

**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR’S MEETING**  
**AGENDA – OCTOBER 2, 2023**

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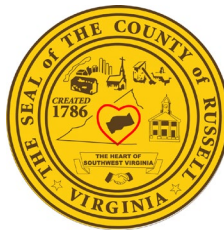
**BOS Board Room**

**Regular Meeting**

**6:00 PM**

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



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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PRESENTATIONS**

- 1. Dr. Kim Hooker – Russell County Public Schools – Teacher Retention.....A-1

**NEW BUSINESS**

- 1. Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1
  - a. Unapproved minutes of September 5, 2023
- 2. Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2
- 3. Committee Appointments for Board Consideration.....B-3



7. VA Compensation Board – FY24 Special Session Budget Amendment.....C-7

8. Clinch River State Park Comprehensive Master Plan.....C-8

9. Dante Health Education & Resource Fair – 10/14/2023.....C-9

10. VDOT Monthly Road System Report.....C-10

11. United Way Rural Summit.....C-11

**REQUESTS**

12. Robinson, Farmer, Cox Associates FY2023 Audit Engagement - \$75,000.....C-12

13. RC Financial System Software & Maintenance Upgrade - \$40,279.....C-13

14. VA Department of Fire – FY24 Fire Program Agreement & Grant - \$95,029.....C-14

15. FY23/24 County Employee Salary – 2% Salary – General Assembly Budget  
Amendment.....C-15

16. Clinch River Little League – FY24/25 Appropriation Request.....C-16

17. Travel Request – Library.....C-17

18. Planning Commission Plats.....C-18

**BOARD DISCUSSIONS & REMINDERS**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

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



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

Information Item  
Presenters - Various

**Meeting: 10/2/23 6:00 PM**

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## **Presentations**

### **1. Dr. Kim Hooker – Russell County Public Schools – Teacher Retention.....A-1**

#### **Staff Recommendation:**

Presentation – Informational Only.

#### **Suggested Motion:**

Board Discretion.

#### **ATTACHMENTS:**

- Various



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

Action Item B-1  
Presenter: Chairperson

**Meeting: 10/2/23 6:00 PM**

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## Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of September 5, 2023**

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

Board discretion

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

Motion to approve Board Minutes.

### **ATTACHMENTS:**

- Board Minutes

September 05, 2023

A regular monthly meeting of the Russell County Board of Supervisors was held on Tuesday, September 05, 2023 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, Chair  
Carl Rhea  
David Eaton  
Steve Breeding  
Rebecca Dye  
Oris Christian, Vice – Chairman

Lonzo Lester, Clerk  
Vicki Porter, Deputy Clerk

**Absent:**

Katie Patton, County Attorney

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

**APPROVAL OF THE AGENDA**

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

The vote was:

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

**Presentations**

**Charlie Perkins, Cumberland Plateau Planning District Commission** discussed the Dante Sewer Supplemental Grant and public hearing.

**Missy Carter, Community Workforce Program Director** gave a brief presentation on the program and its participants.

## **New Business**

### **APPROVAL OF THE AUGUST 07, 2023 MINUTES**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to approve the August 07, 2023 minutes and dispense with the reading thereof.

The vote was:

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

Nay: None

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

Motion made by Steve Breeding, second Oris Christian and duly approved by the Board of Supervisors to approve general county invoices in the amount of \$1,532,728.38 including reoccurring and withholdings.

The vote was:

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

Nay: None

## **Committee Appointments**

### **RANDALL HILLMAN RE-APPOINTED TO THE SWCC LOCAL COLLEGE ADVISORY BOARD**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to re-appoint Randall Hillman to the SWCC Local College Advisory Board for a four (4) year term, said term ending June 30, 2027.

The vote was:

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

Nay: None

The second appointment (Kathryn Easton resignation) to the SWCC Local College Advisory Board was tabled.

### **TOMMY TIGNOR RE-APPOINTED TO THE RUSSELL COUNTY PSA**

Motion made by Tim Lovelace, second Carl Rhea and duly approved by the Board of Supervisors to re-appoint Tommy Tignor to the Russell County Public Service Authority for a four (4) year term, said term ending June 25, 2027.

The vote was:

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

Nay: None

### **ZACK STOOTS RE-APPOINTED TO THE SOUTHWEST VA ALCOHOL SAFETY ACTION PROGRAM**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to re-appoint Zack Stoots to the Southwest Virginia Alcohol Safety Action Program for a three (3) year term, said term ending September 07, 2026.

The vote was:

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

Nay: None

### **Citizens' Comment**

The Chair opened public comment.

**Hugh O'Donnell** commented on the old ordinance prohibiting the sale of beer on Sunday in unincorporated towns in Russell County, specifically in the Castlewood area.

Public comment was closed.

### **County Administrator Reports & Requests**

#### **APPROVAL TO AWARD THE LAUREL BED LAKE ACCESS FEASIBILITY STUDY CONTRACT**

Motion made by David Eaton, second Carl Rhea and duly approved by the Board of Supervisors to approve the Laurel Bed Lake Access Feasibility Study Contract Award to Thompson & Litton.

The vote was:

Aye:

Nay: None

#### **APPROVAL TO AWARD THE DANTE STEAM BUILDING RENOVATION PROJECT CONTRACT TO DIALOGUE + DESIGN ASSOCIATES**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve the Dante Steam Building Renovation Project Contract to Dialogue + Design Associates.

The vote was:

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

Nay: None

#### **APPROVAL OF PAYMENTS IN LIEU OF TAXES TO PITTSTON PLACE AND HUD DEVELOPMENTS FOR THE CPRHA**

Motion made by Steve Breeding, second David Eaton and duly approved by the Board of Supervisors to approve a payment in lieu of taxes for Pittston Place and HUD Developments as requested by the Cumberland Plateau Housing Authority.

The vote was:

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

Nay: None



**APPROVAL TO SELL A 2022 MACK TRUCK (SOLID WASTE DEPARTMENT)**

Motion made by Carl Rhea, second Tim Lovelace and duly approved by the Board of Supervisors to approve the sale of a 2022 Mack Truck as requested by the Solid Waste Department.

The vote was:

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

Nay: None

**APPROVAL TO SURPLUS A 2002 FORD PICKUP AND A 2000 FREIGHTLINER**

Motion made by David Eaton, second Steve Breeding and duly approved by the Board of Supervisors to surplus a 2002 Ford Pickup and a 2000 Freightliner.

The vote was:

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

Nay: None

**APPROVAL OF A TRAVEL REQUEST FOR THE TOURISM DEPARTMENT**

Motion made by David Eaton, second Oris Christian and duly approved by the Board of Supervisors to approve a travel request to attend the VA Governor's Summit by the Tourism Department.

The vote was:

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

Nay: None

**APPROVAL OF PLATS FOR BOUNDARY LINE ADJUSTMENTS AS REQUESTED BY THE PLANNING COMMISSION**

Motion made by Oris Christian, second Steve Breeding and duly approved by the Board of Supervisors to approve plats for boundary line adjustments for Breeding, Couch, Amburgey and Warner as requested by the Russell County Planning Commission.

The vote was:

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

Nay: None

**APPROVAL OF A GRANT APPLICATION FOR THE 2023 COMPREHENSIVE COMMUNITY DEVELOPMENT PLANNING GRANT FOR THE COMMUNITY OF DANTE**

Motion made by Rebecca Dye, second Lou Wallace and duly approved by the Board of Supervisors to approve a grant application for a 2023 Comprehensive Community Development Planning Grant for the Community of Dante with DHCD.

The vote was:

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

Nay: None

The Chair adjourned the meeting.

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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: 10/2/23 6:00 PM**

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## **Approval of Expenditures**

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

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

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

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

Motion to approve County's September 2023 Monthly Expenditures.

### **ATTACHMENTS:**

- September 2023 Monthly Expenditures

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
10/02/2023	9/21/2023	005101 ABOVE EXPECTATI	RCSO223		1,350.00	1,350.00	4100-031020-5408-	-
					1,350.00	1,350.00 *		-
10/02/2023	10/02/2023	004228 ADDINGTON CAROL	JULY-OCT 23		853.67	853.67	4100-013010-1008-	-
					853.67	853.67 *		-
10/02/2023	8/15/2023	004982 AMAZON CAPITAL	0815-09-17 23	10	669.71	669.71	4100-073010-5401-	-
					669.71	669.71 *		-
10/02/2023	8/23/2023	000007 BAKER & TAYLOR	5018502069	10	17.69	17.69	4100-073010-5411-	-
10/02/2023	8/23/2023	000007 BAKER & TAYLOR	5018502070	10	115.51	115.51	4100-073010-5411-	-
10/02/2023	8/31/2023	000007 BAKER & TAYLOR	5018514058	10	69.64	69.64	4100-073010-5411-	-
10/02/2023	9/11/2023	000007 BAKER & TAYLOR	5018526010	10	62.95	62.95	4100-073010-5411-	-
10/02/2023	9/15/2023	000007 BAKER & TAYLOR	5018535519	10	32.58	32.58	4100-073010-5411-	-
10/02/2023	8/31/2023	000007 BAKER & TAYLOR	50188514059	10	181.77	181.77	4100-073010-5411-	-
					480.14	480.14 *		-
10/02/2023	8/23/2023	005100 BARG N FINDERS	82323-7370		133.26	133.26	4100-081040-3007-	-
					133.26	133.26 *		-
10/02/2023	9/18/2023	000084 BEN FRANKLIN PR	45464		136.12	136.12	4100-013010-5401-	-
					136.12	136.12 *		-
10/02/2023	9/12/2023	000092 BONANZA RESTAUR	304285		252.00	252.00	4100-011010-5413-	-
					252.00	252.00 *		-
10/02/2023	10/31/2023	001177 CAMPBELL PHILLI	JULY-OCT 2023		500.00	500.00	4100-013020-3002-	-
					500.00	500.00 *		-
10/02/2023	8/03/2023	002574 CARTER MACHINER	1470041		579.60	579.60	4100-032050-3005-	-
					579.60	579.60 *		-
10/02/2023	9/25/2023	005091 CASTLEWOOD FIRE	4-4-LIFE FY23	1	5,982.91	5,982.91	4100-032030-5606-	-
					5,982.91	5,982.91 *		-
10/02/2023	10/02/2023	002170 CASTLEWOOD HIGH	TENNIS SERV MCH		500.00	500.00	4100-011010-5417-	-
					500.00	500.00 *		-
10/02/2023	9/25/2023	000144 CLEVELAND LIFE	4-4-LIFE FY23	1	5,982.92	5,982.92	4100-032030-5606-	-
					5,982.92	5,982.92 *		-
10/02/2023	8/24/2023	004044 CRAIG'S FIREARM	40415		1,114.00	1,114.00	4100-031020-5409-	-
					1,114.00	1,114.00 *		-
10/02/2023	8/24/2023	004452 CRYSTAL SPRINGS	16981298 082423		42.86	42.86	4100-013010-5401-	-
10/02/2023	9/21/2023	004452 CRYSTAL SPRINGS	16981294 092123		52.78	52.78	4100-021060-5401-	-
					95.64	95.64 *		-
10/02/2023	9/19/2023	000171 CUMBERLAND PLAT	305.		80,567.64	80,567.64	4100-042010-3002-	-
					80,567.64	80,567.64 *		-
10/02/2023	2/14/2023	004653 DANA SAFETY SUP	834010		865.87	865.87	4100-031020-5408-	-
10/02/2023	3/08/2023	004653 DANA SAFETY SUP	837890		1,361.70	1,361.70	4100-031020-5408-	-
10/02/2023	8/28/2023	004653 DANA SAFETY SUP	499391		1,467.00	1,467.00	4100-031020-5408-	-
					3,694.57	3,694.57 *		-
10/02/2023	9/25/2023	000177 DANTE RESCUE SQ	4-4-LIFE FY23	1	5,982.91	5,982.91	4100-032030-5606-	-
					5,982.91	5,982.91 *		-
10/02/2023	9/13/2023	004958 DASTON CORPORAT	3809-ES		1,920.00	1,920.00	4100-031020-3005-	-
					1,920.00	1,920.00 *		-
10/02/2023	9/05/2023	001871 DELPH KELLY MCB	09052023	10	468.00	468.00	4100-073010-5413-	-
					468.00	468.00 *		-
10/02/2023	9/06/2023	000184 DEMCO	7359994	10	74.94	74.94	4100-073010-5401-	-
					74.94	74.94 *		-
10/02/2023	8/08/2023	000198 DOMINION OFFICE	156039		184.72	184.72	4100-031020-5401-	-
10/02/2023	8/10/2023	000198 DOMINION OFFICE	156115		12.99	12.99	4100-031020-5401-	-
10/02/2023	8/15/2023	000198 DOMINION OFFICE	156217		143.84	143.84	4100-031020-5401-	-
10/02/2023	8/15/2023	000198 DOMINION OFFICE	156218		209.99	209.99	4100-031020-5401-	-
10/02/2023	8/15/2023	000198 DOMINION OFFICE	156243		62.99	62.99	4100-031020-5401-	-
10/02/2023	8/17/2023	000198 DOMINION OFFICE	156301		363.98	363.98	4100-031020-5401-	-
10/02/2023	8/22/2023	000198 DOMINION OFFICE	156395		154.49	154.49	4100-031020-5401-	-

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
10/02/2023	8/22/2023	000198 DOMINION OFFICE	156446		38.00	38.00	4100-031020-5401-	-
10/02/2023	9/01/2023	000198 DOMINION OFFICE	156676		239.97	239.97	4100-072010-5405-	-
10/02/2023	9/05/2023	000198 DOMINION OFFICE	156766		8.99	8.99	4100-034010-5401-	-
10/02/2023	9/01/2023	000198 DOMINION OFFICE	156786		37.90	37.90	4100-021020-5401-	-
10/02/2023	9/05/2023	000198 DOMINION OFFICE	156816		104.99	104.99	4100-035010-5401-	-
10/02/2023	9/05/2023	000198 DOMINION OFFICE	156817		104.99	104.99	4100-043020-5405-	-
10/02/2023	9/08/2023	000198 DOMINION OFFICE	156863		103.98	103.98	4100-043020-5405-	-
10/02/2023	9/12/2023	000198 DOMINION OFFICE	156920		62.99	62.99	4100-012010-5401-	-
10/02/2023	9/12/2023	000198 DOMINION OFFICE	156921		276.99	276.99	4100-072010-5407-	-
10/02/2023	9/15/2023	000198 DOMINION OFFICE	156989		218.48	218.48	4100-035010-5401-	-
10/02/2023	9/15/2023	000198 DOMINION OFFICE	157025		236.48	236.48	4100-071040-5606-	-
10/02/2023	9/15/2023	000198 DOMINION OFFICE	157053		62.99	62.99	4100-022010-5415-	-
10/02/2023	9/19/2023	000198 DOMINION OFFICE	157105		224.97	224.97	4100-042400-5414-	-
10/02/2023	8/15/2023	000198 DOMINION OFFICE	156212	10	14.98	14.98	4100-073010-5401-	-
10/02/2023	8/30/2023	000198 DOMINION OFFICE	156627	10	72.49	72.49	4100-073010-5401-	-
10/02/2023	8/31/2023	000198 DOMINION OFFICE	156714	10	99.00	99.00	4100-073010-5401-	-
10/02/2023	9/05/2023	000198 DOMINION OFFICE	156758	10	62.99	62.99	4100-073010-5401-	-
10/02/2023	8/30/2023	000198 DOMINION OFFICE	156625		27.99	27.99	4100-013010-5401-	-
10/02/2023	9/05/2023	000198 DOMINION OFFICE	156767		103.57	103.57	4100-013020-5401-	-
10/02/2023	9/14/2023	000198 DOMINION OFFICE	156979		409.99	409.99	4100-013010-5401-	-
10/02/2023	9/19/2023	000198 DOMINION OFFICE	157102		95.76	95.76	4100-013010-5401-	-
10/02/2023	9/21/2023	000198 DOMINION OFFICE	157168		274.48	274.48	4100-043020-5405-	-
10/02/2023	9/21/2023	000198 DOMINION OFFICE	157169		114.50	114.50	4100-022010-5415-	-
10/02/2023	9/21/2023	000198 DOMINION OFFICE	157170		114.50	114.50	4100-035010-5405-	-
10/02/2023	9/21/2023	000198 DOMINION OFFICE	157170		185.55	185.55	4100-035010-5401-	-
10/02/2023	9/21/2023	000198 DOMINION OFFICE	157173		139.98	139.98	4100-072010-5405-	-
					4,570.50	4,570.50	*	
10/02/2023	9/20/2023	001445 FISHER AUTO PAR	397-294517		76.65	76.65	4100-042400-5413-	-
10/02/2023	9/21/2023	001445 FISHER AUTO PAR	397-294563		30.66	30.66	4100-042400-5413-	-
					107.31	107.31	*	
10/02/2023	9/07/2023	000239 FOOD CITY	09072023		25.72	25.72	4100-012010-5413-	-
10/02/2023	9/07/2023	000239 FOOD CITY	09072023		21.87	21.87	4100-031020-5401-	-
10/02/2023	9/07/2023	000239 FOOD CITY	09072023		21.95	21.95	4100-031020-5401-	-
					69.54	69.54	*	
10/02/2023	8/14/2023	000854 GALL'S, LLC	25366620		171.90	171.90	4100-031020-5409-	-
					171.90	171.90	*	
10/02/2023	9/20/2023	001862 GREAT AMERICA L	34918897		263.22	263.22	4100-012090-5401-	-
					263.22	263.22	*	
10/02/2023	9/25/2023	004664 HOME TOWN HARDW	37585		6.99	6.99	4100-043020-5407-	-
					6.99	6.99	*	
10/02/2023	9/15/2023	002335 HONAKER HIGH SC 1	TYLER MCNULTY		500.00	500.00	4100-081040-3008-	-
					500.00	500.00	*	
10/02/2023	9/01/2023	003866 INNOVATIVE TECH	3888		337.50	337.50	4100-031020-3005-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3910		1,575.00	1,575.00	4100-012300-3002-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3911		300.00	300.00	4100-012300-3002-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3912		112.50	112.50	4100-012300-3002-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3913		300.00	300.00	4100-072010-3009-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3914		300.00	300.00	4100-012300-3002-	-
10/02/2023	9/25/2023	003866 INNOVATIVE TECH	3923		19.00	19.00	4100-012300-7002-	-
					2,944.00	2,944.00	*	
10/02/2023	9/22/2023	005103 J C MAXFIELD	150004		150.00	150.00	4100-043020-5408-	-
					150.00	150.00	*	
10/02/2023	8/31/2023	001685 JERRY'S SIGNS	15011		652.00	652.00	4100-031020-5409-	-
10/02/2023	8/31/2023	001685 JERRY'S SIGNS	15012		652.00	652.00	4100-031020-5409-	-
					1,304.00	1,304.00	*	

<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>
10/02/2023	9/25/2023	003587 JOHN DEERE FINA	09252023	1	571.06	571.06	4100-031020-5408-	-
					571.06	571.06 *		
10/02/2023	9/21/2023	003355 JONES MICHELLE	09212023		9,700.00	9,700.00	4100-035010-5404-	-
					9,700.00	9,700.00 *		
10/02/2023	9/25/2023	000359 KWIK KAFE	3510:720554		42.00	42.00	4100-012010-5401-	-
					42.00	42.00 *		
10/02/2023	9/25/2023	000373 LEBANON LIFE SA	4-4-LIFE FY23	1	5,982.91	5,982.91	4100-032030-5606-	-
					5,982.91	5,982.91 *		
10/02/2023	9/21/2023	004838 LESTER TRUCK &	77		171.59	171.59	4100-042400-5408-	-
					171.59	171.59 *		
10/02/2023	8/28/2023	004948 LYTTLE SHILOH	08282023		30.39	30.39	4100-011010-5501-	-
10/02/2023	9/23/2023	004948 LYTTLE SHILOH	RC HERITAGE		92.82	92.82	4100-011010-5504-	-
10/02/2023	9/25/2023	004948 LYTTLE SHILOH	09252023		53.90	53.90	4100-011010-5501-	-
					177.11	177.11 *		
10/02/2023	9/20/2023	005099 MCFALL EXCAVATI	5740		8,800.00	8,800.00	4100-071040-5603-	-
					8,800.00	8,800.00 *		
10/02/2023	8/31/2023	003951 MILLIMAN INC	36RCV0923		2,000.00	2,000.00	4100-012080-3002-	-
					2,000.00	2,000.00 *		
10/02/2023	8/02/2023	003387 MOBILE COMMUNIC	352000616-1		98.52	98.52	4100-031020-7003-	-
10/02/2023	8/16/2023	003387 MOBILE COMMUNIC	352000663-1		656.56	656.56	4100-031020-7003-	-
10/02/2023	8/16/2023	003387 MOBILE COMMUNIC	354002723-1		792.00	792.00	4100-031020-7003-	-
10/02/2023	7/28/2023	003387 MOBILE COMMUNIC	354002801-4		322.00	322.00	4100-031020-7003-	-
10/02/2023	8/04/2023	003387 MOBILE COMMUNIC	354002839-1		450.00	450.00	4100-031020-7003-	-
10/02/2023	8/25/2023	003387 MOBILE COMMUNIC	354002857-1		3,600.00	3,600.00	4100-031020-7003-	-
10/02/2023	8/01/2023	003387 MOBILE COMMUNIC	80112807		790.00	790.00	4100-031020-7003-	-
10/02/2023	9/01/2023	003387 MOBILE COMMUNIC	80114584		790.00	790.00	4100-031020-7003-	-
					7,499.08	7,499.08 *		
10/02/2023	10/02/2023	003474 MONK HARRY J	JULY - OCT 23		1,707.33	1,707.33	4100-013010-1008-	-
					1,707.33	1,707.33 *		
10/02/2023	9/25/2023	000460 NEW GARDEN RESC	4-4-LIFE FY23	1	5,982.91	5,982.91	4100-032030-5606-	-
					5,982.91	5,982.91 *		
10/02/2023	5/04/2023	003123 O'REILLY AUTO P	MAY-JUNE 2023		665.19	665.19	4100-031020-5408-	-
					665.19	665.19 *		
10/02/2023	9/25/2023	002812 RICOH USA, INC	5068165369		91.06	91.06	4100-021020-3005-	-
					91.06	91.06 *		
10/02/2023	8/23/2023	003192 ROBINSON FARMER	86891		67,700.00	67,700.00	4100-012080-3009-	-
					67,700.00	67,700.00 *		
10/02/2023	9/21/2023	000663 RUSSELL COUNTY	SEP-23	1	7,740.00	7,740.00	4100-095010-9130-	-
10/02/2023	9/21/2023	000663 RUSSELL COUNTY	SEPT 23 WWTP	2	5,782.76	5,782.76	4100-082010-8025-	-
					13,522.76	13,522.76 *		
10/02/2023	8/30/2023	003554 S.E.P.T.I.C. IN	57964		110.00	110.00	4100-094010-7056-	-
					110.00	110.00 *		
10/02/2023	9/23/2023	000594 SAM'S CLUB/GECR	09232023		110.17	110.17	4100-031020-5409-	-
					110.17	110.17 *		
10/02/2023	10/02/2023	004017 SCOTT HERBERT W	JUL-OCT 23		853.67	853.67	4100-013010-1008-	-
					853.67	853.67 *		
10/02/2023	8/25/2023	003380 SHENTEL	08252023-		91.31	91.31	4100-013020-5413-	-
10/02/2023	8/25/2023	003380 SHENTEL	08252023-		135.38	135.38	4100-012010-5413-	-
10/02/2023	8/25/2023	003380 SHENTEL	08252023-		135.38	135.38	4100-031020-5203-	-
10/02/2023	8/25/2023	003380 SHENTEL	08252023-		131.39	131.39	4100-031020-5203-	-
					493.46	493.46 *		
10/02/2023	9/12/2023	004429 SHORTER DIANA	SEPT 2023		57.95	57.95	4100-013010-5401-	-
					57.95	57.95 *		
10/02/2023	9/02/2023	000961 SOUTH EAST SALE	60		750.00	750.00	4100-031020-5409-	-
					750.00	750.00 *		

<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>
10/02/2023	9/20/2023	001700	SOUTHWEST VA VE 155035		8,461.32	8,461.32	4100-035010-5404-	-
10/02/2023	9/13/2023	001700	SOUTHWEST VA VE 1554879	1	433.60	433.60	4100-031020-5409-	-
					8,894.92	8,894.92 *		
10/02/2023	9/01/2023	002135	SOUTHWEST VIRGI 23-24 MEM DUES		35.00	35.00	4100-012130-5801-	-
					35.00	35.00 *		
10/02/2023	9/06/2023	002498	SOUTHWEST VIRGI 2ND Q FY24		437,718.44	437,718.44	4100-033010-3009-	-
10/02/2023	9/06/2023	002498	SOUTHWEST VIRGI 2ND Q FY24		93,076.92	93,076.92	4100-033010-1006-	-
					530,795.36	530,795.36 *		
10/02/2023	9/18/2023	002562	STERICYCLE INC 8004709619		93.90	93.90	4100-021060-5401-	-
10/02/2023	9/18/2023	002562	STERICYCLE INC 8004709619		31.78	31.78	4100-012010-5401-	-
10/02/2023	9/18/2023	002562	STERICYCLE INC 8004709619		31.78	31.78	4100-012090-5401-	-
10/02/2023	9/18/2023	002562	STERICYCLE INC 8004709619		31.78	31.78	4100-012130-5401-	-
					189.24	189.24 *		
10/02/2023	9/23/2023	005102	THE BLUEGRASS C 396		350.00	350.00	4100-081040-3007-	-
					350.00	350.00 *		
10/02/2023	9/18/2023	000384	THE LIBRARY COR INV110000053	10	442.00	442.00	4100-073010-5401-	-
10/02/2023	8/15/2023	000384	THE LIBRARY COR 1042441	10	232.04	232.04	4100-073010-3002-	-
					674.04	674.04 *		
10/02/2023	9/21/2023	002952	THOMAS BODY SHO 921231		1,188.20	1,188.20	4100-099000-5000-	-
10/02/2023	9/21/2023	002952	THOMAS BODY SHO 921231		500.00	500.00	4100-031020-5408-	-
					1,688.20	1,688.20 *		
10/02/2023	10/25/2023	001580	TOWN OF CLEVELA 00002		432.00	432.00	4100-043020-5103-	-
					432.00	432.00 *		
10/02/2023	8/23/2023	002133	TREASURER OF VI 08232023		20.00	20.00	4100-035030-3001-	-
10/02/2023	9/12/2023	002133	TREASURER OF VI 09122023		20.00	20.00	4100-035030-3001-	-
					40.00	40.00 *		
10/02/2023	8/17/2023	000700	TRI CITY BUSINE AR34205	10	399.90	399.90	4100-073010-3002-	-
10/02/2023	8/24/2023	000700	TRI CITY BUSINE AR34375	10	228.03	228.03	4100-073010-3002-	-
					627.93	627.93 *		
10/02/2023	7/19/2023	004678	ULTRA BRIGHT LI W158866		1,049.82	1,049.82	4100-031020-5408-	-
					1,049.82	1,049.82 *		
10/02/2023	9/19/2023	003965	UNIFIRST CORPOR 1730085858		91.95	91.95	4100-043020-3008-	-
10/02/2023	9/19/2023	003965	UNIFIRST CORPOR 1730085876		19.42	19.42	4100-043020-3008-	-
10/02/2023	9/19/2023	003965	UNIFIRST CORPOR 1730085878		33.39	33.39	4100-043020-3008-	-
10/02/2023	7/11/2023	003965	UNIFIRST CORPOR 1730074825		17.02	17.02	4100-043020-3008-	-
					161.78	161.78 *		
10/02/2023	10/02/2023	000729	VEBA 2024 MEM DUES		200.00	200.00	4100-011010-5801-	-
					200.00	200.00 *		
10/02/2023	9/05/2023	003318	VIRGINIA TOURIS INV9615		620.00	620.00	4100-081040-3007-	-
					620.00	620.00 *		
10/02/2023	9/23/2023	003847	WEX BANK 91922253		16,735.42	16,735.42	4100-031020-5408-	-
					16,735.42	16,735.42 *		
10/02/2023	8/30/2023	004567	10-33 COMMUNICA 1158		175.00	175.00	4100-031020-5409-	-
					175.00	175.00 *		
			TOTAL FOR DUE DATE 10/02/2023		811,082.45	811,082.45		
			TOTAL DUE FOR FUND- 4100		811,082.45	811,082.45		

<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>
10/02/2023	9/20/2023	004465	AXON ENTERPRISE INUS188099		26,852.50	26,852.50	4211-031020-5413-	-
					26,852.50	26,852.50 *		-
10/02/2023	9/12/2023	003676	GENTRY LOCKE AT 318651		12,493.25	12,493.25	4211-011010-5415-	-
					12,493.25	12,493.25 *		-
10/02/2023	9/25/2023	003866	INNOVATIVE TECH 3909		9,862.50	9,862.50	4211-094010-8029-	-
					9,862.50	9,862.50 *		-
10/02/2023	8/29/2023	004988	LAW AND ORDER T 143375913		52,248.20	52,248.20	4211-031020-5413-	-
					52,248.20	52,248.20 *		-
10/02/2023	9/21/2023	003387	MOBILE COMMUNIC 352000300-1		14,920.00	14,920.00	4211-031020-5413-	-
10/02/2023	9/22/2023	003387	MOBILE COMMUNIC 352000494-1		11,252.50	11,252.50	4211-031020-5413-	-
					26,172.50	26,172.50 *		-
			TOTAL FOR DUE DATE 10/02/2023		127,628.95	127,628.95		
			TOTAL DUE FOR FUND- 4211		127,628.95	127,628.95		



<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>
10/02/2023	9/12/2023	005070 NEWBERRY STANDA	5172		115.00	115.00	4839-083990-5407-	- -
10/02/2023	9/12/2023	005070 NEWBERRY STANDA	5173		115.00	115.00	4839-083990-5407-	- -
					230.00	230.00 *		
10/02/2023	9/22/2023	000082 VERIZON	09222023		77.80	77.80	4839-083990-5203-	- -
					77.80	77.80 *		
		TOTAL FOR DUE DATE 10/02/2023			307.80	307.80		
		TOTAL DUE FOR FUND- 4839			307.80	307.80		
		NON-DIRECT DEPOSIT			939,019.20	939,019.20		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			939,019.20	939,019.20		
						.00		



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

Action Item: B-3  
Presenter: Chairperson

**Meeting: 10/2/23 6:00 PM**

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## **Board Appointments**

### **SWCC Local College Advisory Board**

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

### **Highway & Safety Commission**

**Gary Dotson 2-Year Term October 12, 2023**  
**Johnny B. Jesse 2-Year Term October 12, 2023**  
**Eugene Ferguson 2-Year Term October 12, 2023**  
**Barbara K. Cox 2-Year Term October 12, 2023**  
**Tony Maxfield 2-Year Term October 12, 2023**  
**Henry Stinson, Jr. 2-Year Term October 12, 2023**

### **Russell County Planning Commission**

**Charles Edmonds 4-Year Term October 7, 2023**  
**John Mason 4-Year Term October 4, 2023**

### **Cumberland Plateau Economic Development Commission**

**Frank Horton 1-Year Term October 12, 2023**  
**Tony Lambert 1-Year Term October 12, 2023**  
**Ron Blankenship 1-Year Term October 12, 2023**

### **Staff Recommendation:**

Presentation – Informational Only.

### **Suggested Motion:**

Board Discretion.

### **ATTACHMENTS:**

Various

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<b>Board Appointments</b>			
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Dante Community Center Board Members</u></b>			
Bobbie Gullett	2	Two Years	April 1, 2023
Arthur Phillips (deceased)	2	Two Years	April 1, 2023
Wanda Osborne (does not wish to serve)	2	Two Years	April 1, 2023
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Russell County Public Library Board</u></b>			
Yvonne Dye	4	Three Year	June 30, 2023
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Spearhead Trails</u></b>			
Gilbert "Teddy" Clevinger	2	Three Years	August 7, 2023
<b>Name</b>	<b>District</b>	<b>Term</b>	<b>Term Ending</b>
<b><u>Dante Community Center Board</u></b>			
Catherine Pratt	2		October 12, 2023
Jason Gullett	2		October 12, 2023
<b><u>Highway &amp; Safety Commission</u></b>			
Gary Dotson	1	Two Years	October 12, 2023
Johnny B. Jessee	3	Two Years	October 12, 2023
Eugene Ferguson	6	Two Years	October 12, 2023
Barbara K. cox	3	Two Years	October 12, 2023
Tony Maxfield	3	Two Years	October 12, 2023
Henry E. Stinson, Jr.	4	Two Years	October 12, 2023
<b><u>Russell County Planning Commission</u></b>			
Charles Edmonds	3	Four Years	October 7, 2023
John Mason	1	Four Years	October 4, 2023
<b><u>Cumberland Plateau Economic Development Commission</u></b>			
Frank Horton	5	1 Year	October 12, 2023

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



# RUSSELL COUNTY BOARD OF SUPERVISORS

## BOARD / COMMITTEE APPLICATION

DATE OF APPLICATION: 2-28-23

(Please print or type in black ink)

VOTING DISTRICT: 3

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

MAILING ADDRESS: 74 Sykes Drive Honaker, VA 24260

E911 ADDRESS: 74 Sykes Drive

TELEPHONE NUMBERS: \_\_\_\_\_ 276-701-1427 \_\_\_\_\_  
(Home) (Business) (Cell)

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

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

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

EDUCATION: High School and Two years of college at SHCC

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

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

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

IF YES, PLEASE NAME: \_\_\_\_\_

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

IF YES, PLEASE NAME: \_\_\_\_\_



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

Action Item C-1 – C-18  
Presenter: Administrator

**Meeting: 10/2/23 6:00 PM**

## County Administrator Reports & Requests

The County Administrator Reports & Request for October 2023:

### REPORTS

- 1. JLARC Virginia’s K-12 Teacher Pipeline Report.....C-1
- 2. VA Department of Elections – Polling Place Accessibility (Complete).....C-2
- 3. SWCC – Annual Scholarship Banquet (10/10/23).....C-3
- 4. VA Opioid Abatement Authority - VOAA Workshop – 9/7/2023.....C-4
- 5. Russell County Landfill Groundwater – Solid Waste Permit 258.....C-5
- 6. AEP Industrial Landfill - Solid Waste Permit 223 & 620 & 624.....C-6
- 7. VA Compensation Board – FY24 Special Session Budget Amendment.....C-7
- 8. Clinch River State Park Comprehensive Master Plan.....C-8
- 9. Dante Health Education & Resource Fair – 10/14/2023.....C-9
- 10. VDOT Monthly Road System Report.....C-10
- 11. United Way Rural Summit.....C-11

### REQUESTS

- 12. Robinson, Farmer, Cox Associates FY2023 Audit Engagement - \$75,000.....C-12
- 13. RC Financial System Software & Maintenance Upgrade - \$40,279.....C-13
- 14. VA Department of Fire – FY24 Fire Program Agreement & Grant - \$95,029.....C-14
- 15. FY23/24 County Employee Salary – 2% Salary – General Assembly Budget Amendment.....C-15
- 16. Clinch River Little League – FY24/25 Appropriation Request.....C-16
- 17. Travel Request – Library.....C-17
- 18. Planning Commission Plats.....C-18

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

Board Discretion.

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



## Polling Place Accessibility Checklist Form

Date: \_\_\_\_\_

Locality: \_\_\_\_\_

Precinct: \_\_\_\_\_

Polling Place Name: \_\_\_\_\_

Polling Place Address: \_\_\_\_\_

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

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

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

### Tools and Documentation:

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

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



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

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





### Parking

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

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

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

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



### Passenger Drop-off Areas

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

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

### Curbside Voting Area

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



Exterior Route to Accessible Entrance

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

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



Polling Place Entrances

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

Route from Entrance into the Voting Area

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



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DEPARTMENT *of* ELECTIONS

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



Within the Voting Area

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

Voting Stations and Accessible Devices

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



### Ramps

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

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



### Lifts

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

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

### Elevators

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

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





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DEPARTMENT *of* ELECTIONS

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

---

Printed Name

Signature

---

Position

Date



You & Your Guest Are Cordially  
Invited To The

Southwest Virginia Community College

*Annual Scholarship Banquet*

Tuesday, October 10, 2023  
6:00 p.m.

SWCC King Community Center  
295 Community College Rd.  
Cedar Bluff, VA 24609

Please RSVP by 10.1.2023  
stacey.mcgee@sw.edu or (276) 964.7351





Lonzo Lester <lonzo.lester@russellcountyva.us>

---

## Fwd: Fwd: OAA in-person workshop

1 message

---

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

Mon, Sep 25, 2023 at 11:41 AM

*The Virginia Opioid Abatement Authority Workshop on September 7th!*

## **The *In-Person* Virginia Opioid Abatement Authority Workshop**

### **Southwest Virginia Higher Learning Center in Abingdon**

#### **September 7, 2023**

The opioid crisis continues to be a critical challenge, affecting families, individuals, and communities across the nation. As leaders, we recognize the urgency of finding effective strategies to combat this crisis and provide support to those in need. The Virginia Opioid Abatement Authority Workshop is an exceptional opportunity for us to come together, learn from experts, and share valuable insights on the most up-to-date approaches for addressing this complex issue.

Here are some of the key highlights from the workshop:

- 1. Expert Presentations:** Esteemed professionals from the fields of medicine, public health, addiction treatment, and law enforcement will be sharing their knowledge and experience. They provided valuable information about the current state of the opioid crisis, evidence-based practices, and successful intervention models.
- 2. Collaborative Discussions:** The workshop facilitated interactive discussions and group activities, encouraging participants to share their experiences, challenges, and successes in tackling opioid abuse in their respective areas. This collaborative approach will foster a deeper understanding of the issue and encourage networking among leaders.
- 3. Effective Opioid Abatement Strategies:** Attendees gained insights into a range of successful opioid abatement strategies that can be tailored to meet the unique needs of our communities. The goal was to equip all participants with actionable steps to implement back home.
- 4. Resources and Support:** The Virginia Opioid Abatement Authority provided attendees with access to valuable resources, research, and ongoing support to assist us in our efforts to combat the opioid crisis effectively.

The workshop was an invaluable experience for all those who are dedicated to making a positive change in our community. Your presence at the event significantly enhanced the quality of discussions and contributed to the development of practical solutions for opioid abatement.



*Commonwealth of Virginia*

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

SOUTHWEST REGIONAL OFFICE  
355-A Deadmore Street, Abingdon, Virginia 24210  
(276) 676-4800  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Secretary of Natural and Historic Resources

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

Jeffrey Hurst  
Regional Director

September 22, 2023

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

**RE: Groundwater Protection Standard (GPS) for Cobalt**  
Evaluation of Background-based GPS for Cobalt  
Russell County Landfill  
Solid Waste Permit #258

Dear Mr. Lester:

This letter acknowledges the receipt and review of the County's Evaluation of Background-based GPS for Cobalt for the above-listed facility. The report was submitted to the Virginia Department of Environmental Quality (DEQ) on December 29, 2022 by Draper Aden Associates on behalf of the County.

The facility has proposed to continue using the calculated background value of 14.7 ug/L as the GPS value for cobalt. The Department's statistical review by Mr. Hasan Keceli (enclosed) has determined that the proposed GPS value for cobalt is acceptable. The facility may use the value of 14.7 ug/L as the background-based GPS value for cobalt per 9VAC20-81-250.A.6.d.

Please note that the conclusions presented in this letter are based solely on information supplied by the addressee or their environmental representative. The resulting review of this information was undertaken in accordance with applicable law, regulations, and DEQ guidance. This letter does not make or imply a final determination of compliance, nor does it constitute a "case decision," as defined by Virginia Code § 2.2-4001, regarding any of the actions undertaken as discussed in this letter. Pursuant to Virginia Code § 2.2-4001, a "case" or "case decision" means any agency proceeding or

determination that, under laws or regulations at the time, a named party as a matter of past or present fact, or of threatened or contemplated private action, either is, is not, or may or may not be (i) in violation of such law or regulation or (ii) in compliance with any existing requirement for obtaining or retaining a license or other right or benefit.”

If you have any additional questions regarding the facility’s groundwater monitoring program, please feel free to contact Mr. John Surber, Groundwater Remediation Specialist, at (276) 608-8574 or john.surber@deq.virginia.gov.

Sincerely,



Stacy A. Bowers  
SWRO Land Program Manager

enc: Statistical Review Memo

cc: **SW GW File SWP 258**

DEQ SWRO: Sandy Crampton, John Surber, Stephan Martin, Stacy Bowers  
Carrie Blankenship, Draper Aden Associates/TRC (cblankenship@trccompanies.com)  
William Mason-Deese, Draper Aden Associates/TRC (wmasondeese@trccompanies.com)  
Lonzo Lester, Russell County (lonzo.lester@russellcountyva.us)



**OFFICE OF FINANCIAL  
RESPONSIBILITY AND WASTE  
PROGRAMS**

**M  
E  
M  
O**

TO: John Surber

THROUGH: Sanjay Thirunagari

FROM: Hasan Keceli *H.K.*

DATE: July 18, 2023

CC: Geoff Christe

SUBJECT: Statistical Review of Proposed  
GPS for Russell County Landfill, Permit  
#258

Per your request, I have reviewed the proposed ground water protection standard for cobalt at the Russell County Landfill.

Based on the information provided in the report and my review, the proposed groundwater protection standard for cobalt (14.7 ug/l) is acceptable. If the facility has any questions, I can be reached at (804) 912-6936.



*Commonwealth of Virginia*

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

SOUTHWEST REGIONAL OFFICE  
355-A Deadmore Street, Abingdon, Virginia 24210  
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[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Secretary of Natural and Historic Resources

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

Jeffrey Hurst  
Regional Director

September 13, 2023

Ms. Jill Parker-Witt  
Appalachian Power  
502 N Allen Avenue  
Shreveport, LA 71101-2669

RE: Clinch River Industrial Landfill  
Russell County, Virginia  
Solid Waste Permit ("SWP") 223  
Minor Modification #020

Dear Ms. Parker-Witt:

The Department of Environmental Quality (DEQ) Southwest Regional Office (SWRO) has reviewed the figures, which were submitted as part of a minor modification. These revised documents delineate the individual boundaries of SWP 223 Industrial Landfill, SWP 620 Pond 1, and SWP 624 Pond 2 and revise the aggregate individual facility boundaries to extend to the property line for the overall facility. The request has been reviewed for technical adequacy and regulatory compliance and appear to meet the requirements for Industrial Landfills in §9 VAC 20-81-100 through 260 and the Part B Permit in §9 VAC 20-81-470.

In accordance with 9 VAC 20-81-600.F.2.c. of the Virginia Solid Waste Management Regulations (VSWMR, 9 VAC 20-81 *et seq.*), incorporation of these plans into SWP 223 is a minor modification requiring director approval. In order to document this modification, please incorporate a copy of this letter, its attachments, and the following documents into each copy of SWP 223.

- Permit Minor Modification letter dated September 6, 2023, including Figures 1 & 2.

Clinch River Industrial Landfill  
Russell County, Virginia  
Minor Modification #020 of SWP 223  
September 14, 2023  
Page 2

As provided by Rule 2A:2 of the Supreme Court of Virginia, you have 30 days from the date of service of this decision to initiate an appeal of this decision, by filing notice with:

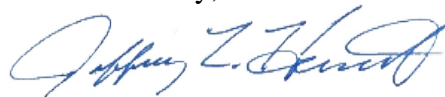
Michael Rolband, Director  
Virginia Department of Environmental Quality  
ATTN: Division of Land Protection & Revitalization  
P.O. Box 1105  
Richmond, Virginia 23218

In the event that this decision is served to you by mail, three days are added to that period. Please refer to Part Two of the rules of the Supreme Court of Virginia, which describes the required content of the Notice of Appeal, including specification of the Circuit Court to which an appeal is taken, and additional requirements governing appeals from decisions of administrative agencies.

In accordance with 9 VAC 20-81-600.F.2.d., the permittee is required to notify the local governing body of this modification within 90 days of this letter. Mr. Lester is copied on this letter to satisfy this requirement.

Please note that it is the responsibility of Appalachian Power to obtain any other permits or authorizations that may be necessary. If there are any questions, please contact Daniel P. Scott, PE, Solid Waste Permits, at (276) 698-7546 or [daniel.scott@deq.virginia.gov](mailto:daniel.scott@deq.virginia.gov).

Sincerely,



Jeffrey L. Hurst  
Regional Director  
Southwest Regional Office

Attachment: Permit Minor Modification letter dated September 6, 2023

c: Facility File - SWP 223  
Stacy Bowers, Land Protection Manager, DEQ-SWRO  
Jenny Poland, Solid Waste Permit Coordinator DEQ-CO  
Geoff Christe, Groundwater Permit Coordinator DEQ-CO  
Kathryn Perszyk, Land Protection and Revitalization Director, DEQ-CO  
Daniel Scott, Permit Writer, DEQ-SWRO  
John Surber, Permit Writer, DEQ-SWRO  
Stephan Martin, Solid Waste Inspector, DEQ-SWRO  
Sandra Crampton, Environmental Specialist, DEQ-SWRO  
Mr. Lonzo Lester, Russell County Administrator ([lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us))





An **AEP** Company

BOUNDLESS ENERGY<sup>SM</sup>

September 6, 2023

VIA Email

Mr. Jeffrey Hurst, Regional Director  
Virginia Department of Environmental Quality – Southwest Regional Office  
Attn: Division of Land Protection and Revitalization  
355-A Deadmore Street  
Abingdon, Virginia 24210

Subject: Request for Minor Modification 020 (PEEPS Request MIN100)  
Clinch River Landfill – Permit No. 223

Dear Mr. Hurst:

Appalachian Power Company's Clinch River Plant requests a minor modification of the solid waste permit for the Clinch River Facility-Landfill; SWP 223.

Specifically, we are requesting the recognition of the property boundary as the facility boundary for this unit. Attached are figures showing the background groundwater monitoring wells within the property/facility boundary, the compliance wells outside of the waste management boundary but within the property/facility boundary, and the surveyed disposal unit boundary.

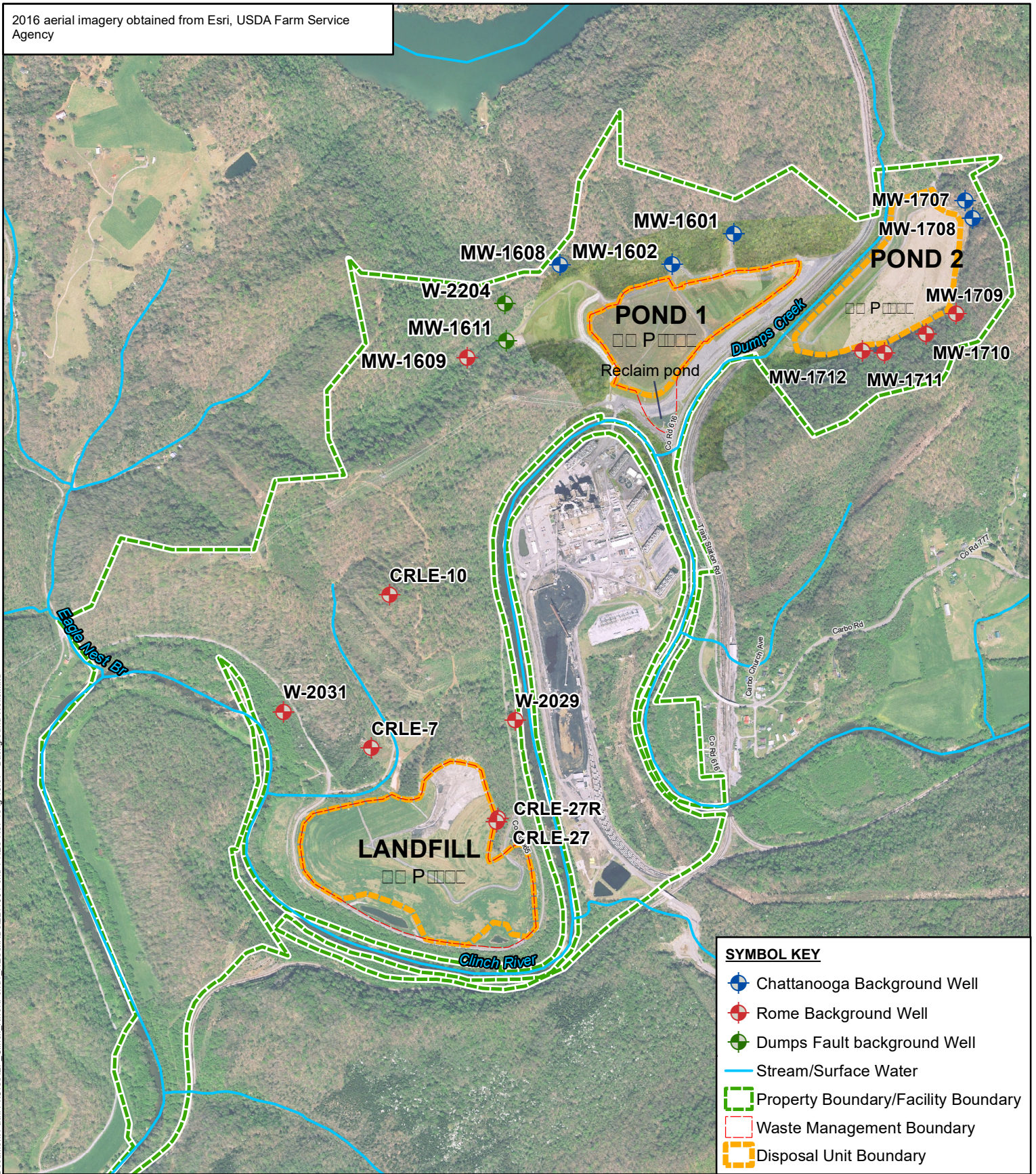
If you have any questions or need additional information, please let me know at [jcparker-witt@aep.com](mailto:jcparker-witt@aep.com)

Sincerely,

*Jill Parker-Witt*

Jill Parker-Witt, P.E.  
Environmental Services

cc: John Surber/Dan Scott/Stacy Bowers DEQ  
Brian Newton/Tate Jackson, APCo



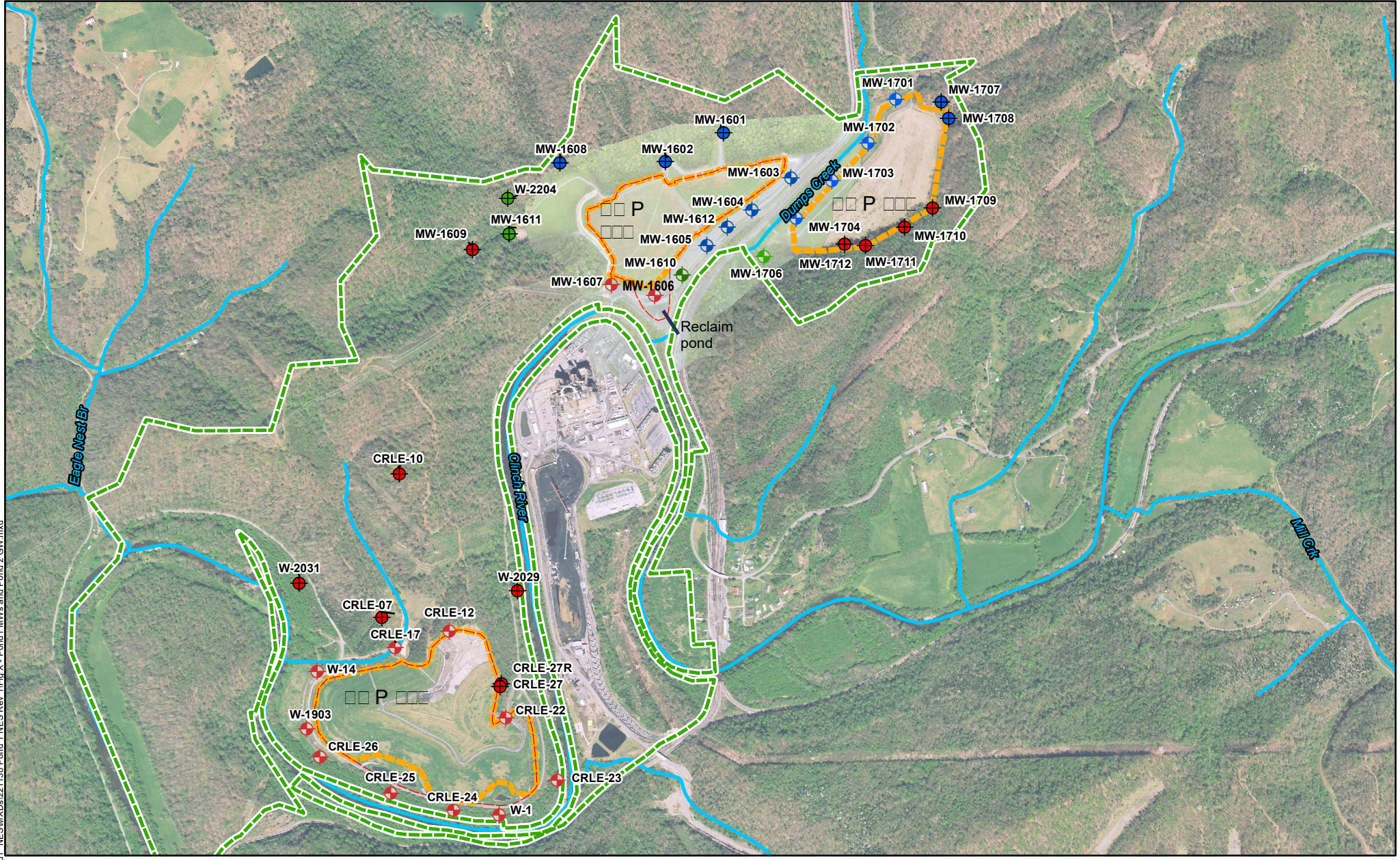
**SYMBOL KEY**

- Chattanooga Background Well
- Rome Background Well
- Dumps Fault background Well
- Stream/Surface Water
- Property Boundary/Facility Boundary
- Waste Management Boundary
- Disposal Unit Boundary

Document Path: P:\GIS\AEP - Clinch - River\Pond1 - NES\MXD\221130 Pond 1 NES Rev 1\Fig 16rev - Background Wells.mxd

<p><b>APPALACHIAN POWER</b> An AEP Company BOUNDLESS ENERGY™</p>	<p>2030 Falling Waters Rd, Suite 300 Knoxville TN 37922</p>		<p><b>FIGURE 1</b> <b>Background Well Locations</b></p>
<p>0 100 200 400 600 800 Meters</p> <p>0 800 1,600 2,400 3,200 Feet</p>		<p>American Electric Power, Clinch River Plant Cleveland, Virginia</p>	
		<p>PROJ: 7650232877</p>	<p>Drawn By: SRS 09/06/2023</p>

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Symbol Key	
	Chattanooga Background Compliance Well
	Chattanooga Downgradient Compliance Well
	Rome Background Compliance Well
	Rome Downgradient Compliance Well
	Dumps Fault Background Compliance Well
	Dumps Fault Downgradient Compliance Well
	Property Boundary/Facility Boundary
	Waste Management Boundary
	Disposal Unit Boundary
	Stream/Surface Water

**APPALACHIAN POWER**  
An AEP Company  
BOUNDLESS ENERGY™

**wsp**  
2030 Falling Waters Rd, Suite 300  
Knoxville TN 37922

N

0 480 960 Meters

0 1,900 3,800 Feet

**FIGURE 2**  
**AEP Clinch River - Regulatory Wells**

American Electric Power, Clinch River Plant  
Cleveland, Virginia

PROJ: 7650232877	Drawn: SRS	09/06/2023
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*Commonwealth of Virginia*

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

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Travis A. Voyles  
Secretary of Natural and Historic Resources

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

Jeffrey Hurst  
Regional Director

September 13, 2023

Ms. Jill Parker-Witt  
Appalachian Power  
502 N Allen Avenue  
Shreveport, LA 71101-2669

RE: Clinch River CCR Surface Impoundment Pond 1  
Russell County, Virginia  
Solid Waste Permit ("SWP") 620  
Minor Modification #009

Dear Ms. Parker-Witt:

The Department of Environmental Quality (DEQ) Southwest Regional Office (SWRO) has reviewed the figures, which were submitted as part of a minor modification. These revised documents delineate the individual boundaries of SWP 223 Industrial Landfill, SWP 620 Pond 1, and SWP 624 Pond 2 and revise the aggregate individual facility boundaries to extend to the property line for the overall facility. The request has been reviewed for technical adequacy and regulatory compliance and appear to meet the requirements for SWP 620.

In accordance with 9 VAC 20-81-600.F.2.c. of the Virginia Solid Waste Management Regulations (VSWMR, 9 VAC 20-81 *et seq.*), incorporation of these plans into SWP 620 is a minor modification requiring director approval. In order to document this modification, please incorporate a copy of this letter, its attachments, and the following documents into each copy of SWP 620.

- Permit Minor Modification letter dated September 7, 2023, including Figures 1 & 2.

Clinch River CCR Surface Impoundment Pond 1  
Russell County, Virginia  
Minor Modification #009 of SWP 620  
September 13, 2023  
Page 2

As provided by Rule 2A:2 of the Supreme Court of Virginia, you have 30 days from the date of service of this decision to initiate an appeal of this decision, by filing notice with:

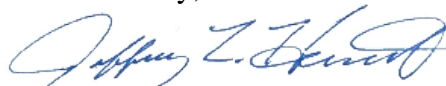
Michael Rolband, Director  
Virginia Department of Environmental Quality  
ATTN: Division of Land Protection & Revitalization  
P.O. Box 1105  
Richmond, Virginia 23218

In the event that this decision is served to you by mail, three days are added to that period. Please refer to Part Two of the rules of the Supreme Court of Virginia, which describes the required content of the Notice of Appeal, including specification of the Circuit Court to which an appeal is taken, and additional requirements governing appeals from decisions of administrative agencies.

In accordance with 9 VAC 20-81-600.F.2.d., the permittee is required to notify the local governing body of this modification within 90 days of this letter. Mr. Lester is copied on this letter to satisfy this requirement.

Please note that it is the responsibility of Appalachian Power to obtain any other permits or authorizations that may be necessary. If there are any questions, please contact Daniel P. Scott, PE, Solid Waste Permits, at (276) 698-7546 or [daniel.scott@deq.virginia.gov](mailto:daniel.scott@deq.virginia.gov).

Sincerely,



Jeffrey L. Hurst  
Regional Director  
Southwest Regional Office

Attachment: Permit Minor Modification letter dated September 7, 2023

c: Facility File – SWP 620  
Stacy Bowers, Land Protection Manager, DEQ-SWRO  
Jenny Poland, Solid Waste Permit Coordinator DEQ-CO  
Geoff Christe, Groundwater Permit Coordinator DEQ-CO  
Kathryn Perszyk, Land Protection and Revitalization Director, DEQ-CO  
Daniel Scott, Permit Writer, DEQ-SWRO  
John Surber, Permit Writer, DEQ-SWRO  
Stephan Martin, Solid Waste Inspector, DEQ-SWRO  
Sandra Crampton, Environmental Specialist, DEQ-SWRO  
Mr. Lonzo Lester, Russell County Administrator ([lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us))



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September 7, 2023

VIA Email

Mr. Jeffrey Hurst, Regional Director  
Virginia Department of Environmental Quality – Southwest Regional Office  
Attn: Division of Land Protection and Revitalization  
355-A Deadmore Street  
Abingdon, Virginia 24210

Subject: Request for Minor Modification to Permit 009 (PEEPS Request MIN101)  
Clinch River Pond-1 – Permit No. 620

Dear Mr. Hurst:

Appalachian Power Company's Clinch River Plant requests a minor modification of the solid waste permit for the Clinch River Facility-Pond-1; SWP 620.

Specifically, we are requesting the recognition of the property boundary as the facility boundary for this unit. Attached are figures showing the background groundwater monitoring wells within the property/facility boundary, and the compliance wells outside of the waste management boundary but within the property/facility boundary

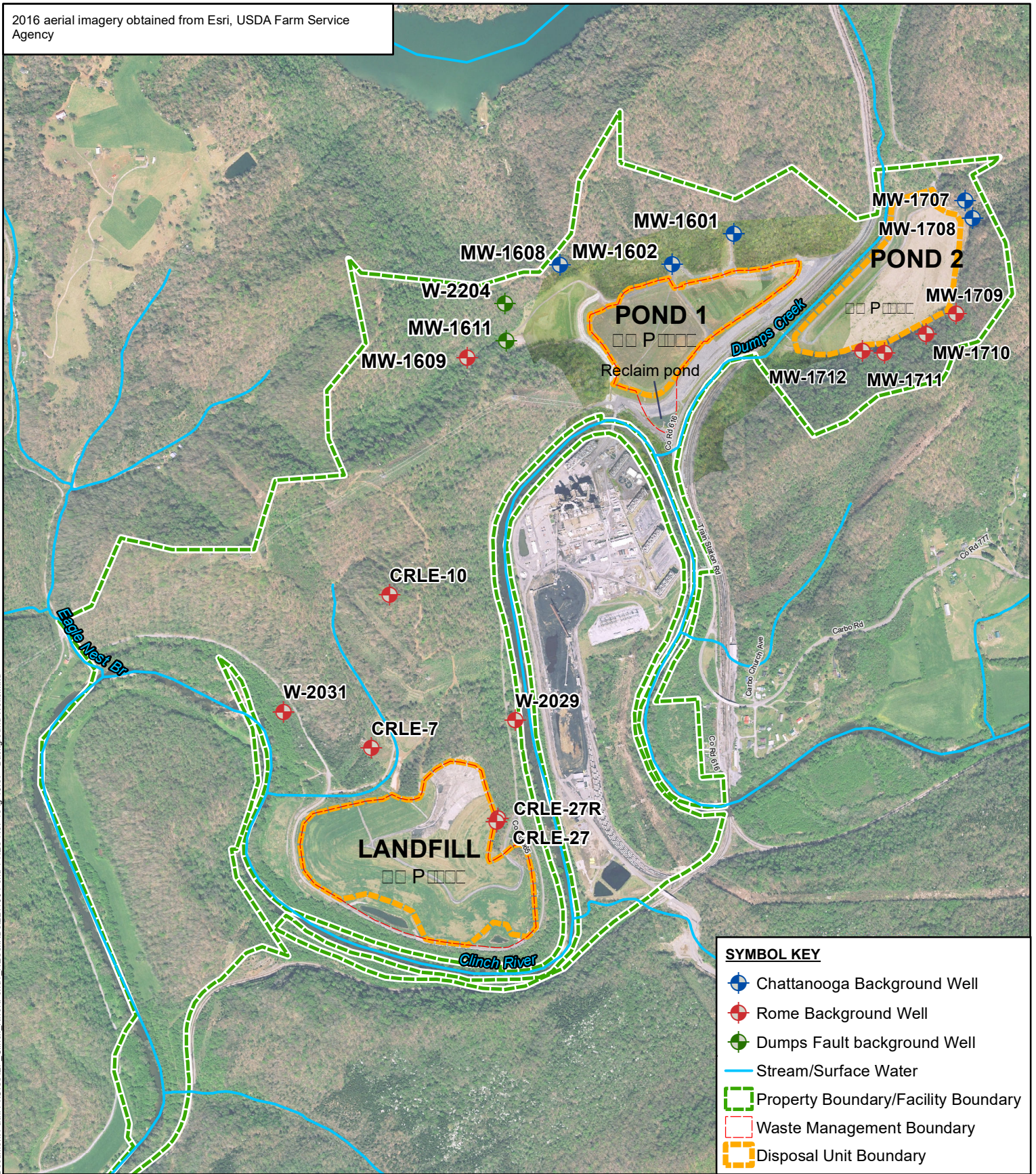
If you have any questions or need additional information, please let me know at [jcparker-witt@aep.com](mailto:jcparker-witt@aep.com)

Sincerely,

*Jill Parker-Witt*

Jill Parker-Witt, P.E.  
Environmental Services




cc: John Surber/Dan Scott/Stacy Bowers DEQ  
Brian Newton/Tate Jackson, APCo



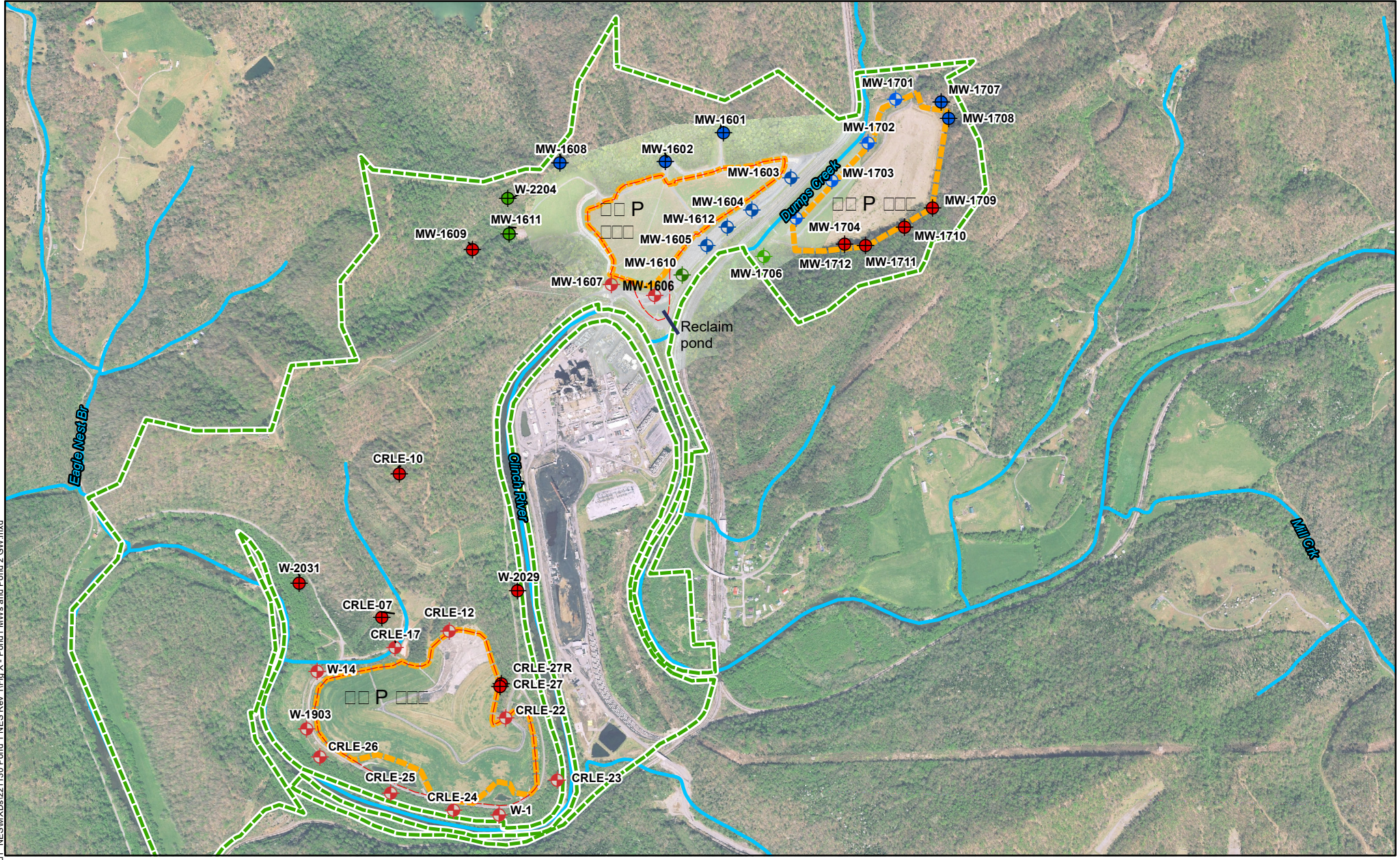
**SYMBOL KEY**

- ◆ Chattanooga Background Well
- ◆ Rome Background Well
- ◆ Dumps Fault background Well
- Stream/Surface Water
- - - Property Boundary/Facility Boundary
- - - Waste Management Boundary
- - - Disposal Unit Boundary

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 <b>APPALACHIAN POWER</b> <small>An AEP Company</small> <small>BOUNDLESS ENERGY™</small>	 2030 Falling Waters Rd, Suite 300 Knoxville TN 37922		<p><b>FIGURE 1</b></p> <p><b>Background Well Locations</b></p>
<p>0 100 200 400 600 800 Meters</p> <p>0 800 1,600 2,400 3,200 Feet</p>		American Electric Power, Clinch River Plant Cleveland, Virginia	
		PROJ: 7650232877	Drawn By: SRS 09/06/2023

Document Path: P:\GIS\AEP\_Clinch\_River\Pond1\_NES\MapDocs\221130\_Pond1\_NES\_Rev\_1\Fig\_X\_-\_Pond1\_MW's and Pond 2\_GW.mxd



Symbol Key	
	Chattanooga Background Compliance Well
	Chattanooga Downgradient Compliance Well
	Rome Background Compliance Well
	Rome Downgradient Compliance Well
	Dumps Fault Background Compliance Well
	Dumps Fault Downgradient Compliance Well
	Property Boundary/Facility Boundary
	Waste Management Boundary
	Disposal Unit Boundary
	Stream/Surface Water

**APPALACHIAN POWER**  
An AEP Company  
BOUNDLESS ENERGY™

**wsp**  
2030 Falling Waters Rd, Suite 300  
Knoxville TN 37922

N

0 480 960 Meters

0 1,900 3,800 Feet

### FIGURE 2

## AEP Clinch River - Regulatory Wells

American Electric Power, Clinch River Plant  
Cleveland, Virginia

PROJ: 7650232877	Drawn: SRS	09/06/2023
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*Commonwealth of Virginia*

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

SOUTHWEST REGIONAL OFFICE  
355-A Deadmore Street, Abingdon, Virginia 24210  
(276) 676-4800  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Secretary of Natural and Historic Resources

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

Jeffrey Hurst  
Regional Director

September 13, 2023

Ms. Jill Parker-Witt  
Appalachian Power  
502 N Allen Avenue  
Shreveport, LA 71101-2669

**RE:** Clinch River CCR Surface Impoundment Pond 2  
Russell County, Virginia  
Solid Waste Permit ("SWP") 624  
Minor Modification #004

Dear Ms. Parker-Witt:

The Department of Environmental Quality (DEQ) Southwest Regional Office (SWRO) has reviewed the figures, which were submitted as part of a minor modification. These revised documents delineate the individual boundaries of SWP 223 Industrial Landfill, SWP 620 Pond 1, and SWP 624 Pond 2 and revise the aggregate individual facility boundaries to extend to the property line for the overall facility. The request has been reviewed for technical adequacy and regulatory compliance and appear to meet the requirements for SWP 624.

In accordance with 9 VAC 20-81-600.F.2.c. of the Virginia Solid Waste Management Regulations (VSWMR, 9 VAC 20-81 *et seq.*), incorporation of these plans into SWP 624 is a minor modification requiring director approval. In order to document this modification, please incorporate a copy of this letter, its attachments, and the following documents into each copy of SWP 624.

- Permit Minor Modification letter dated September 7, 2023, including Figures 1 & 2.

Clinch River CCR Surface Impoundment Pond 2  
Russell County, Virginia  
Minor Modification #004 of Permit SWP 624  
September 13, 2023  
Page 2

As provided by Rule 2A:2 of the Supreme Court of Virginia, you have 30 days from the date of service of this decision to initiate an appeal of this decision, by filing notice with:

Michael Rolband, Director  
Virginia Department of Environmental Quality  
ATTN: Division of Land Protection & Revitalization  
P.O. Box 1105  
Richmond, Virginia 23218

In the event that this decision is served to you by mail, three days are added to that period. Please refer to Part Two of the rules of the Supreme Court of Virginia, which describes the required content of the Notice of Appeal, including specification of the Circuit Court to which an appeal is taken, and additional requirements governing appeals from decisions of administrative agencies.

In accordance with 9 VAC 20-81-600.F.2.d., the permittee is required to notify the local governing body of this modification within 90 days of this letter. Mr. Lester is copied on this letter to satisfy this requirement.

Please note that it is the responsibility of Appalachian Power to obtain any other permits or authorizations that may be necessary. If there are any questions, please contact Daniel P. Scott, PE, Solid Waste Permits, at (276) 698-7546 or [daniel.scott@deq.virginia.gov](mailto:daniel.scott@deq.virginia.gov).

Sincerely,



Jeffrey L. Hurst  
Regional Director  
Southwest Regional Office

Attachment: Permit Minor Modification letter dated September 7, 2023

c: Facility File - SWP 624  
Stacy Bowers, Land Protection Manager, DEQ-SWRO  
Jenny Poland, Solid Waste Permit Coordinator DEQ-CO  
Geoff Christe, Groundwater Permit Coordinator DEQ-CO  
Kathryn Perszyk, Land Protection and Revitalization Director, DEQ-CO  
Daniel Scott, Permit Writer, DEQ-SWRO  
John Surber, Permit Writer, DEQ-SWRO  
Stephan Martin, Solid Waste Inspector, DEQ-SWRO  
Sandra Crampton, Environmental Specialist, DEQ-SWRO  
Mr. Lonzo Lester, Russell County Administrator ([lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us))



September 7, 2023

VIA Email

Mr. Jeffrey Hurst, Regional Director  
Virginia Department of Environmental Quality – Southwest Regional Office  
Attn: Division of Land Protection and Revitalization  
355-A Deadmore Street  
Abingdon, Virginia 24210

Subject: Request for Minor Modification 004 (PEEPS Request MIN102)  
Clinch River Pond-2– Permit No. 624

Dear Mr. Hurst:

Appalachian Power Company's Clinch River Plant requests a minor modification of the solid waste permit for the Clinch River Facility-Pond-2; SWP 624.

Specifically, we are requesting the recognition of the property boundary as the facility boundary for this unit. Attached are figures showing the background groundwater monitoring wells within the property/facility boundary, and the compliance wells outside of the waste management boundary but within the property/facility boundary.

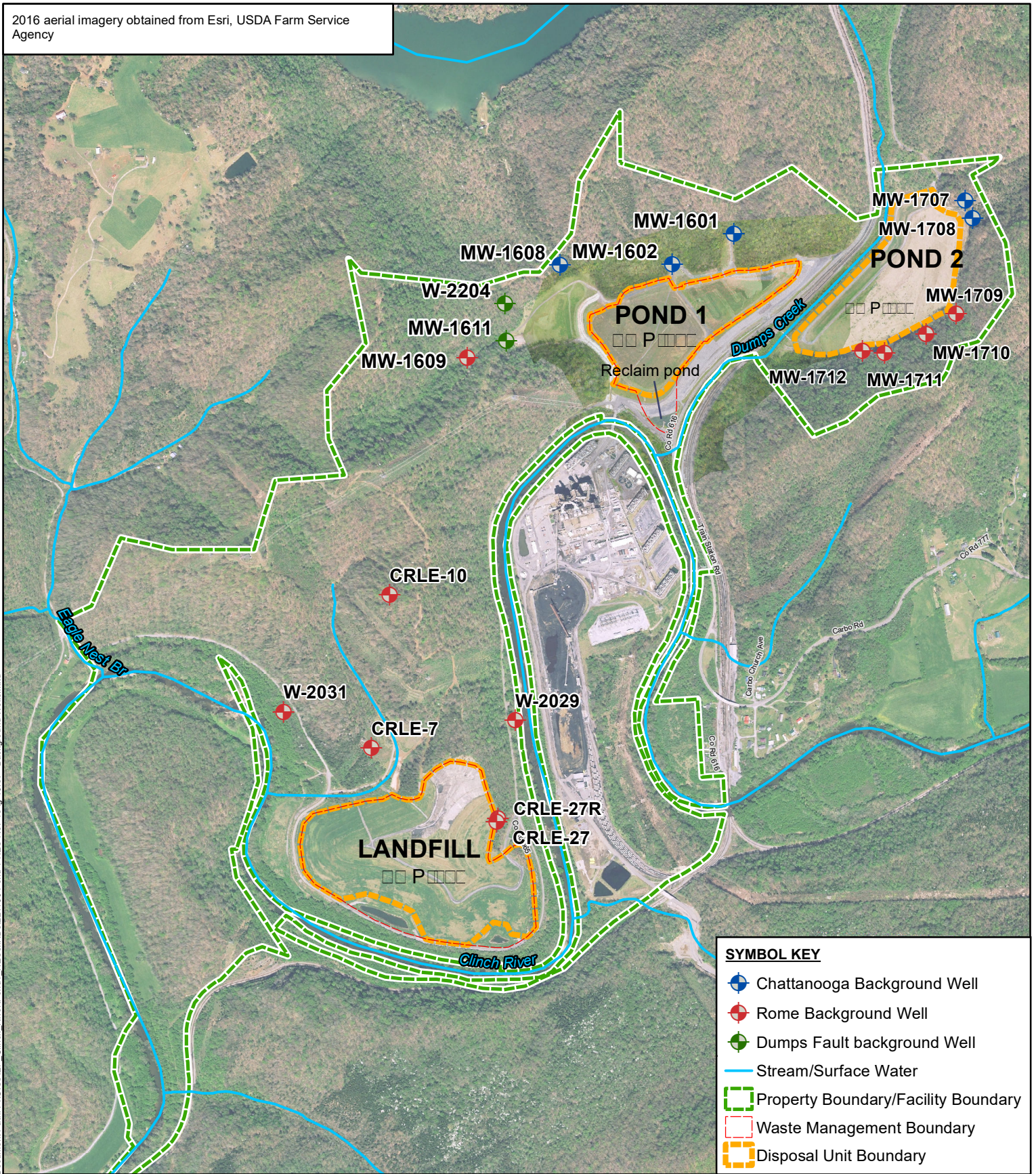
If you have any questions or need additional information, please let me know at [jcparker-witt@aep.com](mailto:jcparker-witt@aep.com)

Sincerely,

*Jill Parker-Witt*

Jill Parker-Witt, P.E.  
Environmental Services




ec: John Surber/Dan Scott/Stacy Bowers DEQ  
Brian Newton/Tate Jackson, APCo



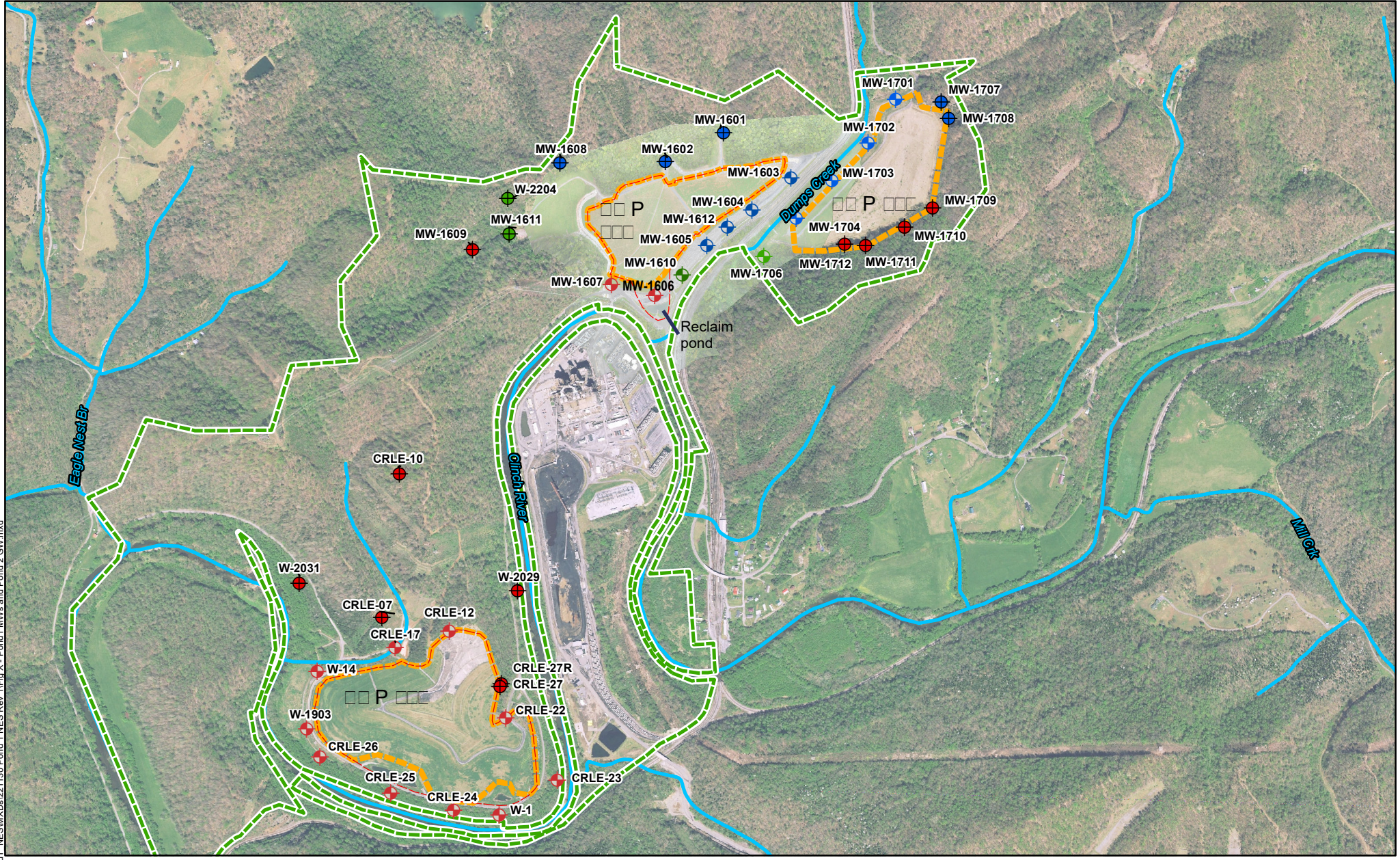
**SYMBOL KEY**

- ◆ Chattanooga Background Well
- ◆ Rome Background Well
- ◆ Dumps Fault background Well
- Stream/Surface Water
- Property Boundary/Facility Boundary
- Waste Management Boundary
- Disposal Unit Boundary

Document Path: P:\GIS\AEP - Clinch - River\Pond1 - NES\MXD\221130 Pond 1 NES Rev 1\Fig 16rev - Background Wells.mxd

 APPALACHIAN POWER <small>An AEP Company</small> BOUNDLESS ENERGY™	 2030 Falling Waters Rd, Suite 300 Knoxville TN 37922		<h3>FIGURE 1</h3> <h2>Background Well Locations</h2>
<p>0 100 200 400 600 800 Meters</p> <p>0 800 1,600 2,400 3,200 Feet</p>		American Electric Power, Clinch River Plant Cleveland, Virginia	
		PROJ: 7650232877	Drawn By: SRS 09/06/2023

Document Path: P:\GIS\AEP\_Clinch\_River\Pond1\_NES\MapDocs\221130\_Pond1\_NES\_Rev\_1\Fig\_X\_-\_Pond1\_MW's and Pond 2\_GW.mxd



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**APPALACHIAN POWER**  
An AEP Company  
BOUNDLESS ENERGY™

**wsp**  
2030 Falling Waters Rd, Suite 300  
Knoxville TN 37922

N

0 480 960 Meters

0 1,900 3,800 Feet

**FIGURE 2**  
**AEP Clinch River - Regulatory Wells**

American Electric Power, Clinch River Plant  
Cleveland, Virginia

PROJ: 7650232877	Drawn: SRS	09/06/2023
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JEFFREY PALMORE  
CHAIRMAN

ROBYN DE SOCIO  
EXECUTIVE SECRETARY

CRAIG BURNS  
STACI HENSHAW  
EX-OFFICIO MEMBERS

## COMMONWEALTH OF VIRGINIA

### *Compensation Board*

P.O. Box 710  
Richmond, Virginia 23218-0710

September 15, 2023

#### **EMAIL MEMORANDUM**

**TO:** The Honorable Fred Clark, President, Virginia Sheriffs' Association  
The Honorable Shannon Taylor, President, Virginia Association of Commonwealth's Attorneys  
The Honorable Jody Acosta, President-Elect, Treasurers' Association of Virginia  
The Honorable J.B. Timberlake II, President, Commissioners of the Revenue Association of Virginia  
The Honorable Teresa Dobbins, President, Virginia Court Clerks' Association  
Derek Almarode, President, Virginia Association of Regional Jails  
Michelle Gowdy, Executive Director, Virginia Municipal League  
Dean Lynch, Executive Director, Virginia Association of Counties

**FROM:** Robyn M. de Socio, Executive Secretary

**RE:** Overview of Compensation Board Funding Contained in the 2023 General Assembly Special Session I Approved Budget (Amendments to the FY24 Budget)

Attached please find an overview of budget amendments affecting Constitutional Officers and the Compensation Board contained in the 2023 General Assembly Special Session I Approved Budget. Based upon our analysis, this overview presents items that directly affect Constitutional Officers and/or Aid to Localities funding on their behalf.

These amendments are the result of the budget conference agreement approved by the House and Senate during the 2023 Special Session I on Wednesday, September 6, 2023 and approved by Governor Youngkin on Thursday, September 14, 2023.

Please feel free to contact Charlotte Lee or me should you need additional information or have any questions concerning the enclosed summary.

#### Attachment

**cc:** Compensation Board Members  
The Honorable Margaret "Lyn" McDermid, Secretary of Administration  
Compensation Board Staff  
Kelly Richards, Analyst, Department of Planning and Budget  
John Jones, Executive Director, Virginia Sheriffs' Association  
Amanda Howie, Executive Director, Virginia Association of Commonwealth's Attorneys  
Jane Chambers, Director, Commonwealth's Attorneys' Services Council  
Alan Albert, O'Hagan Meyer  
Patrice Lewis, Gentry Locke  
Joseph Horbal, Legislative Coordinator, Commissioners of the Revenue Association of Virginia  
Michael Edwards, Kemper Consulting  
Janet Areson, Virginia Municipal League  
Katie Boyle, Virginia Association of Counties

OVERVIEW OF COMPENSATION BOARD FUNDING  
INCLUDED IN APPROVED 2023 SPECIAL SESSION I  
BUDGET AMENDMENTS TO FY24

September 15, 2023

FY24 Budget Bill (Chapter 1) Budget Amendments

All Constitutional Officers

- An additional 2% across-the-board salary increase for Constitutional Officers, Regional Jail Superintendents, Finance Directors and their Compensation Board funded employees, is approved effective December 1, 2023, provided the governing body uses such funds to support salary increases;
- Additional funding of \$41,850 in FY24 to support qualified and unfunded participation in each funded career development program as identified in the FY23 budget cycle (breakdown provided in office specific details provided below) is approved effective December 1, 2023;
- Additional funding of \$5.95 million in FY24 to support restoration of prior reductions to unfunded salaries resulting from prior budget reductions (breakdown provided in office specific details below) is approved effective December 1, 2023;
- No additional funding was included to support the additional cost of policy-based salary increases due to population increases for Constitutional Officers that met a population-based threshold in FY23.

Sheriffs and Regional Jails

- Funding of \$7,579,057 in FY24 is approved to restore salary progression differentials for Compensation Board-funded deputies/jail officers that are ranked above entry-level, maintaining the 4.56% differential for entry-level sworn positions with a year or more of service, maintaining the further 9.3% salary differential for ranked deputies/officers in Grades 9 to 11 (including Master Deputy and Master Jail Officer program participants), and maintaining the further 16.8% differential for ranked deputies/officers in Grades 12-14; ranked and tenured sworn deputy/jail officer positions with current salaries below the new minimum salaries at each classification level will be increased to the new ranked minimum effective December 1, 2023. Funding also includes maintaining compression-based increases provided August 1, 2022 for tenured sworn deputies/officers on top of the higher salary levels created by the restoration of salary progression differentials (new minimum salary levels for ranked positions), also effective December 1, 2023.
- Funding of \$1,026,952 in FY24 is approved to support 40 sworn entry-level corrections positions and 4 partially funded medical and treatment positions to staff additional Board of Local and Regional Jails approved capacity in the Piedmont Regional Jail, effective December 1, 2023;
- Funding of \$726,367 in FY24 is approved to consolidate the population-based salary levels of all Sheriffs in localities with populations less than 70,000 into one grouping at the higher bracket currently assigned to localities with population of 40,000 to 69,999, effective December 1, 2023;
- Additional funding of \$25,953 in FY24 is approved to support additional participation in the Sheriffs' Career Development Program based on qualified and unfunded additional participation identified in FY23 Budget request submissions, effective December 1, 2023.

### Jails

- Funding of \$1,429,779 in FY24 and language is provided to increase the inmate per diem payment for every local-responsible inmate housed in a local or regional jail on or after December 1, 2023, by an additional \$1 per day, from the current rate of \$4 per day to \$5 per day. This rate change will impact per diem payments beginning with the fourth quarter payment in FY24 for inmates housed in December, 2023 and January and February, 2024;
- Reduced funding of \$160,345 is associated with the impact of additional staffing in Piedmont Regional Jail and a corresponding elimination of the jail's partial exemption from federal overhead recovery.

### Commonwealth's Attorneys

- Funding of \$3,964,746 in FY24 is provided to support targeted salary increases for Compensation Board-funded Assistant Commonwealth's Attorneys to establish parity with salaries of Public Defenders, increasing entry-level Assistant Attorney I and career prosecutor positions by 11.98%, Assistant Attorney II positions by 25.68%, Assistant Attorney III positions by 13.51%, and Assistant Attorney IV positions by 26.1%, effective December 1, 2023.

### Circuit Court Clerks

- Funding of \$597,507 in FY24 is provided to support targeted salary increases for Compensation Board-funded Circuit Court Clerk staff to establish parity with salaries of District Court Clerks, increasing salaries of positions in Pay Bands 1 and 2 by 4.59% and positions in Pay Band 4 by 2.51%, effective December 1, 2023;
- Additional funding of \$3,543 in FY24 is approved to support additional participation in the Deputy Circuit Court Clerks' Career Development Program based on qualified and unfunded additional participation identified in FY23 Budget request submissions.
- A technical amendment is included to correct the Circuit Court Clerks' population-based salary table to reflect the additional \$1,250 increase that was previously implemented August 1, 2022.

### Treasurers

- Funding of \$1,988,433 in FY24 is approved to restore the salaries of all remaining unfunded deputy treasurer positions effective December 1, 2023;
- Additional funding of \$8,269 in FY24 is approved to support additional participation in the Treasurers' Career Development Program based on qualified and unfunded additional participation identified in FY23 Budget request submissions.

### Finance Directors

- No program specific changes were included in the approved budget amendments for FY24.

### Commissioners

- Funding of \$931,301 in FY24 is approved to restore the salaries of all remaining unfunded deputy commissioners of the revenue effective December 1, 2023;



- Additional funding of \$4,085 in FY24 is approved to support additional participation in the Deputy Commissioners of the Revenue Career Development Program based on qualified and unfunded additional participation identified in FY23 Budget request submissions.

#### Administration

- Additional positions associated with staffing the increased capacity in Piedmont Regional Jail have been added to the position count table.
- A technical amendment was included to correct an error in the position count table to accurately reflect positions approved for a jail expansion project impacting inmate bed capacity and new behavioral health case manager and partially funded medical and treatment positions included in the current budget.

# HEALTH EDUCATION AND RESOURCE FAIR

## DATE:

Saturday, October 14, 2023

## TIME:

9:30am-2:00pm

## WHERE:

Dante Crossings Entrance Foyer, 508 Bunchtown Road  
Dante VA 24237  
Rear Handicap access

**Blood Pressure Checks, Blood Sugar Checks,  
and Health Education provided by ETSU**

**Medical Resources provided by Appalachian  
Highlands Care Network, part of Ballad Health**

For more information contact Lou Wallace 276-254-3809  
email: [lou.wallace@russellcountyva.us](mailto:lou.wallace@russellcountyva.us)



QUILLEN  
COLLEGE of MEDICINE  
EAST TENNESSEE STATE UNIVERSITY



**Russell County BOS**  
**VDOT Update**  
**October 2, 2023**

**Board Action Requests**

The Residency reiterates the following request:

The Coal Committee authorized \$100,000 in funds for repairs to Route 615 (from Chaney Creek to Back Valley) at its April 13, 2023, meeting. If the Board has not already done so, a resolution by the Board allocating the coal severance tax funds to the work on the route is needed. A resolution adopting the overall coal road plan is acceptable with a copy of the coal road plan referenced in - and attached - to the resolution with the Route 615 project shown in the plan.

**Maintenance Activities - Completed**

Maintenance crews are actively involved in a variety of activities including:

- Maintenance work (spreading gravel, blading) was conducted on routes 609, 622, 678 and 721.
- Shoulder repairs were completed on portions of Routes 19 and 71. A slide was repaired on Route 67.
- Ditching and pipe clearing operations were completed portions of Routes 80, 631, 632, 646, 656 and 782.
- Replacement of a 80 foot long 36" diameter pipe on Route 640 and a 36" pipe on Route 615 have been completed. Replacement of a 60" pipe on Route 600 was initiated the week of 9/27 and should be completed that week.
- Boom Ax / Tree Trimming operations were completed on portions for the following routes: 58, 614, 633, 682, 700 and 706.
- Pothole patching was completed on portions of routes 80, 663 and 795.
- Dust control was conducted on Route 746.
- Pipes were cleared on Route 652
- Roadside mowing operations for the season have begun, the third mowing cycle on primary routes is underway and secondary routes will be mowed as needed.

**Maintenance Activities - Planned**

- Slope stabilization / slide repair on Route 621. This work as a 'time of year' restriction on it which prevents work from being done during certain months due to environmental concerns.
- Boom ax work on various routes throughout the County.
- Pothole patching on routes throughout the County as weather and workload allow.
- Pavement Repairs (machine patching) on Route 615 (CST funded – See Board request above)

- Debris removal on various routes (down trees and rocks/slides).
- Removal of dead trees on Routes 80 (Hayter's Gap), 71, and 65.
- 618 Rabbit Ridge - Grader patch paved section latter this summer.
- Pipe replacement at various locations throughout the County, including routes in Back Valley, Grassy Creek, and Route 613 (near Tumbez Hollow).
- Ditching at various locations through the County.
- Streambank stabilization on Routes 613 (Moccasin Valley) and 661 (Artrip)
- Drainage / slope stabilization in the median of Route 19 (Bypass) near Coal Tipple Hollow.

### **Rural Rustic / 6 Year Plan Projects**

Work on Blanch Davis Road (Route 606) has been completed.

Work on a one-mile segment of Lower Copper Creek (Route 678) has been completed.

North Cedar Acres is a small project (adding approximately 370 feet) has been initiated and is complete with the exception of paving. Paving will be completed this after a drainage issue is resolved adjacent to the proposed pavement.

### **Non — VDOT Projects**

#### Pure Salmon Project

No new information to report this month.

#### Three Rivers Destination Center

No new activity this month on this project.

### **2023 Resurfacing**

The following routes will be resurfaced (asphalt overlay) during the 2023 paving season:

- Route 80: Intersection with Route 67 for a distance 0.4 miles south of Route 67
- Route 611: Intersection with Route 609 to intersection with Route 685.
- Route 622: Buchanan County to intersection with Route 624
- Route 624: Buchanan County to 0.2 miles south of intersection with Route 843
- Route 646: Intersection with Route 637 for a distance 0.8 miles south of Route 637
- Route 678: Intersection with Route 680 for a distance 1.1 miles east of Route 680
- Route 732: Intersection with Route 615 to dead end
- Route 740: Intersection with Route 640 to intersection with Route 645
- Route 845: 0.35 mile loop off Alternate Route 58
- Route 1201: Intersection with Route 82 to dead end
- Route 1202: Intersection with Route 1206 to intersection with Route 82
- Route 1203: Intersection with Route 1206 to intersection with Route 82
- Route 1203: Intersection with Route 82 to intersection with Route 1205
- Route 1204: Intersection with Route 1206 to Route intersection with Route 1205

Route 1205: Intersection with Route 696 to intersection with Route 1204  
Route 1206: Intersection with Route 1202 to intersection with Route 1204  
Route 1207: Intersection with Route 1208 to intersection with Route 1206  
Route 1208: Intersection with Route 1207 to dead end

The following routes will be resurfaced (latex overlay) during the 2023 paving season:

Route 603: Intersection with Route 643 to Tazewell County line  
Route 640: Intersection with Route 740 for a distance of 2.5 miles  
Route 662: Intersection with Route 82 to intersection with Route 740  
Route 666: Intersection with Route 628 to intersection with Route 615  
Route 764: Intersection with Route 19 to dead end  
Route 782: Intersection with Route 19 to dead end  
Route 821: Intersection with Route 660 to dead end  
Route 854: Intersection with Route 764 to dead end  
Route 878: Intersection with Route 873 to dead end  
Route 904: Intersection with Route 19 to dead end  
Route 906: Intersection with Route 904 to dead end  
Route 911: Intersection with Route 883 to dead end  
Route 919: Intersection with Route 883 to dead end  
Route 929: Intersection with Route 904 to intersection with Route 904  
Route 998: Intersection with Route 99 to Haber Drive  
Route 999: Intersection with Route 998 to dead end  
Route 1060: Intersection with Route 19 to dead end  
Route 1061: Intersection with Route 1060 to dead end

Residency staff stand ready to respond to inquiries and provide explanations but also offer the 1800-FOR-ROAD call to enter work order requests into VDOT's tracking system.






OCT 26 OCT 27

# 2023 RURAL SUMMIT


Join us to move our region  
forward.

 October 26, 11:00am - October 27, 4:30pm

 1 Partnership Circle, Abingdon, Virginia 24210

## PURCHASE TICKETS

 [SKIP TO FOOTER](#) | [TENT](#)

 Quantity

## IN THIS SECTION

### [Overview](#)

[Agenda](#)

[Keynotes](#)

[Reception](#)

[Workshops](#)

[Planning Committee](#)

[Presenter Bios](#)

[Sponsors](#)

[Digital Toolkit](#)

[Registration Help](#)

# 2023 RURAL SUMMIT

Oct. 26 and 27, 2023

Southwest Virginia Higher Education Center

1 Partnership Circle, Abingdon, Virginia 24210

### **Early Bird tickets available!**

The \$95 discounted rate for both days will only be available for a short amount of time, so get your tickets today! Select the Day 1 and Day 2 combined ticket and your discount will be shown in cart.

The Rural Summit brings together leaders, practitioners, educators, and community members to explore proven strategies for building resilient and prosperous communities.

Last year's Rural Summit saw more than 300 attendees engaged in interactive sessions and keynotes that explored how school readiness, mental wellness, and workforce development are central to our region's success. This year's summit will build on those learnings, with a focus on data-informed strategies that can lift rural communities and move our region forward.

Day one of the 2023 Rural Summit features several key notes and an evening reception, and day two includes multiple workshop sessions running concurrently. Use the navigation to the left to explore this two-day conference and we hope to see you there!

### **Sponsorships Available!**





September 22, 2023

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

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

We are pleased to confirm our understanding of the services we are to provide for County of Russell, Virginia for the year ended June 30, 2023.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of County of Russell, Virginia as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement County of Russell, Virginia's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to County of Russell, Virginia's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedules related to pension and OPEB funding progress.

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

**BLACKSBURG OFFICE:**  
108 South Park Drive  
Blacksburg, Virginia 24060  
(540) 552-7322

**CONTACT:**  
Gordon B. Jones, CPA  
Member  
gjones@rfca.com

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

- 1) Schedule of expenditures of federal awards.
- 2) Other supplementary information.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Introductory section
- 2) Other statistical information

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

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

#### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts of the Commonwealth of Virginia; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to

express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

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

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. The component unit Russell County Public Service Authority will not be audited by Robinson, Farmer, Cox Associates. As such, amounts included in the County of Russell, Virginia financial statements will be based on the financial statements of the Russell County. We will request written representations from

the Russell County Industrial Development Authority's auditor and will obtain their most recent peer review report in order to make reference to the separately issued report. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls and revenue recognition are considered significant risks in nearly all audit engagements.
- Recognition and reporting of amounts related to leases are considered significant due to the implementation of GASB Statement No. 87 required for fiscal year 2022.
- Risk related to items identified in the prior management recommendation letter.
- Risks related to material adjustments to the 2022 financial statements. The risk was reported as findings in the 2022 Independent Auditors' 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.

Our audit of financial statements does not relieve you of your responsibilities.

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

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

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

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

## **Audit Procedures—Compliance**

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

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

## **Other Services**

### ***Financial Statement and SEFA Preparation***

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

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

### ***Agreed-Upon Procedures (APA and DEQ)***

You will agree to the procedures referenced in the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts relative to the comparative report transmittal forms and sheriff's internal control and procedures related to municipal solid waste facilities and/or storage tanks in accordance with the Code of Virginia and will acknowledge that the procedures to be performed are appropriate for the intended purpose of the engagement, which is Applying

Agreed-Upon Procedures in accordance with requirements as specified in the *Uniform Financial Reporting Manual*, the *Virginia Sheriff's Accounting Manual* and mandates by the Environmental Protection Agency and the Virginia Department of Environmental Quality. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the AICPA. Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgement that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. A refusal to provide such agreement and acknowledgement will result in our withdrawal from the engagement. No other parties will be requested to agree to the procedures and acknowledge that the procedures performed are appropriate for their purpose. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose.

Because the agreed-upon procedures do not constitute an examination or review, we will not express an opinion or conclusion on the subject matter. In addition, we have no obligation to perform any procedures beyond those to which you agree.

We will issue written reports on completion of our engagement that list the procedures performed and our findings. Our reports will be addressed to the County of Russell, Virginia and appropriate agencies. If we encounter restrictions in performing our procedures, we will discuss the matter with you. If we determine the restrictions are appropriate, we will disclose the restrictions in our report. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you. You understand that the reports are intended solely for the information and use of the Auditor of Public Accounts, the Virginia DEQ, and the County of Russell, Virginia and should not be used by anyone other than these specified parties.

There may exist circumstances that, in our professional judgement, will require we withdraw from the engagement. Such circumstances include the following:

- You refuse to provide written agreement to the procedures and acknowledge that they are appropriate for the intended purpose of the engagement.
- You fail to provide requested written representations, or we conclude that there is sufficient doubt about the competence, integrity, ethical values, or diligence of those providing the written representations, or we conclude that the written representations provided are otherwise not reliable.
- We determine that the description of the procedures performed or the corresponding findings are misleading in the circumstances of the engagement.
- We determine that restrictions on the performance of procedures are not appropriate.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, should any such matters come to our attention, we will communicate them in accordance with professional standards and applicable law. In addition, if in connection with this engagement, matters come to our attention that contradict the subject matter, we will communicate such matters to you.

You are responsible for the subject matter to which our agreed-upon procedures are applied. In addition, you are responsible for providing us with (1) access to all information of which you or the appropriate party are aware that is relevant to the performance of the agreed-upon procedures on

the subject matter, (2) additional information that we may request from the appropriate party for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the subject matter in accordance with the *Uniform Financial Reporting Manual*, the *Virginia Sheriff's Manual*, and mandates of the Environmental Protection Agency and the Virginia Department of Environmental Quality.

### ***Virginia Retirement System Examination***

We will examine management's assertion that the census data reported to the Virginia Retirement System ("VRS") by the County of Russell, Virginia during the year ended June 30, 2023, is complete and accurate. The objectives of our examination are to (1) obtain reasonable assurance about whether management's assertion that the census data reported to the VRS is free from material misstatement based on the requirements to be met by participants in the VRS as defined by the VRS and the Board of Trustees' plan provisions as mandated in the Code of Virginia Section 51.1-136; and (2) to express an opinion as to whether management's assertion that the census data reported to the VRS is fairly stated, in all material respects.

Our examination will be conducted in accordance with attestation standards established by the AICPA. Accordingly, it will include examining, on a test basis, management's records and other procedures to obtain evidence necessary to enable us to express our opinion. We will issue a written report upon completion of our examination. Our report will be addressed to County of Russell, Virginia and the Auditor of Public Accounts of the Commonwealth of Virginia. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

We will plan and perform the examination to obtain reasonable assurance about whether management's assertion that the census data reported to the VRS is free from material misstatement, based on the requirements to be met by participants in the VRS as defined by the VRS and the Board of Trustees' plan provisions as mandated in the Code Section of Virginia Section 51.1-136. Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, known and suspected fraud, noncompliance with laws or regulations, or internal control deficiencies, that may exist. However, we will inform you of any known and suspected fraud, noncompliance with laws or regulations, internal control deficiencies identified during the engagement and uncorrected misstatements that come to our attention, unless clearly trivial.

We understand that you will provide us with the information required for our examination and that you are responsible for the accuracy and completeness of that information. We may advise you about appropriate criteria or assist in the preparation of the subject matter, but the responsibility for the subject matter remains with you.

Management is responsible for the presentation of the census data described above in accordance with the requirements described above; and for selecting the criteria and determining that such criteria are suitable, will be available to intended users, and are appropriate for the purpose of the engagement. Management is responsible for, and agree to provide us with, a written assertion about whether the presentation of the census data described above is presented in accordance with the requirements described above. Failure to provide such an assertion will result in our withdrawal from the engagement. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the subject matter; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence.

At the conclusion of the engagement, you agree to provide us with certain written representations in the form of a representation letter.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America, with the oversight of those charged with governance; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.



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

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

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

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

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

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

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

As an attest client, Robinson, Farmer, Cox Associates cannot retain your documents on your behalf. This is in accordance with the ET 1.295.143 of the *AICPA Code of Professional Conduct*. County of Russell, Virginia is responsible for maintaining its own data and records.

ShareFile and Engagement Organizer are used solely as a method of exchanging information and are not intended to store County of Russell, Virginia's information. At the end of the engagement, Robinson, Farmer, Cox Associates will provide County of Russell, Virginia with a copy (in an agreed-upon format) of deliverables and data related to the engagement.

Upon completion of the engagement, data and other content will either be removed from the ShareFile and Engagement Organizer portals or become unavailable to Robinson, Farmer, Cox Associates within a reasonable time frame as determined by our internal record retention policy.

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

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

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

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

Gordon B. Jones, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately October 2, 2023.

Our fee for these services will be \$75,000. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. It also assumes, the books do not require significant adjustments and that the consultant's files support the amounts posted to the books. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

### Reporting

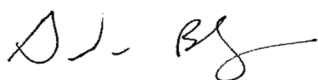
We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the Board of Supervisors of County of Russell, Virginia. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

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

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

Very truly yours,

Robinson, Farmer, Cox Associates



**RESPONSE:**

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

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

Title: \_\_\_\_\_

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

Title: \_\_\_\_\_

**Russell County Proposal**      **(09/22/23)**

**Migration Services Include the following:**

Preliminary Setup of Old AS/400, Including adding Object Connect Software, additional Print Transform Support, and adding necessary program fixes for successful migration of data.

Setting up Operations Consoles for the new system and installing the latest Application of Cumulative, Hiper, Data Base, Java, Print, HTTP TCP Services Packs. Included in this is the application of Object Connect software to allow for data transfer.

Initial Testing and Transferal of BAI software, including User and Application Libraries and necessary certificates for authentication. Migration of DMV Certification and Setup. Total System Backup of System and Application package.

Hardware setup and Testing of the Bright software before the Final installation and discussion of any new features. Includes talking with Bright to verify product validity and make them aware of turnover date so they can appropriate keys for specified software.

Arrange a specified time to Setup and Migrate all Security Data, User Profiles and Libraries. Entire System Backups of the old AS/400 as well as the new Power 10. Test all areas of application the following business day to validate successful migration.

Provision of Continued AS/400 Assistance for System Operational Support and Analysis, including setup of network printers and iSeries Client Setup and Operations. Assistance in Backup and Disaster/ Recovery Procedures. Continued Technical Support.

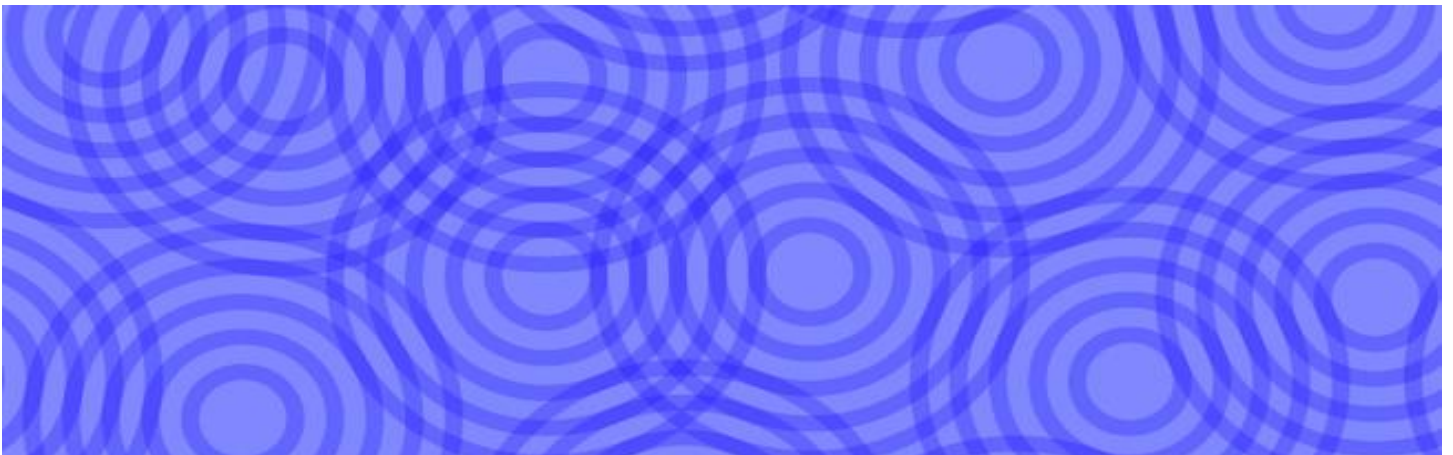


# Russell County

## IBM Power System S1014 Proposal 9105-41B, 4-Core POWER10

*Billy Schonauer  
Summit Business Associates, Inc.  
577 Southlake Blvd  
Richmond, VA 23236  
804-379-8990  
bschonauer@summitbiz.net*

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## IBM Power S1014 Scale-out server

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### *Pricing Summary*

#### System & Software:

<u>Component</u>	<u>Description</u>	<u>Sale Price</u>
9105-41B	IBM Power S1014, 4-Core with 3yr 9x5 HW Warranty	\$21,600.00
3580-H7S	TS2270 Tape Drive External with 3yr 9x5 HW Warranty	\$5,360.00
5770-SS1	IBM i V7.4 1-core licensed, 15 Users, 3yr 24x7 SWMA	\$10,745.00
Total		\$37,705.00

#### Hardware Warranty Uplift & Extended SWMA:

3 years	24x7 IBM Advanced Expert Care for 9105-41B	\$667.00
3 years	24x7 IBM Onsite HW Warranty Uplift for 3580-H7S	\$995.00
3 years	24x7 IBM i SW Maintenance for V7.4 (P05 SW Tier)	Included
Total		\$1,662.00

Estimated Shipping \$912.00

**IBM Hardware, Software, Maintenance- Total \$40,279.00**

*IBM Global Financing- 36 month FMV lease option \*estimate \$1,199/mo.*

#### Peripherals:

Rack	Tripp Lite SmartRack 12U Mid-Depth Rack Enclosure Cabinet	\$695.00
Tapes	IBM LTO 6 Tape Cartridges- 10pk	\$370.00
Estimated Shipping		\$325.00
Total		<b>\$1,390.00</b>

### *Terms and Conditions*

☐ Prices are afforded to Summit Business Associates by IBM and are subject to change

\*Prices are valid to 10/31/2023

\*Shipping Estimates Provided

***This proposal is intended solely for use by Russell County. It contains confidential and privileged material. Any review, transmission, dissemination or other use of or taking action in reliance upon this information by persons or entities other than Russell County is prohibited.***



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Agreed to  
Retail Co...

.....

Authorized Signature

Name .....

Title or Print

Date .....

Agreed to  
Comm...line... Associa... Inc

.....

Authorized Signature

Name .....

Title or Print

Date .....



# COMMONWEALTH of VIRGINIA

## Virginia Department of Fire Programs

Brad Creasy  
EXECUTIVE DIRECTOR

Nicholas Nanna  
DEPUTY DIRECTOR

Theresa Hunter  
Interim Assistant Chief of  
Administration

September 5, 2023

167

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

Dear Mr. Lester:

Enclosed is the signed FY-2024 Fire Programs Fund Disbursement Agreement for your files.

The Virginia Department of Fire Programs (VDFP) is in receipt of the jurisdiction's FY-2023 Annual Report. The jurisdiction will be receiving 100% of its FY-2024 Allocation in the next funds disbursement scheduled for Friday, September 22, 2023.

The annual submission of supporting documentation such as invoices and/or receipts are not required but highly recommended for expenses listed on the annual report.

Please be advised that starting in 2019 VDFP began routine audits of the localities ATL grant files. Localities selected to be audited will be notified directly with instructions on the information required and submission details.

If you have any questions, feel free to contact me at my office 804-249-1954 or via email at [Deshaun.Steele@vdfp.virginia.gov](mailto:Deshaun.Steele@vdfp.virginia.gov).

Respectfully,

Deshaun Steele, Jr.  
Grants Analyst

Enclosure



Commonwealth of Virginia  
Department of Fire Programs

# FY-20 24 FIRE PROGRAMS FUND DISBURSEMENT AGREEMENT

Statutory Authority: §38.2-401 of the Code of Virginia

This Agreement, made effective as of the 1<sup>st</sup> day of July, \_\_\_\_\_, by the DEPARTMENT OF FIRE PROGRAMS (the "Agency") and the LOCALITY noted below (the "Receiving Locality"), governs the distribution and use of the Receiving Locality's annual entitlement from the Fire Programs Fund ("the Fund"), as provided for in §38.2-401 of the Code of Virginia as amended (the "Statute").

WHEREAS, the Statute in effect as of the date first written above is incorporated herein by reference; and

WHEREAS, the Receiving Locality is thereunder required to execute a "Fire Programs Fund Disbursement Agreement" and forward same to the Agency as a condition of receiving any allocation or disbursement from the Fund;

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants herein set forth, the parties hereto agree as follows:

**1. Representations of the Agency.** The Agency represents that the Agency is duly organized and the Executive Director duly appointed by the Governor and confirmed by the General Assembly as provided for by the *Code of Virginia*, and that the Executive Director or his designee is duly authorized to enter into this agreement.

**2. Representations of the Receiving Locality.** The Receiving Locality represents that (a) its authorized representative whose signature appears below has read and understands the referenced sections of the Statute and any Policies & Definitions adopted thereunder, (b) it agrees to comply with all applicable provisions of the Statute and any Policies & Definitions adopted thereunder, including the use of such funds and all reporting and audit requirements and (c) it is duly authorized to execute this Agreement and to perform its obligations hereunder and has taken all necessary action to authorize such execution and performance.

**3. Availability of Funds.** It is understood and agreed by the parties hereto that the AGENCY shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purposes of this Agreement. The Recipient shall deposit funds in an interest-bearing account or normal risk and with a demand restriction, if any, not exceeding 30 calendar days until they are needed. The Recipient must be able to account for both the principal and the interest amounts.

Department of Fire Programs

AUG 30 2023

Administration

**4. Merger; Severability; Governing Law.** This writing constitutes the entire Agreement between the parties, supersedes any existing agreement or understanding, oral or written, relative to the matters contained herein, and may be modified only in a writing executed by all parties hereto.


If any provision of this Agreement is determined to be invalid by a court of competent jurisdiction, it shall not render the remaining portions of this Agreement void or unenforceable. This Agreement shall in respects be governed by the laws of the Commonwealth of Virginia.

**5. Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

IN WITENESS WHEREOF, the parties hereto have by their duly authorized representatives executed this Agreement effective as of the date first written above, intending to be bound thereby.

Commonwealth of Virginia  
Department of Fire Programs

BY:

  
**Deshaun Steele**  
Grants Analyst

8.31.23

RECEIVING LOCALITY:

Russell County

Name of Locality

BY:

  
Signature

9/23/23  
Date

Lonzo Lester

Name

County Administrator

Title

Department of Fire Programs

AUG 30 2023

(Non-P.O.)

Office Address: 137 Highland Drive Suite B  
Lebanon, VA 24266

Administration

Mailing Address: 137 Highland Drive Suite B  
Lebanon, VA 24266

E-mail Address: lonzo.lester@russellcountyva.us

Telephone Number: 276-889-8000

Wed, September 20, 2023

# Commonwealth of Virginia

## EDI Remittance Detail

Total Amount: 95,029.00

Deposit Date: 09/21/2023

Trace Number 8:

Agy No	Amt.	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Cust. Number	Voucher Number
960	95,029.00	0.00	0.00	1Q24ATL167	09/12/2023		00007071 1Q24A
<b>Tot 960</b>	<b>95,029.00</b>						

95,029.00  
 7.  
 13,575-5714285  
 001  
 13,575-58  
 13,575-57  
 13,575-57  
 13,575-57  
 13,575-57  
 13,575-57  
 13,575-57  
 13,575-58  
 007  
 95,029.00  
 0.0

Cleveland

Brett

276-274-4709

Castlewood -

276.762.0242  
706.1684

Shy Kennedy  
on  
Diane  
McAuliffe

Dante -

276.880.5344

Eric Smith  
Ethan

Lebanon -

889.2300

Diane Cook  
Jill M  
McClintock

CALL Beverly

883-5189

Town

# Clinch River Little League

Post office Box 1126  
Castlewood, VA 24224  
Bob Salyers, President  
League Id # 3461104  
Fed. Id # 54-1350161

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September 8, 2023

Russell County Board of Supervisors  
Lou Ann Wallace, Chairperson  
1137 Highland Drive Suite A  
Lebanon, Va. 24266

RE: Request for funding for 2024/2025

Dear Supervisors:

We are in receipt of the letter dated February 7, 2023 from your office asking for certain reports for your Board to review during your budget deliberations, they have been included as attachments to this submission and are labeled attachment #1 and attachment #2.

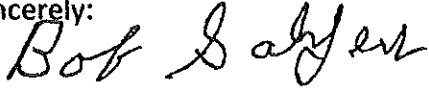
Attachment #1 is a copy of our fiscal budget that is adopted at our annual membership meeting in September, it reflects the amount budgeted as income and expenses in the column labeled 2023 and in the column to the right it reflects the actual income and expenses through April 28, 2023. It also reflects the previous five (5) years of our League finances. Please keep in mind that these figures are connected with all of our fields and facilities which is the one at the park in Castlewood and three (3) at the fairground complex and one in St. Paul. We do not account for them separately. Attachment #2 reflects what the costs are associated with by line-item income and expense. If you have any questions about either of these feel free to call.

In regard to our request for funding to the park this year, we would respectfully ask for an increase in the amount that the Board normally sends to us. They are new costs that have arisen in this year that needs to be addressed, such as the extra costs of the field being used by the Castlewood High School for High School varsity and other divisions of such, practicing and playing there. Extra costs have been from more use of field conditioner than usual, bathroom supplies, extra wear and tear on the equipment, etc. We are going to be installing a new score board at the facility, and a real big problem is the necessity to conduct some major work on the drainage in the out fields and parking area where a water problem has existed for a long time. It is gradually getting worse each day. A new construction of tennis courts is going to cause us to have to rearrange parking in the complex, which also complicates the drainage problem. The facility is also in need of some repairs structurally and cosmetically which we hope to put in this coming fiscal year improvement plan.

Page 2

If you have any questions or are in need of any other information, please feel free to contact us at your convenience. Thank you in advance for your consideration to our request for funding.

Sincerely:

A handwritten signature in cursive script that reads "Bob Salyers". The signature is written in black ink and is positioned above a horizontal line.

Bob Salyers—President of Clinch River Little League

Cc: Lonzo Lester Russell County Administrator



41

	2019	2020	2021	2022	2023	Actual	Used
<u>Income</u>							
Registration Income	\$4,787.92	\$4,444.26	\$3,500.00	\$8,062.38	\$7,500.00	\$8,452.78	\$952.78
Concession Income	\$11,590.23	-	\$7,000.00	\$22,065.85	\$13,500.00	\$40.00	-\$13,460.00
Sponsorship Income	\$10,085.00	\$5,880.00	\$5,000.00	\$11,169.07	\$10,000.00	\$5,170.00	-\$4,830.00
Fund Raising Income	\$12,621.00	-	\$6,000.00	\$10,598.00	\$10,000.00	\$1,096.04	-\$8,903.96
Tournament Income	\$7,702.38	\$1,307.84	-	\$10,376.00	\$2,000.00	-	-\$2,000.00
Picture Income	-	-	-	-	-	\$200.00	\$200.00
Field Construction Income	\$16,049.54	\$11,521.71	\$12,458.13	\$21,022.52	\$8,000.00	-	-\$8,000.00
Reappropriate from last year	-	\$18,724.50	\$28,017.00	-	\$15,075.00	-	-\$15,075.00
Miscellaneous Income	-	-	-	\$239.10	-	\$7,907.35	\$7,907.35
<b>Total Income</b>	<b>\$62,836.07</b>	<b>\$41,878.31</b>	<b>\$61,975.13</b>	<b>\$83,532.92</b>	<b>\$66,075.00</b>	<b>\$22,866.17</b>	<b>-\$43,208.83</b>

	2019	2020	2021	2022	2023	Actual	Used
<u>Expense</u>							
Equipment Expense	3,492.36	600.00	3,500.00	3,429.41	10,000.00	11,259.91	\$1,259.91
Concession Expense	6,441.35	168.48	5,000.00	7,000.00	7,500.00	2,256.64	-\$5,243.36
Sponsorship Expense	880.00	0.00	1,750.00	1,500.00	1,000.00	-	-\$1,000.00
Fund Raising Expense	9,064.50	0.00	5,000.00	6,500.00	1,500.00	-	-\$1,500.00
Tournament Expense	14,174.23	41.49	1,042.00	2,637.44	2,000.00	200.00	-\$1,800.00
Registration Expense	100.00	235.01	150.00	150.00	100.00	51.63	-\$48.37
Field Construction Expense	19,069.83	15,000.00	30,458.13	20,000.00	25,000.00	10,000.00	-\$15,000.00
Uniform Expense	5,522.00	0.00	8,000.00	7,500.00	8,500.00	5,886.60	-\$2,613.40
Little League Charter & Insurance	3,779.05	1,447.80	3,000.00	5,000.00	5,000.00	3,112.50	-\$1,887.50
State & Local Fees Expense	377.17	375.69	500.00	400.00	400.00	372.22	-\$27.78
Postal Expense	54.00	56.00	75.00	75.00	75.00	66.00	-\$9.00
Player Appreciation	438.60	0.00	1,500.00	2,000.00	2,000.00	-	-\$2,000.00
Miscellaneous Expense	541.18	1,974.75	2,000.00	2,000.00	3,000.00	1,419.47	-\$1,580.53
<b>Total Expenses</b>	<b>63,934.27</b>	<b>19,899.22</b>	<b>61,975.13</b>	<b>58,191.85</b>	<b>66,075.00</b>	<b>34,624.97</b>	<b>-\$66,075.00</b>

Gross Profit (Loss) (\$1,098.20) \$21,979.09 \$0.00  
 Net Income (Loss)

# 2

Itemized Categories  
10/1/2022 through 4/28/2023

4/28/2023

Page 1

Date	Account	Num	Description	Memo	Clr	Amount
<b>INCOME</b>						<b>22,866.17</b>
			20 Registrations			8,452.78
			22 sponsorship			5,170.00
			24 fund raisers			1,096.04
			25 concessions			40.00
			32 Pictures			200.00
			38 misc. income			7,700.00
			??????			207.35
<b>EXPENSES</b>						<b>-34,624.97</b>
			0013 ?????			-131.00
			01 Equipment			-11,259.91
			03 uniforms			-5,886.60
			09 construction costs			-10,000.00
			11 Charter fees and Insurance etc.			-3,112.50
			13 Postal Fees			-66.00
			14 State and Local Fees			-372.22
			15 Miscellaneous			-1,288.47
			17 registration refund			-51.63
			18 State Tournament			-200.00
			21 Concessions			-2,256.64
			422 Void			0.00
<b>OVERALL TOTAL</b>						<b>-11,758.80</b>

**Russell County Board of Supervisors**

**276-889-8000**

**Travel Request Approval Form**

Date Submitted 9/11/2023

Employee Name(s) Jewel Blackwell

Department Russell County Public Library

Phone 276-889-8044

Email (optional) jblackwell@russell.lib.va.us

Destination Abingdon, VA

Purpose/ Dates of Travel 2023 Rural Summit Oct. 26 + 27

Anticipated Expenses \$115

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Tickets			2		

Airfare

Ground Transportation

Conf/Registration Fees \$115

Lodging

Meals and Tips

Mileage

Other

Employee Signature Jewel Blackwell

Department Head Kelly McBride

Co Admin Signature

Grand Total \$115.00

Date Signed 11 Sept 2023

Date Approved

The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey was approved by The Russell County Planning Commission on 9/18/23.

Review: Motion to recommend approval of the plat for Newberry & Stewart Land. Motion by Charlie Edmonds, second by Oris Christian, approved unanimously.  
RE: Adjoining land

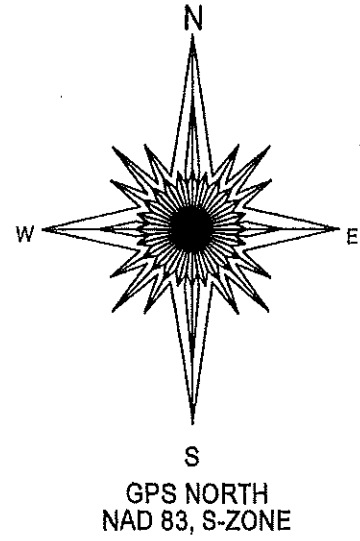
Signed:

Russell County Planning Commission ~~Chairman~~ <sup>Secretary</sup>

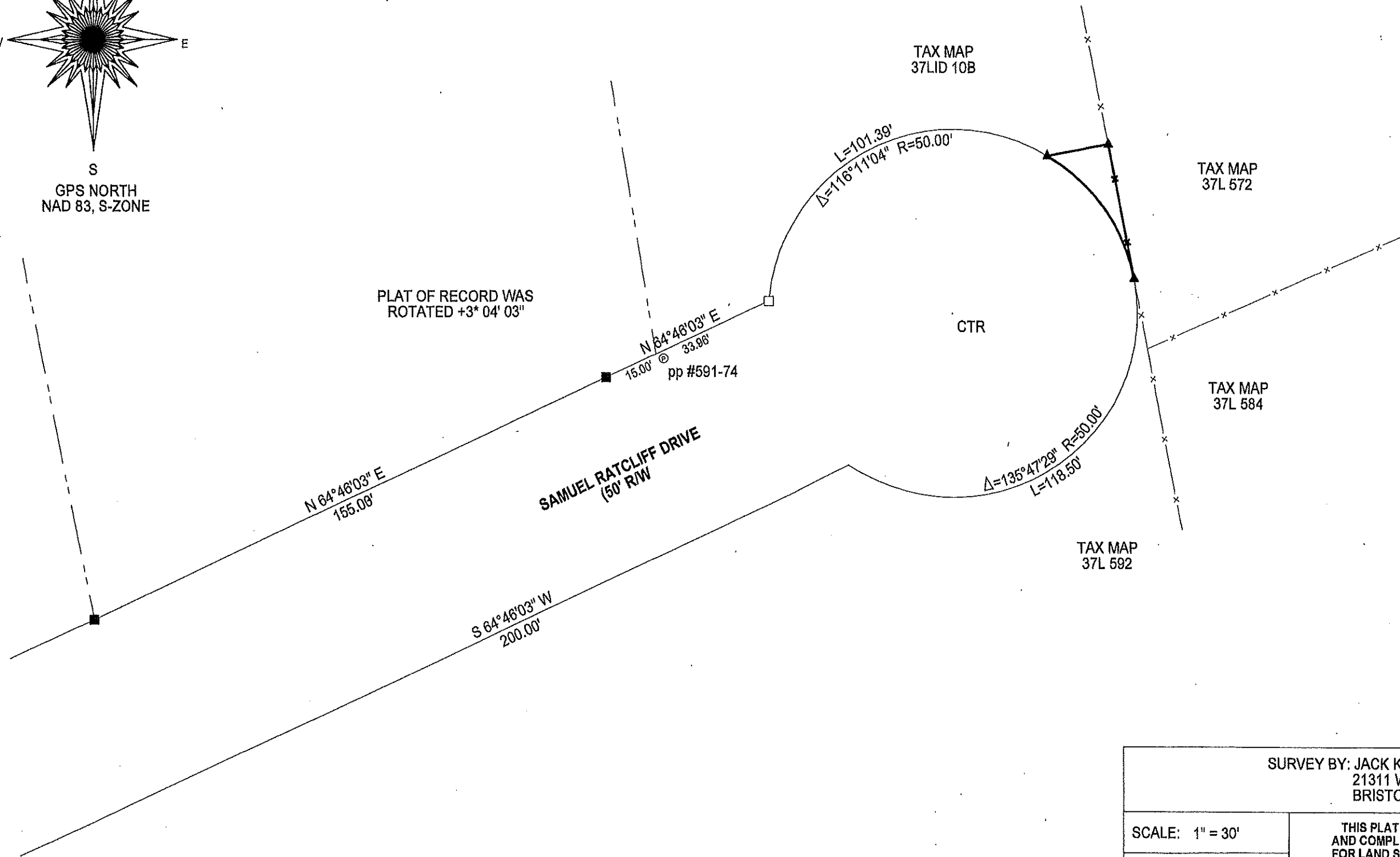


Date

9/18/23



PLAT OF RECORD WAS  
ROTATED +3° 04' 03"



SURVEY BY: JACK KEEN, L.S. 21311 WALTON RIDGE ROAD BRISTOL, VA 24202		
SCALE: 1" = 30'	THIS PLAT IS BASED ON A CURRENT SURVEY AND COMPLIES WITH THE MINIMUM STANDARDS FOR LAND SURVEYING IN THE COMMONWEALTH OF VIRGINIA. IT IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.	
DATE: AUG 30, 2023		
NOTES / REVISIONS NO TITLE REPORT FURNISHED	DRAWING NUMBER. 23-14-D	

A SURVEY FOR:  
**BEE STUART OF  
STUART LAND & CATTLE CO.**  
LEBANON MAGISTERIAL DISTRICT  
RUSSELL COUNTY, VIRGINIA

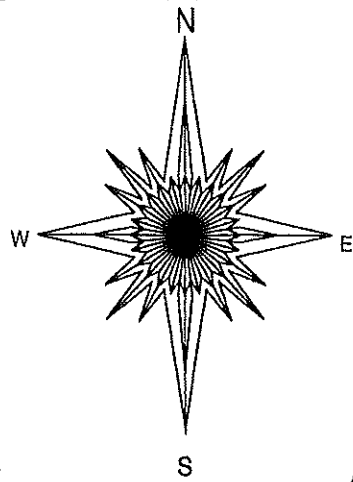
PLAT OF RECORD WAS  
ROTATED +3° 04' 03" TO  
MATCH GPS DATA. AREAS  
ARE UNAFFECTED.

**BRANDON NEWBERRY**  
TAX MAP 37LID 10B  
DB 828, PG 649  
0.862 - 0.004 = 0.858 AC

NOTE: THE 0.004 ACRE LOT IS TO BE SUBTRACTED  
FROM NEWBERRY (TM 37 LID 1 00B), LEAVING 0.858 AC,  
AND ADDED TO STUART LAND & CATTLE CO'S 734 ACRES  
(TM 37L 572) FOR A NEW TOTAL OF 734.004 ACRES.

**LEGEND**

- = EXISTING IRON PIN
  - ▲ = SET IRON PIN
  - X-- = FENCE
  - ⊕ = POWER POLE
  - R/W = RIGHT OF WAY
- NOTE: NO BELOW-GROUND OR OVERHEAD  
PHYSICAL IMPROVEMENTS SHOWN.



GPS NORTH  
NAD 83, S-ZONE

L=101.39'  
Δ=116°11'04" R=50.00'

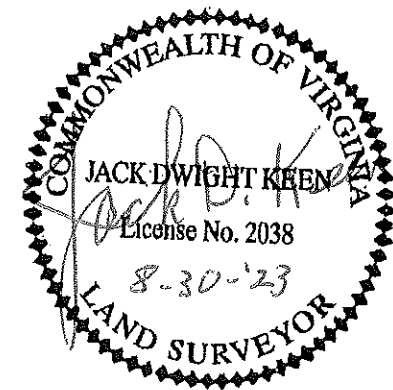
S 79°05'14" W  
16.64'

190.61 SQ FT  
0.004 ACRE

L=41.90'  
Δ=48°00'50" R=50.00'

N 10°53'41" W  
37.13'

**STUART LAND & CATTLE CO**  
TAX MAP 37L 572  
734 + 0.004 = 734.004 AC +/-



CTR



TAX MAP  
37L 584

TAX MAP  
37L 592

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

SCALE: 1" = 30'

DATE: AUG 30, 2023

THIS PLAT IS BASED ON A CURRENT SURVEY,  
AND COMPLIES WITH THE MINIMUM STANDARDS  
FOR LAND SURVEYING IN THE COMMONWEALTH  
OF VIRGINIA. IT IS CORRECT TO THE BEST OF  
MY KNOWLEDGE AND BELIEF.

NOTES / REVISIONS

NO TITLE REPORT FURNISHED

DRAWING NUMBER

23-14-D

## MONTHLY BANK BALANCES

August 31, 2023

Regular Account	8,921,552.94
Employee Insurance	2,891,128.84
Employee Claims Account	1,000.00
School Project Captial Fund	1,623,998.55
Non-Judicial Reals Estate Sales	40,002.44
School Textbook	21,688.98
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	551.05
Sheriff Seized Assets	27,071.60
Sheriff Restitution	4,143.46
Sheriff Forfeited Assets	1,348.49
Comm Attorney Forfeited Assets	32,372.78
Sheriff Federal Forfeited Assets	2,749.68
Comm Attorney Fed Justice Forfeited Assets	64,966.27
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	1,566.64
Sheriff Special Projuects	25,668.45
SSI Recipients	35.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	60,499.07
New Peoples Bank	469,547.99
Certificates of Deposit General	49,575.00
Treasurer's Money Market	2,732,150.72
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	4,007,010.69
<b>Total Cash In Bank</b>	<b>21,010,658.84</b>
<b>Cash In Office</b>	<b>2,100.02</b>
<b>Petty Cash</b>	<b>100.00</b>
<b>TOTAL CASH</b>	<b>21,012,858.86</b>

ACCOUNT	DATE	August 31, 2023
	DEBIT	CREDIT
Cash in Office	2,100.02	
Cash in Bank	21,010,658.84	
Petty Cash	100.00	
General Fund		4,424,540.60
Non-Judicial Real Estate Sales		40,002.44
Sheriff In State Trip		52,475.39
Sheriff Dare Fund		100.00
Sheriff Seized Assets		27,071.60
Sheriff Restitution		4,143.46
Sheriff Forfeited Assets		1,348.49
Comm Attorney Forfeited Assets		32,372.78
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		2,749.68
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		64,966.27
Sheriff Fed Justice Forfeited		1,566.64
Sheriff's Special Projects		25,668.45
Social Services		(507,491.83)
Swva Asap		8,510.86
Coal Road Improvement		1,063,466.66
CSA		(932,123.22)
School Fund		2,134,551.45
School Food		2,059,172.28
School Skilled Trade Program		125,000.00
School Textbook		21,688.98
Regional Adult Education		259,623.00
Petty Cash Treasurer		551.05
COVID 19		2,068.07
Litter Fund Trash Pickup		(30,127.56)
American Rescue Act		3,158,955.06
School Projects Capital Fund		1,623,998.55
Opioid Settlement Fund		245,433.52
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		35.05
Damage Stamp Fund		2,823.98
Valley Heights		96,198.88
Dante Sewer		53,706.00
Employee Health Insurance		2,891,128.84
Employee Insurance COD		2,007,010.69
Employee Insurance CO # 2		2,000,000.00
Employee Insurance Claims		1,000.00
Law Library		62,794.41
Special Welfare		44,313.43
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(249,279.04)
WIB		10,051.75
<b>Total</b>	<b>21,012,858.86</b>	<b>21,012,858.86</b>



**August 10, 2023**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on August 10, 2023 at 5:30 P.M. at the Russell County Board of Supervisors Overflow Room.

**MEMBERS**

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

**STAFF:** Ernie McFaddin, Executive Director  
Terry Kilgore, Attorney

**GUESTS:** None

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

The secretary called the roll and recorded the roll call.

**APPROVAL OF MINUTES**

Upon motion made by Jarred Glass, second by Ron Blankenship and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the July 12, 2023 meeting.

The Vote was:

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

Nay: None

Absent: None

**FINANCIAL REPORT**

Upon motion made by Donnie Christian, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia approving the July 2023 financial reports and approve paying invoices presented plus the flowing additional invoices.

Dominion Office	69.99
Hungate Business Services	113.81

The Vote was:

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

Nay: None

Absent: None

### **ATTORNEY'S REPORT**

No Report

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

The Executive Director has a request from Mitch-Ell Auction Firm, LLC to rent the Russell Place Property from September 1-23, 2023.

Upon motion made by Donnie Christian, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to lease the Russell Place Property to Mitch-Ell Auction Firm LLC for \$500.00 from September 1 thru September 23, 2023.

The Vote was:

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

Nay: None

Abstain: C. Elliott

Absent: None

The Motel Project sale is final, and the IDA is not liable for any debt on the project.

Project "Goat" contract is ready to be signed pending final approval from the Department of Agriculture.

USDA is finalizing the floor plan for the proposed office space and then the plans must be approved on the federal level.

The old dispatch building is being studied for condition and possible uses. The study is being funded by grant money.

**CLOSED SESSION**

Upon motion made by Tony Dodi, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia to enter Closed Session as permitted by, VA Code #2.2-3711 (3) Property for the Bush Building, Alcoa Building, Dickenson Property, AT&T Property (5) Prospective Business for Project "King", Project "Little Dipper" & Project "Waste" (7) & (8) Legal for Project "Blue Jay" and Project "Goat"

The Vote was:

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

Nay: None

Absent: None

**RECONVENE TO PUBLIC SESSION**

Upon motion made by Donnie Christian, second by DeAnna Jackson, and duly approved by The Industrial Development Authority of Russell County, Virginia, the Chairman called the meeting back into regular session and requested the "Certification Motion after reconvening in Public Session".

The Vote was:

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

Nay: None

Absent: None

**CERTIFICATION AFTER RECONVENING IN PUBLIC SESSION**

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

The Roll Call Vote Was:

Richard Lockridge	Yes	Carlton Elliott	Yes
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Donnie Christian	Yes
Jarred Glass	Yes	John Stamper	Yes
Ron Blankenship	Yes		

### **MOTIONS FROM CLOSED SESSION**

Upon motion made by Jarred Glass, second by John Stamper and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to execute the amendment of a 90 day extension to the letter of intent for Project "King". The Executive Director, Chairman, and Secretary are authorized to sign all documents relating to this amendment.

The Vote was:

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

Nay: None

Absent: None

Upon motion made by John Stamper, second by Tony Dodi and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to apply for funding from VCEDA, The Commonwealth Opportunity Fund, and the Tobacco Commission to support Project "King". The Executive Director, Chairman, and Secretary are authorized to sign all documents relating to these applications.

The Vote was:

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

Nay: None

Absent: None

Upon motion made by Harry Ferguson, second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to apply for funding from the Tobacco Commission to support Project "Little Dipper". The Executive Director, Chairman, and Secretary are authorized to sign all documents relating to this application.

The Vote was:

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

Nay: None

Absent: None

Upon motion made by John Stamper, second by Ron Blankenship and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to take possession of the Project "Blue Jay" Building, pursuant to the lease agreement, on the 18<sup>th</sup> of August 2023.

The Vote was:

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

Nay: None

Absent: None

### **ADJOURNMENT**

Upon motion made by Donnie Christian, second by Harry Ferguson, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 7:11 PM.

The Vote was:

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

Nay: None

Absent: None

## MINUTES OF THE MONTHLY BOARD OF DIRECTORS' MEETING

**MINUTES OF THE MONTHLY MEETING OF DIRECTORS** of The Russell County Public Service Authority held at 137 Highland Drive Lebanon, VA 24266 on this 18<sup>th</sup> day of September 2023 at 6:00 PM.

1. The following members were present, constituting a quorum (4):  
Cuba Porter, Chairman;  
David Edmonds, Jr., Vice-Chairman;  
Stephen Perkins, Treasurer;  
Clifford Hess;  
Joe Huff;  
Thomas Tignor;  
Harry Ferguson; and  
Rhonda Lester, Secretary.
2. Also present:  
Brad Patton, RCPSA Operations Manager  
Katie Patton, Legal Counsel; and  
Robbie Cornett, T&L Engineering.
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 and Rhonda Lester as Secretary of the meeting.
5. Cuba Porter opened the meeting with the Pledge of Allegiance followed by a prayer led by Stephen Perkins.
6. Motion to approve the agenda made by Clifford Hess seconded by Thomas Tignor, and unanimously adopted.
7. Minutes of the meeting dated August 15, 2023 were reviewed and motion to approve as read made by Joe Huff seconded by Harry Ferguson, and unanimously adopted.
8. Public Comments: None
9. Rhonda Lester presented to the meeting:
  - Account Balances Reports
  - Operating Profit & Loss Report
  - Construction Profit & Loss Report
  - Outstanding Construction Receivables Report
  - Accounts Receivable Aging

Motion to adopt financial reports as presented made by Clifford Hess, seconded by Stephen Perkins, and unanimously adopted.

10. Brad Patton presented to the meeting Water Loss Reports.
11. Brad Patton presented to the meeting Director's Report updates from August 15, 2023 to date. (attached)
12. Robbie Cornett with T&L Engineering presented to the meeting Construction Projects Update Report (attached)
13. Old Business to Discuss:
  - 1) Discussed revisiting the possibility of the construction of the Appalachian Corrections to Belfast Water Line Extension Project.

14. New Business to Discuss:

- 1) Cuba Porter, Chairman turned the meeting over to Katie Patton, Legal Counsel, for the nomination and election for Chairman of the Board. Katie Patton opened the floor for nominations for Chairman of the Board. Harry Ferguson nominated Cuba Porter for Chairman of the Board. There were no other nominations, so Katie Patton stated the nominations were closed.

Motion the nominations cease and elect Cuba Porter as Chairman by acclamation made by David Edmonds, Jr., seconded by Joe Huff, and unanimously adopted.

The meeting was turned over to Chairman, Cuba Porter. At this time, Chairman Porter opened the floor for nominations for Vice-Chairman of the Board. Joe Huff nominated David Edmonds, Jr. for Vice-Chairman of the Board. There were no other nominations, so Chairman Porter stated the nominations were closed.

Motion the nominations cease and elect David Edmonds, Jr. as Vice-Chairman by acclamation made by Harry Ferguson, seconded by Joe Huff, and unanimously adopted.

Chairman Porter opened the floor for nominations for Treasurer of the Board. Clifford Hess nominated Stephen Perkins for Treasurer of the Board. There were no other nominations, so Chairman Porter stated the nominations were closed.

Motion the nominations cease and elect Stephen Perkins as Treasurer by acclamation made by Harry Ferguson, seconded by Thomas Tignor, and unanimously adopted.

- 2) Motion to approve Agreement and Resolutions regarding New Peoples Bank Account CD#224423 and CD#224445 with revisions to the spelling of "Treasurer" on the documents made by Clifford Hess, seconded by Stephen Perkins, and unanimously adopted.
- 3) Motion to declare the following items surplus and place on GovDeals to be sold:
  - a.) 307C Excavator
  - b.) Roller

- c.) Welder
- d.) Truck #26
- e.) Ford Truck
- f.) Forklift
- g.) Trencher
- h.) Komatsu Excavator
- i.) Trailer
- j.) Truck #30
- k.) Explorer
- l.) Truck #27

made by Joe Huff, seconded by David Edmonds, Jr, and unanimously adopted.

**15.** Matters presented by the Board: None

**16.** There being no further business to come before the meeting, a motion to adjourn at 7:38 PM was made by Clifford Hess seconded by Joe Huff and adopted.

The next meeting is scheduled for October 17, 2023 at 6:00 PM.

Dated in the Commonwealth of Virginia on  
the 18<sup>th</sup> day of August 2023.

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

Secretary Name: Rhonda Lester





**RCPSA Board Members,**

The items listed below provide a brief description of work performed in all departments of the PSA.

1. **Belfast Phase II & III:** All main lines have now been installed and we are currently filling and flushing lines. We have completed paving 4-50' overlays and are currently waiting on the contractor to make paving repairs to driveways.

One of the greatest challenges we are being faced with in construction is currently we are down to 3 men. One employee was let go due to not showing up for work and two went off on medical leave. We do have some applicants we will be interviewing as soon as possible. We have used maintenance to help keep projects going the best we can. Mike Horton is recommending we move a part-time employee, Nathan Jacobs, to full-time. This will help some and I concur with his recommendation.

2. **Castlewood System Improvements Phase I (WSL-027-17):** Project complete.
3. **House & Barn Mountain Project:** Unless the Engineers have received word recently on this project, we are currently still on hold for a funding offer.
4. **Fire Hydrants:** Routine testing and maintenance being done on hydrants each month.

5. **Sandy Ridge Project:** Engineers are working on the PER (Professional Engineering Report).
6. **Town of Lebanon Water Rates:** Cuba Porter has stayed in contact with the Twon Manager; however, we have not yet received any breakdowns on the formula of how they calculate the rates.
7. **Dante Sewer:** We have meetings scheduled to discuss the additional DHCD Funding. It appears the PSA will be responsible for installing a portion of this project. However, the additional funding does look favorable.
8. **Straight Hollow Waterline Replacement Project:** Currently, we have a tentative date for bidding this project by September 2023.
9. **Chiggersville Sewer:** I have not received any notice from Lonzo on the funding updates for this project.
10. **Old Castlewood Galvanized Replacement Project:** These type projects will fall under the Engineering study for replacements.
11. **Copper Ridge/Green Valley Extension/Corn Valley Projects:** Robbie Cornett, Jon Broskey and I have met to discuss options for the Copper Ridge Project as well as meeting with the Tazewell County PSA staff to discuss capacity to develop future projects for Corn Valley and Green Valle. The meetings were very productive, and I would like for the engineers to further discuss the progress of these meetings with the board.
12. **Nashes Ford Project:** Engineers are currently working with Cumberland Plateau on the Environmental Review. Hopefully, this will be wrapped up sometime this month.
13. **Lead & Copper Data:** T& L recently put together an application for funding and I have signed the application and submitted it back to the Health Department.

**Office/Clerical:**

1. Rhonda continues to work on drawdowns for the construction projects as well as coordinate with regulatory agencies on monthly reports and Consumer Confidence Reports (CCR).

### **Water/Wastewater Plant Operations and Maintenance:**

1. Replaced 3 Residential Sewer Grinder Units in Dante.
2. Repairing Aerator Pump at Dante WW Treatment Plant.
3. Still working on a Replacement Pump at Bunch Town Lift Station.
4. Repaired Bearwallow Pump station generator.
5. Replaced Chlorine Analyzer at Seven Springs Water Treatment Plant.
6. Replaced Roof on Main Line Pump Station.
7. Repaired two pumps at Fuller Mtn, Pump Station.
8. Upgraded Telemetry at New Garden Tank.
9. Continuing to address recommendations set forth by VDH/ODW after inspections in Belfast and Swords Creek systems.
10. The Castlewood system continues to maintain system without having to purchase water from the town of St. Paul on a continual basis. We have had to purchase a little from time to time, however, it has been a minimal amount. The Russell County Fair typically requires additional purchases from St. Paul, however this year we were able to maintain. These are the results of Tracy Grady continuing to work on leak detection in the Castlewood system as well as all systems.

### **Water Maintenance/Operations:**

- The PSA crews continue to perform general maintenance to all systems: work orders, disconnects, reconnects, new installations, meter reading, hydrant flushing and hydrant repairs, etc...
- **Asphalt/Stone Repair: Leak and Construction areas.**
- **Water Taps (new connections): 1 Belfast**
- **Sewer Taps/Flushing/Repairs:**
- **Leak Detection: In all systems**
- **Valve/Valve Box Repairs:**
- **Line Setter Repairs/Replacement:**
- **Repaired/Replaced PRV's:**
- **Transducer Replaced: Belfast, Horton Ridge, Fuller Mtn. & New Garden**

**Water Line Repairs:**

**8- 3/4" Service Lines: Back Valley, Swords Creek, Castlewood, Dante**

**0 - 1" Service Line:**

**0 - 2" Water Main:**

**1 - 4" Water Main: Belfast**

**0 - 6" Water Main:**

**0 - 8" Water Main:**

**2 - 12" Water Main: Belfast**

**Total Leaks Repaired.....11**

**Tracy Puckett**



**RCPSA Interim Director**



THOMPSON  
& LITTON

Date: September 18, 2023

To: Russell County Public Service Authority  
Board of Commissioners

From: Robbie Cornett  
Project Manager  
Thompson & Litton

Re: Projects Report and Update

### **BELFAST PHASE III WATER LINE PROJECT 15637**

This project will consist of approximately 13,000 L.F. of 6-inch, 650 L.F. of 4-inch, 1,000 L.F. of 1-inch and 6,000 L.F. ¾-inch water line for approximately 47 residents in the Belfast Community. This Project has been awarded \$100,000 from Coalfield Water Development Fund and \$59,950 from Southwest Virginia Water and Wastewater Fund and \$640,000 from Department of Housing and Community Development. A Coalfield Water Development Fund application for an additional \$100,000 was approved.

*Recent Activity: All main lines have been installed. Constructed 600 L.F. of 6-inch line, 60 L.F. 4-inch line, and four (4) 50 L.F. open cut asphalt overlays. Pressure testing and disinfection is beginning as well as final paving and restoration. Progress has slowed due to turnover and leak repairs in other parts of the system. Once tested, water connections and meters will be installed. Construction is estimated to continue through September 2023.*

### **NASH FORD/CLINCH MOUNTAIN ROAD 14767**

This project will be providing water service to approximately 58 customers. An offer from the Virginia Department of Health with a 20% grant and 80% loan. A request for additional grant funds was submitted to the Virginia Department of Health on September 17, 2021. Subsequently, we received an offer from the Virginia Department of Health for a 70% grant and 30% Loan. The Russell County Public Service Authority and Russell County Board of Supervisors approved acceptance of the Virginia Department of Health offer of funding. We met with the Virginia Department of Transportation on May 12, 2022. Coalfield Water Development Fund awarded \$50,000.00 for service line connections for this project. The Virginia Department of Health has issued the construction permit.

*Recent Activity: Cumberland Plateau Planning District, Environmental Review, continues but has been delayed by Fish and Wildlife Services. Though scheduled for completion in August, it now looks like the end of October before the environmental will be completed. The Virginia Department of Transportation Land Use and Virginia Marine Resource Commission Permits are to be applied for in September 2023. T&L is coordinating with VDH to meet their requirements for loan closing so that construction can begin. One easement remains on the Clinch Mountain portion of the project. Currently, the project is expected to be ready for construction in November 2023.*

### **CASTLEWOOD (STRAIGHT HOLLOW) WATER LINE REPLACEMENT PROJECT 16344**

The Virginia Department of Health through their 2021 American Rescue Plan Act awarded this project \$1,490,000. Design is underway. We have completed the survey on Straight Hollow and have a preliminary horizontal alignment. Due to the limited space within the shoulder of the road, there will be water line in the roadway. The Department of Housing and Community Development will administer the funds for the Virginia Department of Health.

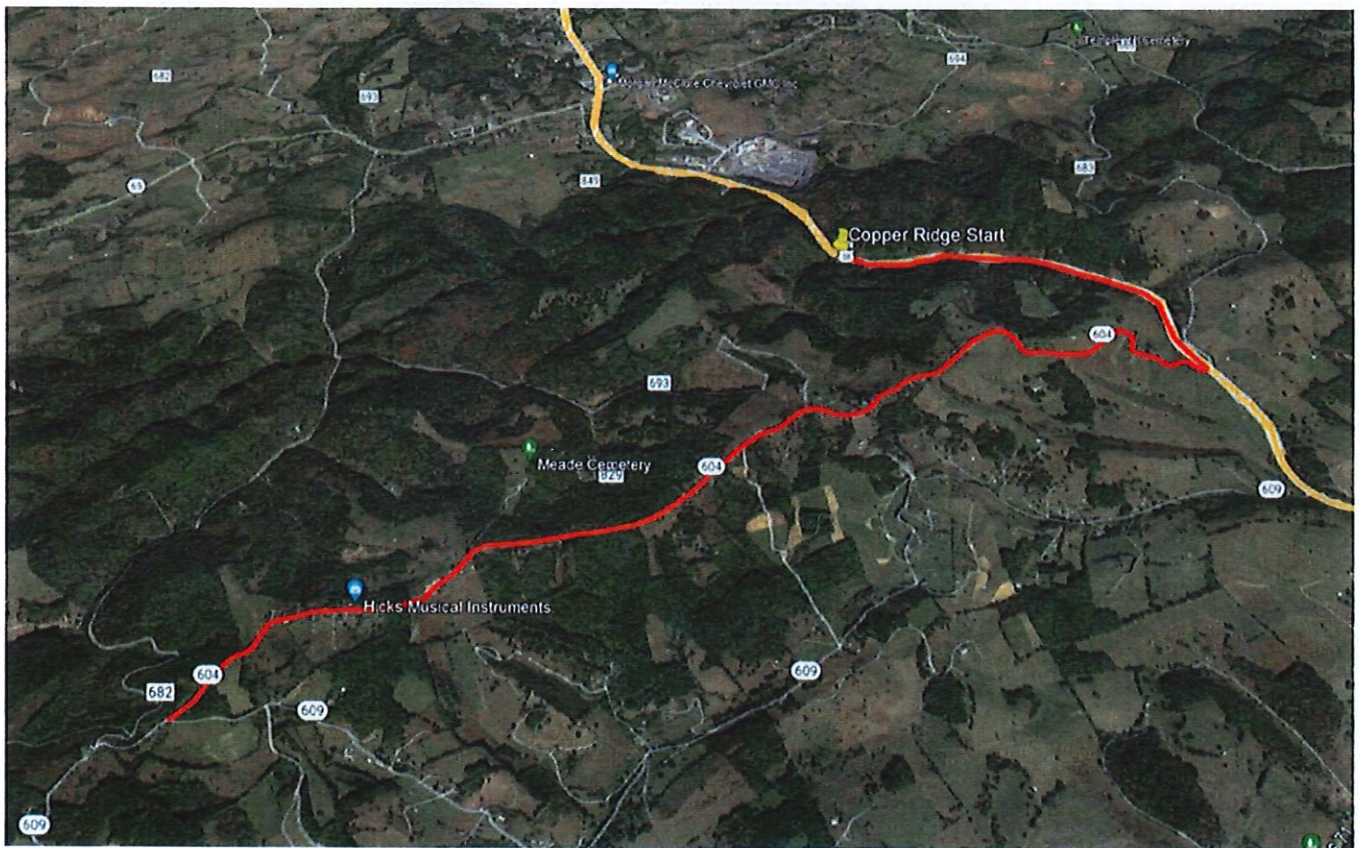
*Recent Activity: Thompson & Litton is finishing the design and will be submitting it to VDH this month.*

**RUSSELL COUNTY PUBLIC SERVICE AUTHORITY WATER STUDY 15743**

Thompson & Litton was commissioned by the Russell County Public Service Authority to study multiple areas for potential water projects. Copper Ridge, Corn Valley, and Green Valley were noted as the focus areas of the Study.

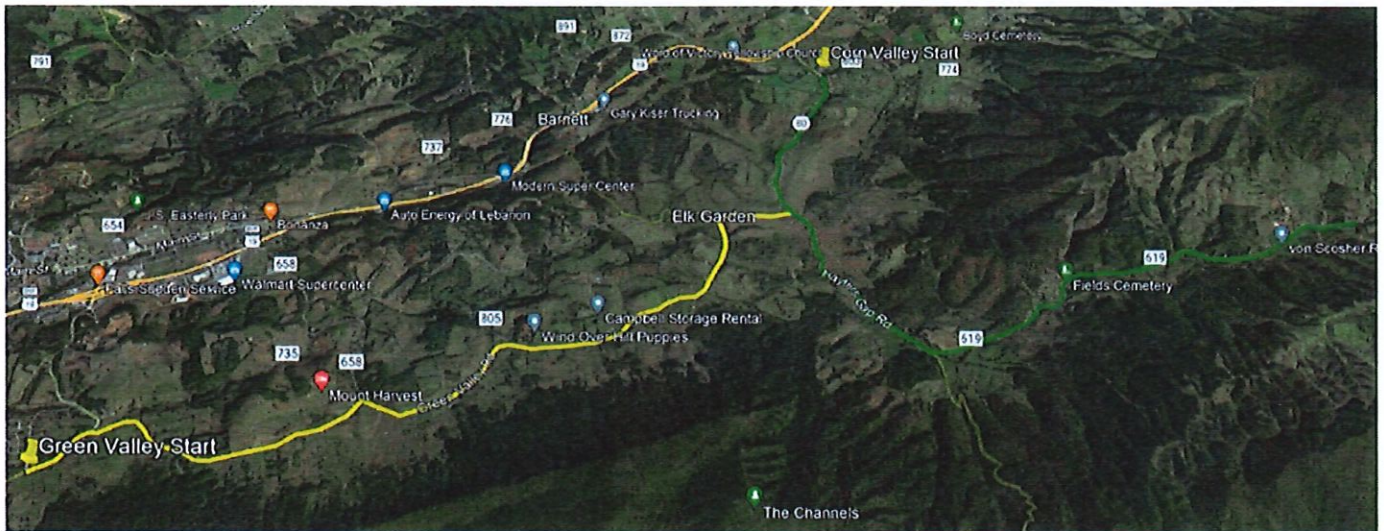
*Recent Activity: Progress continues with submission to the Virginia Department of Health planned for next month. Preliminarily:*

*Copper Ridge (including a section of Route 58) will require some 28,200 L.F. (5.3 miles) of various size water lines as well as pumping and storage facilities. The route has approximately 100 existing homes. As we have talked about before, source water for this area will be a key consideration.*



*Green Valley and Corn Valley (including some 11 side/connecting roads) involves some 94,395 L.F. (17.8 miles) of various size water which will require pumping and storage facilities and possibly one or more pressure reducing valves. The route has approximately 300 existing homes. Phasing of this area appears to be the best approach.*

*A meeting with the Tazewell County Public Service Authority to discuss capacity for the Green Valley and Corn Valley community was held on August 29, 2023. Our current water needs for the area are estimated at approximately 100,000 gallons/day. Based on water purchases from March to July 2023, the Russell County Public Service Authority has approximately 30,000 gallons/day of available capacity in its contract with the Tazewell County Public Service Authority (adequate capacity for at least a Phase 1 Project). Further, we learned that the Tazewell County Public Service Authority is studying improvements to, and the expansion of, its Wardell Drinking Water Treatment Plant. We have asked the Tazewell County Public Service Authority to consider the Russell County Public Service Authority's future needs during the Study.*



### **DANTE SEWER PROJECT 15532**

This project will provide public sewer service to 12 existing residences and allow for the decommissioning of the Dante Wastewater Treatment Plant by constructing a pump station in Dante and 30,000 L.F. of 6" force main sewer line from the pump station to St. Paul. \$2,500,000 was approved by the Department of Housing and Community Development; \$150,000 was awarded by the Southwest Virginia Water and Wastewater Fund; and \$150,000 was approved by Russell County for this project. Preliminary layout is complete.

*Recent Activity:* Design of the project is underway. The next milestones are to submit plans and specs to DEQ and begin Environmental Review in October. The Department of Housing and Community Development recognizes that localities have seen substantial increases in recent years due to the rising cost of materials and labor. For this reason, they are receiving requests for anticipated cost overruns. Thompson & Litton was asked to update its construction cost estimate and apply for the estimated cost overrun. We did so and this resulted in an increase of approximately \$1 million dollars. A request for this amount has been made to the Department of Housing and Community Development in August 2023.

#### **SANDY RIDGE PRELIMINARY ENGINEERING REPORT 16731**

The Preliminary Engineering Report was reviewed with Tracy Puckett on May 22, 2023.

*Recent Activity: Thompson & Litton is finalizing the Preliminary Engineering Report for submission to the Virginia Department of Health this month.*

#### **BELFAST PHASE IV, HOUSE AND BARN MOUNTAIN 716581**

The Belfast Phase IV, House and Barn Mountain Project will provide potable water to 20 homes and two businesses in the House and Barn Mountain Community utilizing approximately 4,700 L.F. of 6-inch water line, 4,400 L.F. of 4-inch water line, 3,000 L.F. of 2-inch water line, and provide some fire protection in the Honaker District of Russell County. The Virginia Department of Health denied funding for this project in 2022. At its meeting on April 23, 2023, the Russell County Public Service Authority Board approved reapplying and approved a budget increase of 20% to account for price increases. The application was submitted May 4, 2023. According to the Virginia Department of Health, funding offers are expected July/August 2023 with Award letters in September/October 2023 and initial meetings in October/November 2023. If funded by the Virginia Department of Health, application to the Coalfield Water Development Fund and Southwest Virginia Water and Wastewater Fund for service line installations will be needed.

*Recent Activity: We continue to await an offer of funding from the Virginia Department of Health. Thompson & Litton was asked to complete a \$100,000 application to the Cumberland Plateau Planning District Commission for a portion of the additional funds needed for the project. This was completed and submitted on August 17, 2023.*

#### **ELK GARDEN WATER LINE EXTENSION PROJECT, TILLER TRAILER PARK 716345**

A Department of Housing and Community Development Construction Ready Application was submitted circa 2021. Southwest Virginia Water & Wastewater Fund awarded this project \$50,000.00. After inquiring with the Department of Housing and Community Development again in August 2023, we were informed that the application is being reviewed.

#### **Chestnut Ridge Circle Water System Extension 717723**

Thompson & Litton was asked to complete an application to the Cumberland Plateau Planning District Commission, Water and Wastewater Fund for \$100,000 of the \$3.8 million in funds needed for the project. The proposed project would involve approximately 10,500 L.F. of various size water line, water pumping and storage facilities, pressure reducing valve vaults, and would serve approximately 18 existing residents. Application could be made to the Coalfield Water Development Fund (\$100,000) and Department of Housing and Community Development (\$450,000) in 2024. This would leave some \$3.15 million in remaining funding to be obtained.

#### **RCPSA Lead Service Line Inventory Project 717688**

The United States Environmental Protection Agency and the Virginia Department of Health (VDH) are requiring all waterworks across the nation/Virginia to inventory all customer and utility owned water service lines before October 16, 2024, for lead pipe. This will be a tremendous undertaking for everyone, including the Russell County Public Service Authority. Recognizing the financial strain this may cause some waterworks, the Virginia Department of Health has established funding to help offset this cost. Thompson & Litton was asked to complete an application to the VDH for funds for the project. An application for \$250,000 was submitted on



RCPSA Project Update

September 18, 2023

5 | Page

September 13, 2023. The next review period is December/January and would expect a funding offer in January 2024.

**Appalachian Community Corrections Center to Belfast Water Line Extension Project 715585**

On behalf of the Russell County Public Service Authority, Thompson & Litton submitted funding applications to the Virginia Department of Health and the Coalfields Water Development Fund in 2020 for the project. The project would require approximately 17,000 L.F. 8-inch, 2,200 L.F. 4-inch, and 3,000 L.F. ¾-inch water line and serve approximately 30 residential household and the Appalachian Community Corrections Center. The project was not funded.

**CASTLEWOOD AREA – POTENTIAL PROJECTS**

Rt. 63 Dante Road/Bunchtown Road – Replacement of 6,000 L.F. of 8-inch main line for approximately 30 customers with a proposed cost of \$1,019,900.

Hospital Hollow, Back Street, and 2-inch service line off Bunchtown Road – Replacement of 1,750 L. F. of 4-inch main line for approximately 13 customers with a proposed cost of \$326,500.

Gravel Lick Road – Phase I – Replacement of 15,200 L.F. of main line (various sizes) for approximately 100 customers with a proposed cost of \$2,865,000.

Gravel Lick Road – Phase II – Replacement of 13,500 L.F. of 8-inch main line for approximately 28 customers with a proposed cost of \$1,949,100.

Banner Drive/Chiggersville (Griffith Street, Dingus Street, Powers Street, 2-inch service lines, Lee Street/Longview Drive, Tates Street, Radio Road, Cedar Steet, North Counts & East Counts Drive) – Replacement of 9,700 L.F. of main line (various sizes) for approximately 128 customers with a proposed cost of \$2,498,100.

Old Castlewood Area (Boyd Drive, Winchester Street, Vinton Steet, Campbell Street, Church Street, Old Temple Drive, Porter Street, Regan Drive, Valley Circle, Chafin Lane, Farr Steet, Talbert Steet, Wohford Circle, Franks Drive, Beauchamp Drive, Quarry Road/Roger Circle Road, Quarry Road/Whites Street, Castlewood Quarry Office) – Replacement of 18,300 L.F of main line (various sizes) for approximately 155 customers with a proposed cost of \$3,457,500.

Honey Branch – Replacement of 1,850 L.F. of 4-inch main line for approximately 17 customers with a proposed cost of \$342,800.

Morefield Bottom – Replacement of 4,360 L.F. of main line (various sizes) for approximately 42 customers with a proposed cost of \$1,013,500.

Neece Street and Blackstone Lane – Replacement of 1,000 L.F. of 4-inch main line for approximately 16 customers with a proposed cost of \$310,000.

Rt. 732 - Crooked Branch – Replacement of 3,500 L.F. of 4-inch main line for approximately 17 customers with a proposed cost of \$416,800.

**RCPSA INTERCONNECTION PROJECTS**

Back Valley – To allow pumping from South Clinchfield to Big A Mountain. Will require two pump stations.

Route 19/58 – To allow water purchase from Washington County. Cuba Porter, Harvey Hart, and James Baker met with Washington County Service Authority on November 9, 2021, to discuss.



**Russell County Tourism Advisory Committee (T.A.C.)  
Committee Meeting Minutes  
August 15, 2023; Pat's Diner 5:30 pm**

TAC Coordinator, Shiloh Lyttle

**Committee Members**

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

**Ex-Officio:** Angie Carpenter -Absent

**Attendance from the Public:** Jeff Halsey

**Call Meeting to Order:** Jennifer Chumbley called the meeting to order at Pat's Diner at 5:30 pm on August 15, 2023.

**Approval of Agenda:** Alice Meade made motion to approve agenda for August 15, 2023. The motion was properly seconded by Dustin Blackson and motion was carried.

**Approval of Minutes:**

Motion was made by Alice Meade to approve the July meeting minutes. The motion was properly seconded by Carley Bruck and the motion was carried.

**Previous Events:**

Shiloh shared that Beach Party was a success. Shiloh has spoken with Shane Farmer from the Town of Lebanon about the next focus being on the theater opening soon. No grand opening date has been set yet. The Town Council will decide this date.

Shiloh will be going to the VA1 Government Summit in Richmond in November.

**Treasurer's Report:**

Shiloh Lyttle presented the budget report. An ad for the Castlewood High School yearbook for \$25 was taken from the regular budget. Shiloh also bought boxes that could be used to store and transport our brochures and items. The Fair Boothe cost \$175. We have a total of \$414.98.



### Old Business:

#### Webpage & Social Media Update:

The webpage was down for 3 weeks but it's working now. Social Media: 23,000 reached with followers & new followers. Post Engagement: almost 4,000 and 36 new page followers. Did well on Blitz at the Welcome Center in Bristol, most visitors picked up brochures and stickers. According to staff at the Welcome Center most visitors stopped at our display.

#### Food Truck Park:

Discussed Food Truck Park. The location across from the old Russell Manufacturing is being sold so Shiloh is looking for other locations. Discussed possibility have a soft opening for the Coal Bowl Football game. We should, however, still be able to use the parking lot space at Russell Manufacturing this Fall.

#### VA Welcome Center Tourism Blitz:

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

### New Business:

#### Russell County Event Calendar:

Sept 2-9 – Russell County Fair & Horse Show  
Sept 23 – Heritage Days, Old Russell County Courthouse  
Sept 30 – Vet Fest  
Oct 21 - LVA (Library of Virginia) on the Road  
Oct 31 – Haunting on Main- Lebanon; Trunk or Treat – St. Paul  
Nov 4 – Chili Chili Bang Bang  
Nov 8 – Holiday Bazaar-Lebanon; Holiday Market & Santa Train-St. Paul  
Nov 25 – Shop Small Saturday (St. Paul does punch cards at each business throughout town)  
Christmas Parades:  
St. Paul- Dec 2; Lebanon-Dec 4; Cleveland-Dec 5  
Dec 9 – Bike Night

#### ARPA Photography:

Shiloh shared that drone photographer Corey Parker of Mountain Cap Media came in August to take pictures which turned out well.

#### Picnic Table Project

The picnic tables are a cost of \$140 each and will have plaques attached that say "Experience Russell." We should be able to use these at the Heritage Days festival.

#### Historic Subcommittee Update:

Discussed Heritage Days at Old Russell County Courthouse. Will have a Food Truck Court. Still acquiring vendors and coordinating the day.



**Food Truck Park:**

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

**Russell County Fair & Horse Show:**

Monday September 4 – 10<sup>th</sup>. Will need volunteers to work our table. Shiloh will send out schedule.

**Dante Meeting Update**

The reunion went well, there were around 200 people there.

**Agritourism:**

The next TAC meeting is set for November 16, 5:30 at Pat's to discuss Century Farm.

**Additional Business:**

Jim Lyttle brought to the table an idea that he had seen implemented. We can get an old lawnmower and change out the tops (example Kayak) that can be rode in parades as a float.

**Dates to Remember:** Next meeting at Pat's, September 19 @ 5:30pm

**Adjourn:**

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

X

---

Jennifer Chumbley  
Chair Signature

Prepared By:  
Janice Halsey - Secretary



Russell County Conference Center Information Form

Group Name Virginia Energy Booked by: Megan Stugill

Date of Event: 11-08-23

Unlock Time: 7:30 AM Start Of Event Time: 8:00 AM End of Event Time: 4:00 PM

Number in Group: 60 Event Type: Seminar

PRIMARY CONTACT: Any changes/requests must be by either of these individuals: changes/requests by others will not be honored.

Name: Mike Willis Email: Mike.Willis@energy-virginia.gov

Contact Number: 276-523-8226

Set-Up:

Size of Room Requested: \_\_\_\_\_ Facility Cost: \$125.00

Quarter: \_\_\_\_\_ Half: \_\_\_\_\_ Full:

Number of Round Tables Needed: \_\_\_\_\_

Number of Rectangle Tables Needed: 16

<u>Linens:</u>	_____	Color/Linen				
	_____	Round	x \$	_____	each	
	_____	Rectangular	x \$	_____	each	
	_____	Skirting	x \$	_____	each	
	_____	Tall Café	x \$	_____	each	
	_____	Napkins	x \$	_____	each	Linen Cost: _____

Food and Refreshments:

Will refreshments or food be served? No

If so, Caterer: N/A

Will alcohol be served? No

Do you need refreshments provided? No Cost: \_\_\_\_\_

Do you need food provided? No Cost: \_\_\_\_\_



## Russell County Conference Center Information Form

Computer Usage: \_\_\_\_\_  
Projector/Screen:  Microphone (how many):  Podium:   
Cost: \$10.<sup>00</sup>  
Stage: \_\_\_\_\_ Cost: \_\_\_\_\_

Description of Additional Request:

\_\_\_\_\_  
\_\_\_\_\_

TOTAL COSTS: \$135.<sup>00</sup>  
Non-Refundable Deposit: \_\_\_\_\_ Date paid: \_\_\_\_\_  
Remaining Balance: \_\_\_\_\_ Date paid: \_\_\_\_\_

I understand and agree to abide by the terms contained in the contract. I understand my group will be billed on the number provided above.

SIGNATURE: Myra Stinson Date: 9-22-23



## Russell County Conference Center Facility Guidelines & Agreement

Please review the following agreement, sign, and return to the Russell County Conference Center as soon as possible.

### **Reservations**

Event bookings are considered "Tentative" until we receive a signed Facility Guidelines Agreement. Advanced booking contracts must be returned *within two weeks in advance*. If clients have not stated what they request for set up 48 hours before the event changes WILL NOT BE MADE. We reserve the right to alter space assignments as necessary. Please see the Russell County Event Planner Coordinator upon your arrival.

The general hours of operation for the facility are Monday- Friday 8:30 a.m. to 4:30 p.m. Earlier or later hours or additional days of operation will be based on clients' requests and must be arranged in advance.

Your contract indicates the hours the facility has been reserved. Utilization of the Conference Center prior to or after the times indicated on your contract requires advanced approval and may incur an additional fee.

### **Food & Beverages**

Russell County Conference Center asks for prior approval of selected caterers for all meal functions. Other outside food sources are not allowed. The kitchen is strictly only to be used for preparation. The individual or group can be subject to a higher charge if facility is left in disorder.

Alcoholic beverage services must be arranged in advance with the Russell County Event Planner Coordinator and in accordance with Virginia ABC laws. "Brown bagging" is not permitted.

### **Audiovisual Requests & Technical Assistance**

Technical assistance is available with audiovisual equipment and should be requested at *least one week in advance*. After a basic allowed 30 minutes, technical assistance is billed by the hour. While every effort will be made to provide assistance, last minute requests for equipment or technical assistance may not be available.

### **Liability**

Russell County Conference Center reserves the right to inspect all private functions. Damages to the facility will be the responsibility of the organization or person hosting the event to the extent caused by acts or omissions of the organization's agents or employees. This includes any breakage or damage to the building or contents. Materials should not be attached to the walls. If an event includes children under the age of 18, adult supervision and chaperones are required. Russell County Conference Center assumes no responsibility for any personal item or equipment brought in by any individual or group.

### **Regulations**

Exit doors must not be blocked; no tobacco products are allowed in the building; only service animals are allowed inside the facilities. Failure to pay in full at the time that goods or services are rendered or when billed will result in the imposition of *10 percent interest* on the unpaid balance. Return checks will incur a handling fee of \$50.00. If the matter is referred for collection to an attorney or to a collection agency, then the debtor will be liable for all collection fees. If linens are needed, they must be ordered at least two prior of the event. Requesting goods or services will be deemed to be acceptance of these terms.

### **Departure**

Rooms should be left clean and orderly. Plastic bags are available in the kitchen for use in disposing of excessive trash. Furnishings must be returned to their original configuration. A cleaning fee will be assessed for those rooms not left in proper order.





## Russell County Conference Center Facility Guidelines & Agreement

### Cancellations

Cancellations will not result in a refund. Events will only be rescheduled for a future event. This includes inclement weather. Deposits are non-refundable.

Failure to return the Guidelines and Agreement does not automatically cancel an event. Cancellations are not official until you have contacted the Russell County Event Planner Coordinator via phone, email, or in writing.

The Russell County Conference Center Facility Guidelines and Agreement must be signed and returned immediately. A deposit \$25.00 is due at booking and one hundred percent (100%) of total costs from Event Contract, or credit card authorization, is due when the contract is signed.

I hereby agree to abide by the guidelines outlined in the Russell County Conference Center Facility Guidelines and Agreement. I also agree to abide to the post event clean-up checklist. I accept responsibility for charges incurred by my organization / event.

Initial here if you accept responsibility for fees if the room is not left in proper order. For example trash left in the building, not vacuuming, not cleaning up spills on the carpet, and damage done to the facility. MCS

Contact Name:

Megan Stuzgill

Contact phone number:

276-523-8119

Contact Address:

3405 Mountain Empire Rd Big Stone Gap VA 24219

Name of Event:

2023 Preventive Roof/Rib Outreach Program (PROP)

Date of Event:

11-08-23

Signature

Megan Stuzgill

Date

9-22-23

Event Planning Coordinator

### Please return signed agreement to:

Kevin Ferguson, Russell County Conference Center, 139 Highland Drive, Lebanon, VA, 24266

Office: 276-889-8221

Fax: 276-889-8011

Cell: 276-971-0808

Email: kevin.ferguson@russellcountyva.us



## Tourism Project Development

Status Color Legend & Toggle						
Not Started	In Progress	Delayed	Complete	Continual Project	Estimated Cost	Actual Cost
ON	ON	ON	ON	ON	OFF	OFF

Projects	Status	Details	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Estimated Cost	Actual Cost
Food Truck Park - IDA Project	In Progress	Project with the IDA	May	June	May	September		
County QR Code development	Not Started	QR Code connectin	6/2/2023	6/16/2023				
Website Update & Development	Complete	Reformatting the w	May	June	May	August		
Blue Ridge Outdoors Ads - ARPA	Complete	June Ads	June	June	May	June		
Social Media Ads	Continual Project	Ads Run April-Dec						
Adventure Guide Production - ARPA	In Progress	Guide highlighting :	August	September				
Photography - ARPA	Complete	Professional Photo	June	August	June	August		
BRECC - CPPD	In Progress	Economic Developr	February	December				
Arty Lee Campground	In Progress	Webpage Developr	March	May				
VA 250 Planning	Delayed		Continuation	Continuation				
Honaker's Farmers Market	Not Started	USDA funding	April	N/A (currently)				
Small Business Networking Event	In Progress	Connecting small b	August	December				
Heritage Days - Old Russell County Courthouse	Complete	Event celebrating the	June	September				
Century Farms Dedication - Agritourism	Not Started	Honoring farms throug	April	N/A (currently)				
Old Russell County Courthouse Development	In Progress	Picnic tables & signag	July	N/A (currently)				
Blue Ridge Outdoors Ads - ARPA	Not Started	November Ad	October	November				

Projects	Status	Details	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Estimated Cost	Actual Cost
Picnic Table Project	Delayed	Picnic Table Development	August	August				

# Russell County Planning Commission

**August 21, 2023**

The Russell County Planning Commission met on Monday, August 21, 2023 in the conference room of the Board of Supervisors at the Russell County Government Center, 137 Highland Drive, Lebanon VA.

Members Present

Members Absent

Others Present

Oris Christian

Kevin Tiller Esq.

Charlie Edmonds

John Mason

Ernie McFaddin

Jack Compton

Philip Addington

Keith Ray

Mark Mitchell

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

Invocation and Pledge of Allegiance given.

Agenda approved. Motion by, Oris Christian seconded by Charlie Edmonds, motion passed unanimously.

June 19, 2023, Meeting minutes approved. Motion by Charlie Edmonds, seconded by Jack Compton, motion passed unanimously.

## **New Business**

No new business was discussed.

## **Review of Plats**

Plats for the months of June, July and August were reviewed. Transactions dated June 20, 2023 through August 21, 2023. The following motions were made regarding the reviewed plats.

A Motion was made by, Jack Compton seconded by John Mason and approved unanimously to recommend the Board of Supervisors approve the plat presented by Lonnie and Sandra Breeding.

The board gave consent to sign the plat on the Landfill Rd plat due to 6 acre exemption

The boundary adjustment for Advantage LLC was recommended for approval by the Board of Supervisors. Motion was made by Charlie Edmonds, seconded by Philip Addington and approved unanimously.

All other plats were approved as presented

## **Other Business**

Secretary Ernie McFaddin updated the board on IDA projects.

Meeting adjourned. Motion by Charlie Edmonds, seconded by, Philip Addington the motion passed unanimously.

  
\_\_\_\_\_  
Mark Mitchell, Chairman

Attest:

  
\_\_\_\_\_  
Ernie McFaddin, Secretary

Ernie McFaddin, Secretary

# **RUSSELL COUNTY PLANNING COMMISSION**

**DECEMBER 20, 2022- JANUARY 16, 2023**

1. Carl Cecil Snead 1.634 AC, 2.46 AC, 2.48 AC, and 2.48 AC Family Division Mountain Spur Drive
2. Stephanie Coffin 19.178 AC Boundary Survey Upper Copper Creek RD
3. Billy Sherman McGlothlin & Margaret McGlothlin  
4.261 Ac to be added to Gary Musick New acreage  
4.261 AC + 4.69 Ac = 8.951 AC Remaining acreage  
26.149 AC Adjoining Land Owner Thackers Branch RD

# **RUSSELL COUNTY PLANNING COMMISSION**

**January 17, 2023- February 20, 2023**

- 1.The Nature Conservancy 121.459 AC Boundary Survey Rocky Fork RD**
- 2.Gregory Scott & Michelle Mullins 2.56 AC Boundary Survey**
- 3.New Garden Rescue Squad 0.52 AC & 0.116 AC Boundary Survey Heritage DR**

# **RUSSELL COUNTY PLANNING COMMISSION**

**FEBRUARY 21, 2023- MARCH 20, 2023**

- 1. Donald Getgen .774AC Boundary Survey Putnam RD**
- 2. Ella Mae Kiser one boundary line surveyed Long Branch RD**
- 3. Ben & Janet Collins 5.14 AC & 29.275 AC Boundary line adjustment Rocky Fork RD**
- 4. 58 Wise LLC 2 lot division New acreages .753 AC & .697 AC US HWY 58**
- 5. Danny & Amanda Musick .029 AC added to adjoining tract. New acreages .188 AC & 11.939 AC Maple Gap RD**
- 6. Margaret Mary Huff 1.75 AC Single division Remaining acreage 4.45 AC US Hwy 19**
- 7. Eric Fritts & Sandra Fritts 3.502 AC, 3.496 AC & 2.765 AC Family division White DR**
- 8. Highland Properties 116.93AC Boundary Survey Finney RD (also signed a deed restriction survey only)**



# **RUSSELL COUNTY PLANNING COMMISSION**

**MARCH 21, 2023- APRIL 17, 2023**

- 1. Eric W Fritts & Sandra L. Frittz 3.496 AC, 3.502 AC, 2.765 AC Family division White DR (had previously been approved but a map number was corrected for this survey)**
- 2. Glenn & Dorothy Hubbard 1.309 AC to family member Remaining acreage 66.661 AC Family division Swords Creek RD**
- 3. Donald Lynn Gray Estate .75 AC Remaining acreage 27.25 AC Single Division Morning Star Circle**
- 4. Morris Miller to Karen Miller Sokol 18.84 AC & Sharon Miller Wicker 43.81 AC Family division Hubbardtown RD**
- 5. Donald Price .792 AC & 1.958 AC Boundary line adjustment Corn Valley RD**
- 6. Patty Ann Carter 2.42 AC Boundary Survey Fork Ridge RD**

**RUSSELL COUNTY PLANNING COMMISSION**

**APRIL 18, 2023- MAY 15, 2023**

- 1. Julie Haagenon 67.290 AC Boundary Survey Harts Creek RD**
- 2. Raymond Shepard Tract A to be combined with 64R514 and Tract B to be combined with 64R515 New acreages 15.195 AC & 16.086 AC Mountain RD**
- 3. Danny & Pamela Rhea 1.32 AC to be combined with 1.61 AC New acreage 2.93 AC Clinch Mountain RD**
- 4. Larry Clyde Smith, Eddie Thomas Smith & Carol Ann Smith Maxfield Family division .457 AC and 0.371 AC, and .674 AC to the Town of Honaker Road Frontage Heritage Drive**
- 5. Scarlet Dawn Huff 14.69 AC (two tracts combined) Pioneer DR**
- 6. Jerry Smith 1 Ac to Matthew White (nephew) Remaining acreage 27.303 Family Exemption Green Valley RD**
- 7. J W Compton 27.97 AC Boundary Survey Grassy Branch of Dumps Creek**
- 8. Denver Rhea 8.745 AC Boundary Survey North Clinchfield DR**
- 9. Angela & Jared Carpenter 1.041 AC to Jackie & Debra Carpenter Remaining acreage 0.959 AC Family exemption Big Cedar Creek RD**

**RUSSELL COUNTY PLANNING COMMISSION**

**MAY 16, 2023- JUNE 19, 2023**

- 1. Easter Elizabeth Meade Mullins .304 AC to be added to Elizabeth J & Timothy E Campbell New acreages .749 AC (Remaining) and 1.024 AC Boundary Line Adjustment High Point RD**
- 2. Tamara Meadows and Kenny Richardson Boundary Line established Mountain RD**
- 3. Casey Dye (Re-Survey) 4.463 AC Robinson Ridge RD**
- 4. Sulphur Spring Community Church 2.86 AC (2 tracts added together) Sulphur Springs Circle**
- 5. TO BE APPROVED Clarence & Debbie Auville Lots 1-6 combined NOTE: In Subdivision New acreage .540 AC Mew RD**
- 6. TO BE APPROVED Pure Salmon .703 AC Remaining acreage Russell County 99.427 AC US HWY19**
- 7. TO BE APPROVED Gary Owens Wilson 16.66 AC to David and Shelia Barton Boundary Survey Smoots Branch RD**
- 8. TO BE APPROVED Classic County Land (14 new lots) New acreages all have road frontage 7.94 AC, 10.29 AC, 12.90 AC, 14.570 AC, 12.68 AC, 14.64 AC, 14.94 AC, 18.30 AC, 11.59 AC, 9.20 AC, 11.00 AC, 13.49 AC, 12.24 AC & 9.00 AC Century Farm RD**
- 9. TO BE APPROVED Leonard Companies and AC Investments LLC Boundary line adjustment. Leonard Companies new acreage 99.840 AC and AC Investments LLC new acreage 5.546 AC US HWY 19**

**RUSSELL COUNTY PLANNING COMMISSION**

**JUNE 20, 2023- JULY 17, 2023**

- 1. Boundary Line adjustments between C L Dale Construction LLC, Mack and Helen Ray, and Key Western LLC. Mack and Helen Ray new acreage 2.531 AC, C L Dale new acreage 12.541 AC & 1.162 AC. To be conveyed to C L Dale 1.033 AC. Key Western 11.623 AC & 12.997 AC to be conveyed to Jeffery Kite US HWY 19 (Met all requirements previously voted on by planning commission members)**
- 2. TO BE APPROVED (In Subdivision) Lonnie & Sandra Breeding .001 AC to be added to Jerry & Wanda Couch New acreage 1.39 AC, Jerry & Wanda Couch 0.21 AC to be added to Lonnie & Sandra Breeding New acreage 3.64 AC Deel ST (Adjoining Land owner, Land swap)**
- 3. Jackie Lee Dillion SR & Norma Jean Dillion .367 AC (tiny house located on property) to Phyllis A Brooks (Sister) and Colton B Stinson Cedar Cliff RD Family Exemption**
- 4. Robert N Smith JR .938 AC to Matthew McConnell Long Hollow RD Family Exemption**
- 5. Relocation of Right of way between Harry Ferguson and Timothy C Phillips Green Valley RD**
- 6. W Paul Campbell & Juanita D Campbell .89 AC Remaining acreage 104.577 AC Green Valley RD Single Division**
- 7. Delmis Elmore Keith 4.51 AC to William Osborne- Elmore Keith Remaining acreage 20.8 AC South 71 Road frontage**
- 8. MaryAnn Young 8.33 AC, 32.03 AC, and 1.23 AC Boundary Survey South 71**

# **RUSSELL COUNTY PLANNING COMMISSION**

**JULY 18, 2023- AUGUST 21, 2023**

- 1. Gregory D Jacobs 2 AC Remaining acreage 4.017 AC  
Single Division Mew RD**
- 2. Jimmy Gay Meade 1.06 AC Remaining acreage 36.34  
AC Road Frontage Ridgeway DR**
- 3. Melvin & Kristy Northern .703 AC Easement (Will  
sale to Lindsay Stinson at later date) Swords Creek  
RD**

# RUSSELL COUNTY CONFERENCE CENTER

September 1, 2023

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

Date	Event	Event Type	Space
09/02/23	25 <sup>th</sup> Wedding Anniversary Douglas Sargent	Individual Event	Full \$25
09/03/23	Fantasy Football Draft Kevin Ferguson	Individual Event	Quarter \$75
09/09/23	4 <sup>th</sup> Birthday Party Kaitlyn Chaffin	Individual Event	Full \$25
09/10/23	Baby Shower Adam Puckett	Individual Event	Full \$125
09/13/23	Pipe Safety Awareness Training Rose Bennington	Individual Event	Full \$135
09/14/23	Toy for Tots Bingo Sammi Lambert	Community Event	Full \$125

Date	Event	Event Type	Space
09/16/23	50 <sup>th</sup> Lebanon High School Class Reunion Rebecca Carter	Individual Event	Full \$200
09/17/23	Birthday Party Haley Honaker	Individual Event	Full \$125
09/19/23	Chamber of Commerce Political Form Angela Carpenter	Community Event	Full \$0
09/20/23	Falls Hearing Center Lunch and Learn Lauren Esposito	Individual Event	Full \$260
09/22/23	Cumberland Mountain Fall Ball Adam Wade	Individual Event	Full \$125
09/24/23	Relay for Life Fund Raiser Dinner Sky VanDyke	Community Event	Full \$0
09/29/23	Renovation Worship Center Church Conference Tammy Woodward	Community Event	Full \$125
09/30/23	Renovation Worship Center Church Conference Tammy Woodward	Community Event	Full \$125

- \$250.00

**Final Total = \$ 1,470.00**



THE RUSSELL COUNTY TRANSPORTATION AND SAFETY COMMISSION MET AT BONANZA RESTAURANT IN LEBANON VIRGINIA ON September 12th 2023. 6 PM

**MEMBERS & GUEST PRESENT**

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

**GUARD RAILS CONTRACTOR BEHIND IN BRISTOL AREA**

1-GUARD RAILS REPLACED AS DAMAGED

2-

3-DANTE ROANOKE HILL NEAR THE TOP FOR APPROXIMATELY 150 NEEDS NEW GUARD RAIL REPLACED VERY RUSTY AND LOW TO THE GROUND

4-RT. 58 W AT QUARRY ROAD GUARD RAIL EXTENSIVE DAMAGE

5-RT RT 58 W/683 MEMORIAL DRIVE SIGN POST DAMAGED AT THE INTERSECTION

6-RT 58 WEST MILE MARKER 68.8 ACROSS FROM HONAKER CHAPEL GUARD RAIL DAMAGED

7-RT 19 N AT VALERO CROSS OVER END OF GUARD RAIL DAMAGED

**ALL GUARD RAILS HAVE BEEN REVIEWED AND TURNED IN**

**SHOULDER REPAIR AND POT HOLE**

1-RT 615 GRAVEL LICK BETWEEN GOLF ENTRANCE AND THE OLD TRASH DUMP ROAD SINKING WILL PATCH WHEN ASPHALT IS AVAILABLE

2- RT 614 NEEDS GUARD RAIL INSTALLED BECAUSE THE TIMBER REMOVAL HAS ELIMIATED A BARRIER TO AN OPEN HILLSIDE

3- RT 645 A LARGE POT HOLE IN THE MIDDLE OF THE ROAD JUST BEFORE MARY OWENS HOUSE

4-RT 19/80 NORTH BOUND ROAD HAS A LARGE DIP AT THE TURN OFF

5-RT 615 FIRST HOUSE ON DINSMORE HILL PAST GOLG COURSE BOTH SIDES OF ROAD WASHING OUT

6-RT 682 DEAD AND LIVE TREES HANGING OVER THE ROAD FIRST MILE FROM RT 609 AND BRUSH FROM FALLEN TREES LAYING ALONG THE ROADWAY NEAR THE TOP NEEDS TO BE REMOVED. REMOVAL PENDING NEW CONTRACTOR

7MUSIC FEAT ROAD AT BELFAST NEED TO REMOVE GRAVEL THAT HAS WASHED OUT ONTO THE ROAD NEAR JIM EATONS

8-RT 67 NEAR E. DILLION WATER STANDS IN ROAD DURING RAINS POSIBLE FIX IS TO CUT A WINDOW IN THE SHOULDER OR EMIMATE BERM

9-RT 67 DYE HILL A 40 FEET SECTION OF ROAD SINKING. WILL OVERLAY

10-RT 661 CLEVELAND ARTRIP BRIDGE GUARD RAIL BEING WASHED OUT NEAR CAMPBELL KISER

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

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

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

14-RT 614 AT THE BLUFF NEEDS DEFLECTORS ROAD OFTEN FOGGY OR ICY

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

16- 82 NEAR A WEEPING WILLOW ACROSS FROM TOMMY BREEDING HOUSE

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

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

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

-

### **SCHOOL BUS SAFETY AND OTHER CONCERNS**

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

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

3- RT 654/657 NEEDS A SPEED LIMIT STUDY BECAUSE THE SPEED LIMIT OF 25 MILE PER HOUR IS LESS THAN THE 35 MILE PER HOUR ON THE TOWN ENTERANCE

4- RT 651 ROMAN RIDGE AND NEW GARDEN INTERSECTION BRUSH AND WEEDS NEED TO BE CUT FOR VISIBILITY

5- RT 58 EAST NEAR MILE MARKER 62.6 IN THE CUT THROUGH A DEAD TREE HANGING ON THE HIGHWALL

6- RT 602 ON RIDGEWAY OFF RT 71 SOUTH TREE LIMB HANGING OVER THE ROAD

7- RT 82 A CHEVRON SIGN DOWN JUST AS YOU ENTER CLEVELAND

### **ITEMS REPORTED CORRECTED**

1-RT 1080 CASTLEWOOD LIMB REMOVED OVER THE ROAD

2-RT 1120 IN HONAKER BRUSH AND LIMBS HAVE BEEN CUT

3-RT 624 AT DRILL RAILROAD CROSSING REPAIRED

4-RT 1120/80 GREEN ACERS BRUSH HAS BEEN CUT

5-RT 645/740 INTERSECTION BRUSH HAS BEE CLEARED FOR VISIBILITY

**FUTURE SUGGESTED MAJOR SAFETY PROJECTS**

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

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

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

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

5- ALL COUNTY ROADS NEEDS LINE PAINTED ON EDGES

**UNDERLINED AND BOLD COMMENTS FROM HENRY KINCER**

COMMISIOM MEMBER INFROMATION

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

NEXT MEETING WILL BE OCTOBER 10TH 2023 WE THANK ALL WHO ARE INVOLVED IN KEEPING OUR ROADWAYS SAFE AND OUR GUEST PARTICAPTION

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

# Cannery Revenue Report FY 2023/2024

## Castlewood

	In County Customers	In County Revenue	Cans Used	Glass Jars	Out of Co Customers	Out of Co Revenue	Cans Used	Glass Jars
July	5	\$ 34.30	0	145	3	\$ 33.75	0	78
August	13	\$ 224.25	0	1314	10	\$ 315.60	0	833
September								
October								
November								
December								
January								
<b>Total</b>	<b>18</b>	<b>\$ 258.55</b>	<b>0</b>	<b>1459</b>	<b>13</b>	<b>\$ 349.35</b>	<b>0</b>	<b>911</b>

## Honaker

	In County Customers	In County Revenue	Cans Used	Glass Jars	Out of Co Customers	Out of Co Revenue	Cans Used	Glass Jars
July	5	\$ 31.75	0	177	1	\$ 5.85	0	39
August	23	\$ 430.23	115	1112	0	\$ -	0	0
September								
October								
November								
December								
January								
<b>Total</b>	<b>28</b>	<b>\$ 461.98</b>	<b>115</b>	<b>1289</b>	<b>1</b>	<b>\$ 5.85</b>	<b>0</b>	<b>39</b>



Russell County Building Department  
137 Highland Dr.  
Lebanon, VA 24266  
Phone: 276-889-8012  
Fax: 276-889-8009  
build@russellcountyva.us  
Josh Stinson– Building Official



September 21,2023

## **Dilapidated Structure/House Report**

**Observations conducted by Russell County Building  
Official, Josh Stinson**

## *Dilapidated House Observation Report*



137 Highland Dr. Ste D.  
Lebanon, VA 24266  
September 13, 2023

Mr. Lester,

On September 12, 2023, I conducted a site visit investigation of the property located at 1951 Thompson Creek Road ( Tax map ID:76R174) in Honaker, Virginia. Upon investigation of the property located at this address, I observed a broken window on the east end of the home. The window is roughly 7 feet off the ground so easy open access to the public is impossible. The structure is secured and all exterior walls seem to be in sound structural condition. There is a brace on the southwest corner of the front porch holding up the roof where a post had rotted.

Once I completed my inspection of the property I returned to the office and noticed an issue with the complaint on file. The address reflected does not match the owner listed. The owner listed on the complaint was Dwight Jackson however the address of 1951 shows the owner to be Bryce Dye. I will be reaching out to verify whether this was the correct address of the complaint.

The structure located at 1951 Thompson Creek Road does not fall within the parameters of the Dilapidated Structure Ordinance.



Joshua Stinson  
Russell County Building Official

Photos







## *Dilapidated House Observation Report*



137 Highland Dr. Ste D.  
Lebanon, VA 24266  
September 13, 2023

Mr. Lester,

On September 12, 2023, I conducted a site visit investigation of the property located at 5737 Redbud Highway ( Tax map ID:76R294) in Honaker, Virginia. Upon investigation of the property located at this address, I observed a broken window on the southeast end of the building. The window is located at ground level so easy open access to the public is possible. The structure is secured at all other points and all exterior walls seem to be in sound structural condition. I will be reaching out to the owner to try to get them to repair the window.

I was also notified in the complaint that a fire had occurred at the property. I was unable to enter the building, however anyone that wishes to receive reports of fire damage can contact the Virginia State Fire Marshal's office and records should be on file. I will do my best to get an inside look once I try to make contact with the owner.

The structure located at 5737 Redbud Highway falls within the parameters of the Dilapidated Structure Ordinance at this time because of the broken window. Once repaired the property in question will be brought to compliance.

A handwritten signature in blue ink, appearing to read "Joshua Stinson", is written over a large, light blue, stylized graphic element that resembles a signature or a large letter 'J'.

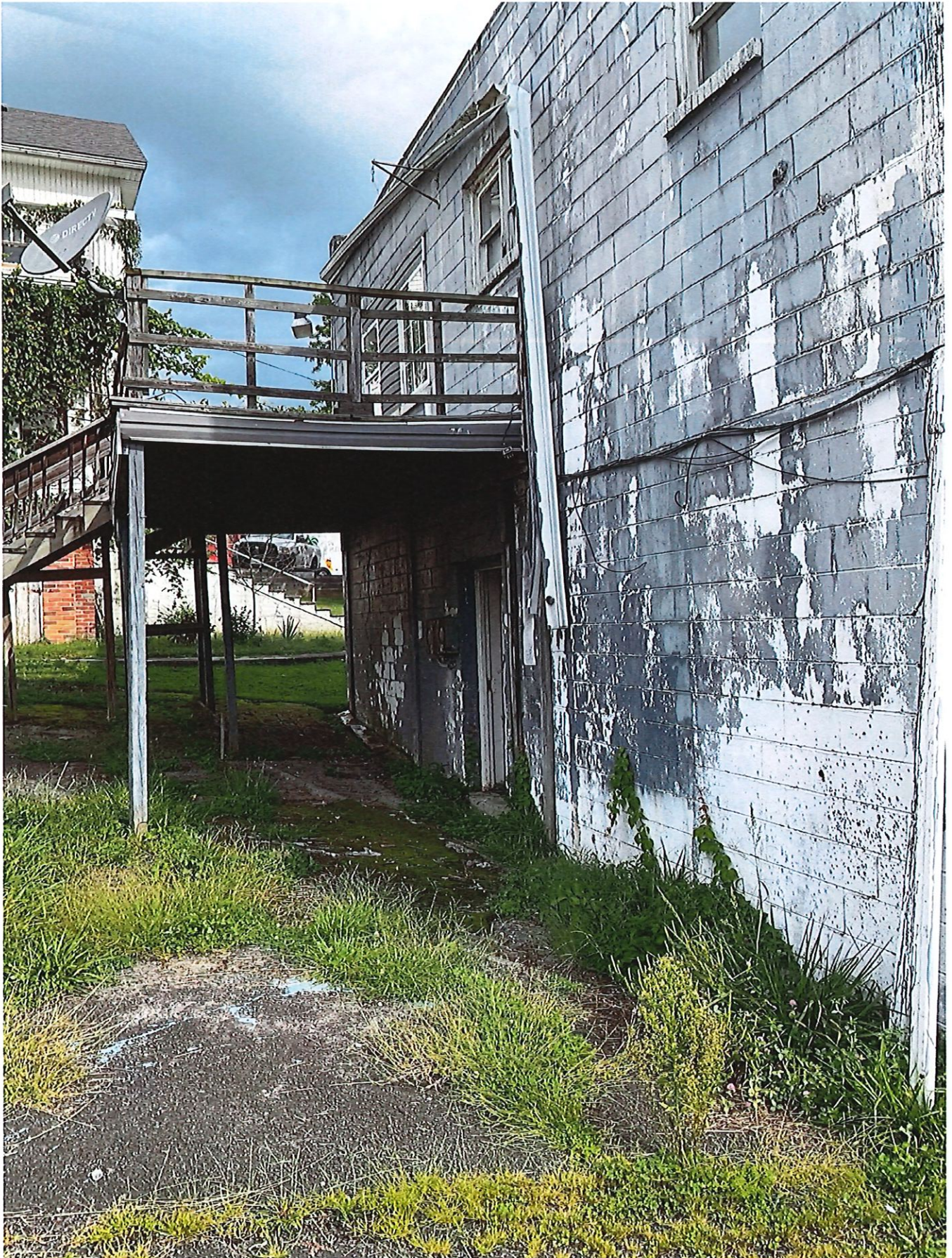
Joshua Stinson  
Russell County Building Official

Photos











Loretta Vance <loretta.vance@russellcountyva.us>

**July 2023 Monthly report**

1 message

Ashley Puckett <ashley.puckett@russellcountyva.us>

Fri, Sep 1, 2023 at 12:25 PM

To: Loretta Vance <loretta.vance@russellcountyva.us>

**Russell County Animal Shelter  
Monthly Report  
July 2023**

	Stray	Owner surrender	Seized	Bite Case Quarantine	Other	Total
Transfer	<b>16</b> (1 was out of state)	<b>18</b>				<b>34</b>
Adopted	<b>4</b>	<b>3</b>				<b>7</b>
Owner Reclaimed	<b>5</b>	<b>1</b>				<b>6</b>
Euthanized		<b>2</b>				<b>2</b>
Died in Custody	<b>2</b>	<b>1</b>				<b>3</b>
Other						
<b>Total</b>	<b>27</b>	<b>25</b>				<b>52</b>



Loretta Vance <loretta.vance@russellcountyva.us>

## Record for Saturday Adoptions/ Visitors

1 message

Ashley Puckett <ashley.puckett@russellcountyva.us>  
To: Loretta Vance <loretta.vance@russellcountyva.us>

Fri, Sep 1, 2023 at 1:25 PM

Below is a record for August 2023 Saturdays.

# RCAS Saturday Record August 2023

DATE	VISITED	REASON	ADOPTED	OUTCOME
<b>8/5/23</b> <b>(FIRST ADOPTION EVENT)</b>	8	2 owner surrender		2 owner surrender was told to check back due to lack of space.
		6 Adopt	6 Puppies (opened zero kennels)	1 of the 6 adopted was returned.
<b>8/12/23</b>	2	1 speak to ACO  1 Adopted	1 Adult (opened one kennel)	1 was told to call dispatch to speak to ACO.
<b>8/19/23</b>	0	0	0	
<b>8/26/23</b>	2	1 owner surrender  1 owner surrender	0	1 owner surrender went into custody.  1 Referred to Tazewell County Animal Shelter due to owners address is in Tazewell County. We can only take dogs

				from Russell County.
--	--	--	--	-------------------------



# Library Board of Trustees Meeting



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

Chair Karen Davis called the meeting to order 15 August 2023 at 5:01 pm.

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

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

**Financial:** Susan made and Kim Fife seconded a motion to approve the bills; motion passed.

**Staff Reports:** Kelly reviewed the staff & director's reports, advising that she does intend to retire in fall 2024 and what the budget impact of that will be. Discussion of hiring process ensued.

**Old Business:**

**New Business:**

**Review & Summary:**

Next meeting: 19 September 2023

Sharon made and Kim seconded a motion to adjourn; motion passed.

Respectfully submitted, Kelly McBride Delph

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Mr. Ronald Peters

RUSSELL COUNTY:

Mr. Carl Rhea  
Mr. Tim Lovelace

## Agenda

I. *September 19, 2023 CPRWMA Board of Directors Roll Call for Quorum.*

II. a) Straw Poll on Advertising Public Hearing for September 19, 2023

b) Public Hearing

**Transportation and Disposal Rate Changes in Accordance with  
Commonwealth of Virginia Code 15.2-5136 section H**

III. Approval of Minutes of the August 17, 2023 meeting.....1

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

III. Administrative Business

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

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

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

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

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

IV. Old Business

V. New Business

VI. Correspondence/Public Comment

VII. Adjournment and Next Meeting.

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

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

Minutes submitted by: Carl Rhea and Sandra Honaker

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

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

www.cprwma.com



RECYCLED PAPER

## RESOLUTION

**WHEREAS:** The Authority has entered into new solid waste Disposal and Transportation contracts which will alter the rates, fees or charges made for use of this system, and,

**WHEREAS:** Pursuant to § 15.2-5136(G) of the Code of Virginia, the Authority wishes to set a public hearing to allow all users of the Disposal and Transportation systems and all others interested in the same the opportunity to be heard concerning the proposed changes in rates, fees and charges.

It is hereby

**RESOLVED:**

That a preliminary schedule or schedules fixing and classifying such rates, fees and charges as are now proposed be attached hereto and made a part of this Resolution.

That a public hearing be held at the Bonanza Restaurant meeting room, Lebanon, VA pursuant to this Resolution on September 17, 2023

That the Executive Director of this Authority see that proper notices of a public hearing be published in the manner and within the time limits set by law and forward copies of the same to the governing bodies of the member counties of this Authority.

**ADOPTED** this 29th day of August, 2023.

---

**CHAIRMAN**

## Public Hearing

### Disposal and Transportation Rate Changes

**Disposal-All three counties pays the same tipping fee**

Year 1 \$27.00 per ton

Year 2 \$28.08 per ton

Year 3 \$29.20 per ton

*Option to Extend for 2 additional years*

Year 4 \$30.36

Year 5 \$31.57

**Transportation-based on milage to the landfill from the county.**

	Buchanan Co	Dickenson Co	Russell Co
Year 1	\$22.31	\$22.04	\$20.27
Year 2	\$22.98	\$22.70	\$20.88
Year 3	\$23.67	\$23.38	\$21.51
Year 4	\$24.38	\$24.08	\$22.16
Year 5	\$25.11	\$24.80	\$22.82

**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  
August 17, 2023**

**Members Present:**

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

**Others Present:**

Toby Edwards, Director  
Saundra Honaker, Finance Officer &  
Chad Short, RC Solid Waste  
Brian Ferguson, RC Solid Waste  
Danny Davis, BC Solid Waste  
Buck Statzer, RC Solid Waste  
Lonzo Lester, RC Administrator  
Brandon Monroe, CEI  
Andy Sweeney, Waste Management

**CALL TO ORDER:** Chairman, Ron Peters, called the August 17, 2023, meeting of the Board of Directors to order at 5:30 PM at Lebanon, VA. The Pledge of Allegiance and prayer were given.

**QUORUM:** A quorum was established.

**APPROVAL OF MINUTES:** The minutes of the July 19, 2023, monthly meeting of the Board of Directors was presented for consideration. A motion was made by Damon Rasnick and seconded by Carl Rhea to approve the minutes as presented. Motion was ratified, voting as follows:

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

**ADMINISTRATIVE BUSINESS**

**WASTE STREAM REPORTS – July 2023:** Toby Edwards reviewed the waste stream reports. Buchanan was up due to storm debris. Dickenson and Russell were down.

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



TREASURER'S REPORT – July 2023: Carl Rhea presented the CPRWMA Treasurer's Report, reporting the total cash balance was \$126,660.62 at the end of July. A motion to approve the report as presented was made by Tim Hess and seconded by Jeff Cooper. Motion was ratified, voting as follows:

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

CPRWMA ATTORNEY'S REPORT – July 2023 It was reported that the attorney has been working with Waste Management legal counsel regarding the contract and that Waste Management agreed to changes, finalizing the document.

LITTER AND RECYCLING REPORT: No report.

#### **OLD BUSINESS**

CONTRACT SIGNING (CEI AND WASTE MANAGEMENT):: The transportation contract with CEI was finalized and signed. A motion was made by Damon Rasnick and seconded by Jeff Cooper to approve the Waste Management contract for three years with option to review for two more years. Motion was ratified, voting as follows:

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

The Waste Management contract was executed by the Authority representative.

#### **NEW BUSINESS**

Toby Edwards stated that the current buckets on the Caterpillar loaders at each transfer station are thirty years old and need to be replaced or retrofitted for attachments. The current buckets have been repaired multiple times and have holes in them. The cost to purchase attachments would be \$15,750 for all three. The cost to purchase new buckets would be \$31,860 for all three (or \$42,630 without trade in). A motion was made by Jeff Cooper and seconded by Tim Hess to purchase new buckets for the loader at all three transfer stations. Motion was ratified, voting as follows:

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

**CORRESPONDENCE/PUBLIC COMMENT**

**VA DEQ INSPECTION RUSSELL COUNTY TRANSFER STATION:**

Russell County passed VA Department of Environmental Quality inspection, and they are the only county that has had an inspection this year.

Brandon Monroe stated that he appreciated the board awarding CEI the transportation contract for the next 5 years.

**ADJOURNMENT AND NEXT MEETING**

A motion was made by Carl Rhea and seconded by Damon to have the next meeting on Tuesday, September 19, 2023, at 5:30 PM at Bonanza in Lebanon VA. Motion was ratified, voting as follows:

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

A motion was made by Damon Rasnick and seconded by Tim Hess to adjourn the meeting at 5:54 PM. Motion was ratified, voting as follows:

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

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Secretary/Treasurer

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Date





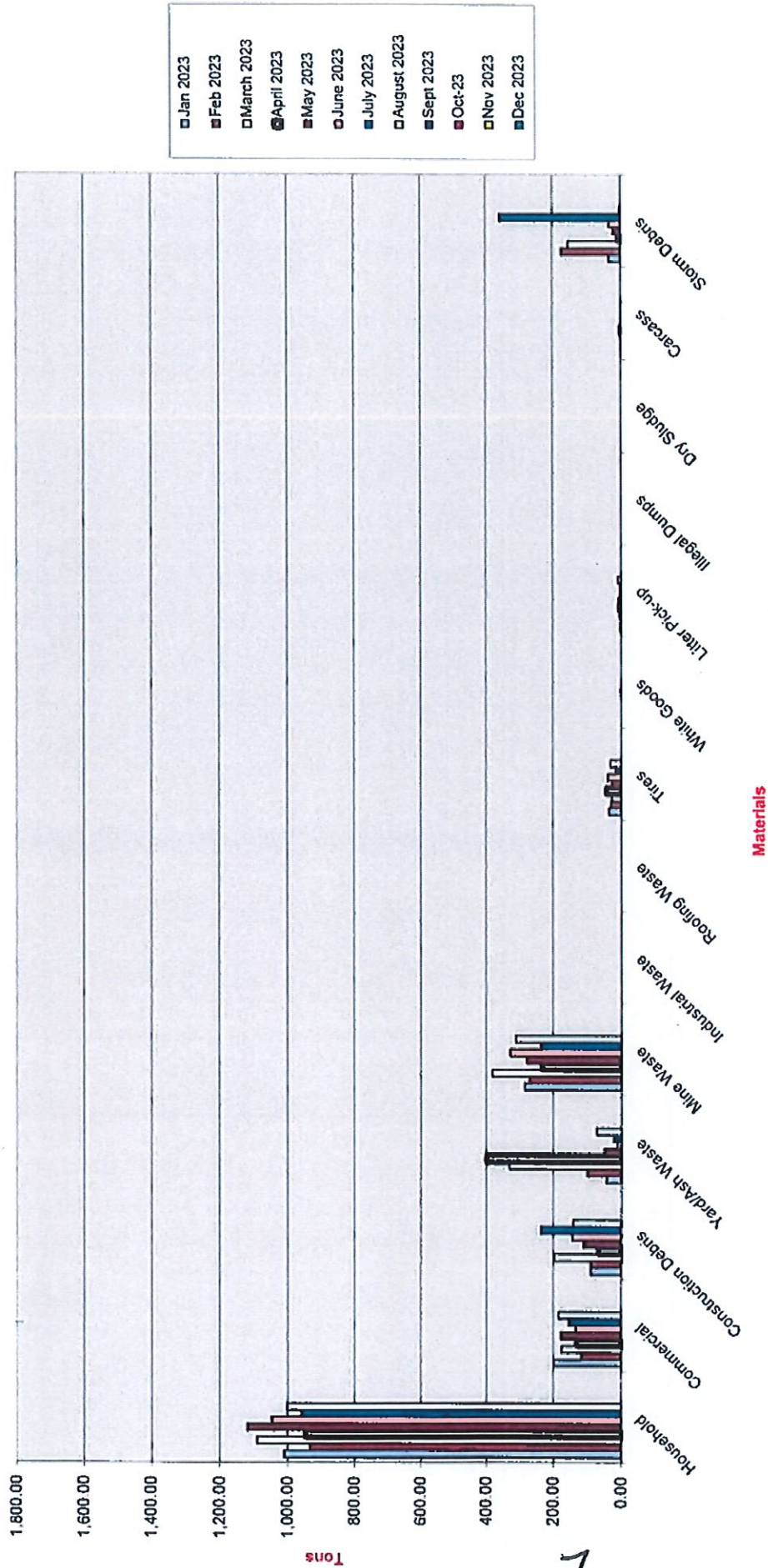
**Russell County**

Waste Material(s)	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Totals from all Columns	Average (Per Month) Tonnage
Household	1,237.31	1,119.52	1,314.61	1,342.14	1,387.74	1,233.69	1,227.53	1,327.25	0.00	0.00	0.00	0.00	10,189.79	
Commercial	140.89	104.19	154.39	168.81	128.60	125.83	106.15	148.83	0.00	0.00	0.00	0.00	1,077.69	
Construction Debris	118.86	60.64	96.96	82.54	108.91	110.02	133.58	104.34	0.00	0.00	0.00	0.00	815.85	
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Industrial Waste	27.30	27.90	26.85	33.33	30.99	27.23	23.20	42.68	0.00	0.00	0.00	0.00	239.48	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	15.15	18.62	32.06	32.23	19.95	31.48	26.61	26.67	0.00	0.00	0.00	0.00	202.77	
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contaminated														
Recycle	14.75	4.62	11.64	5.91	6.08	13.84	8.51	7.89	0.00	0.00	0.00	0.00	73.24	
Illegal Dumpsite	1.36	0.54	4.33	0.67	6.08	5.37	8.81	1.99	0.00	0.00	0.00	0.00	29.15	
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	0.58	1.10	2.51	0.49	0.93	1.66	0.49	1.05	0.00	0.00	0.00	0.00	8.81	
<b>Totals</b>	<b>1,556.20</b>	<b>1,337.13</b>	<b>1,643.35</b>	<b>1,666.12</b>	<b>1,689.28</b>	<b>1,549.12</b>	<b>1,534.88</b>	<b>1,660.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,636.78</b>	<b>1,579.60</b>
Town of Lebanon			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Honaker			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Cleveland			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
											<b>Total FY 2023</b>		<b>36,149.38</b>	

5



Buchanan County 2023

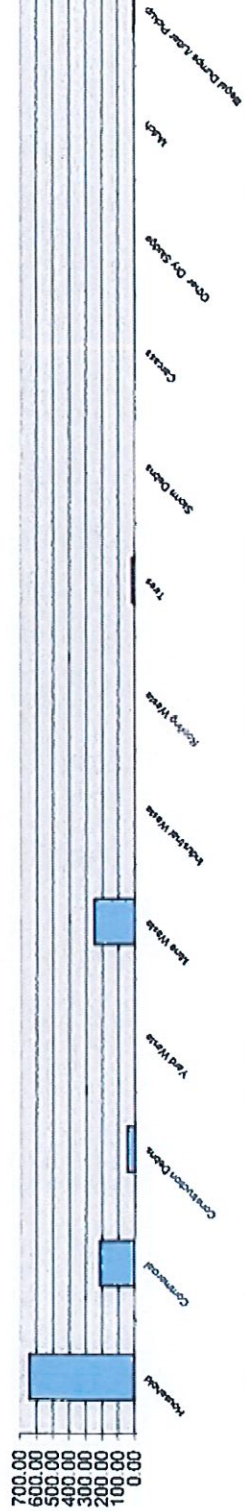


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Dickenson County Waste Stream Analysis  
 Period: August 1, 2023 to August 31, 2023

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	644.07	594.55	708.35	715.02	655.04	588.53	621.14	656.24	606.79	654.62	614.70	772.62	752.25	764.34	717.90	764.82	820.30
Commercial	215.23	150.39	216.45	194.26	187.44	248.73	80.50	61.70	36.93	19.52	28.24	30.82	129.14	211.47	136.92	7.72	2.54
Construction Debris	48.60	102.54	9.09	26.06	20.01	17.07	6.85	9.23	3.85	11.16	13.39	31.26	23.15	8.72	90.95	67.38	27.65
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.00	14.78	9.01	0.33
Mine Waste	246.15	215.74	286.47	189.28	211.23	216.82	181.93	196.02	0.00	238.09	443.26	290.46	193.43	43.48	162.36	143.41	84.85
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	15.80	8.75	6.30	4.97	18.03	6.96	3.38	10.28	11.62	18.74	19.02	29.70
Tires	18.69	18.08	28.48	21.23	3.98	6.59	6.08	9.04	6.22	11.04	13.69	9.79	14.98	11.02	9.86	15.47	9.17
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.00	0.94	0.00	0.00	0.00	0.47	0.40	0.42	0.58	1.43	1.01	1.60	1.32	1.24	1.45	1.63	2.37
Other: Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.75	0.00
Mulch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.73
Illegal Dumping 0.10xv																	
Pickup	3.20	3.46	0.42	0.80	2.33	1.67	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.55	0.00
	<b>1,178.94</b>	<b>1,075.70</b>	<b>1,248.26</b>	<b>1,146.63</b>	<b>1,080.03</b>	<b>1,095.68</b>	<b>905.81</b>	<b>939.95</b>	<b>661.34</b>	<b>853.89</b>	<b>1,115.72</b>	<b>1,140.18</b>	<b>1,124.55</b>	<b>1,051.89</b>	<b>1,156.06</b>	<b>1,186.16</b>	<b>977.64</b>

Dickenson County Waste Stream Analysis  
 (This Month)



Total Tonnage includes the following items:  
 Town of Clinchwood 0

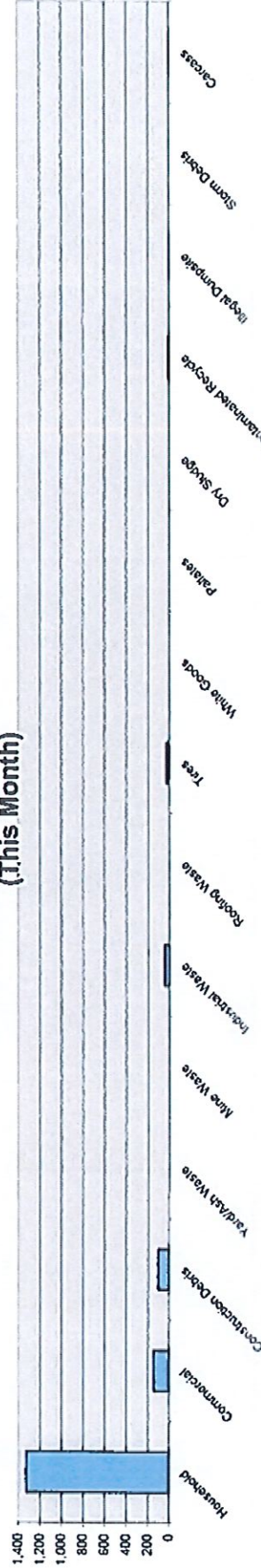
8

Dickenson County 2023



Name of Waste Material	Russell County Waste Stream Analysis																		
	This Month (Tons)	Last Month (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	1,327.25	1,227.53	1,420.06	1,511.61	1,493.10	1,070.96	1,240.68	1,135.19	1,102.88	1,222.61	1,195.59	1,274.81	1,365.82	1,585.13	1,634.24	1,512.76	1,508.93	1,551.72	1,809.10
Commercial	148.83	106.15	128.73	124.99	105.08	160.84	117.54	277.40	131.61	155.75	145.65	137.67	370.98	206.16	162.88	228.08	302.14	286.01	287.41
Construction Debris	104.34	133.58	95.92	54.92	84.00	88.44	119.37	108.72	35.66	109.41	55.58	83.22	759.16	135.72	181.89	138.51	113.44	127.66	83.28
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	37.31	48.73	24.23	0.00	2.93	19.05	29.59	48.55	54.59	0.00	4.62	2.79	9.47	0.59
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.63	62.64	21.25	29.60	0.00	0.00	0.00	0.00
Industrial Waste	42.68	23.20	30.52	26.81	40.43	33.53	37.55	26.96	18.86	13.88	9.57	8.52	10.33	20.20	9.13	23.02	34.31	68.82	121.10
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.66	63.65
Tires	26.67	26.61	5.51	20.38	21.93	18.26	43.80	10.54	17.51	9.01	12.20	9.35	12.27	8.52	5.19	5.06	6.15	5.92	4.05
White Goods	0.00	0.00	0.00	0.00	19.03	10.18	0.00	0.00	7.06	5.20	2.51	1.45	0.00	6.87	4.10	7.65	4.37	5.91	2.78
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contaminated Recycle	7.89	8.51	0.00	0.00	0.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.01
Illegal Dumpsite	1.99	8.81	12.66	6.16	13.13	3.83	1.88	3.73	2.96	4.25	8.17	13.16	1.01	0.90	0.38	1.04	7.36	1.18	0.00
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	1.05	0.49	0.17	1.11	1.53	0.11	0.49	0.40	0.05	0.71	2.59	2.08	2.02	1.32	1.60	1.24	1.12	0.89	0.00
<b>Total</b>	<b>1,660.70</b>	<b>1,534.88</b>	<b>1,693.57</b>	<b>1,745.98</b>	<b>1,778.44</b>	<b>1,423.46</b>	<b>1,610.04</b>	<b>1,587.07</b>	<b>1,316.59</b>	<b>1,523.75</b>	<b>1,450.91</b>	<b>1,585.48</b>	<b>2,632.78</b>	<b>2,040.66</b>	<b>2,029.01</b>	<b>1,921.98</b>	<b>1,980.61</b>	<b>2,120.24</b>	<b>2,384.97</b>

### Russell County Waste Stream Analysis (This Month)



Total Tonnage includes the following towns:  
 Lebanon 0  
 Cleveland 0  
 Honaker 0

Russell County 2023



11

Cumberland Plateau Regional Waste  
Management Authority

Cash Flow Statement

August 2023

Cash Balance - July 31, 2023 126,660.62

Cash Received - Tipping Fees:

Buchanan (Jul)	79,982.49	
Dickenson (Jul)	57,821.50	
Russell (Jul)	74,880.85	
		212,684.84

Cash Expenditures

Cash Expenditures - August 2023 (218,067.77)

Cash Balance - August 31, 2023 121,277.69



<b>Fund Balances:</b>	
<i>Capital Equip Replacement Fund</i>	<i>165,510.00</i>
DEQ C/D	44,249.96
	44,249.96

<b>Total in Bank</b>	<b>331,037.65</b>
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Cumberland Plateau Regional  
Check Register  
For the Period From Aug 1, 2023 to Aug 31, 2023

Check #	Date	Purpose	Amount
14346	8/25/23	Anthem HealthKeeper, Inc.	155.82 Toby Veland/Dental
14347	8/15/23	Arthem HealthKeeper, Inc.	1,463.18 Toby Health Insurance
14348	8/15/23	TAG Resources, LLC	275.26 Employee 401k
14349 on-line	8/15/23	ISO Technology	98.85 BC Interest
14350	8/15/23	Innovative Technology Solutions	278.00 IT Support
14351	8/15/23	Sagic Inc.	700.00 DC Sta Maint
14352	8/15/23	Caterpillar Financial Services Corp	6,798.15 Note Payment
14353	8/15/23	Lebanon Block & Supply	29.69 RC Supplies
14354	8/15/23	The Solid Media Association of	245.00 Annual Membership
		Cystal Springs	64.65 RC Supplies
		Manstead OR Company	115.94 Vehicle Fuel
		Carter Machinery Company, Inc.	720.21 DC Equip Maint (-) 782.10
			RC Equip Maint 1502.31
14355	8/4/23	Buchanan County PSA	52.80 BC Utility
14356 on-line	8/4/23	Appalachian Power Company	291.65 BC Electric
14357	8/4/23	First Bank & Trust	1,300.75 Loan Payment
14358	8/4/23	Free Service Tire	1,587.66 Vehicle Tires
14359	8/4/23	Cox Security Services	323.91 BCDC/RC Security \$107.97 each
14360	8/4/23	Domination Office Products, Inc.	99.18 RC Supplies
14361	8/4/23	Modern Hardware & Furniture Co	18.94 DC Supplies
14362	8/17/23	Addington Oil, Inc	5,272.39 BC Fuel \$2362.12
			RC Fuel \$2910.27
14363	8/17/23	Justice Law Office	941.00 Legal Jul/23
14364	8/17/23	Manstead Oil Company	94.40 Vehicle Fuel
14365	8/17/23	Unifirst Corporation	560.24 Uniforms
14366	8/17/23	WMI Corporate Services, Inc.	80,293.63 BC Topright/Head Jul/23
14367	8/17/23	WMI Corporate Services, Inc.	58,463.68 DC Topright/Head Jul/23
14368	8/17/23	WMI Corporate Services, Inc.	42,542.25 RC Topright/Head Jul/23
14369	8/17/23	Dickensan Co Public Service Authority	186.20 DC Utility
14370 On-line	8/17/23	Point Broadband	96.47 RC Phone
14371 On-line	8/17/23	Appalachian Power Company	209.49 RC Electric
14372 On-line	8/17/23	Appalachian Power Company	294.83 DC Electric
14373 On-line	8/17/23	Appalachian Power Company	98.44 RC Electric
14374	8/17/23	Sony's	23.81 BC Fuel
14375	8/17/23	Audi Plus	88.18 BC Equip Maint
14376	8/17/23	Rubberstege	3,549.58 DC/RC Equip Maint \$1774.79 each
14377 on-line	8/17/23	Card Services Center	1,038.92 Lodging Reimbursed by RC \$222.46
			BC Utility (PSA) \$106.35
			DC Utility (PSA) \$48.29
			RC Equip Maint (Amazon) \$63.17
			BCDC/RC Supplies (Northern Tool) \$198.55 each
14378	8/17/23	Pest Control Plus, Inc.	120.00 BCDC/RC Pest \$40 each
14379	8/17/23	Lowe's	160.08 DC Supplies
14380	8/17/23	Industrial Development Authority	200.00 Office Rent Sep/23
14381	8/17/23	Honaker Solutions, LLC	840.00 Accounting Aug/23
9.15.23	8/21/23	United States Treasury	2,149.80 Federal withholding
9.25.23	8/21/23	VA Dept of Transition	328.98 State withholding
PR8123	8/17/23	Ronald E. Peters	184.70 Director's Compensation
PR8123	8/17/23	Tin Lovelace	184.70 Director's Compensation
PR8123	8/17/23	Carl Ribea	184.70 Director's Compensation
PR8123	8/17/23	Jeffrey S. Cooper	184.70 Director's Compensation
PR8123	8/17/23	Timothy W. Hessa	184.70 Director's Compensation
PR81523	8/15/23	Toby F. Edwards	109.70 Director's Compensation
PR81523	8/15/23	Toby F. Edwards	2,513.54 Toby Payrol 1st half
PR81523	8/15/23	Toby F. Edwards	2,513.54 Toby Payrol 2nd half
Total			218,067.77

5

CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
FY 2023-24 - OPERATING BUDGET & EXPENSE REPORT

	Jul-23	Aug-23	Expenditures Thru 8/31/2023	FY 2023-24 Budget	
<b>Direct Expenses:</b>					
Transport/Disposal	170,774.99	181,299.56	352,074.55	1,500,900.00	
Tire Recycling				10,000.00	
HHW Event				12,000.00	
Other Reimbursed Expenses		222.46	222.46	-	
	170,774.99	181,522.02	352,297.01	1,522,900.00	
<b>Overhead Expenses:</b>					
Debt Service - Loaders	6,798.15	6,798.15	13,596.30	81,577.92	17%
Other Disposal				2,000.00	0%
Utilities:					
Buchanan					
Dickenson	254.65	450.90	705.55	6,000.00	12%
Russell	577.49	529.32	1,106.81	6,000.00	18%
	651.86	307.93	959.79	6,000.00	16%
Supplies:					
Buchanan					
Dickenson	11.99	199.55	211.54	2,500.00	8%
Russell		378.55	378.55	2,500.00	15%
Fuel:		393.37	393.37	2,500.00	16%
Buchanan					
Dickenson	42.01	2,385.93	2,427.94	10,000.00	24%
Russell	19.28		19.28	8,000.00	0%
Telephone:		2,910.27	2,910.27	10,000.00	29%
Buchanan					
Dickenson	183.00	207.82	390.82	2,400.00	16%
Russell	170.46	107.97	278.43	2,000.00	14%
	125.14	194.44	319.58	2,900.00	11%
Station Maintenance/Improvements:					
Buchanan					
Dickenson	223.28	138.18	361.46	30,000.00	1%
Russell	40.00	740.00	780.00	30,000.00	3%
	40.00	40.00	80.00	30,000.00	0%
Loader/Equip Maintenance:					
Buchanan					
Dickenson	4,962.35		4,962.35	20,000.00	25%
Russell	3,465.55	992.69	4,458.24	20,000.00	22%
	4,113.70	3,340.27	7,453.97	20,000.00	37%
Transfer Station Permits and Management:					
Station Permits					
VACO Insurance	14,164.00		14,164.00	24,000.00	0%
Management	6,881.44	6,881.44	13,762.88	79,000.00	17%
Fringe-Health & Retirement	2,563.74	2,288.48	4,852.22	24,468.00	20%
Finance Manager	840.00	840.00	1,680.00	10,000.00	17%
Legal	2,167.25	941.00	3,108.25	10,000.00	31%
IT Support	1,890.00	279.00	2,169.00	10,000.00	22%
Office Rental/Internet/Cell/Office Supplies	492.21	200.00	692.21	5,000.00	14%
Directors Comp & PR Tax	1,291.80	1,076.50	2,368.30	18,100.00	13%
Professional Fees (Audit)				7,200.00	0%
Meeting Expense	1,660.88		1,660.88	4,000.00	42%
Travel				1,000.00	0%
Supplies:				1,000.00	0%
Dues/Licenses		245.00	245.00	1,000.00	25%
Vehicle Expense	67.82	1,798.00	1,865.82	3,500.00	53%
Uniform Rentals	1,904.19	580.24	2,484.43	5,000.00	50%
Advertising				2,000.00	0%
Projects-Tire Shear	1,300.75	1,300.75	2,601.50	20,000.00	13%
Reserves/Equip/ Emergency Fund					
OVERHEAD SUBTOTAL	56,902.99	36,545.75	93,448.74	544,645.92	17%
<b>TOTAL EXPENSES</b>	\$ 227,677.98	\$ 218,067.77	445,745.75	2,067,545.92	

\*\*Overhead Rate per County

Rate begins July 1, 2023  
15,129.05

15

<b>*Management Breakdown</b>	
Toby Salary	13762.88
Toby Insurance	2973.60
401K Cost/Contribution	825.78
Taxes	1052.84
Total Fringe	4852.22

<b>Directors Comp &amp; Taxes</b>	
Salary	2200
Taxes	168.3
	<b>2368.3</b>

<b>Office Breakdown</b>	
Phone/Int	181.44
Rent	400.00
Postage	
Office Sup	110.77
Bank Charge	692.21