFE AND OUR GUEST PARTICAPTION**

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

## Dilapidated Structure and Litter Reported Sites

Address	Property Owner	Tax Map I.d.	Comments
4478 Red Oak Ridge Rd.Castlewood, VA 24224	Warren & Lesha Kiser	158 R SB 1831	2/19/2021: Site observation with R.C. S. O. -- No improvements to site. Recommended to proceed with legal action, if R.C.B.O.S approves.
4982 Mew Rd. Castlewood, VA 24224	James D. Ratliff	156 L IA 336	2/19/2021: Site Observation with R.C.S.O. It is determined that this site is under the enforcement of the Litter Ordinance by the Russell County Sheriffs Office .
2625 Banner St. Paul, VA 24283	St. Beecher Mays & Brenda Hammons c/o Connie Jessee	157 L IB 3294	2/19/2021: Site Observation with R.C.S.O. --Notification of corrections to be completed, to be sent to property owner.
106 Talbert St. Castlewood, VA 24224	Shirley McBride 2637 Pauladale Dr. Macon, GA 31211	156 RE 3149	2/19/2021: Site Observation with R.C.S.O. It is determined that this site is under the enforcement of the Litter Ordinance by the Russell County Sheriffs Office .
Winchester Hotel	Timmy or Kristy Lee 14414 Marshalls Retreat Rd. St. Paul, VA 24283	157 R SA 1767	2/19/2021: Site Observation with R.C.S.O. --Notification of corrections to be completed, to be sent to property owner.
Washers and Dryers--Sun	3282 Dante Rd. Dante, VA 24283	158 RSC 2121A	2/19/2021: Site Observation with R.C.S.O. R.C.S.O. determined site was compliant.

Lewis Property--Dante	Junior & Irene Lewis Box 222 Dante, VA 24237-222	159 R ID 2298	2/19/2021: Site Observation with R.C.S.O.
Gene Couch--Memorial Drive	Gene Couch P.O. Box 734 Castlewood, VA 24224	156 R IR 1	2/19/2021: Site Observation with R.C.S.O.
Gobble -- (Trailer)	Billy Wayne Mary Elizabeth Gobble P.O. Box 519 Castlewood, VA 24224-399	138 R 2328 B2	2/19/2021: Site Observation with R.C.S.O-- Notice to be sent to property owner.
Tim & Rendy Hale	192 Lower Bear Wallow Dante, VA 24273	159 R IB 2189	Russell County Building Dept. and R.C.S.O will re-visit site to determine corrective action to be taken.

## **Animal Shelter Report**

**February 2021**

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**Animal Control Calls Answered: 90**

**Dogs Owners Reclaimed: 8**

**Dogs Transferred to Rescue: 73**

**Dogs Adopted: 1**



# Library Board of Trustees Meeting



Members Present			Members Absent
Judy Ashbrook <sup>+</sup>			Yvonne Dye
Susan Breeding	Karen Herndon <sup>+</sup>	Sharon Sargent <sup>+</sup>	Ann Monk
Karen Davis	Sherry Lyttle <sup>+</sup>	Sharon Van Dyke <sup>+</sup>	

Vice-Chair Susan Breeding called the meeting to order 19 January 2021 at 5:08 pm.

Karen Davis made and Sharon Sargent seconded a motion to approve the agenda; motion passed.

### Introductions

**Chair Karen Herndon** joined the meeting late and began chairing the meeting.

**Minutes:** Susan Breeding made and Judy Ashbrook seconded a motion to approve the January minutes as distributed; motion passed.

### Communications:

**Financial:** Sherry Lyttle made and Sharon Sargent seconded a motion to approve the bills; motion passed.

**Staff Reports:** Kelly McBride Delph reviewed the Programs and Director’s Reports.

### Unfinished Business:

**New Business:** Karen Herndon appointed herself and Karen Davis to the Budget Committee.

Susan Breeding made and Karen Davis seconded a motion to reopen RCPL with regular hours Monday, January 25, to match the other county offices; motion passed.

Sharon VanDyke made and Karen Davis seconded a motion to replace social security number with the driver’s license number in the circulation policy and records; motion passed.

### Review and Summary:

Karen Davis made and Susan seconded a motion to adjourn.

Respectfully submitted, Kelly McBride Delph

<sup>+</sup>via Zoom due to covid quarantine

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea  
Mr. Tim Lovelace

## Agenda

I. *February 18, 2021 CPRWMA Board of Directors Roll Call for Quorum.*

II. a) Approval of Minutes of the January 21, 2021 meeting.....1

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

### III. Administrative Business

a) Review CPRWMA Waste Stream Report January 2021.....5

b) Approval of the Treasurer's Report for the month of January 2021.....13

c) CPRWMA Attorney's Report for January 2021.....Report

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

### IV. Old Business

a) Review of the current 2020-2021 Operating Budget..... 15-16

b) 2021-2022 Budget for Review and Approval..... 17-18

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

### V. New Business

a) Users Agreement with the 3 Counties.....Attachment

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

B) 2019-2020 Financial Audit.....Attachment

C) Finalize the Purchase of the Tire Machines/Shear with balance FY19-20 funding....Toby

137 Highland Drive / P. O. Box 386 Lebanon, VA 24266  
Phone 276-833-5403 Email tobyedwards@bvu.net  
www.cprwma.com



**VI. Correspondence**

Submittal of the annual DEQ Waste Reports for BC,DC, & RC.....Attachment

**VII. Adjournment and Next Meeting.**

Chair or Vice Chair conducting the meeting: \_\_\_\_\_

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

Minutes submitted by: Tim Lovelace and Sandra Honaker

**CUMBERLAND PLATEAU RWMA:**

Mr. Toby F. Edwards, Executive Director

**BUCHANAN COUNTY:**

Mr. Jeff Cooper  
Mr. Tim Hess



**DICKENSON COUNTY:**

Mr. Damon Rasnick  
Mr. Ronald Peters

**RUSSELL COUNTY:**

Mr. Carl Rhea  
Mr. Tim Lovelace

Cumberland Plateau Regional Waste Management Authority  
 Monthly Board Meeting Minutes  
 January 21, 2021

Members Present:

Damon Rasnick, Chairman  
Jeff Cooper  
Carl Rhea  
Tim Lovelace  
Ronald E Peters  
Tim Hess

Others Present:

Toby Edwards, Director  
R.J. Thornbury, Legal Counsel  
Saundra Honaker, Finance Officer

CALL TO ORDER: Chairman, Damon Rasnick, called the January 21, 2021 meeting of the Board of Directors. A telephonic conference meeting of the CPRWMA was called to order at 5:00 PM. Due to the CoVid-19 declared state of emergency and consistent with Amendment 28 to HB29 (budget Bill for 2018-2020) and the applicable provisions of Code of Virginia Section 2.2-3708.2 (Freedom of Information Act), the Authority convened an electronic meeting to consider such business matters necessary to continue operations and to discharge its lawful purposes, duties, and responsibilities

QUORUM: A quorum was established by roll call attendance. A motion was made by Jeff Hess and seconded by Tim Hess to approve the current Covid-19 pandemic is an emergency making it unsafe and impractical to assemble in a single location. Motion was ratified, roll call vote as follows:

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

AMENDMENT TO THE AGENDA: Toby requested that the agenda be amended to include the following additions to New Business:

- c) VACORP Insurance Renewal for 2021-22

137 Highland Drive / P. O. Box 386 Lebanon, VA 24266  
 Phone 276-833-5403 Email tobyedwards@bvu.net  
 www.cprwma.com



d) 21-22 Manpower Agreements

A motion was made by Jeff Cooper and seconded by Carl Rhea to accept amended agenda. Motion was ratified, roll call vote as follows:

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

**APPROVAL OF MINUTES:** The minutes of the December 17, 2020 monthly meeting of the Board of Directors were presented for consideration. It was suggested that the statement made in the Treasurer’s Report includes “due to illness” be removed. A motion was made by Ron Peters and seconded by Carl Rhea to approve the minutes with the noted change. Motion was ratified, voting as follows:

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

**ADMINISTRATIVE BUSINESS**

**WASTE STREAM REPORTS – December 2020:** Toby Edwards reported the December tonnage amounts showing a slight decrease in Russell County. The decrease in Buchanan and Dickenson counties is not as much as usually seen this time of year. The new tire machines are working well. Cold weather has caused a few problems at the stations but are being managed. Toby also stated that the CPA was not quite ready with the annual audit but would be made available at next meeting.

**TREASURER’S REPORT – December 2020:** Tim Lovelace presented the CPRWMA Treasurer’s Report for the month of December 2020, reporting the total in the bank was \$511,607.54 at the end of December. A motion to approve the report as presented was made by Tim Lovelace and seconded by Carl Rhea. Motion was ratified, voting as follows:

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

**CPRWMA ATTORNEY’S REPORT - December 2020:** At the Board’s request, Rebecca Thornbury addressed the legality of paying board members Cumberland Plateau Regional Waste Management Authority

when absent from meetings. A motion was made by Jeff Cooper and seconded by Tim Hess to table this discussion until the next meeting. Motion was ratified, roll call vote as follows:

Tim Hess – Aye  
Tim Lovelace– Aye  
Ron Peters – Abstain

Carl Rhea – Aye  
Jeff Cooper – Aye  
Damon Rasnick – Aye

LITTER AND RECYCLING REPORT: Household Hazardous Recycling days have been set as follows:

Russell County - April 21  
Buchanan County – April 22  
Dickenson County – April 29

### **OLD BUSINESS**

WV TIRE ISSUE: Toby reported that he had spoken with officials at WV Tire. They have promised that they would get a trailer at Dickenson & Russell counties within two weeks. If this is not done, the attorney will write them an official letter that they are in violation of their contract, as previously approved by motion at the December meeting.

### **NEW BUSINESS**

REVIEW OF 2020-21 OPERATING BUDGET: Noted that we are over budget on the line items for equipment maintenance. This is because the loaders are getting older and are needing more work on them. We will discuss moving money around at next month's meeting.

“DRAFT” 2021-2022 OPERATING BUDGET: Toby presented a some options for the upcoming fiscal year. He asked that everyone look over each line item. Further discussion will be held at the next meeting. He noted the budget needs to be approved at the next in order to be presented to the three member counties Board of Supervisors in March, as specified by the User Agreement.

VACORP INSURANCE RENEWAL: Toby requested that the board grant him permission to sign the Renewal Checklist Proposal that was provided to the board with the agenda. A motion was made by Jeff Cooper and seconded by Carl Rhea to grant approval to Toby Edwards to sign the Insurance Renewal Checklist to submit to VACORP. Motion was ratified, voting as follows:

Tim Hess – Aye  
Tim Lovelace– Aye

Carl Rhea – Aye  
Jeff Cooper – Aye

Ron Peters – Aye

Damon Rasnick - Aye

**MANPOWER AGREEMENT:** Rebecca Thornbury reported that she had reviewed the document and that she did not recommend any changes. A motion was made by Ron Peters and second by Carl Rhea to authorize the Chairman to sign the agreement and for Toby to mail a signed copy to each county. Motion was ratified, voting as follows:

Tim Hess – Aye

Carl Rhea – Aye

Tim Lovelace– Aye

Jeff Cooper – Aye

Ron Peters – Aye

Damon Rasnick – Aye

We have not received the Russell County manpower agreement yet. They are waiting to approval the agreements together.

#### **CORRESPONDENCE**

No correspondence presented.

#### **ADJOURNMENT AND NEXT MEETING**

A motion was made by Jeff Cooper and seconded by Tim Hess that the February regular monthly meeting be in person at 5:00 PM on Thursday, February 18, 2021 at the conference room of the Russell County Government Center. This will allow more room for social distancing. Motion was ratified, voting as follows:

Tim Hess – Aye

Carl Rhea – Aye

Tim Lovelace– Aye

Jeff Cooper – Aye

Ron Peters – Aye

Damon Rasnick - Aye

A motion was made by Jeff Cooper and seconded by Tim Hess to adjourn the meeting at 5:52 PM.

Tim Hess – Aye

Carl Rhea – Aye

Tim Lovelace– Aye

Jeff Cooper – Aye

Ron Peters – Aye

Damon Rasnick - Aye

---

Secretary/Treasurer

---

Date

Cumberland Plateau Regional Waste  
Management Authority

Cash Flow Statement

January 2021

<b>Cash Balance - December 31, 2020</b>		<b>238,797.54</b>
<b>Cash Received - Tipping Fees:</b>		
Russell (Nov)	64,179.17	
Russell (Dec)	64,179.17	
Buchanan (Dec)	66,057.30	
		<b>194,415.64</b>
<b>Cash Expenditures</b>		
Cash Expenditures - January 2021		<b>(174,960.11)</b>
<b>Cash Balance - January 31, 2021</b>		<b>258,253.07</b>

*Fund Balances:*  
*Capital Equip Replacement Fund* 247,810  
*DEQ C/D* 25,000

<b>Total In Bank</b>	<b>531,063.07</b>
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# Cumberland Plateau Regional

## Check Register

For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Amount
	1/8/21	TAG Resources, LLC	204.17 Employee 401k
	1/22/21	Caterpillar Financial Services Corp	6,218.75 Note Payment
	1/1/21	Anthem HealthKeepers, Inc.	704.88 Toby Health/Dental/Vision
	1/21/21	TAG Resources, LLC	233.33 Employee 401k
13142	1/11/21	Unifirst Corporation	332.09 Uniform
13143	1/12/21	Advanced Disposal Services	141,111.70 BC Tipping/Haul \$54,974.17 DC Tipping/Haul \$35,284.57 RC Tipping/Haul \$50,852.96
13144	1/12/21	Innovative Technology Solutions	300.00 IT Support
13145	1/12/21	Cox Security Services	323.91 BC/DC/RC \$107.97 x 3
13146	1/12/21	Skyline Fabricating, Inc.	1,010.00 RC Sta Maint
13147	1/12/21	Toby Edwards	117.39 DC Reimburse Wal-mart CBs
13148	1/12/21	Unifirst Corporation	911.15 Uniforms - Coats/Hats
13149	1/12/21	Dickenson Co Public Service Authority	52.44 DC Utility
13150	1/12/21	Clintonwood Lumber and Supply Co., Inc.	66.79 DC Maint
13151	1/12/21	Lebanon Block & Supply	3,116.29 ??????
13152	1/12/21	Crystal Springs	36.05 RC Supplies
13153	1/12/21	Alderson Construction	7,067.00 ??????
13154	1/12/21	Buchanan County PSA	197.80 TBC Utility
13155	1/22/21	Verizon	82.97 BC Phone
13156	1/22/21	Appalachian Power Company	209.19 RC electric
13157	1/22/21	Appalachian Power Company	808.04 DC electric
13158	1/22/21	Appalachian Power Company	466.34 RC electric
13159	1/22/21	Justice Law Office	945.26 Legal - Dec/20
13160	1/22/21	Honaker Solutions, LLC	750.00 Accounting Jan/21
13161	1/22/21	Advance Auto	97.89 RC Sta Maint
13162	1/22/21	B3 Gas & Grocery, Inc.	940.45 DC Fuel
13163	1/22/21	Pest Control Plus, Inc.	120.00 BC/DC/RC \$40 x 3
13164	1/20/21	Industrial Development Authority	200.00 Office Rent Feb/21
13165	1/22/21	Point Broadband	90.22 Office Phone
13166	1/22/21	Point Broadband	84.73 DC Phone
13167	1/22/21	Verizon	182.24 RC Phone
13168	1/22/21	Erie Insurance	332.00 Professional Liability Ins.
13169	1/22/21	Mansfield Oil Company	60.36 Vehicle Fuel
2.15.21	1/31/21	United States Treasury	1,421.22 Federal Withholding
2.25.21	1/31/21	VA Dept of Taxation	274.58 State Withholding
PR1121	1/1/21	Ronald E. Peters	184.70 Director's Compensation
PR1121	1/1/21	Damon Rasnick	184.70 Director's Compensation
PR1121	1/1/21	Tim Lovelace	184.70 Director's Compensation
PR1121	1/1/21	Carl Rhea	184.70 Director's Compensation
PR1121	1/1/21	Jeffery S. Cooper	184.70 Director's Compensation
PR1121	1/1/21	Timothy W. Hess	184.70 Director's Compensation
PR11521	1/15/21	Toby F. Edwards	2,391.34 Salary 1st Half
PR12921	1/29/21	Toby F. Edwards	2,391.34 Salary 2nd Half
<b>Total</b>			<b><u>174,960.11</u></b>

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
 FY 2020 - OPERATING BUDGET & EXPENSE REPORT

	Expenditures Thru 1/31/2021	FY 2020-21 Budget	
<b>Direct Expenses:</b>			
Transport/Disposal	1,007,078.18	1,482,992.00	
Tire Recycling	22,013.75	45,000.00	
HHW Event	11,996.65	-	
Other Reimbursed Expenses	1,656.00	-	
	1,042,744.58	1,527,992.00	
<b>Overhead Expenses:</b>			
Debt Service - Loaders	43,531.25	75,000.00	58%
Other Disposal	-	2,000.00	0%
<b>Utilities:</b>			
Buchanan	2,933.14	5,100.00	58%
Dickenson	2,918.71	4,500.00	65%
Russell	2,316.34	4,500.00	51%
<b>Supplies:</b>			
Buchanan	1,748.20	2,500.00	70%
Dickenson	1,045.96	2,500.00	42%
Russell	855.84	3,000.00	29%
<b>Fuel:</b>			
Buchanan	2,808.74	6,000.00	47%
Dickenson	3,336.61	4,000.00	83%
Russell	2,288.16	7,000.00	33%
<b>Telephone:</b>			
Buchanan	1,006.55	1,500.00	67%
Dickenson	1,028.59	1,100.00	94%
Russell	1,051.76	1,500.00	71%
<b>Station Maintenance/Improvements</b>			
Buchanan	15,395.48	30,000.00	51%
Dickenson	20,631.68	30,000.00	69%
Russell	14,902.35	30,000.00	50%
<b>Loader/Equip Maintenance:</b>			
Buchanan	7,585.77	16,500.00	46%
Dickenson	21,173.54	16,500.00	128%
Russell	23,085.03	16,500.00	140%
<b>Transfer Station Permits and Manag</b>			
Station Permits	19,566.00	19,000.00	103%
VACO Insurance	17,568.00	14,000.00	125%
Management & Fringe	53,390.01	90,000.00	59%
Finance Manager	5,450.00	9,000.00	61%
Legal	8,177.29	12,000.00	68%
IT Support	2,935.16	4,000.00	73%
<b>Office Rental/Internet/Cell/Office</b>			
Supplies	2,696.35	6,000.00	45%
Directors Comp & PR Tax	9,027.30	18,100.00	50%
Professional Fees (Audit)	-	4,000.00	0%
Meeting Expense	2,024.77	3,000.00	67%
Travel	227.13	1,000.00	23%
Supplies:	474.56	1,000.00	47%
Dues/Licenses	-	410.00	0%
Vehicle Expense	1,417.09	2,500.00	57%
Uniform Rentals	3,317.81	4,000.00	83%
Advertising	1,010.47	2,500.00	40%
Reserves/Equip/ Emergency Fund	-	2,000.00	0%
<b>OVERHEAD SUBTOTAL</b>	<b>296,935.64</b>	<b>452,210.00</b>	
Tire Machines/Shearer	41,246.38	-	

<b>TOTAL EXPENSES</b>	<b>1,380,926.60</b>	<b>\$1,980,202.00</b>
-----------------------	---------------------	-----------------------

Rate begins July 1st  
 12,561.39

\*\*Overhead Rate per County

<b>*Management Breakdown</b>	
Toby Health	5261.81
Toby Salary	41952.97
401K Cost/Contribution	2965.91
Taxes	3209.32
	53390.01
<b>Directors Comp &amp; Taxes</b>	
	8384.7
	642.6
	9027.3
<b>Office Breakdown</b>	
Phone/Int	623.36
Rent	1400
Postage	219.7
Office Sup	453.29
	2696.35

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
 FY 2020 - OPERATING BUDGET & EXPENSE REPORT

	Expenditures		FY 2020-21	
	Thru 1/31/2021		Budget	
<b>Direct Expenses:</b>				
Transport/Disposal	1,007,078.18		1,482,992.00	
Tire Recycling	22,013.75		45,000.00	
HHW Event	11,996.65		-	
Other Reimbursed Expenses	1,656.00		-	
	1,042,744.58		1,527,992.00	
<b>Overhead Expenses:</b>				
Debt Service - Loaders	43,531.25		75,000.00	58%
Other Disposal	-		2,000.00	0%
<b>Utilities:</b>				
Buchanan	2,933.14		5,100.00	58%
Dickenson	2,918.71		4,500.00	65%
Russell	2,316.34		4,500.00	51%
<b>Supplies:</b>				
Buchanan	1,748.20		2,500.00	70%
Dickenson	1,045.96		2,500.00	42%
Russell	855.84		3,000.00	29%
<b>Fuel:</b>				
Buchanan	2,808.74		6,000.00	47%
Dickenson	3,336.61		4,000.00	83%
Russell	2,288.16		7,000.00	33%
<b>Telephone:</b>				
Buchanan	1,006.55		1,500.00	67%
Dickenson	1,028.59		1,100.00	94%
Russell	1,061.76		1,500.00	71%
<b>Station Maintenance/Improvements</b>				
Buchanan	15,395.48	(-) 4,000	26,000.00	59%
Dickenson	20,631.68	(-) 4,000	26,000.00	79%
Russell	14,902.35	(-) 4,000	26,000.00	57%
<b>Loader/Equip Maintenance:</b>				
Buchanan	7,585.77		16,500.00	46%
Dickenson	21,173.54	(+) 5,000	21,500.00	98%
Russell	23,085.03	(+) 7,000	23,500.00	98%
<b>Transfer Station Permits and Manag</b>				
Station Permits	19,566.00		19,000.00	103%
VACO Insurance	17,568.00		14,000.00	125%
Management & Fringe	53,390.01		90,000.00	59%
Finance Manager	5,450.00		9,000.00	61%
Legal	8,177.29		12,000.00	68%
IT Support	2,935.16		4,000.00	73%
<b>Office Rental/Internet/Cell/Office</b>				
Supplies	2,696.35		6,000.00	45%
Directors Comp & PR Tax	9,027.30		18,100.00	50%
Professional Fees (Audit)	-		4,000.00	0%
Meeting Expense	2,024.77		3,000.00	67%
Travel	227.13		1,000.00	23%
<b>Supplies:</b>				
Dues/Licenses	474.56		1,000.00	47%
Vehicle Expense	-		410.00	0%
Vehicle Expense	1,417.09		2,500.00	57%
Uniform Rentals	3,317.81		4,000.00	83%
Advertising	1,010.47		2,500.00	40%
Reserves/Equip/ Emergency Fund	-		2,000.00	0%
<b>OVERHEAD SUBTOTAL</b>	<b>296,935.64</b>		<b>452,210.00</b>	
Tire Machines/Shearer	41,246.38		-	
<b>TOTAL EXPENSES</b>	<b>1,980,926.80</b>		<b>\$1,980,202.00</b>	



\* Note - \$7,200

\*\*Overhead Rate per County

Rate begins July 1st
12,561.39

CPRWMA

Transfer Stations Overhead and Administrative

2008 to Oct 26, 2020

<b>2008 (Bond)</b>	<b>2010 (Bond)</b>	<b>2014</b>
\$593,145 per yr	\$726,125 per yr	\$593,137 per yr
<u>      ÷12</u>	<u>      ÷12</u>	<u>      ÷12</u>
\$49,428.75	\$60,510.41	\$49,428.08
<u>      ÷3</u>	<u>      ÷3</u>	<u>      ÷3</u>
\$16,476.25 per mth per Co	\$20,170.13 per month	\$16,476.02 per month

<b>2016</b>	<b>2017</b>	<b>2018</b>
\$520,100 per yr	\$481,093 per yr	\$475,100 per yr
<u>      ÷12</u>	<u>      ÷12</u>	<u>      ÷12</u>
\$43,341.66	\$40,091.08	\$39,591.66
<u>      ÷3</u>	<u>      ÷3</u>	<u>      ÷3</u>
\$14,447.22 per month	\$13,363.69 per month	\$13,197.22 per month

<b>2019</b>	<b>2020</b>
\$454,000 per yr	\$452,210 per yr
<u>      ÷12</u>	<u>      ÷12</u>
\$37,833.33	\$37,684.16
<u>      ÷3</u>	<u>      ÷3</u>
\$12,611.11 per month per Co	\$12,561.39 per month per Co

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY							
FY 2020 2021- OPERATING BUDGET			Option A	Option B		Option C	
	Current Expenditures	Current FY 2019/2020 Budget	Proposed FY 2020/2021 Budget	Proposed FY 2020/2021 Budget		Proposed FY 2020/2021 Budget	
	Thru 1/31/2021						
<b>Direct Expenses:</b>							
Transport/Disposal	\$ 1,007,078.18	1,482,992.00	1,966,147.00	1,966,147.00	Increase In	1,966,147.00	Increase In
Tire Recycling	22,013.75	45,000.00	20,000.00	20,000.00	Decrease b	20,000.00	Decrease b
HHW Events	11,996.65		12,000.00	12,000.00	Increase	12,000.00	Increase
Other Reimbursed Expenses	1,656.00						
	1,042,744.58	1,527,992.00	1,986,147.00	1,998,147.00		1,998,147.00	
<b>Overhead Expenses:</b>							
Debt Service - Loaders	\$ 43,531.25	75,000.00	75,000.00	75,000.00		75,000.00	
Other Disposal	-	2,000.00	2,000.00	2,000.00		2,000.00	
<b>Utilities:</b>							
Buchanan	2,933.14	5,100.00	5,100.00	5,100.00	Same	5,100.00	Same
Dickenson	2,918.71	4,500.00	4,500.00	4,500.00	Same	4,500.00	Same
Russell	2,316.34	4,500.00	4,500.00	4,500.00	Same	4,500.00	Same
<b>Supplies:</b>							
Buchanan	1,748.20	2,500.00	2,500.00	3,000.00	Increase	2,500.00	same
Dickenson	1,045.96	2,500.00	2,500.00	3,000.00	Increase	2,500.00	Same
Russell	855.84	3,000.00	3,000.00	3,000.00	Same	2,500.00	decrease
<b>Fuel:</b>							
Buchanan	2,808.74	6,000.00	6,000.00	7,000.00	Increase	7,000.00	up
Dickenson	3,336.61	4,000.00	4,000.00	4,500.00	Increase	4,500.00	up
Russell	2,288.16	7,000.00	7,000.00	7,000.00	same	7,000.00	same
<b>Telephone:</b>							
Buchanan	1,006.55	1,500.00	1,500.00	1,500.00	same	1,500.00	same
Dickenson	1,028.59	1,100.00	1,100.00	1,100.00	same	1,100.00	same
Russell	1,061.76	1,500.00	1,500.00	2,000.00	Increase	2,000.00	Increase
<b>Station Maintenance/Improvements:</b>							
Buchanan	15,395.48	30,000.00	30,000.00	28,000.00	decrease	30,000.00	same
Dickenson	20,631.68	30,000.00	30,000.00	28,000.00	decrease	30,000.00	same
Russell	14,902.35	30,000.00	30,000.00	28,000.00	decrease	30,000.00	same
<b>Loader/Equip Maintenance:</b>							
Buchanan	7,585.77	16,500.00	16,500.00	25,000.00	Increase	25,000.00	Increase
Dickenson	21,173.54	16,500.00	16,500.00	25,000.00	Increase	25,000.00	Increase
Russell	23,085.03	16,500.00	16,500.00	25,000.00	Increase	25,000.00	Increase
<b>Transfer Station Permits and Management:</b>							
Station Permits	19,566.00	19,000.00	19,000.00	20,000.00	Increase	20,000.00	Increase
VACO Insurance	17,568.00	14,000.00	14,000.00	18,000.00	Increase	18,000.00	Increase
Management and Fringe	53,390.01	90,000.00	90,000.00	90,000.00	same	90,000.00	same
Finance Manager	5,450.00	9,000.00	9,000.00	9,000.00	same	9,000.00	same
Legal	8,177.29	12,000.00	12,000.00	12,000.00	same	12,000.00	same
IT Support	2,935.16	4,000.00	4,000.00	4,000.00	same	4,000.00	same
<b>Office</b>							
Rental/Internet/Cell/Office							
Supplies	2,696.35	6,000.00	6,000.00	5,000.00	decrease	5,000.00	same
Directors Comp & PR Tax	9,027.30	18,100.00	18,100.00	18,100.00	same	18,100.00	same
Professional Fees (Audit)		4,000.00			Increase		Increase
Meeting Expenses	2,024.77	3,000.00	3,000.00	3,000.00	same	3,000.00	same
Travel	227.13	1,000.00	1,000.00	1,000.00	same	1,000.00	same
Supplies:	474.56	1,000.00	1,000.00	1,000.00	same	1,000.00	same
Dues/Licenses	-	410.00	410.00	400.00	decrease	400.00	decrease
Vehicle Expense	1,417.09	2,500.00	2,500.00	2,500.00	same	2,500.00	same
Uniform Rentals	3,317.81	4,000.00	4,000.00	4,000.00	same	4,000.00	same
Advertising	1,010.47	2,500.00	2,500.00	2,000.00	decrease	2,000.00	decrease
Projects Tire Shear DC&RC Reserves/Equip/				20,000.00	eliminate	20,000.00	
Emergency Fund		2,000.00	2,000.00	2,000.00	same	2,000.00	same
<b>OVERHEAD SUBTOTAL</b>	** 296,935.64	452,210.00	455,410.00	501,400.00	Increase	505,900.00	Increase
Project Tire Machines	44,209.35						
<b>TOTAL EXPENSES</b>	\$ 1,339,680.22	\$1,980,202.00	\$2,441,557.00	\$2,499,547.00		\$2,504,047.00	
		Rate begins July 1st	Rate begins July 1st	ate begins July 1st		Rate begins July 1st	
**Overhead Rate per County per month		\$12,561.39	\$12,650.28	\$13,927.78		\$14,052.78	
		Same funding but added \$88 per audit.	Increase of \$1,277.50 per month	Increase of \$1,402.50 per month			

**CUMBERLAND PLATEAU  
REGIONAL WASTE  
MANAGEMENT AUTHORITY**

**FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2020**

**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT  
AUTHORITY  
FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

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## INDEPENDENT AUDITORS' REPORT ON FINANCIAL STATEMENTS

The Board of Directors of the  
Cumberland Plateau Regional Waste Management Authority  
Lebanon, Virginia

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities of the Cumberland Plateau Regional Waste Management Authority as of June 30, 2020; and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the Table of Contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions* issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



## **Opinions**

In our opinion, the financial statements referred to above present fairly in all material respects, the respective financial position of the Cumberland Plateau Regional Waste Management Authority, as of June 30, 2020, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

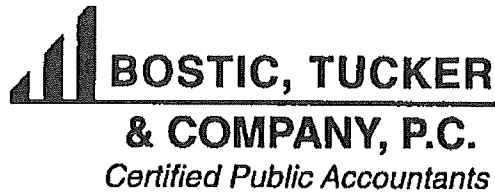
Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

## **Report on Other Legal and Regulatory Requirements**

In accordance with *Government Auditing Standards*, we have also issued a report dated January 15, 2021, on our consideration of the Cumberland Plateau Waste Management Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Cumberland Plateau Waste Management Authority's internal control over financial reporting and compliance.

*Bostio, Tucker & Company, PC*

January 15, 2021  
Lebanon, Virginia



RONALD C. BOSTIC, CPA  
GREGORY D. TUCKER, CPA

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT  
AUDITING STANDARDS***

The Board of Directors of the  
Cumberland Plateau Regional Waste Management Authority  
Lebanon, Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions* issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the accompanying statement of net position of the Cumberland Plateau Regional Waste Management Authority, as of and for the year ended June 30, 2020, and the related statements of revenues, expenditures, and changes in net position and cash flows for the year then ended, which collectively comprise the Cumberland Plateau Regional Waste Management Authority's basic financial statements, and have issued our report thereon dated January 15, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Cumberland Plateau Regional Waste Management Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion of the effectiveness of the Cumberland Plateau Regional Waste Management Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Cumberland Plateau Regional Waste Management Authority's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Cumberland Plateau Regional Waste Management Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Bostic, Tackler & Company, PC*

January 15, 2021  
Lebanon, Virginia

Cumberland Plateau Regional Waste Management Authority  
Statement of Net Position  
At June 30, 2020

Exhibit I

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

	<u>Amount</u>
<b>Current Assets</b>	
Cash and cash equivalents	\$ 557,986
Accounts receivable - net	-
Accounts receivable - intergovernmental	181,156
Prepaid expenses	-
Total Current Assets	<u>739,142</u>
<b>Restricted Assets:</b>	
Cash	<u>25,000</u>
<b>Capital Assets</b>	
Capital assets, non-depreciable	-
Capital assets, depreciable, net	1,440,380
Total Capital Assets	<u>1,440,380</u>
Total Assets	<u>2,204,522</u>
<b>Deferred Outflows of Resources</b>	
Deferred interest charges	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u><u>\$ 2,204,522</u></u>

LIABILITIES AND NET POSITION

<b>Current Liabilities</b>	
Accounts payable	\$ 152,377
Accrued interest payable	239
Bonds and notes payable, current	71,773
Total Current Liabilities	<u>224,389</u>
<b>Long Term Liabilities</b>	
Bonds and notes payable	<u>49,151</u>
Total Long-Term Liabilities	<u>49,151</u>
Total Liabilities	<u>273,541</u>
<b>Net Position</b>	
Invested in capital assets, net of related debt	1,319,456
Restricted for other purposes	25,000
Unrestricted	586,526
Total Net Position	<u>1,930,982</u>
Total Liabilities and Net Position	<u><u>\$ 2,204,522</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement

Cumberland Plateau Regional Waste Management Authority  
Statement of Revenue, Expenses and Changes in Net Position  
For Year Ended June 30, 2020

Exhibit 2

	<u>Amount</u>
<b>Operating Revenues:</b>	
Management fees	\$ 453,999
Tipping fees	1,663,615
Waste tire re-imburement	37,768
Miscellaneous income	<u>-</u>
Total Operating Revenues	<u>2,155,382</u>
<b>Operating Expenses:</b>	
Disposal costs	1,685,706
Station fees and permits	19,416
Administrative and personnel services	116,049
Fuel costs	14,288
Repairs and maintenance	63,249
Contracted services	-
Utilities	13,743
Supplies	9,779
Telephone and pager	3,693
Insurance	16,613
Travel	1,200
Legal and accounting	15,124
Advertising	3,279
Meeting expenses	3,218
Uniform rental	3,000
IT support	5,402
Office rent	5,410
Depreciation and amortization	<u>233,812</u>
Total Operating Expenses	<u>2,212,982</u>
Net Operating Income	<u>(57,600)</u>
<b>Other Non-Operating Revenue (Expenses):</b>	
Interest income	1,003
Bond issuance costs	-
Gain on sale of fixed assets	-
Interest expense	<u>(4,880)</u>
Total Other Non-Operating Revenue (Expenses)	<u>(3,877)</u>
Change in Net Position	(61,477)
Net Position at Beginning of Year	<u>1,992,459</u>
Net Position at End of Year	<u><u>\$ 1,930,981</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement

Cumberland Plateau Regional Waste Management Authority  
Statement of Cash Flows  
For Year Ended June 30, 2020

Exhibit 3

	<u>Amount</u>
Cash Flows from Operating Activities:	
Cash received from customers	\$ 2,282,541
Cash payments to suppliers for goods and services	(1,867,591)
Cash payments to employees for services and benefits	<u>(96,940)</u>
Net Cash Provided By Operating Activities	<u>318,010</u>
Cash Flows From Investing Activities	
Interest income	<u>1,003</u>
Cash Flows From Capital and Related Financing Activities:	
Purchase of assets	(148,921)
Gain on sale of fixed assets	-
Principal proceeds:(payments) for loans and bonds	(69,492)
Interest payments on debt	<u>(5,386)</u>
Net Cash Used By Capital and Related Financing Activities	<u>(223,799)</u>
Change In Cash	95,214
Cash At Beginning Of Year	<u>487,772</u>
Cash At End of Year	<u><u>\$ 582,986</u></u>
Net Cash Flows From Operating Activities:	
Net operating income (Loss)	\$ (57,600)
Adjustments to reconcile net operating income (Loss) to net cash provided by operating activities:	
Depreciation and amortization	233,812
Changes in operating assets and liabilities:	
Accounts receivable	127,156
Prepaid expenses	15,870
Accounts payable	<u>(1,228)</u>
Net Cash Provided By Operating Activities	<u><u>\$ 318,010</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement

**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Cumberland Plateau Regional Waste Management Authority was incorporated under the *Virginia Water and Sewer Authorities Act of 1973*. The Authority operates under a Board of Directors appointed by the Board of Supervisors of the three-member governments: Buchanan, Dickenson, and Russell Counties. The Authority provides waste management for the three-member governments.

Reporting Entity

The Authority complies with GASB Statement No. 14, *The Financial Reporting Entity*. The Authority considered all potential component units in determining what organizations should be included in the financial statements. Based on these criteria, there are no component units to include in the Authority's financial statements.

Financial Statement Presentation

The accompanying financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

PROPRIETARY FUND TYPE

Proprietary Funds account for operations that are financed in a manner similar to private business enterprises. The proprietary fund measurement focus is upon determination of net income, financial position, and cash flows. The proprietary fund of the Authority is an Enterprise Fund.

Enterprise Fund accounts for the financing of services to the general public where all or most of the operating expenses involved are recovered in the form of charges to users of such services. All activity of the Authority is accounted for in the Enterprise Fund.

Basis of Accounting

The Authority uses the accrual basis of accounting. Under this method revenues are recognized in the accounting period in which they are earned, while expenses are recognized in the accounting period in which the related liability is incurred.

Budgets and Budgetary Accounting:

The budget for the Authority is adopted and maintained on the cash basis.

Cash and Cash Equivalent

For the purposes of the Statement of Cash Flows, cash and cash equivalents are defined as short term highly liquid investments that are both rapidly convertible to known amounts of cash and investments with original maturities of 90 days or less.

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles include the use of estimates that affect the financial statements. Accordingly, actual results could differ from these estimates.

Property, Plant, and Equipment

Fixed Assets: Property, plant, and equipment are stated at cost. Expenditures for maintenance, repairs and minor renewals are charged to expense as incurred; major improvements or betterments are capitalized. Depreciation is provided over estimated useful lives of the respective assets on the straight-line basis are 5 to 30 years.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Authority did not have any deferred outflows.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Authority did not have any deferred inflows.

Net Position

Net position is the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction or improvement of those assets. Deferred outflows of resources and deferred inflows that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position.

Equity Classifications

Equity is classified as net position and displayed in three components:

*Invested in capital assets, net of related debt* – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.



**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Equity Classifications (Continued)

*Restricted* – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations or other governments; or (2) law through constitutional provisions or enabling legislation.

*Unrestricted* – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Long-term Obligations

Long-term debt and other long-term obligations are reported as liabilities in the Authority’s balance sheets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest rate method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred outflows and amortized over the term of the related debt.

**NOTE 2. CASH AND INVESTMENTS**

Deposits

All cash of the Authority is maintained in accounts collateralized in accordance with the Virginia Security for Public Deposits Act, Section 201-359 et. Seq. of the Code of Virginia or covered by federal depository insurance. Since the Authority does not have any investments, there is no formal policy concerning the types of investments allowed.

Restricted Cash

Restricted cash consisted of a certificate of deposit required to be held by the Department of Environmental Quality.

**NOTE 3. ACCOUNTS RECEIVABLE**

There has not been an allowance for uncollectible accounts as all receivables are from the members of the Authority and management expects full payments for the amounts owed the Authority from its members.

**NOTE 4. RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of self-insured liability plan sponsored by the state of Virginia for local political subdivisions. The plan provides \$1,000,000 coverage against public official liability claims. The Authority also participates in a local government group self-insurance pool. The pool will provide coverage in the areas of general liability, property, business interruption, and employee’s criminal acts. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Authority. Settled claims have not exceeded coverage in previous fiscal years.

**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

**NOTE 5. FIXED ASSETS**

A summary of the changes in fixed assets follows:

	Balance beginning	Additions	Retirements	Balance ending
Buildings	\$ 3,367,325	\$ 125,364	\$ -	\$ 3,492,689
Equipment	1,736,187	21,950	-	1,758,137
Total cost	<u>5,103,512</u>	<u>147,314</u>	<u>-</u>	<u>5,250,826</u>
Accumulated depreciation:				
Buildings	(2,236,260)	(113,290)	-	(2,349,550)
Equipment	<u>(1,340,373)</u>	<u>(120,523)</u>	<u>-</u>	<u>(1,460,896)</u>
Total accumulated de	<u>(3,576,633)</u>	<u>(233,813)</u>	<u>-</u>	<u>(3,810,446)</u>
Net capital assets	<u>\$ 1,526,879</u>	<u>\$ (233,813)</u>	<u>\$ -</u>	<u>\$ 1,440,380</u>

For the current year depreciation expense amounted to \$238,892.

**NOTE 6. LONG-TERM DEBT**

The following is a summary of long-term debt transactions for the year:

	Amounts Payable beginning	Additional Borrowings	Principal Reduction	Amounts Payable ending	Amounts Due within One Year
Bonds/Loans	<u>\$ 190,417</u>	<u>\$ -</u>	<u>\$ 69,492</u>	<u>\$ 120,925</u>	<u>\$ 71,773</u>

Details of indebtedness:

The Authority received a \$406,500 loan on February 1, 2016 to purchase equipment. The loan has monthly payments of \$6,219. The interest rate is 3.2%. The balance of the loan at year end was \$120,925.

**NOTE 7. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through January 15, 2021; the date which the financial statements were available to be issued.

**tobyedwards@bvu.net**

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**From:** SWIAExternal@deq.virginia.gov  
**Sent:** Monday, February 1, 2021 4:39 PM  
**To:** tobyedwards@bvu.net; Stephan.Martin@deq.virginia.gov  
**Cc:** stephan.martin@deq.virginia.gov  
**Subject:** The Annual SOLID WASTE INFORMATION AND ASSESSMENT PROGRAM report has been approved

DEQ has approved SWIA Form 50-25 for reporting period: 2020

Date: 2/1/2021 4:38:51 PM

Facility: Buchanan County Transfer Station

Permit Number: PBR106

Jurisdiction:

- VA - Virginia

Preparer: tobyedwards@bvu.net

You are receiving this message because the SWIA data that you submitted to DEQ has now been approved by DEQ staff on the date noted above.

To view the data online, please click here: <https://portal.deq.virginia.gov/v2/swia/#/swiaReport/7524>

If you need further assistance with SWIA on-line application, please send a message to: [swia@deq.virginia.gov](mailto:swia@deq.virginia.gov)



# *COMMONWEALTH of VIRGINIA*

## *Department of Taxation*

October 30, 2020

To: The Honorable Janet D. Howell  
Chairwoman, Senate Finance and Appropriations Committee

The Honorable Luke E. Torian  
Chairman, House Appropriations Committee

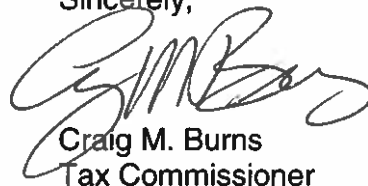
The Honorable Vivian E. Watts  
Chairwoman, House Finance Committee

Effective July 1, 2021, House Bill 785 and Senate Bill 588 (2020 Acts of Assembly, Chapters 1214 and 1263), authorize all counties to levy a tax on cigarettes. Under prior law, only cities, towns, and two counties were authorized to tax cigarettes.

In addition, the sixth enactment clause of this legislation directed the Department of Taxation to convene a work group of stakeholders to identify and make recommendations for modernizing the process for using stamps to certify that tax has been paid on cigarettes and unifying the stamping process so that it is administered solely by the Department of Taxation.

Attached is the report summarizing the findings of the work group mandated by and the sixth enactment clause of 2020 House Bill 785 and Senate Bill 588. Please let me know if you have any questions.

Sincerely,



Craig M. Burns  
Tax Commissioner

c: The Honorable Aubrey L. Layne, Jr., Secretary of Finance  
The Honorable Emmett W. Hanger, Jr.

## § 58.1-3832. Local ordinances to administer and enforce local taxes on sale or use of cigarettes

Any county, city or town having a tax upon the sale or use of cigarettes may by ordinance, provide for the administration and enforcement of any such cigarette tax. Such local ordinance may:

1. Provide for the registration of any distributor, wholesaler, vendor, retailer or other person selling, storing or possessing cigarettes within or transporting cigarettes within or into such taxing jurisdiction for sale or use. Such registration may be conditioned upon the filing of a bond with a surety company authorized to do business in Virginia as surety, which bond shall not exceed one and one-half times the average monthly liability of such taxpayer. The county, city or town may revoke registration if such bond is impaired, but for no other reason. Any such distributor, wholesaler, retailer or other person whose business and residence is outside the taxing jurisdiction, who shall sell, store or possess in the taxing jurisdiction therein any cigarettes shall, by virtue of such sale, storage or possession submit himself to its legal jurisdiction and appoint as his attorney for any service of lawful process such officer or person as may be designated in the local ordinance for that purpose. A copy of any such process served on the said officer or person shall be sent forthwith by registered mail to the distributor, wholesaler or retailer.

2. Provide for the use of a tax stamp or meter impression as evidence of payment of the tax or other method or system of reporting payment and collection of such tax. Any local tax stamp or meter impression required to be used to evidence payment of the tax shall be of the same stamp technology that is used or required by the Commonwealth for the state cigarette tax stamp pursuant to Chapter 10 (§ 58.1-1000 et seq.). The purchase price of any tax stamps purchased under this section shall be refunded, without penalties or additional fees, upon verification by the county, city, or town imposing the tax that the stamps have been returned to such county, city, or town.

3. Provide that tobacco products found in quantities of more than six cartons within the taxing jurisdiction shall be conclusively presumed for sale or use within the jurisdiction and may be seized and confiscated if:

a. They are in transit, and are not accompanied by a bill of lading or other document indicating the true name and address of the consignor or seller and of the consignee or purchaser, and the brands and quantity of cigarettes so transported, or are in transit and accompanied by a bill of lading or other document which is false or fraudulent, in whole or in part; or

b. They are in transit and are accompanied by a bill of lading or other document indicating:

(1) A consignee or purchaser in another state or the District of Columbia who is not authorized by the law of such other jurisdiction to receive or possess such tobacco products on which the taxes imposed by such other jurisdiction have not been paid, unless the tax of the state or District of

destination has been paid and the said products bear the tax stamps of that state or District; or

(2) A consignee or purchaser in the Commonwealth of Virginia but outside the taxing jurisdiction who does not possess a Virginia sales and use tax certificate, a Virginia retail cigarette license and, where applicable, both a business license and retail cigarette license issued by the local jurisdiction of destination; or

c. They are not in transit and the tax has not been paid, nor have approved arrangements for payment been made, provided that this subparagraph shall not apply to cigarettes in the possession of distributors or public warehouses which have filed notice and appropriate proof with the taxing jurisdiction that those cigarettes are temporarily within the taxing jurisdiction and will be sent to consignees or purchasers outside the jurisdiction in the normal course of business.

4. Provide that cigarettes and other property, other than motor vehicles, used in the furtherance of any illegal evasion of the tax so seized and confiscated may be disposed of by sale or other method deemed appropriate by the local taxing authority. No credit from any sale or other disposition shall be allowed toward any tax or penalties owed.

5. Provide that persons violating any provision thereof shall be deemed guilty of a Class 1 misdemeanor, and require the payment of penalties for late payment not to exceed 10 percent per month, penalties for fraud or evasion of the tax not to exceed 50 percent, and interest not to exceed three quarters of one percent per month, upon any tax found to be overdue and unpaid. The mere possession of untaxed cigarettes in quantities of not more than six cartons shall not be a violation of any such ordinance.

6. Provide for the forfeiture and sale of any property seized; provided, however, that proper notice of such seizure shall be given to the known holders of property interests in such property and shall include procedures for administrative appeal as well as affirmative defenses which may be asserted by such holders which procedures must be set forth in reasonable detail.

7. Provide that any coin-operated vending machine, in which any cigarettes are found, stored or possessed bearing a counterfeit or bogus cigarette tax stamp or impression or any unstamped tobacco products, or any cigarettes upon which the tax has not been paid, may be declared contraband property and shall be subject to confiscation and sale as provided in subsection 6. When any such vending machine is found containing such cigarettes it shall be presumed that such cigarettes were intended for distribution, sale or use therefrom. In lieu of immediate seizure and confiscation of any vending machines used in an illegal evasion of the tax it may be sealed by appropriate enforcement authorities to prevent continued illegal sale or removal of any cigarettes, and may be left unmoved until other civil and criminal penalties are imposed or waived. Notice requirements shall be the same as if the machine had been seized. Such seal may be removed and the machine declared eligible for operation only by authorized enforcement authorities. Nothing in this section shall prevent seizure and confiscation of a vending machine at any time after it is sealed.

8. Provide that any counterfeit stamps or counterfeit impression devices may also be seized and confiscated.

9. Any county, city or town may enact an ordinance which would delegate its administrative and enforcement authority under its cigarette tax ordinance to one agency or authority pursuant to the provisions of § 15.2-1300. Such agency or authority may promulgate rules and regulations

governing the display of cigarette stamps in vending machines, tax liens against property of taxpayers hereunder, extend varying discount rates and establish different classes of taxpayers or those required to collect and remit the tax, requirements concerning keeping and production of records, administrative and jeopardy assessment of tax where reasonably justified, required notice to authorities of sale of taxpayer's business, audit requirements and authority, and criteria for authority of distributors and others to possess untaxed cigarettes and any other provisions consistent with the powers granted by this section or necessarily implied therefrom. Such ordinance may further provide that such agency or authority created may issue a common revenue stamp, employ legal counsel, bring appropriate court action, in its own name where necessary to enforce payment of the cigarette taxes or penalties owed any member jurisdiction and provide cigarette tax agents, and the necessary enforcement supplies and equipment needed to effectively enforce the cigarette tax ordinance promulgated by each such county, city or town. Any cigarette tax agents shall meet such requirements of training or experience as may be promulgated from time to time by the enforcement authority when performing their duties and shall be required to carry proper identification and may be armed for their own protection and for the enforcement of such ordinance. Any such agent shall have the power of arrest upon reasonable and probable cause that a violation of any tobacco tax ordinance has been committed. Any common revenue stamp issued by such agency or authority shall be of the same stamp technology that is used or required by the Commonwealth for the state cigarette tax stamp pursuant to Chapter 10 (§ 58.1-1000 et seq.).

Code 1950, § 58-757.29; 1974, c. 472; 1977, c. 595; 1984, c. 675; 2012, cc. 89, 258; 2017, c. 113.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia  
Title 58.1. Taxation  
Subtitle III. Local Taxes  
Chapter 38. Miscellaneous Taxes  
Article 7. Cigarette Tax

## **§ 58.1-3830. (Effective until July 1, 2021) Local taxes not prohibited; use of dual die or stamp to evidence payment of both county, city, or town and state tax on cigarettes**

A. No provision of Chapter 10 (§ 58.1-1000 et seq.) of this title shall be construed to deprive counties, cities and towns of the right to levy taxes upon the sale or use of cigarettes, provided such county, city or town had such power prior to January 1, 1977. The governing body of any county, city or town which levies a cigarette tax and permits the use of meter impressions or stamps to evidence its payment may authorize an officer of the county, city or town or joint enforcement authority to enter into an arrangement with the Department of Taxation under which a tobacco wholesaler who so desires may use a dual die or stamp to evidence the payment of both the county, city, or town tax, and the state tax, and the Department is hereby authorized to enter into such an arrangement. The procedure under such an arrangement shall be such as may be agreed upon by and between the authorized county, city, town or joint enforcement authority officer and the Department.

B. Any county cigarette tax imposed shall not apply within the limits of any town located in such county where such town now, or hereafter, imposes a town cigarette tax. However, if the governing body of any such town shall provide that a county cigarette tax, as well as the town cigarette tax, shall apply within the limits of such town, then such cigarette tax may be imposed by the county within such town.

Code 1950, § 58-757.27; 1960, c. 392, § 27; 1962, c. 473; 1977, c. 595; 1984, c. 675.

This section has more than one version with varying effective dates. Scroll down to see all versions.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

## **§ 58.1-3830. (Effective July 1, 2021) Local cigarette taxes authorized; use of dual die or stamp to evidence payment**

A. Any county, city, or town is authorized to levy taxes upon the sale or use of cigarettes. The governing body of any county, city, or town that levies a cigarette tax and permits the use of meter impressions or stamps to evidence its payment may authorize an officer of the county, city, or town or joint enforcement authority to enter into an arrangement with the Department of Taxation under which a tobacco wholesaler who so desires may use a dual die or stamp to evidence the payment of both the county, city, or town tax, and the state tax, and the Department is hereby authorized to enter into such an arrangement. The procedure under such an arrangement shall be such as may be agreed upon by and between the authorized county, city, town or joint enforcement authority officer and the Department.



B. Any county cigarette tax imposed shall not apply within the limits of any town located in such county where such town now, or hereafter, imposes a town cigarette tax. However, if the governing body of any such town shall provide that a county cigarette tax, as well as the town cigarette tax, shall apply within the limits of such town, then such cigarette tax may be imposed by the county within such town.

C. The maximum tax rate imposed by a locality on cigarettes pursuant to the provisions of this section shall be as follows:

1. If such locality is (i) a city or town that, on January 1, 2020, had in effect a rate not exceeding two cents (\$0.02) per cigarette sold or (ii) a county, then the maximum rate shall be two cents (\$0.02) per cigarette sold.

2. If such locality is a city or town that, on January 1, 2020, had in effect a rate exceeding two cents (\$0.02) per cigarette sold, then the maximum rate shall be the rate in effect on January 1, 2020.

Code 1950, § 58-757.27; 1960, c. 392, § 27; 1962, c. 473; 1977, c. 595; 1984, c. 675; 2020, cc. [1214](#), [1263](#).

This section has more than one version with varying effective dates. Scroll down to see all versions.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

APA COMPARATIVE COST REPORT  
June 30, 2019

Exhibit B-2

No.	Locality	Tobacco Taxes	Population
City of:			
1	Alexandria	\$ 2,513,138	161,050
2	Bristol	512,787	16,877
3	Buena Vista	-	6,351
4	Charlottesville	671,562	49,281
5	Chesapeake	5,055,551	243,868
6	Colonial Heights	134,345	17,562
7	Covington	94,495	5,716
8	Danville	-	40,590
9	Emporia	-	5,531
10	Fairfax	600,325	24,552
11	Falls Church	258,567	14,460
12	Franklin	300,133	8,308
13	Fredericksburg	474,305	28,387
14	Galax	-	6,587
15	Hampton	4,336,342	135,629
16	Harrisonburg	171,011	54,606
17	Hopewell	-	0
18	Lexington	-	7,362
19	Lynchburg	846,122	81,339
20	Manassas	605,900	42,053
21	Manassas Park	179,952	16,528
22	Martinsville	164,769	13,119
23	Newport News	4,761,217	181,119
24	Norfolk	7,889,222	245,741
25	Norton	-	0
26	Petersburg	-	0
27	Poquoson	82,704	12,320
28	Portsmouth	4,244,258	94,953
29	Radford	52,886	18,041
30	Richmond	-	226,919
31	Roanoke	2,108,127	100,033
32	Salem	715,522	25,704
33	Staunton	423,200	24,972
34	Suffolk	1,955,756	92,714
35	Virginia Beach	10,568,721	453,410
36	Waynesboro	491,704	22,285
37	Williamsburg	140,211	15,183
38	Winchester	582,738	28,282
38	Total	\$ 50,935,570	2,521,432

No.	Locality	Tobacco Taxes	Population
County of:			
1	Accomack	\$ -	32,769
2	Albemarle	-	108,639
3	Alleghany	-	15,144
4	Amelia	-	12,995
5	Amherst	-	31,867
6	Appomattox	-	15,679
7	Arlington	2,115,530	241,031
8	Augusta	-	75,254
9	Bath	-	4,429
10	Bedford	-	78,329
11	Bland	-	6,432
12	Botetourt	-	33,288
13	Brunswick	-	16,481
14	Buchanan	62,677	21,576
15	Buckingham	-	16,952
16	Campbell	-	55,425
17	Caroline	-	30,292
18	Carroll	-	29,141
19	Charles City	-	7,017
20	Charlotte	-	12,021
21	Chesterfield	-	346,357
22	Clarke	-	14,400
23	Craig	-	5,094

24	Culpeper	-	51,282
25	Cumberland	-	9,820
26	Dickenson	-	14,516
27	Dinwiddie	-	28,502
28	Essex	-	10,780
29	Fairfax	5,787,235	1,145,978
30	Fauquier	-	70,150
31	Floyd	-	15,643
32	Fluvanna	-	26,692
33	Franklin	-	56,127
34	Frederick	-	87,776
35	Giles	-	16,931
36	Gloucester	-	37,194
37	Goochland	-	23,176
38	Grayson	-	15,330
39	Greene	-	19,959
40	Greensville	-	11,473
41	Halifax	-	34,647
42	Hanover	-	107,357
43	Henrico	-	326,993
44	Henry	-	51,438
45	Highland	-	2,265
46	Isle of Wight	-	37,492
47	James City	-	75,837
48	King & Queen	-	6,940
49	King George	-	25,863
50	King William	-	16,916

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No.	Locality	Tobacco Taxes
	County of:	
51	Lancaster	\$ - 10,979
52	Lee	- 0
53	Loudoun	- 406,355
54	Louisa	- 36,021
55	Lunenburg	- 12,236
56	Madison	- 13,278
57	Mathews	- 8,704
58	Mecklenburg	- 30,985
59	Middlesex	- 10,889
60	Montgomery	- 99,433
61	Nelson	- 14,836
62	New Kent	- 22,462
63	Northampton	- 11,862
64	Northumberland	- 12,075
65	Nottoway	- 15,659
66	Orange	- 35,582
67	Page	- 23,833
68	Patrick	- 17,790
69	Pittsylvania	- 61,640
70	Powhatan	- 29,524
71	Prince Edward	- 0
72	Prince George	- 37,212
73	Prince William	- 463,046
74	Pulaski	- 34,183
75	Rappahannock	- 7,219
76	Richmond	- 9,145
77	Roanoke	- 93,672
78	Rockbridge	- 22,539
79	Rockingham	- 81,422
80	Russell	- 27,057
81	Scott	- 22,121

82	Shenandoah	-	42,940
83	Smyth	-	30,475
84	Southampton	-	17,851
85	Spotsylvania	-	133,441
86	Stafford	-	149,110
87	Surry	-	6,584
88	Sussex	-	11,473
89	Tazewell	-	41,973
90	Warren	-	39,630
91	Washington	-	53,992
92	Westmoreland	-	17,911
93	Wise	-	0
94	Wythe	-	28,650
95	York	-	68,725
<hr/>			
95	Total	\$ 7,965,442	5,852,203

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No.	Locality	Tobacco Taxes	
	Town of:		
1	Abingdon	\$ 256,458	8,191
2	Ashland	249,339	7,225
3	Bedford	244,260	6,172
4	Berryville	40,761	4,185
5	Big Stone Gap	50,888	5,614
6	Blacksburg	173,368	42,620
7	Blackstone	87,303	3,621
8	Bluefield	290,745	5,444
9	Bridgewater	17,599	5,644
10	Broadway	54,003	3,691
11	Christiansburg	465,833	21,041
12	Clifton Forge	12,997	3,884
13	Colonial Beach	83,171	3,542
14	Culpeper	247,326	16,379
15	Dumfries	191,957	4,961
16	Farmville	196,232	8,216
17	Front Royal	-	14,440
18	Herndon	254,081	23,292
19	Leesburg	726,665	42,616
20	Luray	134,664	4,895
21	Marion	96,140	5,968
22	Orange	77,520	4,721
23	Pulaski	148,785	9,086
24	Purcellville	209,943	7,727
25	Richlands	90,308	5,823
26	Rocky Mount	87,225	4,799
27	Smithfield	161,289	8,089
28	South Boston	92,001	8,142
29	South Hill	-	4,650
30	Strasburg	121,020	6,398
31	Tazewell	107,677	4,627
32	Vienna	206,304	15,687
33	Vinton	153,104	8,098
34	Warrenton	184,943	9,611
35	West Point	-	3,306
36	Wise	47,940	3,286
37	Woodstock	188,589	5,097
38	Wytheville	189,853	8,211

<u>38</u>	Total	<u>\$ 5,940,291</u>	<u>358,999</u>
<u>171</u>	Grand Total	<u>\$ 64,841,303</u>	<u>8,732,634</u>

Note: For detailed explanation of information in this section, refer to the Notes starting on page 167 of this report.

**Local Cigarette Taxing Jurisdictions  
VIRGINIA**

	FY2021	FY2020	FY2019	FY2018	FY2017
<b>CITIES/TOWNS</b>	<b>RATE</b> cents per pack	<b>RATE</b> cents per pack	<b>RATE</b> cents per pack	<b>RATE</b> cents per pack	<b>RATE</b> cents per pack
Abingdon	35	35	35	25	25
Alexandria	126	126	126	126	126
Altavista	27	27	27	27	27
Appalachia	25	25	25	20	20
Appomattax	27	27	27	27	27
Ashland	22	22	22	22	22
Bedford City	30	30	30	30	30
Berryville	10	10	10	10	10
Big Stone Gap	10	10	10	10	10
Blacksburg	30	30	30	30	30
Blackstone	22	22	22	22	22
Bluefield	12.5	12.5	12.5	10	10
Bridgewater	10	10	10	10	10
Bristol	17	17	17	17	17
Broadway	20	20	20	20	20
Charlottesville	55	55	55	55	55
Chesapeake	65	65	65	50	50
Chilhowie	8	8	8	8	8
Christiansburg	40	40	40	40	40
Claremont	4.5	4.5	4.5	4.5	4.5
Clincho	5	5	5	5	5
Clifton	30	30	30	30	30
Clifton Forge	4	4	4	4	4
Clintwood	10	10	10	10	10
Coeburn	15	15	15	15	15
Colonial Beach	30	30	30	30	30
Colonial Heights	35	35			
Covington	30	30	30	30	30
Crewe*	45	22/27	22	22	22
Culpeper	15	15	15	10	10
Damascus	15	15	15	15	15
Dublin	25				
Dumfries	75	75	75	55	55
Eastville	30	30	30	30	30
Edinburg	25	25	25		
Elkton	20	20	20	20	20
Fairfax City	85	85	85	85	85
Falls Church	85	85	85	85	85
Farmville	27	27	27	27	27
Franklin City	70	70	60	60	60
Fredericksburg	31	31	31	31	31

Glade Spring	10	10			
Glen Lyn	20	20	20	10	10
Gordonsville	20	20	20	15	15
Grottoes	20	20	20	20	20
Grundy	5	5	5	5	5
Hampton	85	85	85	85	85
Harrisonburg	30	30	30	30	30
Haymarket	75	75	75	75	75
Haysi	20	20	20	20	20
Herndon	75	75	75	75	75
Hillsboro	5	5	5	5	5
Honaker	10	10	10	10	10
Hurt	17	17	17		
Iron Gate	20	20	20	20	20
Keysville**	15	15			
Kilmarnock	30	30	30	30	30
Leesburg	75	75	75	75	75
Lovettsville	40	40	40	40	40
Luray	15	15	15	15	15
Lynchburg	35	35	35	35	35
Manassas	65	65	65	65	65
Manassas Park	75	75	75	75	65
Marion	12	12	12	12	12
Martinsville	30	30	30	30	20
Middleburg	55	55	55	55	55
Middletown	30	25	25	25	25
Mt. Jackson	45	45	45	45	45
Narrows	10	10	10	10	
New Market	25	25	20	20	20
Newport News	85	85	85	85	85
Norfolk	95	95	95	85	85
Norton	25	25	25	25	25
Orange	12	12	12	12	12
Pearisburg	10	10	10	10	10
Pembroke	10	10	10	10	
Petersburg	90	90	90	90	90
Poquoson City	20	20	20	20	20
Portsmouth	95	95	90	90	90
Pound	10	10	10	10	10
Pulaski	25	25	25	25	25
Purcellville	75	75	75	65	65
Radford	15	15	15	15	15
Rich Creek	10	10	10	10	10
Richlands	10	10	10		
Richmond	50	50			
Roanoke	54	54	54	54	54

Rocky Mount	10	10	10	10	10
Roundhill	30	30	30	30	20
Salem	45	45	45	45	45
Saltville	10	10	10	10	10
Scottsville	35	35	35	35	35
Shenandoah	20	20	20	20	20
Smithfield	50	50	35	35	35
South Boston	10	10	10		
South Hill	15	15	15	15	
St. Paul	5	5	5	5	5
Stanley	20	20	20	20	20
Staunton	30	30	30	30	30
Stephens City	45	25	25	25	25
Strasburg	25	25	25	25	25
Stuart	10	10	10	10	10
Suffolk	75	75	75	75	75
Tappahannock	15	15	15	15	15
Tazewell	40	30	15	15	10
Timberville	25	25	25	20	20
Toms Brook	25	25	25	25	
Vienna	85	85	85	85	75
Vinton	25	25	25	25	25
VA Beach	75	75	75	75	75
Wakefield	20	20	20		
Warrenton	20	20	20	15	15
Warsaw	25	25	25	25	25
Waynesboro	30	30	30	20	20
White Stone	20	20	15	15	15
Williamsburg	40	30	30	30	30
Winchester	50	50	35	35	35
Windsor	30	30	30	25	25
Wise	10	10	10	10	10
Woodstock	25	25	25	25	25
Wytheville	15	15	15	15	15
<b>COUNTIES</b>					
Arlington	30	30	30	30	30
Fairfax	30	30	30	30	30

\* Crewe tax rose from \$0.22 per pack to \$0.27 per pack on 2/1/20.

\*\*Keyville tax took effect on 2/1/20.



**Cigarette Tax  
Calculation of Potential Revenues**

	Population	Average Pack Per Resident	Tax Per Pack of 20	Estimated Revenue	
<b>York County</b>	<b>68,725</b>				
<b>Average Pack Per Resident</b>		<b>32.14</b>	\$ 0.40	\$ 880,000	
<b>November 1, 2021 Implementation (8 Months)</b>			8 months	<b>\$ 590,000</b>	
Locality	Population FY2019	Revenues FY2019	Tax Per Pack of 20	Calculated Packs Sold	Calculated Packs Per Resident
Counties:					
Fairfax	1,145,978	\$ 5,787,235	\$ 0.30	#####	16.83
Arlington	241,031	2,115,530	\$ 0.30	7,051,767	29.26
Cities:					
Virginia Beach	453,410	10,568,721	\$ 0.75	#####	31.08
Norfolk	245,741	7,889,222	\$ 0.95	8,304,444	33.79
Newport News	181,119	4,761,217	\$ 0.85	5,601,432	30.93
Hampton	135,629	4,336,342	\$ 0.85	5,101,579	37.61
Chesapeake	243,868	5,055,551	\$ 0.65	7,777,771	31.89
Portsmouth	94,953	4,244,258	\$ 0.90	4,715,842	49.67
Suffolk	92,714	1,955,756	\$ 0.75	2,607,675	28.13
Williamsburg	15,183	140,211	\$ 0.30	467,370	30.78
Poquoson	12,320	82,704	\$ 0.20	413,520	33.56
		<b>Average Packs Per Resident</b>			<b>32.14</b>

Note: Revenues and populations are based on APA's Comparative Cost Report, Exhibit Report B-2

## § 58.1-3833. County food and beverage tax

A. 1. Any county is hereby authorized to levy a tax on food and beverages sold, for human consumption, by a restaurant, as such term is defined in § 35.1-1, not to exceed six percent of the amount charged for such food and beverages. Such tax shall not be levied on food and beverages sold through vending machines or by (i) boardinghouses that do not accommodate transients; (ii) cafeterias operated by industrial plants for employees only; (iii) restaurants to their employees as part of their compensation when no charge is made to the employee; (iv) volunteer fire departments and volunteer emergency medical services agencies; nonprofit churches or other religious bodies; or educational, charitable, fraternal, or benevolent organizations the first three times per calendar year and, beginning with the fourth time, on the first \$100,000 of gross receipts per calendar year from sales of food and beverages (excluding gross receipts from the first three times), as a fundraising activity, the gross proceeds of which are to be used by such church, religious body or organization exclusively for nonprofit educational, charitable, benevolent, or religious purposes; (v) churches that serve meals for their members as a regular part of their religious observances; (vi) public or private elementary or secondary schools or institutions of higher education to their students or employees; (vii) hospitals, medical clinics, convalescent homes, nursing homes, or other extended care facilities to patients or residents thereof; (viii) day care centers; (ix) homes for the aged, infirm, handicapped, battered women, narcotic addicts, or alcoholics; (x) age-restricted apartment complexes or residences with restaurants, not open to the public, where meals are served and fees are charged for such food and beverages and are included in rental fees; or (xi) sellers at local farmers markets and roadside stands, when such sellers' annual income from such sales does not exceed \$2,500. For the exemption described in clause (xi), the sellers' annual income shall include income from sales at all local farmers markets and roadside stands, not just those sales occurring in the locality imposing the tax. Also, the tax shall not be levied on food and beverages: (a) when used or consumed and paid for by the Commonwealth, any political subdivision of the Commonwealth, or the United States; (b) provided by a public or private nonprofit charitable organization or establishment to elderly, infirm, blind, handicapped, or needy persons in their homes, or at central locations; or (c) provided by private establishments that contract with the appropriate agency of the Commonwealth to offer food, food products, or beverages for immediate consumption at concession prices to elderly, infirm, blind, handicapped, or needy persons in their homes or at central locations.

2. Grocery stores and convenience stores selling prepared foods ready for human consumption at a delicatessen counter shall be subject to the tax, for that portion of the grocery store or convenience store selling such items.

The term "beverage" as set forth herein shall mean alcoholic beverages as defined in § 4.1-100 and nonalcoholic beverages served as part of a meal. The tax shall be in addition to the sales tax currently imposed by the county pursuant to the authority of Chapter 6 (§ 58.1-600 et seq.). Collection of such tax shall be in a manner prescribed by the governing body.

B. Nothing herein contained shall affect any authority heretofore granted to any county, city, or town to levy a meals tax. The county tax limitations imposed pursuant to § 58.1-3711 shall apply to any tax levied under this section, mutatis mutandis. All food and beverage tax collections and all meals tax collections shall be deemed to be held in trust for the county, city, or town imposing the applicable tax. The wrongful and fraudulent use of such collections other than remittance of the same as provided by law shall constitute embezzlement pursuant to § 18.2-111.

C. Notwithstanding any other provision of this section, no locality shall levy any tax under this section upon (i) that portion of the amount paid by the purchaser as a discretionary gratuity in addition to the sales price; (ii) that portion of the amount paid by the purchaser as a mandatory gratuity or service charge added by the restaurant in addition to the sales price, but only to the extent that such mandatory gratuity or service charge does not exceed 20 percent of the sales price; or (iii) alcoholic beverages sold in factory sealed containers and purchased for off-premises consumption or food purchased for human consumption as "food" is defined in the Food Stamp Act of 1977, 7 U.S.C. § 2012, as amended, and federal regulations adopted pursuant to that act, except for the following items: sandwiches, salad bar items sold from a salad bar, prepackaged single-serving salads consisting primarily of an assortment of vegetables, and nonfactory sealed beverages.

1988, c. 847; 1989, c. 391; 1990, cc. 846, 862; 1992, c. 263; 1993, c. 866; 1999, c. 366; 2000, c. 626; 2001, c. 619; 2003, c. 792; 2004, c. 610; 2004, Sp. Sess. I, c. 3; 2005, c. 915; 2006, cc. 568, 602; 2009, c. 415; 2014, c. 673; 2015, cc. 502, 503; 2017, c. 833; 2018, cc. 450, 730; 2020, cc. 241, 1214, 1263.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.