

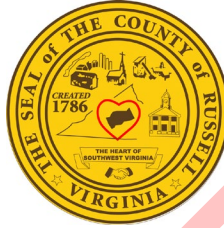
**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR’S MEETING**  
**AGENDA – APRIL 8, 2024**

**BOS Board Room**

**Regular Meeting**

**6:00 PM**

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



**Russell County Board of Supervisors’ “Public Board Packet” can be viewed or downloaded at <https://russellcountyva.us/agendacenter>.**

**A hard copy of the Public Board Packet is located at the County Administrator's Office or the County's website electronically five (5) days prior to the board meeting or when the Chairman of the Board releases. In addition, one hard copy of the Public Board Packet will be available for public review at the board meeting.**

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC HEARING**

- 1. RC Park Ordinance**

**PRESENTATION.....A-1**

- 1. Dr. Hooker – RC School Board – FY 2023/2024 School Board Budget**
- 2. Acacia Nunley - Isaiah 117 House Russell County VA**
- 3. Matt Boyd – CPPD – PSA Tiller Trailor Park Water Project**
- 4. American Red Cross – Sharon Dixon**

**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 March 2, 2024
  - b. Unapproved minutes of March 8, 2024
- 2. **Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2**
- 3. **Committee Appointments for Board Consideration.....B-3**

**\*\*\* Committee and Board Appointments Applications are currently being accepted. \*\*\***

**CITIZEN’S COMMENT PERIOD (Limited to 3 Minutes)**

**CONSTITUTIONAL OFFICER REPORTS AND REQUESTS**

**COUNTY ATTORNEY REPORTS AND REQUESTS**

**COUNTY ADMINISTRATOR REPORTS AND REQUESTS**

**REPORTS**

- 1. **Russell County By-Laws Update.....C-1**
- 2. **Russell County Road Reporting System.....C-2**
- 3. **VDOT Monthly Road System Report.....C-3**

**REQUESTS**

- 4. **RC CY 2024 Tax Rate and Public Hearing Notice.....C-4**
- 5. **Pure Salmon Project – VDOT Resolution.....C-5**
- 6. **CPRWMA Solid Waste User Agreement.....C-6**
- 7. **RC Park Ordinance Update.....C-7**
- 8. **2024 March Primary Election Results.....C-8**
- 9. **RC Electoral Board ICE Scanner Tabulator.....C-9**
- 10. **Honaker Little League Fence Repairs.....C-10**



11. RC Kids Fishing Day Donation.....C-11

12. RC Planning Commission Plats.....C-12

**BOARD DISCUSSIONS & REMINDERS**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

- Treasurer.....D
- RC IDA .....E
- RC PSA .....F
- RC Tourism.....G
- RC Planning Commission .....H
- RC Conference Center.....I
- RC Transportation & Safety.....J
- RC Canneries.....K
- RC Building Inspector.....L
- RC Disposal.....M
- RC Litter.....N

DRAFT

# Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley  
District 1

Rebecca Dye  
District 6

Lou Ann Wallace  
District 2

Steve Breeding, Chairman  
District 5

Nathan Kiser  
At-Large

Tara Dye  
District 3

David Eaton, Vice-Chairman  
District 4

Lonzo Lester  
County Administrator

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## PUBLIC NOTICE

### APRIL 2024 REGULAR BOARD MEETING

### RUSSELL COUNTY BOARD OF SUPERVISORS

**TAKE NOTICE** pursuant to Section 2.2-3707 of the Code of Virginia, the Russell County Board of Supervisors Regular Monthly Board Meeting will be held on **April 8, 2024, at 6 P.M.** at the **Russell County Board Room**, located at 137 Highland Drive, Lebanon, Virginia.

Notice Given Pursuant to Section 2.2-3707 of the Code of Virginia on the 16th day of March 2024.

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

# Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley  
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Tara Dye  
District 3

David Eaton, Vice-Chairman  
District 4

Lonzo Lester  
County Administrator

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## **PUBLIC NOTICE**

### **Public Hearing**

The Russell County Board of Supervisors’ will hold a Public Hearing on Monday, April 8, 2024, at 6:00 P.M. to hear public comments concerning updating of the “Russell County Park Ordinance.”

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

In addition, the ordinance is posted as part of the Board of Supervisor’s Public Board Packet on the County’s Website at <https://russellcountyva.us/agendacenter> and on RussellCountyVA App.

The Public Hearings will be held in the Russell County Board of Supervisor’s Board Room at the Russell County Governmental Center, 133 Highland Drive, Lebanon, Virginia 24266 during the regular April 2024 monthly meeting.

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

**RUSSELL COUNTY PARKS**  
**ORDINANCE**

At a regular meeting of the Russell County Board of Supervisors held in the Russell County Government Center, Lebanon, Virginia, on the 8th day of April 2024.

Present

Vote

Steve Breeding, Chairman  
David Eaton, Vice Chairman  
Andrew Hensley  
Lou Ann Wallace  
Tara Dye  
Rebecca Dye  
Nate Kiser

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried \_\_\_\_\_, the following ordinance was adopted:

1. Definitions. The following terms, unless otherwise expressly defined, shall have the meaning given herein.

- (a) "Camping Unit," shall mean a tent, sleeping bag, tent trailer, travel trailer, camping trailer, pick-up camper, RV motor home, whether motor driven or designed to be attached to or drawn by a vehicle.
- (b) "Campground," refers to all designated campgrounds under the jurisdiction of the Russell County Board of Supervisors.
- (c) "County," refers to the Russell County Board of Supervisors.
- (d) "Facilities," refers to all community centers under the jurisdiction of the Commission or the Russell County Board of Supervisors.
- (e) "Motor Vehicle," means any wheeled conveyance, whether motor powered. The term shall include any trailer in two of any size, kind, or description.
- (f) "Owner," means any person, firm, association, partnership, or corporation owning, leasing, operating, or having the exclusive use of a vehicle, animal, or any other property under a lease or otherwise.
- (g) "Park," shall include all designated public parks, including athletic fields, natural areas and historical sites under the jurisdiction of the Russell County Board of Supervisors.
- (h) "Permits," means any written license issued by or under authority of the Board of Supervisors permitting the performance of a specified act or acts.
- (i) "Person," means any natural person, corporation, company, association, organization, firm or partnership.
- (j) "Regulation," shall include any regulation duly adopted by the Russell County Board of Supervisors pursuant to the powers contained in Virginia Code Section 15.2.

2. Construction of Ordinance. Provisions of these regulations shall be construed as follows:

- (a) No provision of this ordinance shall make unlawful any act necessarily performed by any law enforcement officer, employee of the County, or agent of the County in the necessary and proper execution of their duties;

(b) Any act prohibited by these regulations, provided it is not otherwise prohibited by law or local ordinance, shall be lawful if performed under, by virtue of and strictly within the provision of a permit and to the extent authorized; and

(c) These regulations are in addition to and supplement the Virginia Game, Inland Fish and Boat Laws and those regulations that are incorporated and made a part thereof;

3. Jurisdiction. These regulations shall be effective within and upon all parks, campgrounds, and facilities in Russell County that are under the jurisdiction of the County.

### **PROHIBITED CONDUCT**

4. Flowers, Plants, Minerals, etc. No person shall remove, destroy, or damage in any manner any tree, flower, fern, shrub, rock or plant, historical artifact, or mineral in any park. Nor shall any person attach any rope, wire or other contrivance to any tree or plant. A person shall not dig in or otherwise disturb grassy areas or otherwise impair the natural beauty or usefulness of any park.

5. Buildings, Signs, Structures, etc. No person shall in any manner deface, destroy or tamper with any part of any park or facility, nor any building, sign, equipment, bridges, tables, benches, fireplaces, railings, paving or paving material, water lines or other public utilities or parts or appurtenances thereof, signs, notices, boundary markers, or other structures or equipment, County facilities or park property or appurtenances whatsoever, either real or personal.

6. Disposal of Refuse, Garbage, etc. No person shall discharge, deposit in any part of any park or facility or body of water in or adjacent to any park any garbage, sewage, waste, or any other offensive material, except in proper trash receptacles where provided.

7. Pollution of Waters. No person shall bathe dogs or other animals, wash vehicles or clothing in the streams, or other waters of any park, or throw, discharge or otherwise cause to be placed into streams, or other waters of the park or in any storm sewer or drain flowing into said waters, any substance, matter or thing, liquid or solid, which may or shall result in the pollution of said waters.

8. Disorderly Conduct. No person shall disobey a lawful order of a park supervisor or other duly authorized officer or agent of the County or Commission. No person may commit a nuisance, nor use abusive, profane, or insulting language, nor unreasonably disturb or annoy others, nor do any act tending to or amounting to a breach of the peace in any park or facility.

9. Gambling. Gambling in any park is prohibited.

10. Prohibited Substances. No person shall have in their possession any illegal substances or be under the influence of intoxicants while in the confines of any park or facility. Anyone found in violation will be removed from the park or facility and are subject to arrest.

11. Bathing. No person shall swim in any waters in any park.

12. Firearms. No person shall possess a slingshot, bow and arrow, dart device, or other device designated for high-speed missile projection in a park or facility. Provided, no person except law enforcement officers or those persons in possession of a concealed weapons permit valid in the Commonwealth of Virginia may carry or possess firearms in a park or facility. No person shall discharge a firearm within the confines of a park or facility unless in an act of self-defense or unless otherwise authorized as a law enforcement officer.

13. Explosives. No person shall bring into or possess in any park or facility any explosive or explosive substance.

14. Fires, Lighted Cigarettes, etc. No person shall kindle, maintain, or use fire other than in places provided or designated for such purposes or otherwise by special permit. Any fire shall be continuously under the care and direction of a competent person over sixteen years of age from the time it is kindled until it is extinguished. No person within the confine of any park shall throw away or discard any lighted match, cigarette, cigar, or other burning object. Any lighted match, cigarette, cigar, or other burning object must be entirely extinguished before being properly disposed of.

15. Smoking. No person shall smoke in any park or facility where smoking is prohibited as indicated by sign. No smoking is allowed when walking nature trails. Smoking may be forbidden by the County or Commission in any part of any park or facility when it is deemed that the fire hazard makes such action advisable.

16. Hunting. No person shall hunt, pursue, trap, shoot, injure, kill, or molest in any way any bird or animal within the confines of a park, nor shall any person possess any wild bird or animal within a park. Shooting into a park from beyond park boundaries is prohibited.

17. Fishing. Fishing is permitted in designated areas of parks. All persons fishing must have a State Fishing License as required by law and comply with all applicable state laws and regulations. No commercial fishing is allowed.

18. Animals at Large. No person shall cause or permit any animal owned by him, in his custody or under his control, except an animal restrained by a leash not exceeding six feet in length, to enter any park or campground, and any such animal may be seized and disposed of as provided by law.

19. Model Rockets and Airplanes. No person shall engage in the flying of powered model rockets or airplanes in any park.

20. Aviation. No person shall voluntarily bring, land or cause to descend or alight within or upon any park, any airplane, flying machine, balloon, parachute, or other apparatus for aviation except under permit or by forced landing in the event of an emergency.

## **TRAFFIC AND PARKING**

21. Vehicles Use. No person shall drive a motor vehicle in any park or at any facility within or upon a safety zone, walk, bicycle path, nature trail, fire truck trail, service road or any park not designated for, or customarily used by motor vehicles, except properly authorized individuals engaged in fire control, park maintenance or other necessary park-related activities.

22. Parking.

(a) No owner or driver shall cause or permit a vehicle to stand anywhere in any park or at any facility outside of designated parking spaces, except at reasonable times to receive or discharge passengers. Parking shall be in accordance with the posted directions to the parking area and/or with the instruction of any attendant who may be present.

(b) No owner or driver shall cause or permit a vehicle to stand in any space designated for use by the handicapped in any park or at any facility unless the vehicle displays a license plate or decal issued by The Commissioner of Motor Vehicles of Virginia, or a similar identification issued by similar authority in some other state or District of Columbia.

23. Obstructing Traffic. No person shall cause or permit a vehicle to obstruct traffic in a park.
24. Speed Limit. The speed limit on any park road is no more than fifteen miles per hour.
25. Excessive Loads. No person shall operate any excessively loaded vehicle anywhere in any park. The determination of whether a load is excessive will be made by a park official based upon the load and the condition of the road.

#### **HOURS OF ACCESS**

26. Old Russell County Courthouse. No person is permitted on the premises of the Old Russell County Courthouse from sunset until dawn of the following day unless by special permit issued by the County.
27. Parks. Normal operating hours of parks are from dawn until 10:00 pm excluding the county's campgrounds. All events should be concluded by this time unless arrangements are made in advance with the Commission. No person is permitted in the confines of any park or facility after normal operating hours unless as otherwise authorized by the County.
28. Closed Areas. No person shall enter or use an area posted in a park or facility as "Closed to the Public" unless otherwise authorized by the County.

#### **GROUP USAGE**

29. Provisions for Use of Any Park or Facility by Groups of Five or More. The following provisions apply to use of any County Park or facility by groups of five or more:
  - (a) Any individual or organization sponsoring an event must provide sufficient adult supervision to maintain order and safety of all participants, be responsible for any loss or damage to the property and provide sufficient liability insurance coverage as required by the Commonwealth of Virginia. The Commission shall be a named insured on such liability insurance coverage.
  - (b) An individual must be designated as a user group's representative and will accept all liability for personal injuries or damage resulting from the use of the facility or park.
30. Provisions Applying Exclusively to Use of Parks by Groups of Five or More. The following provisions apply to the use of any County Park by groups of five or more:
  - (a) A Facility Use Application must be submitted for approval to the County.
  - (b) A damage deposit of \$50 must be provided to the County prior to the event; said deposit to be returned or released by the County within ten days of the event, offset by the cost of any cleaning or damages caused by the respective group's use of the park.
  - (c) No cleaning or damage deposit shall be required for use of a park by any community welfare, charitable, educational, or faith-based group or any group with an agreement with the County for such group to provide maintenance and upkeep of such park.
31. Facilities Other than Parks. No fee or damage deposit shall be required for use of any facility other than parks.

**ENFORCEMENT AND PENALTIES**

32. Enforcement. The County shall, in connection with their duties imposed by law, diligently enforce the provisions of this Ordinance. The County shall have the authority to eject from a park or facility any person acting in violation of this Ordinance.

33. Penalties. It shall be unlawful and constitute a misdemeanor for any person to violate any of the provisions of the Russell County Park Rules, as promulgated under the authority of Virginia Code Section 15.2. Each day any person who continues to act in violation of any of the rules shall constitute a separate offense. Every person convicted of a misdemeanor for violation of any of the rules shall be punished by a fine of not less than fifty dollars nor more than five hundred dollars and the trial of all violations of this ordinance shall be enforced by proceedings before the Judge of the Russell County District Court, in the manner and with like rights of appeal as is provided in misdemeanor cases; and the Sheriff and all deputies, Virginia Game Warden, and all police officers of Russell county are hereby authorized to issue summons in writing to the violators of this ordinance to appear before said Court. All fines collected from any person for violating any portion of this ordinance, upon conviction thereof, shall be credited to the general revenue funds of the County of Russell and deposited by the Treasurer or Russell County in the same manner as provided for other monies.

34. Savings Provision. If any section, phrase, or part of this ordinance should for any reason be held invalid by a court of competent jurisdiction, such decision shall not affect the remainder of this ordinance; and every remaining section, phrase or part thereof shall continue in full force and effect.

This ordinance shall become effective \_\_\_\_\_, 2024.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
STEVE BREEDING, CHAIRMAN  
Russell County Board of Supervisors

Attest: \_\_\_\_\_  
Clerk





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

Information Item  
Presenters - Various

**Meeting: 4/8/24 6:00 PM**

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## **Presentations**

- 1. Dr. Hooker – RC School Board – FY 2023/2024 School Board Budget**
- 2. Acacia Nunley - Isaiah 117 House Russell County VA**
- 3. Matt Boyd – CPPD - Tiller Trailor Park Water Project**
- 4. American Red Cross – Sharon Dixon**

### **Staff Recommendation:**

Presentation – Informational Only.

### **Suggested Motion:**

Board Discretion.

### **ATTACHMENTS:**

- Various

DRAFT

**ADMINISTRATIVE AGREEMENT**

**Tiller Trailer Park Waterline Extension Project Project**

This Agreement entered into this \_\_\_\_ of \_\_\_\_\_, 2024 by and between the Cumberland Plateau Planning District Commission, hereinafter referred to as the "PDC," and Russell County Board of Supervisors, hereinafter referred to as the "Grantee."

**WITNESSETH**

**WHEREAS**, the PDC is authorized by Chapter 42 of Title 15.2 Code of Virginia (1950), as amended, to assist local governmental units in planning their development; and

**WHEREAS**, the Grantee has agreed that Waterline Extension Project will improve the lives of the residents by providing clean and safe potable water.

**NOW THEREFORE**, the PDC and Grantee hereto do mutually agree as follows:

**I. Scope of Work Required of PDC**

The PDC agrees to provide technical assistance to the Grantee related to the administration of the Community Development Block Grant, hereinafter referred to as "CDBG," offered by the Virginia Department of Housing and Community Development, hereinafter referred to as "DHCD," and to do so in accordance with all terms and conditions set forth in this agreement to the satisfaction of DHCD.

The PDC will carry out its scope of work by working in conjunction with the Grantee in compliance with the assurances set forth in the application and in compliance with the conditions set forth in the Grant Agreement executed between the Grantee and DHCD.

**II. Time of PDC Performance**

The PDC agrees to complete performance activities called for herein by the date of final closeout of the project.

**III. Duties and Responsibilities of the PDC**

The PDC agrees to do the following administrative technical assistance activities:

- 1. General Coordination** – The PDC will provide assistance to the Grantee in completing the pre-contact activities as discussed during contract negotiations as soon

as possible. The PDC will provide coordination and administration of the project by working as a liaison between the Grantee, engineer, contractor, DHCD and all other funding agencies. The PDC will assist the Grantee in the preparation of correspondence relating to the implementation of the project.

2. **Financial Record Keeping** - The PDC will assist the Grantee in maintaining accurate records of the financial expenditures of the CDBG monies in this project. All requests for payment will require authorization for payment by the Grantee. The PDC will prepare all draw downs for the Grantee's submission to DHCD. Following submission, the PDC will distribute full drawdown packets back to the Grantee and the Dickenson County Board of Supervisors and keep financial files in order with support invoices, EDI statements, bank statements and check copies for future compliance reviews. The PDC will prepare monitoring spreadsheets for compliance showing allocation of funds to approved budget line items. The PDC will track all expenditures of leverage funds in regard to the project. The PDC will assist the Grantee in preparing and requesting budget revisions. The PDC will assist the Grantee in determining eligible budget expenses for the project activities and assist the Grantee with budget monitoring.
3. **Project Management Plan** - The PDC will assist the Grantee with the preparation of the Project Management Plan and any revisions and updates of the Plan. The PDC will conduct monthly Management Team Meetings to meet all tasks according to identified timelines. Revised Project Management Plans and minutes will be forwarded monthly to parties involved. Monthly and annual updates of project progress to will be sent to DHCD.
4. **General Record Keeping** - The PDC will be responsible for setting up the files associated with the CDBG related activities of the project in accordance with the guidelines set forth in the Community Improvement Grant Manual. All items required will be kept in appropriate files for future compliance reviews by DHCD. Specifically, the PDC will provide initial response to all CDBG related correspondence and identify proper location of all correspondence in the project files.
5. **Reporting** - The PDC will prepare all reports required by DHCD in conformance to the Grantee's implementation of the CDBG contract requirements. These will include, but not necessarily be limited to, the annual status reports, the monthly status reports to the Community Development Specialist, the various compliance and closeout

documents required including, but not limited to, a final financial report, a final construction report, and a final evaluation report. In the event the PDC chooses to use subcontractors during the course of its work, all payments to the subcontractors will be the exclusive responsibility of the PDC.

6. **Compliance** - The PDC will act as the Compliance Officer for the project for labor standards, equal employment opportunities, Section 3 compliance, and environmental regulations. In terms of labor standards, the PDC will verify the appropriate Davis-Bacon wage rates by conducting periodic contractor employee interviews and review payrolls from all contractors on a weekly basis to coordinate all information between the payroll sheets, Monthly Register of Assigned Employees and Employee Interview Sheets. The PDC will advise the Grantee of all compliance requirements regarding Equal Employment Opportunities and Section 3 requirements. The PDC will verify that the engineer has included all necessary compliance statements to be met by the contractor as part of the bid documents. The PDC will further verify that the engineer has prepared and performed all actions necessary to assure compliance to all applicable environmental legislation and regulations, and provide assurance to the Grantee that the project has received approval from the regulatory agency stating that the project has been designed by the engineer specifically as proposed in the CDBG and other funding contracts. The PDC will attend the pre-construction conference for construction related tasks and review the Labor Standards, Equal Opportunity, and Section 3 requirements with the contractors. The PDC will attend the Bid Opening for construction for the project and will attend Progress Meetings with the Grantee, engineer and contractors.
7. **Procurement** - The PDC will advise and assist the Grantee in adhering to state and/or federal procurement legislation and regulations.
8. **Final close out** – The PDC will prepare and submit all final reports required to close out the CDBG grant.
9. **Subcontracting** - The PDC reserves the right to subcontract any tasks required in meeting the foregoing responsibilities.

#### IV. **Duties and Responsibilities of the Grantee**

The Grantee agrees to perform the following administrative activities:

1. **Financial Record Keeping** - The Grantee will maintain accurate records of the financial expenditures of the CDBG monies in this project and all other funding sources for

the project listed as project leverage.

**2. General Record Keeping** - The Grantee will assist the PDC in maintaining accurate project files. All incoming correspondence directly and indirectly relating to the project will be opened and read by the Grantee and forwarded to the PDC for review. The Grantee will promptly notify the PDC of any correspondence that appears to need immediate action. All files, records, documentation and correspondence associated with this project shall be housed with the Grantee, with appropriate copies of said documents housed with the PDC.

**V. Method of Payment**

Grantee agrees to pay the PDC cash consideration not to exceed fifty-thousand dollars (\$50,000.00), which constitutes full and complete payment for the PDC's work and activities as set forth herein. Such sum will be paid in the following manner, in every case subject to receipt of the PDC's requisition for payment. It is understood that the payments to the PDC will be made according to the eligible performance thresholds.

In the event management work would be required past the time the all-available management funds have been expensed, the PDC would complete management of the project until the final closeout of the project.

**Performance thresholds agreed upon are as follows:**

Threshold	%	Amount	Cum %	Cum Amount
Execution of DHCD Contract	20%	10,000	20%	10,000
Construction Contract Award	10%	5,000	30%	15,000
Monthly Mgmt Team Meetings – Contract Monitoring	10%	5,000	40%	20,000
Construction Complete - Labor standards	20%	10,000	60%	30,000
Satisfactory Compliance Reviews – Approx 2 @ \$1,750 each	10%	5,000	70%	35,000
Achievement of Benefits	20%	10,000	90%	45,000
Administrative Closeout	10%	5,000	100%	50,000

**VI. Amendment**

This contract may be amended from time to time by written authorization of the PDC and the Grantee and shall be subject to re-negotiation if such amendment results in a change in the scope of services, compensation and method of payment. However, in no case may the contract be amended without the expressed written authorization of the DHCD.

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Witness the following signatures and seals as of the date first above written:

**Seal: Cumberland Plateau Planning District Commission**

**By:** \_\_\_\_\_

Scotty Wampler, Executive Director

Commonwealth of Virginia

County of \_\_\_\_\_, To-Wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024

My commission expires: \_\_\_\_\_

Notary Public

**Seal: Russell County Board of Supervisors**

**By:** \_\_\_\_\_

**Lonzo Lester, County Administrator**

Commonwealth of Virginia

County of \_\_\_\_\_, To-Wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024

My commission expires: \_\_\_\_\_

Notary Public

# Interagency Agreement

This Agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Russell County Board of Supervisors, (hereinafter referred to as the County), and the Russell County Public Service Authority, (hereinafter referred to as the PSA)

## Witnesseth

WHEREAS, the County has been approved by the Virginia Department of Housing and Community Development (VDHCD) in accordance with grant applications submitted by the County to oversee the construction of the Tiller Trailer Park Waterline Extension Project (hereinafter referred to as the Waterline Extension Project) in order to improve water access and home accessibility within the region; and

WHEREAS, under the regulations of the VDHCD the County is the only legal entity which is permitted to enter into a contract for the receipt of the grant funds in order to implement the Grant; and

WHEREAS, it is appropriate and proper for the legal entity, which is the recipient of the grant to enter into a contractual agreement with another agency to own and operate the systems for which the said funds are being distributed to the County; and

WHEREAS, the PSA is the official public entity created pursuant to Section 15.1-1241 et. Seq. of the 1950 Code of Virginia, as amended, which has been delegated the responsibility for all matters related to the Waterline Extension Project in Russell County, Virginia; and

WHEREAS, the PSA will accept ownership and operation of said system, and

WHEREAS, the County has formally agreed to obtain and provide all additional funding required in order to complete the Waterline Extension Project being that amount of funding by which the total cost of the Waterline Extension Project exceeds the amount of the CDBG funding.

NOW, THEREFORE, for good and valuable consideration, including the mutual exchange of promises by the between the parties, County and the PSA do hereby mutually agree as follows:

1. Dickenson County agrees to accept CDBG grant.
2. The County agrees to enter into the necessary Agreement with DHCD to make all to the assurances required in the contract documents which are incorporated as part of the Agreement the County must sign in order to implement the CDBG and receive the grant funds.



3. IDA hereby formally agrees that it will own and operate any systems relating to this project which the County constructs with CDBG monies.
4. The County agrees to make draw downs in accordance with the VDHCD regulations not to exceed the amount of the approved VCDBG grant.
5. No request for a draw down on grant funds will be made by the County unless complete and accurate progress and financial reports satisfactory to the County indicating the nature of work or activity covered by this request, have been submitted by its contractors and engineers and are certified as being true and accurate by the official representative of the contractors and engineers.
6. The County agrees to appropriate funds not to exceed the amount of the VCDBG monies. Such appropriations shall only be made after receipt of grant funds by The County through the Virginia Department of Housing and Community Development.
7. The County, agrees to obtain and provide the necessary matching share funds required to complete the Waterline Extension Project being the difference of the Waterline Extension Project and the County CDBG grant.
8. The County shall initiate the activities required by the contract documents beginning as soon as the VCDBG contract is executed.
9. The County shall complete the work as described in the contract documents in compliance with the implementation schedule submitted to VDHCD.
10. The County hereby agrees to carry out all of the terms of the Agreement entered into by and between the County and the VDHCD including all of the General Conditions, Special Conditions, and Assurances made a part of the contract documents listed heretofore which are incorporated by reference in this Agreement, as if set out in full.
11. The county hereby agrees to properly administer the VDHCD through the VDHCD for the Waterline Extension Project in accordance with all applicable federal, state county laws. The County also agrees to comply with any and all regulations and restrictions to the Virginia Department of Housing and Community Development in the administration of the VCDBG and in the construction phase of the Waterline Extension Project. It is agreed by and between the parties that any and all financial, administrative and other records required to be maintained in conjunction with this project by an applicable regulation or agreement will be prepared and maintained by the county through the CPPDC. The county shall be responsible for all fiscal accounting responsibility in accordance with the disbursement of funds under all of the VCDBG, together with the preparation and filing of any and all reports necessary for processing and implementation of the VCDBG and for the obtaining of the

draw down of funds for the Waterline Extension Project. The County agrees to receive and review progress and financial reports before requesting a draw down of Block Grant funds, with administrative assistance from the CPPDC.

12. The county agrees to ensure that all construction work performed in connection with the Waterline Extension Project complies with all applicable laws as outlined in the VDHCD Grant Management Manual and is accomplished in a professional and workmanlike manner. It is hereby agreed by and between the parties that the county will be responsible for ensuring that all work performed on the Waterline Extension Project is in compliance with the terms of the VDHCD-VCDBG grant and any and all specifications of these funding agencies.
13. The parties agree that the county is fully responsible for all purchasing, bidding and contracting in connection with the Waterline Extension Project and is responsible for complying with all applicable Federal, State and County procurement laws and bidding procedures as outlined in the VDHCD Grant Management Manual. Their engineer and or administrative assistant will assist the county in these efforts.
14. The PSA agrees to save and hold harmless the County, the County, and its officers, agents, and employees from any and all liability, claim, suits, judgments and recoveries of whatsoever nature which may arise in connection with the administration of the VCDBG for the Waterline Extension Project and the construction work performed on the project.
15. In executing this Agreement, it is the intention of the parties that the PSA shall own and operate the systems relating to the project on behalf of the County. The County will be fully responsible for procuring and performance of all the engineering, construction, administration and related work on the Waterline Extension Project in accordance with the plans, specifications, engineering studies of the grant application and all other VCDBG contract documents as heretofore specified. The county shall bear the full responsibility for auditing its records of expenditures and disbursement of all funds in connection with the Waterline Extension Project. The County is responsible for the audit of its financial records relating to the receipt and disbursement of the VCDBG and other funds.
16. The parties agree that the County, its agents, officers, and employees shall not be liable for the PSA's default, negligence, neglect, malfeasance, failure to properly account for funds, failure to comply with federal, state, or local laws, or any failure of the PSA to comply with the terms of the VCDBG, or any provisions of the contract documents heretofore enumerated in conjunction with the Waterline Extension Project.

17. Furthermore, upon completion of said construction the County will assume ownership and responsibility of system and agrees to operate and maintain the facilities of the project which were completed under this grant as a part of its regular operations.
18. This Agreement may be amended from time to time only by written authorization of both parties, executed with the same formality as this Agreement.
19. This Agreement comports in all respects with the laws of the Commonwealth of Virginia.

DRAFT

IN WITNESS WHEREOF, the parties have hereunto set their signatures and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chairman  
Board of Supervisors  
Russell County, Virginia

\_\_\_\_\_  
Tracy Puckett, Interim Director  
Russell County Public Service Authority

**STATE OF VIRGINIA  
COUNTY OF Russell**

Personally appeared before me in the County and State aforesaid this \_\_\_\_\_ day of \_\_\_\_\_, 2024, \_\_\_\_\_, and acknowledged this foregoing Agreement as this true act and deed.

\_\_\_\_\_  
Notary Public  
My Commission expires: \_\_\_\_\_

March 4, 2024

Ms. Amanda Healy, Program Manager  
Department of Housing and Community Development  
600 East Main Street, Suite 300  
Richmond, Virginia 23219

Re: **Request for Prior Authorization of Costs  
Tiller Trailer Park Water Line Extension Project  
#23-23-15**

Dear Ms. Healy:

Please accept this letter as a formal request for authorization to incur administrative costs prior to the execution of our Community Development Block Grant (CDBG) agreement with the Virginia Department of Housing and Community Development. A grant offer has been made to us under the Commonwealth of Virginia's FY 2022 ARC program

We anticipate incurring these costs effective March-July 2024 but prior to execution of a contract agreement.

- |  |          |
|--|----------|
| 1. Administration  | \$5,000  |
| <ul style="list-style-type: none"><li>• Performance-based Project Budget</li><li>• Project Management Plan</li><li>• Certification of Signatures</li><li>• Minority and Female Owned Businesses Ad</li><li>• Non Discrimination Policy</li></ul> |          |
| 2. A/E – Plans and Spec  | \$82,465 |

**Total Prior Authorized Costs** (*Not to exceed 15% of total budget*): \$87,465

We would appreciate your approval to incur these costs and to charge them to the grant after the signing of the grant contract agreement. **We understand that these costs will be allowed only if we have completed all requirements necessary for contract execution within ninety (90) days of our contract negotiation meeting, unless specifically extended by DHCD in writing.**

Sincerely,

Lonzo Lester, County Administrator

cc: Kathi Boatright, DHCD Community Development Specialist

DRAFT

# NON-DISCRIMINATION POLICY

The *Russell County Board of Supervisors* or any employee thereof will not discriminate in employment, housing or accommodations because of race, color, religion, national origin, sex or gender, age, familial status, pregnancy, childbirth or related medical conditions (including lactation), marital status, source of income, veteran status, disability, sexual orientation or gender identity. Administrative and personnel officials will take affirmative action to ensure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Signature of Authorized Official

## **County of Russell, Virginia**

### **Section 504 Grievance Procedure**

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

Complaints should be addressed to: Mr. Lonzo Lester, Russell County Board of Supervisors, 137 Highland Drive Suite A, Lebanon, VA 24266, (276) 889-8000 who has been designated to coordinate Section 504 compliance efforts.

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



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

\_\_\_\_\_  
Lonzo Lester, County Administrator

\_\_\_\_\_  
Date

DRAFT

# FAIR HOUSING CERTIFICATION

Compliance with Title VIII of the Civil Rights Act of 1968

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

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

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

---

Lonzo Lester, County Administrator

---

Date

## RIGHT-OF WAY EASEMENT

THIS RIGHT OF WAY EASEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between MOUNTAIN VIEW COURT INVESTMENTS LLC, hereinafter referred to as “Landowner,” and the Russell County Public Service Authority, hereinafter referred to as “RCPSA”:

### WITNESSETH:

That for and in consideration of One Dollar (\$1.00) cash in hand paid to the Landowner by the RCPSA and other good and valuable consideration, the receipt of which is hereby acknowledged, the Landowner does hereby grant and convey with General Warranty to the RCPSA and its successors and assigns forever the following property and pledge:

A twenty (20) foot permanent water line easement for the installation, maintenance, operation, repair, and replacement of water facilities, including water lines, valves, meters, electrical devices and associated appurtenances, which easement is beneath, upon, and over the real property. This permanent easement is situated on Tax Parcel Number(s) 79R3477A, 79R3476 79R3474, and 79R3475, as shown on a sketch of easement titled "Russell County Public Service Authority Easement Sketch" attached hereto and part thereof.

Landowner further understands and agrees as follows:

1. All facilities, public works, and appurtenances which are installed in or on said property now or in the future by or for RCPSA shall be and remain the property of RCPSA and no charge shall at any time be made by the Landowner for the use of the property occupied by RCPSA or for the privilege of constructing, maintaining, and operating said facilities and the necessary or appropriate appurtenances.
2. RCPSA and its agents and employees, for the purpose of inspecting, maintaining, or operating its facilities, shall have the right and easement of ingress and egress over any lands of the Landowner adjacent to the described easement between any public or private roads and the described easement in such manner as shall occasion the least practicable damage and inconvenience to Landowner.
3. RCPSA shall have the right to inspect, rebuild, repair, change, alter and install such additional or substitute lines or facilities within the easement herein granted as RCPSA may from time to time deem advisable or expedient, and shall have such rights and privileges as may be reasonably necessary for the full enjoyment or use for any of the aforesaid purposes of the easement and rights herein granted.
4. RCPSA shall repair or replace only ground cover now on the said easement which may be disturbed, damaged, or removed as a result of the construction of any of RCPSA's facilities, shall remove all trash and other debris of construction or repair from the easement, and shall restore the surface thereof to its original condition.
5. Landowner reserves the right to make use of the land subject to the rights herein granted, which use shall not be inconsistent with the rights herein conveyed or interfere with the use of the said easement by RCPSA for the purposes aforesaid, provided, however, that all such use shall be at Landowner's risk unless prior written approval of RCPSA is obtained and provided further that this paragraph shall not apply to property conveyed in fee simple.
6. Whether or not the easement herein conveyed is exclusive, no other party shall be granted the right to use or shall use any part of the area within such easement for any purpose or in any manner until after a review and a finding by RCPSA in writing that such use will not be in conflict with, or inconvenient to, RCPSA'S use thereof or the purpose for which such easement was granted.
7. In consideration of the provision of public water, MOUNTAIN VIEW COURT INVESTMENTS LLC, the GRANOTR covenants as follows:

- a) Not unreasonably increase lot lease, rent, or other charges to the tenants of MOUNTAIN VIEW COURT INVESTMENTS LLC for a period of seven years and should any increase occur, MOUNTAIN VIEW COURT INVESTMENTS LLC will notify the Russell County, County Administrator; and
- b) Not sell the property on which MOUNTAIN VIEW COURT INVESTMENTS LLC is situated for a period of seven years. Should the GRANTOR sell the subject property, he shall owe Russell County, Virginia a pro rata amount as follows:

Year	Amount
1	\$ 564,500
2	\$ 483,857
3	\$ 403,214
4	\$ 322,571
5	\$ 241,929
6	\$ 161,286
7	\$ 80,643

8. This instrument covers all the agreements between the parties and no representations or statements, verbal or written, have been made which are inconsistent with the terms of this deed.

WITNESS the following signature and seal:

\_\_\_\_\_  
TIMOTHY FIELDS

COMMONWEALTH OF VIRGINIA  
COUNTY OF \_\_\_\_\_, to wit:

The foregoing Deed of Easement was acknowledged before me this the \_\_\_\_\_ day of \_\_\_\_\_, 2024 by TIMOTHY FIELDS.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

*(Notary Public Seal)*

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_  
Notary Registration number \_\_\_\_\_

WITNESS the following signature and seal:

\_\_\_\_\_  
BREANNA FIELDS

COMMONWEALTH OF VIRGINIA  
COUNTY OF \_\_\_\_\_, to wit:

The foregoing Deed of Easement was acknowledged before me this the \_\_\_\_\_ day of \_\_\_\_\_, 2024 by BREANNA FIELDS.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

*(Notary Public Seal)*

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_  
Notary Registration number \_\_\_\_\_

# Business and Employment Plan

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

The Lebanon News

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

The Lebanon News

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

# Business and Employment Plan

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

Duly adopted at the regular meeting of the \_\_\_\_ on \_\_\_\_\_ 2024

\_\_\_\_\_  
Signature of Authorized Official

## **RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION**

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

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

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

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

The Russell County’s FY 24 project includes the following activities: Water line construction, fire hydrant installation, ramp installation, and related appurtenances.

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

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

---

Lonzo Lester  
County Administrator  
Russell County Board of Supervisors

---

Date



---

**Fwd: American Red Cross**

1 message

---

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

Thu, Feb 29, 2024 at 7:02 PM

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

From: **Dixon, Sharon** <sharon.dixon2@redcross.org>  
Date: Thu, Feb 29, 2024 at 3:53 PM  
Subject: American Red Cross  
To: rhonda.lester@russellcountyva.us <rhonda.lester@russellcountyva.us>

Hello,

My name is Sharon Dixon, I am the Disaster Program Manager for the Southwest Chapter of the American Red Cross. We would like to present Jess Powers an award during one of your Board of Supervisors meetings. Jess is in his 20<sup>th</sup> year with the Red Cross and has been on over 500 disaster responses. Our chapter would like to recognize him with the Patty Tauscher Service Award for Sustained and Outstanding Service .

Would this be possible for us to present the award during your April Board meeting? We would ask that this be kept as a surprise.

Any help would be greatly appreciated.

Thank you,

Sharon

Sharon Dixon

Disaster Program Manager

American Red Cross

14298 Lee Hwy

Bristol, VA 24202

423.341.8471

[sharon.dixon2@redcross.org](mailto:sharon.dixon2@redcross.org)



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

Action Item B-1  
Presenter: Chairperson

**Meeting: 4/8/24 6:00 PM**

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## Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of March 2, 2024**
- **Unapproved minutes of March 8, 2024**

### STAFF RECOMMENDATION(s):

Board discretion

### SUGGESTED MOTION(s):

Motion to approve Board Minutes.

### ATTACHMENTS:

- Board Minutes

DRAFT

March 2, 2024

A regular monthly meeting of the Russell County Board of Supervisors was held on Saturday, March 2, 2024 at 9:00 AM at the Russell County Government Center in Lebanon, Virginia.

CALL TO ORDER & ROLL CALL

The Clerk called the meeting to order.

Roll Call by the Clerk:

Present -

Andrew Hensley  
Tara Dye  
David Eaton  
Steve Breeding  
Rebecca Dye  
Lou Ann Wallace  
Nate Kiser

Lonzo Lester, Clerk  
Rhonda Lester, Deputy Clerk  
Terry Kilgore, County Attorney

Absent - None

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation performed by Jacob Musick, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by David Eaton, second Tara Dye and duly approved by the Board of Supervisors to amend the agenda to:

- a) Table – Presentation by Matt Jordan – Appalachian Soccer Association
- b) Table – Request/RC Planning Commission Plats
- c) Add – Reports #6 & #7

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

PRESENTATIONS

- 1. Shiloh Brooks – RC Tourism – 2023 Annual Tourism Presentation

NEW BUSINESS

- 1. Approval of Minutes:

Motion made by Andrew Hensley, second David Eaton and duly approved by the Board of Supervisors to approve the February 3, 2024 minutes as presented and dispense with the reading thereof.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, and Nate Kiser

Nay: None

Abstain: Lou Ann Wallace

Absent: None

2. Approval of Expenditures:

Motion made by David Eaton, second Lou Ann Wallace and duly approved by the Board of Supervisors to approve the expenditures presented for payment.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

3. Committee Appointments:

Committee and Board Appointment Applications are currently being accepted.

CITIZENS' COMMENTS

The Chair opened the citizens' comment period.

1. The following citizens voiced their opposition to the proposed landfill at Moss III:

Dana Tucker, Honaker  
Sarah Dungan, Raven  
Josh Burgess, Cleveland  
Betty Dickenson, Castlewood  
Jarred Ring, Castlewood  
Sherry Patton, Hansonville  
Tammy Garrett, Lebanon  
Tim McClannahan, Honaker  
Randi Collins, Lebanon  
Charles King, Jr., Belfast  
Wanda Simerly, Cleveland  
Bre Fife, California formerly from Cleveland  
Larry Hughes, Lebanon  
Oris Christian, Big Cedar Creek  
David Dingus, Gravel Lick  
Walter Dingus, Gravel Lick  
Amy Branson, Castlewood  
Christina Caudill, Castlewood  
Curt Salyers, Carbo  
Tammy Miller, Finney  
Larry Miller, Finney  
Chad Terry, Gravel Lick  
Kara Couch, Gravel Lick  
Jennifer Chumbley, Cleveland

COUNTY ADMINISTRATOR REQUESTS

1. Motion made by David Eaton, second Nate Kiser and duly approved by the Board of Supervisors to approve the RC Disposal Truck Surplus – JM Wood Auction Co.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

2. Motion made by Andrew Hensley, second Tara Dye to approve the RC Planning Commission Organization membership reduction to include five members: Greg Stoots, John Mason, Phillip Addington, Tara Dye and Ernie McFaddin.

Substitute motion made by Lou Ann Wallace, second Rebecca Dye to remove the county liaison Tara Dye, remove Nate Kiser's at-large member thus leaving six members that represent the six districts of the county.

The vote for the substitute motion was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, and Nate Kiser

Nay: Rebecca Dye, Lou Ann Wallace

Absent: None

By a Majority Vote, the Substitute Motion Failed

The vote for the original motion was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Nate Kiser, and Rebecca Dye

Nay: Lou Ann Wallace

Absent: None

By a Majority Vote, the Original Motion Passed

3. Motion made by Andrew Hensley, second Lou Ann Wallace and duly approved by the Board of Supervisors to approve reducing the RC Planning Commission Organization meeting to every other month unless necessary business comes up, in which case, the chairman can call a meeting.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

4. Motion made by Tara Dye, second Nate Kiser and duly approved by the Board of Supervisors to approve the RC Cigarette & Meal Tax Ordinance Public Hearing.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

5. Motion made by David Eaton, second Nate Kiser and duly approved by the Board of Supervisors to approve the Travel Request – State Public Library Meeting (3/20 – 3/23 2024).

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

6. Motion made by David Eaton, second Lou Ann Wallace and duly approved by the Board of Supervisors to approve the Lebanon Little League Request for \$27,875.00 to repair safety issues at the Glade Hollow Little League Park.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

## ADJOURNMENT

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

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser  
Nay: None  
Absent: None

The next regular monthly meeting is scheduled for Monday April 8, 2024 at 6:00 PM.

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chairperson

DRAFT

March 8, 2024

A public hearing of the Russell County Board of Supervisors was held on Friday, March 8, 2024 at 7:00 PM at the Russell County Government Center in Lebanon, Virginia.

CALL TO ORDER & ROLL CALL

The Clerk called the meeting to order.

Roll Call by the Clerk:

Present -

Andrew Hensley  
Tara Dye  
David Eaton  
Steve Breeding  
Rebecca Dye  
Lou Ann Wallace  
Nate Kiser

Lono Lester, Clerk  
Rhonda Lester, Deputy Clerk  
Jeff Southard, Gentry Locke Law Firm  
David Paylor, Potesta Engineering & Environmental Consultants

Absent - None

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation performed by Jacob Musick, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by Nate Kiser, second David Eaton and duly approved by the Board of Supervisors to approve the agenda as presented:

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

PRESENTATIONS (BOARD QUESTIONS)

1. Landfill Presentation – Jeff Southard (Gentry Locke Law Firm); David Paylor – Potesta Engineering & Environmental Consultants; Lonzo Lester – County Administrator

CITIZENS' COMMENTS

The Chair opened the citizens' comment period.

1. The following citizens voiced their opposition to the proposed landfill at Moss III:

Kerry McCormick, Artrip  
RD Sned, Lebanon  
David Dingus, Gravel Lick  
Charity Dingus, Castlewood  
Denise Blevins,  
Betty Dickenson, Castlewood

Dewight Miller, Swords Creek  
Raymond Harrison, Cleveland  
Jaylee Miller, Nash's Ford  
Sherry Patton, Hansonville  
Larry Miller, Finney  
Larry Hughes, Lebanon  
Dave Cheek, River Mtn. Rd  
Jimmy Little, Gravel Lick  
Chad Terry, Gravel Lick  
Kara Couch, Gravel Lick  
Sarah Dungan, Raven  
Josh Burgess, Cleveland  
Amy Branson, Castlewood  
Gary Hughes, Comm. Church Rd  
Brandi Hurley  
Ben Price, Cedar Bluff  
Jennifer Chumbley, Cleveland  
James Gibbs, Bristol, VA  
Tammy Garrett, Lebanon  
Josh Miller, Abingdon, VA  
Tim Cywinski  
Ed Young, River Mtn Rd  
James Rasnake  
Brandon Moore  
Jarred Ring, Castlewood  
Sylvia Boyd, Lebanon  
John Lyttle, St Paul  
Walter Dingus, Gravel Lick  
Farrah Morgan  
Cameron Snead, Lebanon  
Amber Hobson, Lebanon  
Curt Salyers, Cleveland  
Christina Caudill, Castlewood  
John Dorsey  
James Greer  
Angie McGlothlin, Honaker  
Tim Wallace, Cleveland

Motion made by Nate Kiser, second Tara Dye to appoint a citizen advisory committee with Steve Breeding and Lou Ann Wallace to include: David Cheek, David Miller, and Jarrod Ring

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, and Nate Kiser

Nay: None

Absent: None

#### ADJOURNMENT

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

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

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Clerk of the Board

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Chairperson





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

Action Item B-2  
Presenter: Chairperson

**Meeting: 4/8/24 6:00 PM**

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## Approval of Expenditures

Request approval of the County's March 2024 Monthly Expenditures:

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

County's March 2024 Monthly Expenditures are in compliance with budget and operational services.

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

Motion to approve County's March 2024 Monthly Expenditures.

### **ATTACHMENTS:**

- March 2024 Monthly Expenditures

DRAFT

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
4/08/2024	3/04/2024	005101 ABOVE EXPECTATI	RCS01024		879.00	879.00	4100-031020-5408-	-
4/08/2024	3/04/2024	005101 ABOVE EXPECTATI	RCS01124		1,432.00	1,432.00	4100-031020-5408-	-
4/08/2024	3/04/2024	005101 ABOVE EXPECTATI	RCS01224		680.27	680.27	4100-031020-5408-	-
4/08/2024	3/04/2024	005101 ABOVE EXPECTATI	RCS01324		967.00	967.00	4100-031020-5408-	-
4/08/2024	3/11/2024	005101 ABOVE EXPECTATI	RCS01424		377.05	377.05	4100-031020-5408-	-
4/08/2024	3/18/2024	005101 ABOVE EXPECTATI	RCS01524		1,432.00	1,432.00	4100-031020-5408-	-
					5,767.32	5,767.32	*	
4/08/2024	3/01/2024	004228 ADDINGTON CAROL	MARCH 2024		494.46	494.46	4100-011010-5501-	-
4/08/2024	3/01/2024	004228 ADDINGTON CAROL	MARCH 2024		1,048.98	1,048.98	4100-011010-5504-	-
					1,543.44	1,543.44	*	
4/08/2024	2/21/2024	004982 AMAZON CAPITAL	02-21 03-17-24	10	523.80	523.80	4100-073010-5411-	-
4/08/2024	2/21/2024	004982 AMAZON CAPITAL	02-21 03-17-24	10	38.58	38.58	4100-073010-5401-	-
4/08/2024	2/21/2024	004982 AMAZON CAPITAL	02-21 03-17-24	10	574.17	574.17	4100-073010-5414-	-
					1,136.55	1,136.55	*	
4/08/2024	3/13/2024	003191 APPLICATIONS SY	10000681		7,295.00	7,295.00	4100-012300-3002-	-
					7,295.00	7,295.00	*	
4/08/2024	3/01/2024	005141 ASCENTEC HOLDIN	2626		480.00	480.00	4100-022010-5415-	-
					480.00	480.00	*	
4/08/2024	3/15/2024	000047 AT&T	03152024		49.30	49.30	4100-031020-5203-	-
4/08/2024	3/15/2024	000047 AT&T	03152024		32.75	32.75	4100-031020-5203-	-
					82.05	82.05	*	
4/08/2024	2/28/2024	001425 ATLANTIC ELECTI	725		10,244.36	10,244.36	4100-013010-3002-	-
					10,244.36	10,244.36	*	
4/08/2024	3/06/2024	003103 AUTO MOTION SER	134		451.45	451.45	4100-031020-5408-	-
4/08/2024	3/06/2024	003103 AUTO MOTION SER	136		33.98	33.98	4100-031020-5408-	-
					485.43	485.43	*	
4/08/2024	3/01/2024	001225 BAI MUNICIPAL S	20240304002		400.00	400.00	4100-011010-5504-	-
					400.00	400.00	*	
4/08/2024	2/16/2024	000007 BAKER & TAYLOR	2-16 3-15-24	10	419.23	419.23	4100-073010-5411-	-
					419.23	419.23	*	
4/08/2024	1/31/2024	004494 BENTLEY DISTRIB	410324		11.30	11.30	4100-012010-5401-	-
4/08/2024	1/31/2024	004494 BENTLEY DISTRIB	410324		11.30	11.30	4100-012090-5401-	-
4/08/2024	1/31/2024	004494 BENTLEY DISTRIB	410324		11.30	11.30	4100-035050-5401-	-
4/08/2024	1/31/2024	004494 BENTLEY DISTRIB	410324		11.30	11.30	4100-034010-5401-	-
4/08/2024	1/31/2024	004494 BENTLEY DISTRIB	410324		11.30	11.30	4100-012130-5401-	-
4/08/2024	2/21/2024	004494 BENTLEY DISTRIB	411398		20.60	20.60	4100-012010-5401-	-
4/08/2024	2/21/2024	004494 BENTLEY DISTRIB	411398		20.60	20.60	4100-012090-5401-	-
4/08/2024	2/21/2024	004494 BENTLEY DISTRIB	411398		20.60	20.60	4100-035050-5401-	-
4/08/2024	2/21/2024	004494 BENTLEY DISTRIB	411398		20.60	20.60	4100-034010-5401-	-
4/08/2024	2/21/2024	004494 BENTLEY DISTRIB	411398		20.60	20.60	4100-012130-5401-	-
					159.50	159.50	*	
4/08/2024	11/08/2023	000052 BLEVINS SEPTIC	38224		595.00	595.00	4100-043020-3004-	-
					595.00	595.00	*	
4/08/2024	3/13/2024	005151 BODY ARMOR OUTL	SO18775-IN36741		6,855.00	6,855.00	4100-094010-8041-	-
					6,855.00	6,855.00	*	
4/08/2024	3/25/2024	003154 BOOKPAGE	S82219	10	414.00	414.00	4100-073010-5413-	-
					414.00	414.00	*	
4/08/2024	3/07/2024	004948 BROOKS SHILOH	03072024		28.67	28.67	4100-011010-5501-	-
					28.67	28.67	*	
4/08/2024	3/18/2024	002429 BUILDING SYSTEM	IN00078736		372.60	372.60	4100-043020-3004-	-
					372.60	372.60	*	
4/08/2024	2/09/2024	005158 CARDIO PARTNERS	INV3344680		41.36	41.36	4100-035050-7000-	-
					41.36	41.36	*	
4/08/2024	3/01/2024	004350 CENTRAL HYDRAUL	21271		477.20	477.20	4100-042400-5413-	-
					477.20	477.20	*	

<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>
4/08/2024	3/18/2024	005170	COMMISSIONER OF 8284		150.00	150.00	4100-012090-5401-	-
					150.00	150.00 *		
4/08/2024	3/31/2024	004847	CRESS SANDRA JAN FEB MAR 24		600.00	600.00	4100-022010-5415-	-
					600.00	600.00 *		
4/08/2024	3/18/2024	000171	CUMBERLAND PLAT 323.		84,808.93	84,808.93	4100-042010-3002-	-
					84,808.93	84,808.93 *		
4/08/2024	1/08/2024	004653	DANA SAFETY SUP 887923		489.00	489.00	4100-031020-5409-	-
					489.00	489.00 *		
4/08/2024	3/20/2024	001871	DELPH KELLY MCB 0320-0322-2024	10	552.99	552.99	4100-073010-5411-	-
					552.99	552.99 *		
4/08/2024	3/18/2024	000193	DISCOUNT TIRE C 4701		884.00	884.00	4100-043020-5408-	-
					884.00	884.00 *		
4/08/2024	6/02/2023	000198	DOMINION OFFICE 154449		62.99	62.99	4100-012010-5401-	-
4/08/2024	6/15/2024	000198	DOMINION OFFICE 154721		72.59	72.59	4100-035050-5401-	-
4/08/2024	3/01/2024	000198	DOMINION OFFICE 160107		17.96	17.96	4100-012010-5401-	-
4/08/2024	2/02/2024	000198	DOMINION OFFICE 160330		56.99	56.99	4100-031020-5401-	-
4/08/2024	2/06/2024	000198	DOMINION OFFICE 160408		14.99	14.99	4100-031020-5401-	-
4/08/2024	2/09/2024	000198	DOMINION OFFICE 160513		17.88	17.88	4100-031020-5401-	-
4/08/2024	2/09/2024	000198	DOMINION OFFICE 160514		319.90	319.90	4100-031020-5401-	-
4/08/2024	2/09/2024	000198	DOMINION OFFICE 160529		94.70	94.70	4100-032050-5401-	-
4/08/2024	2/14/2024	000198	DOMINION OFFICE 160596		76.27	76.27	4100-031020-5401-	-
4/08/2024	2/16/2024	000198	DOMINION OFFICE 160677		27.76	27.76	4100-031020-5401-	-
4/08/2024	2/20/2024	000198	DOMINION OFFICE 160768		255.98	255.98	4100-031020-5401-	-
4/08/2024	2/20/2024	000198	DOMINION OFFICE 160777		346.46	346.46	4100-031020-5401-	-
4/08/2024	2/22/2024	000198	DOMINION OFFICE 160838		269.99	269.99	4100-031020-5401-	-
4/08/2024	2/23/2024	000198	DOMINION OFFICE 160917		18.99	18.99	4100-031020-5401-	-
4/08/2024	2/26/2024	000198	DOMINION OFFICE 160937		13.00	13.00	4100-031020-5401-	-
4/08/2024	2/28/2024	000198	DOMINION OFFICE 161014		3,449.56	3,449.56	4100-094010-8041-	-
4/08/2024	3/06/2024	000198	DOMINION OFFICE 161037		202.99	202.99	4100-022010-5415-	-
4/08/2024	3/06/2024	000198	DOMINION OFFICE 161040		72.54	72.54	4100-012010-5401-	-
4/08/2024	3/06/2024	000198	DOMINION OFFICE 161044		86.49	86.49	4100-043020-5405-	-
4/08/2024	2/29/2024	000198	DOMINION OFFICE 161056		193.60	193.60	4100-021060-5401-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161148		233.00	233.00	4100-072010-5405-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161205		245.97	245.97	4100-072010-5405-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161208		161.98	161.98	4100-012010-5401-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161214		15.89	15.89	4100-012010-5401-	-
4/08/2024	2/26/2024	000198	DOMINION OFFICE 4193		198.99	198.99	4100-031020-5401-	-
4/08/2024	3/07/2024	000198	DOMINION OFFICE 161044.2		79.99	79.99	4100-043020-5405-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161211		13.36	13.36	4100-021060-5401-	-
4/08/2024	2/15/2024	000198	DOMINION OFFICE 160586	1	558.00	558.00	4100-094010-8021-	-
4/08/2024	3/15/2024	000198	DOMINION OFFICE 161044.1		57.99	57.99	4100-043020-5405-	-
4/08/2024	3/15/2024	000198	DOMINION OFFICE 161212		299.99	299.99	4100-013010-5401-	-
4/08/2024	3/15/2024	000198	DOMINION OFFICE 161317		56.99	56.99	4100-012010-5401-	-
4/08/2024	3/15/2024	000198	DOMINION OFFICE 161378		48.22	48.22	4100-021060-5401-	-
4/08/2024	3/20/2024	000198	DOMINION OFFICE 161457		117.42	117.42	4100-012010-5401-	-
4/08/2024	3/20/2024	000198	DOMINION OFFICE 161462		372.98	372.98	4100-043020-5405-	-
4/08/2024	3/22/2024	000198	DOMINION OFFICE 161511		30.99	30.99	4100-012010-5401-	-
4/08/2024	3/22/2024	000198	DOMINION OFFICE 161524		33.99	33.99	4100-012010-5401-	-
4/08/2024	3/08/2024	000198	DOMINION OFFICE 161210	10	56.99	56.99	4100-073010-5407-	-
4/08/2024	3/22/2024	000198	DOMINION OFFICE 161514		227.76	227.76	4100-035050-5401-	-
4/08/2024	3/22/2024	000198	DOMINION OFFICE 161526		129.99	129.99	4100-013010-5401-	-
					8,214.14	8,214.14 *		
4/08/2024	3/27/2024	004821	DYNAMIC ADVERTI 118406		195.00	195.00	4100-081040-3007-	-
					195.00	195.00 *		
4/08/2024	3/22/2024	000191	E DILLION & COM 56335		522.84	522.84	4100-071040-5605-	-

<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>
4/08/2024	3/27/2024	000191 E DILLION & COM	56590		523.32	523.32	4100-071040-5605-	-
					1,046.16	1,046.16 *		
4/08/2024	3/13/2024	004906 ENNIS, INC	51327018		661.26	661.26	4100-031020-3005-	-
					661.26	661.26 *		
4/08/2024	2/23/2024	002162 FIRST IMPRESSIO	127043/1		69.99	69.99	4100-031020-3005-	-
					69.99	69.99 *		
4/08/2024	3/30/2024	005036 FIRST-CITIZENS	44349934	10	28.76	28.76	4100-073010-3002-	-
					28.76	28.76 *		
4/08/2024	3/20/2024	001445 FISHER AUTO PAR	397-3000021		39.39	39.39	4100-031020-5408-	-
4/08/2024	3/20/2024	001445 FISHER AUTO PAR	397-3000008		40.90	40.90	4100-031020-5408-	-
4/08/2024	4/01/2024	001445 FISHER AUTO PAR	397-300432		895.99	895.99	4100-042400-5408-	-
4/08/2024	4/02/2024	001445 FISHER AUTO PAR	397-300515		70.83	70.83	4100-042400-5408-	-
4/08/2024	3/18/2024	001445 FISHER AUTO PAR	402-585999		106.77	106.77	4100-043020-5408-	-
					1,153.88	1,153.88 *		
4/08/2024	2/13/2024	000235 FLOWER COUNTRY	02132024		75.00	75.00	4100-011010-5413-	-
					75.00	75.00 *		
4/08/2024	2/02/2024	000239 FOOD CITY	02022024		30.26	30.26	4100-011010-5413-	-
					30.26	30.26 *		
4/08/2024	2/15/2024	000854 GALL'S, LLC	027102615		1,361.34	1,361.34	4100-094010-8041-	-
4/08/2024	2/21/2024	000854 GALL'S, LLC	027154296	1	336.95	336.95	4100-094010-8021-	-
4/08/2024	3/04/2024	000854 GALL'S, LLC	027266048		325.61	325.61	4100-094010-8041-	-
					2,023.90	2,023.90 *		
4/08/2024	3/21/2024	001862 GREAT AMERICA L	36180250		263.22	263.22	4100-012090-5401-	-
4/08/2024	3/29/2024	001862 GREAT AMERICA L	36242612		140.00	140.00	4100-031020-5401-	-
					403.22	403.22 *		
4/08/2024	12/01/2023	005074 HD MEDIA CO INC	1926486.		449.40	449.40	4100-011010-3007-	-
4/08/2024	2/29/2024	005074 HD MEDIA CO INC	3400583	10	44.00	44.00	4100-073010-5413-	-
					493.40	493.40 *		
4/08/2024	2/02/2024	005156 HENSLEY ANDREW	02022024		94.67	94.67	4100-011010-5501-	-
					94.67	94.67 *		
4/08/2024	3/18/2024	004627 HOLSTON MEDICAL	279920		60.00	60.00	4100-042400-5401-	-
					60.00	60.00 *		
4/08/2024	3/19/2024	000308 HONAKER TIRE SE	302297		685.28	685.28	4100-042400-5408-	-
4/08/2024	3/27/2024	000308 HONAKER TIRE SE	302350		724.00	724.00	4100-042400-5408-	-
					1,409.28	1,409.28 *		
4/08/2024	3/14/2024	000314 HUFFMAN'S TIRE	RICKSALYERS		571.00	571.00	4100-031020-5408-	-
					571.00	571.00 *		
4/08/2024	2/22/2024	003866 INNOVATIVE TECH	4071		256.00	256.00	4100-032050-3005-	-
4/08/2024	3/21/2024	003866 INNOVATIVE TECH	4086		450.00	450.00	4100-012300-3002-	-
4/08/2024	3/21/2024	003866 INNOVATIVE TECH	4086		100.00	100.00	4100-012300-7002-	-
4/08/2024	3/21/2024	003866 INNOVATIVE TECH	4093		75.00	75.00	4100-032050-3005-	-
4/08/2024	3/21/2024	003866 INNOVATIVE TECH	4094		2,287.50	2,287.50	4100-031020-3005-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4098		7,987.50	7,987.50	4100-012300-3002-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4099		187.50	187.50	4100-012300-3002-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4100		75.00	75.00	4100-071040-5605-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4101		262.50	262.50	4100-012300-3002-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4103		1,912.50	1,912.50	4100-022010-5415-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4103		110.00	110.00	4100-022010-5415-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4104		75.00	75.00	4100-072010-3009-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4104		412.50	412.50	4100-071040-5600-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4105		1,837.50	1,837.50	4100-012300-3002-	-
4/08/2024	4/02/2024	003866 INNOVATIVE TECH	4106		16,028.50	16,028.50 *		
4/08/2024	4/01/2024	004316 IWORQ SYSTEMS	203114		3,995.00	3,995.00	4100-034010-5413-	-
					3,995.00	3,995.00 *		
4/08/2024	3/25/2024	003587 JOHN DEERE FINA	03252024		260.20	260.20	4100-031020-5408-	-

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
4/08/2024	2/26/2024	003587 JOHN DEERE FINA	1252219		4.69	4.69	4100-043020-5407-	-
4/08/2024	3/01/2024	003587 JOHN DEERE FINA	1252525		95.78	95.78	4100-043020-5407-	-
4/08/2024	3/14/2024	003587 JOHN DEERE FINA	1253705		17.98	17.98	4100-043020-5407-	-
4/08/2024	3/14/2024	003587 JOHN DEERE FINA	1253709		30.99	30.99	4100-043020-5407-	-
4/08/2024	3/23/2024	003587 JOHN DEERE FINA	3057993		24.94	24.94	4100-022010-5415-	-
					434.58	434.58 *		
4/08/2024	4/01/2024	003355 JONES MICHELLE	NOV23-MAR24		8,850.00	8,850.00	4100-035010-5404-	-
					8,850.00	8,850.00 *		
4/08/2024	1/08/2024	000353 KEGLEY SERVICE	40454		20.00	20.00	4100-031020-5408-	-
4/08/2024	3/04/2024	000353 KEGLEY SERVICE	39393		83.83	83.83	4100-022010-5415-	-
					103.83	103.83 *		
4/08/2024	1/22/2024	002142 KESTNER MAX	1728		128.50	128.50	4100-043020-5407-	-
4/08/2024	2/01/2024	002142 KESTNER MAX	1729		102.23	102.23	4100-043020-5407-	-
4/08/2024	1/04/2024	002142 KESTNER MAX	1724		2,030.60	2,030.60	4100-031020-3005-	-
					2,261.33	2,261.33 *		
4/08/2024	2/07/2024	001235 KIDS REFERENCE	KRC02-12938	10	137.70	137.70	4100-073010-5411-	-
4/08/2024	3/15/2024	001235 KIDS REFERENCE	KRC02-12940	10	156.90	156.90	4100-073010-5411-	-
					294.60	294.60 *		
4/08/2024	3/04/2024	005072 KILGORE LAW OFF	56741		1,085.00	1,085.00	4100-011010-3002-	-
					1,085.00	1,085.00 *		
4/08/2024	3/11/2024	000359 KWIK KAFE	3510-736956		39.00	39.00	4100-012010-5401-	-
					39.00	39.00 *		
4/08/2024	3/20/2024	003051 LIGHTHOUSE SUPP	03203969		925.00	925.00	4100-043020-5407-	-
					925.00	925.00 *		
4/08/2024	3/03/2024	004883 LOONEY ALYSSA L	MARCH 2024		36.03	36.03	4100-013020-5413-	-
4/08/2024	3/03/2024	004883 LOONEY ALYSSA L	MARCH 2024		758.42	758.42	4100-011010-5504-	-
					794.45	794.45 *		
4/08/2024	3/11/2024	000393 LOWES	901385		163.74	163.74	4100-035010-5405-	-
4/08/2024	3/06/2024	000393 LOWES	901455		355.88	355.88	4100-071040-5607-	-
4/08/2024	3/01/2024	000393 LOWES	901542		18.04	18.04	4100-043020-5407-	-
4/08/2024	3/07/2024	000393 LOWES	971353		152.05	152.05	4100-043020-5407-	-
4/08/2024	2/29/2024	000393 LOWES	994610		160.43	160.43	4100-043020-5407-	-
4/08/2024	3/11/2024	000393 LOWES	996825		368.08	368.08	4100-035010-5405-	-
4/08/2024	3/11/2024	000393 LOWES	996841		170.05	170.05	4100-035010-5405-	-
					1,388.27	1,388.27 *		
4/08/2024	3/05/2024	003913 MCGLOTHLIN BRID	03052024		75.25	75.25	4100-011010-5504-	-
					75.25	75.25 *		
4/08/2024	3/18/2024	003374 MCMASTER-CARR S	23946950		35.64	35.64	4100-043020-5407-	-
					35.64	35.64 *		
4/08/2024	3/11/2024	003481 MEADE TRACTOR	11889432		60.88	60.88	4100-043020-5408-	-
4/08/2024	3/28/2024	003481 MEADE TRACTOR	11903661		87.83	87.83	4100-043020-5408-	-
					148.71	148.71 *		
4/08/2024	4/01/2024	003387 MOBILE COMMUNIC	80128175		695.00	695.00	4100-031020-7003-	-
					695.00	695.00 *		
4/08/2024	3/28/2024	003474 MONK HARRY J	DEC 23-MARCH24		99.09	99.09	4100-011010-5501-	-
					99.09	99.09 *		
4/08/2024	2/19/2024	004926 MORGAN MCCLURE	160020		20.00	20.00	4100-022010-5415-	-
					20.00	20.00 *		
4/08/2024	2/23/2024	004271 MOTOROLA SOLUTI	8281827765		811.56	811.56	4100-031020-7003-	-
					811.56	811.56 *		
4/08/2024	2/29/2024	004196 NATIONAL AUTO F	DE-18489		223,762.00	223,762.00	4100-042400-5408-	-
					223,762.00	223,762.00 *		
4/08/2024	3/08/2024	005070 NEWBERRY PEST S	034		250.00	250.00	4100-071040-5600-	-
					250.00	250.00 *		
4/08/2024	1/31/2024	003123 O'REILLY AUTO P	1943-133358		52.44	52.44	4100-031020-5408-	-

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
4/08/2024	2/01/2024	003123 O'REILLY AUTO P	1943-133472		10.78	10.78	4100-031020-5408-	-
4/08/2024	2/27/2024	003123 O'REILLY AUTO P	1943-136380		13.98	13.98	4100-031020-5408-	-
4/08/2024	3/25/2024	003123 O'REILLY AUTO P	1943-139739		19.99	19.99	4100-043020-5407-	-
					97.19	97.19 *		
4/08/2024	4/08/2024	000904 OLD DOMINION PO	04082024		363.87	363.87	4100-043020-5101-	-
4/08/2024	4/08/2024	000904 OLD DOMINION PO	04082024		353.77	353.77	4100-071040-5101-	-
4/08/2024	3/25/2024	000904 OLD DOMINION PO	03252024		312.09	312.09	4100-043020-5101-	-
					1,029.73	1,029.73 *		
4/08/2024	3/13/2024	004843 QUADIENNT LEASIN	P1246881		6.37	6.37	4100-031020-5201-	-
					6.37	6.37 *		
4/08/2024	2/28/2024	004684 RAILROAD MANAGE	5005669		648.00	648.00	4100-042010-3140-	-
					648.00	648.00 *		
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230619		11.01	11.01	4100-021020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230647		38.76	38.76	4100-021060-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230673		9.84	9.84	4100-031020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230690		305.43	305.43	4100-022010-5401-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230916		208.01	208.01	4100-012010-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230940		11.06	11.06	4100-032050-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230952		4.29	4.29	4100-021020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069230979		7.31	7.31	4100-031020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231070		17.76	17.76	4100-021020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231152		15.27	15.27	4100-032050-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231182		7.85	7.85	4100-031020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231339		61.98	61.98	4100-031020-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231536		60.32	60.32	4100-012090-5401-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231541		9.57	9.57	4100-034010-5401-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231759		13.57	13.57	4100-012130-3005-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231803		58.63	58.63	4100-022010-5401-	-
4/08/2024	4/01/2024	002812 RICOH USA, INC	5069231839		3.08	3.08	4100-021020-3005-	-
					843.74	843.74 *		
4/08/2024	3/01/2024	000578 RUSSELL COUNTY	4TH QUARTERFY24		92,438.75	92,438.75	4100-051020-5601-	-
					92,438.75	92,438.75 *		
4/08/2024	3/26/2024	000663 RUSSELL COUNTY	MAR 24 WWTP	1	16,650.79	16,650.79	4100-082010-8025-	-
4/08/2024	12/20/2023	000663 RUSSELL COUNTY	MAR-24	1	7,740.00	7,740.00	4100-095010-9130-	-
4/08/2024	3/27/2024	000663 RUSSELL COUNTY	1003	1	4,234.00	4,234.00	4100-031020-5409-	-
4/08/2024	3/25/2024	000663 RUSSELL COUNTY	1003.	2	709.56	709.56	4100-042400-5413-	-
4/08/2024	3/26/2024	000663 RUSSELL COUNTY	1004	2	1,230.79	1,230.79	4100-042400-5413-	-
					30,565.14	30,565.14 *		
4/08/2024	3/23/2024	000594 SAM'S CLUB/GEGR	03232024		138.86	138.86	4100-031020-5409-	-
					138.86	138.86 *		
4/08/2024	3/16/2024	004017 SCOTT HERBERT W	MARCH 2024		552.91	552.91	4100-011010-5501-	-
4/08/2024	3/16/2024	004017 SCOTT HERBERT W	MARCH 2024		1,042.85	1,042.85	4100-011010-5504-	-
					1,595.76	1,595.76 *		
4/08/2024	3/16/2024	003380 SHENTEL	03162024		144.97	144.97	4100-012010-5413-	-
4/08/2024	3/16/2024	003380 SHENTEL	03162024-		144.97	144.97	4100-031020-5203-	-
4/08/2024	3/16/2024	003380 SHENTEL	03162024--		140.98	140.98	4100-031020-5203-	-
4/08/2024	3/21/2024	003380 SHENTEL	03212024		80.53	80.53	4100-012010-5413-	-
4/08/2024	3/22/2024	003380 SHENTEL	03222024		161.26	161.26	4100-035050-5413-	-
					672.71	672.71 *		
4/08/2024	3/19/2024	004429 SHORTER DIANA	DEC23-MARCH24		12.04	12.04	4100-013010-5201-	-
4/08/2024	3/19/2024	004429 SHORTER DIANA	DEC23-MARCH24		10.50	10.50	4100-013010-5401-	-
4/08/2024	3/19/2024	004429 SHORTER DIANA	DEC23-MARCH24		489.09	489.09	4100-013020-5401-	-
4/08/2024	3/19/2024	004429 SHORTER DIANA	DEC23-MARCH24		298.82	298.82	4100-011010-5501-	-
4/08/2024	3/19/2024	004429 SHORTER DIANA	DEC23-MARCH24		1,414.93	1,414.93	4100-011010-5504-	-
					2,225.38	2,225.38 *		



<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>
4/08/2024	3/03/2024	001299	SIGN SHOP OF SO 1018		350.00	350.00	4100-042400-5413-	-
4/08/2024	3/26/2024	001299	SIGN SHOP OF SO 1023		135.00	135.00	4100-042400-5408-	-
					485.00	485.00 *		
4/08/2024	3/01/2024	001439	SMYTH COUNTY 120693		35.00	35.00	4100-031020-3009-	-
					35.00	35.00 *		
4/08/2024	3/21/2024	001700	SOUTHWEST VA VE 158566		14,013.06	14,013.06	4100-035010-5404-	-
					14,013.06	14,013.06 *		
4/08/2024	3/31/2024	002216	SOUTHWEST VIRGI JAN-MARCH 2024		450.00	450.00	4100-022010-5415-	-
					450.00	450.00 *		
4/08/2024	3/05/2024	002498	SOUTHWEST VIRGI 4TH QUARTERFY24		437,718.44	437,718.44	4100-033010-3009-	-
4/08/2024	3/05/2024	002498	SOUTHWEST VIRGI 4TH QUARTERFY24		93,076.92	93,076.92	4100-033010-1006-	-
					530,795.36	530,795.36 *		
4/08/2024	3/18/2024	002562	STERICYCLE INC 8006576943		91.80	91.80	4100-021060-5401-	-
4/08/2024	3/18/2024	002562	STERICYCLE INC 8006576943		31.08	31.08	4100-012010-5401-	-
4/08/2024	3/18/2024	002562	STERICYCLE INC 8006576943		31.08	31.08	4100-012090-5401-	-
4/08/2024	3/18/2024	002562	STERICYCLE INC 8006576943		31.08	31.08	4100-012130-5401-	-
					185.04	185.04 *		
4/08/2024	3/28/2024	003144	SUMMIT BUSINESS 2024128		78.75	78.75	4100-012300-7002-	-
					78.75	78.75 *		
4/08/2024	3/31/2024	003924	TACS 9146		1,362.00	1,362.00	4100-011010-3002-	-
4/08/2024	4/14/2024	003924	TACS 9196		656.00	656.00	4100-011010-3002-	-
4/08/2024	6/30/2024	003924	TACS 9236		687.60	687.60	4100-011010-3002-	-
4/08/2024	4/21/2024	003924	TACS 9263		274.90	274.90	4100-011010-3002-	-
					2,980.50	2,980.50 *		
4/08/2024	3/04/2024	000667	TAZEWELL COUNTY JUL23-MARCH24		1,628.10	1,628.10	4100-095010-9130-	-
					1,628.10	1,628.10 *		
4/08/2024	3/06/2024	005157	TESTERMAN'S GRA 24-047		533.50	533.50	4100-035050-5401-	-
4/08/2024	3/21/2024	005157	TESTERMAN'S GRA 24-140		60.00	60.00	4100-035050-5401-	-
					593.50	593.50 *		
4/08/2024	3/31/2024	000680	TOWN OF HONAKER 03312024		81.62	81.62	4100-043020-5103-	-
					81.62	81.62 *		
4/08/2024	3/18/2024	000376	TOWN OF LEBANON FEB 16 MARCH 15		11,850.00	11,850.00	4100-042010-3140-	-
					11,850.00	11,850.00 *		
4/08/2024	2/26/2024	001223	TREASURER OF VI 24-167C-RMS2		3,772.44	3,772.44	4100-021060-5902-	-
					3,772.44	3,772.44 *		
4/08/2024	2/29/2024	002133	TREASURER OF VI 02292024		60.00	60.00	4100-035030-3001-	-
4/08/2024	3/07/2024	002133	TREASURER OF VI 030720244		20.00	20.00	4100-035030-3001-	-
4/08/2024	3/18/2024	002133	TREASURER OF VI 03182024		40.00	40.00	4100-035030-3001-	-
4/08/2024	3/22/2024	002133	TREASURER OF VI 03222024		40.00	40.00	4100-035030-3001-	-
					160.00	160.00 *		
4/08/2024	2/23/2024	000700	TRI CITY BUSINE AR37080	10	248.30	248.30	4100-073010-3002-	-
					248.30	248.30 *		
4/08/2024	2/27/2024	003965	UNIFIRST CORPOR 1730111961		38.41	38.41	4100-031020-3005-	-
4/08/2024	3/12/2024	003965	UNIFIRST CORPOR 1730114429		21.21	21.21	4100-031020-3005-	-
4/08/2024	3/26/2024	003965	UNIFIRST CORPOR 1730116913		20.50	20.50	4100-043020-3008-	-
4/08/2024	3/26/2024	003965	UNIFIRST CORPOR 1730116915		81.06	81.06	4100-043020-3008-	-
4/08/2024	3/26/2024	003965	UNIFIRST CORPOR 1730116918		22.21	22.21	4100-043020-3008-	-
4/08/2024	1/23/2024	003965	UNIFIRST CORPOR 1730106337		20.37	20.37	4100-043020-3008-	-
					203.76	203.76 *		
4/08/2024	3/21/2024	004238	UNITED REFRIGER 95314336-00		75.94	75.94	4100-043020-5101-	-
					75.94	75.94 *		
4/08/2024	3/28/2024	003479	VICTORY TROPHIE 1135		255.00	255.00	4100-011010-5413-	-
					255.00	255.00 *		
4/08/2024	2/28/2024	005154	VIRGINIA COMMON TARA DYE		650.00	650.00	4100-011010-5504-	-
					650.00	650.00 *		

<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>
4/08/2024	3/27/2024	003115 VIRGINIA ELECTR	3135606-IN		93.00	93.00	4100-043020-5408-	- -
					93.00	93.00 *		
4/08/2024	2/08/2024	000758 WALLACE FURNITU	134255		9.99	9.99	4100-071040-5600-	- -
4/08/2024	2/27/2024	000758 WALLACE FURNITU	134321		3.89	3.89	4100-043020-5407-	- -
4/08/2024	2/27/2024	000758 WALLACE FURNITU	134324		16.14	16.14	4100-043020-5407-	- -
					30.02	30.02 *		
4/08/2024	1/30/2024	004166 WALLACE LOU ANN	01302024		503.20	503.20	4100-011010-5504-	- -
4/08/2024	2/09/2024	004166 WALLACE LOU ANN	02092024		25.00	25.00	4100-011010-5501-	- -
					528.20	528.20 *		
4/08/2024	3/25/2024	004278 WELLS FARGO VEN	108146553		158.05	158.05	4100-031020-3005-	- -
					158.05	158.05 *		
4/08/2024	3/31/2024	003847 WEX BANK	96114043		3,601.74	3,601.74	4100-043020-5408-	- -
4/08/2024	3/31/2024	003847 WEX BANK	96114043		6,761.25	6,761.25	4100-099000-5000-	- -
4/08/2024	3/31/2024	003847 WEX BANK	96114043		1,249.70	1,249.70	4100-031020-5408-	- -
4/08/2024	3/31/2024	003847 WEX BANK	96114043		94.16-	94.16-	4100-099000-5000-	- -
					11,518.53	11,518.53 *		
		TOTAL FOR DUE DATE 4/08/2024			1,114,039.16	1,114,039.16		
		TOTAL DUE FOR FUND- 4100			1,114,039.16	1,114,039.16		

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<u>DUE DATE</u>	<u>INV DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
4/08/2024	2/20/2024	003676	GENTRY LOCKE AT 325201		2,106.50	2,106.50	4211-011010-5415-	- -
4/08/2024	3/12/2024	003676	GENTRY LOCKE AT 325855		23,221.50	23,221.50	4211-011010-5415-	- -
					25,328.00	25,328.00 *		
4/08/2024	3/21/2024	003866	INNOVATIVE TECH 4084		1,837.50	1,837.50	4211-094010-8029-	- -
4/08/2024	3/21/2024	003866	INNOVATIVE TECH 4085		3,000.00	3,000.00	4211-094010-8029-	- -
4/08/2024	4/02/2024	003866	INNOVATIVE TECH 4096		862.50	862.50	4211-094010-8029-	- -
4/08/2024	4/02/2024	003866	INNOVATIVE TECH 4096		20.00	20.00	4211-094010-8029-	- -
4/08/2024	4/02/2024	003866	INNOVATIVE TECH 4097		1,387.50	1,387.50	4211-094010-8029-	- -
					7,107.50	7,107.50 *		
4/08/2024	3/11/2024	005027	POTESTA AND ASS 168165		6,679.13	6,679.13	4211-011010-5415-	- -
					6,679.13	6,679.13 *		
4/08/2024	3/29/2024	005169	THE GRAPHICXSOL 1884		6,802.00	6,802.00	4211-081040-3007-	- -
					6,802.00	6,802.00 *		
			TOTAL FOR DUE DATE 4/08/2024		45,916.63	45,916.63		
			TOTAL DUE FOR FUND- 4211		45,916.63	45,916.63		

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<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
4/08/2024	3/22/2024	000082 VERIZON	03222024		79.96	79.96	4839-083990-5203-	-
					79.96	79.96 *		
					79.96	79.96		
					79.96	79.96		
					1,160,035.75	1,160,035.75		
					.00	.00		
					.00	.00		
					1,160,035.75	1,160,035.75		
					.00	.00		

TOTAL FOR DUE DATE 4/08/2024  
TOTAL DUE FOR FUND- 4839  
NON-DIRECT DEPOSIT  
DIRECT DEPOSIT  
E-Payable Total  
FINAL DUE

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

Action Item: B-3  
Presenter: Chairperson

**Meeting: 4/8/24 6:00 PM**

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## **Board Appointments**

**\*\*\*\* Committee and Board Appointments Applications  
are currently being accepted. \*\*\*\***

DRAFT

# Board and Commissions Application Form

Board, Commission, or Committee applying for:\*

Appalachian Juvenile Commission

Name:\*\* Alice D. Meade

Street  
Address:\*\* 28 MAJOR ST.

Town:\*\* LEBANON

Zip:\*\* 24266

Phone  
Number:\*\* 276-880-5275

Email  
Address:\*\* aliceandbernard@verizon.net

Occupation:\*\* Retired - Assistant Co. Adm. - Russell Co.

Business Name and  
Address:\*\* N/A

Business Phone  
Number:\*\* N/A

# Board and Commissions Application Form

Length of Residency in Russell

County:\*\* 60 years

Are you a registered voter:\*\*

Yes

No

Education

High School:\*\* J. I. Burton High School, Norton, VA

College (If Applicable): \_\_\_\_\_

Trade or Business School: \_\_\_\_\_

Civic Activities: Volunteering - Involved in Lebanon Baptist Church Committee  
Chairperson of The Christian Center

Please list organization memberships and positions held:

Are you currently serving on other Russell County Boards, Commissions, or Committees?\*

Yes

No

# Board and Commissions Application Form

If yes,  
which: Community Policy Management Team Chairperson  
Russell Co. Tourism (TAC) - Vice Chairperson  
Appalachian Agency for Senior Citizens - Chairperson

Have you served on a Board, Commission, or Committee before?\*

Yes  No

If yes,  
which: Heart of Appalachia  
People, Inc.  
Russell Co. Budget Committee  
Several boards as Russell Co. Assistant Co. Adm.

Do you have a valid Virginia driver's license?\*\*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are your accounts current with the County (Taxes, Utilities, etc.)\*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

References



# Board and Commissions Application Form

Persons who are not relatives. List name, address and phone number(s).

1.\*\* Ann Monk  
509 Donald C. Moore Drive  
Lebanon, VA 24266  
276-202-9972

2.\*\* Angie Carpenter  
129 W. Main St.  
Lebanon, VA 24266  
276-701-5111

3.\*\* Pam Bunyon  
90 Village Ct.  
Lebanon, VA 24266  
276-365-4306

Additional Information (Time available, interests, unique qualifications, etc.)

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law? \*\* No

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# Board and Commissions Application Form

3. Have you ever been convicted of a felony? \*\* NO

2. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? \* NO

3. Are there any criminal charges or proceedings pending against you? \* NO

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.\*

Yes

No

Signature: Alice D. Meade

Date: February 19, 2024





COUNTY OF RUSSELL, VIRGINIA

Print Form 1

OFFICE USE ONLY:

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

Letter Sent: \_\_\_\_\_

Currently Serving On: \_\_\_\_\_

NAME: Dye Cynthia (Cindy) M Mrs.  
(Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

HOME ADDRESS: 108 Jackie Dye Road  
Swords Creek VA 24649 cindyjoe1992@gmail.com  
(Email Address)

TELEPHONE NUMBERS: 276-298-8175 \_\_\_\_\_  
(Home) (Business) (FAX)

PROFESSION/VOCATION: Homemaker

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: Swords Creek Community Center  
(List no more than 3 -- in order of preference:)

OTHER INTERESTS: Community interest, volunteer work,

EDUCATION: High School Diploma, Bookkeeping Classes

JOB EXPERIENCE: Bookkeeper

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Volunteered 12 years for HHS Football team,  
helping to run concession, organize team food, travel, etc.

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

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

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

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

ARE YOU A REGISTERED VOTER? yes DISTRICT NUMBER: \_\_\_\_\_

OTHER INTERESTS (Continued):

I would love to help people in my community

JOB

EXPERIENCE

(Continued):

CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):

DRAFT



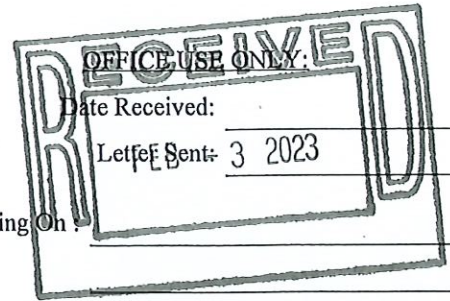


COUNTY OF RUSSELL, VIRGINIA

COMMITTEE APPLICATION

Print Form

Submit by Email



Currently Serving On

NAME: Hess Tommy L MR (Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

HOME ADDRESS: 137 OAKLAND ROAD SWORDS CREEK, VA. 24649 thynahess@gmail.com (Email Address)

TELEPHONE NUMBERS: 276-873-6808 (Home) 276-794-3849 (Business) Cell (FAX)

PROFESSION/VOCATION:

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: Swords Creek Community Center (List no more than 3 -- in order of preference:)

OTHER INTERESTS:

EDUCATION: High School Diploma

JOB EXPERIENCE: Lab Technician, Mine Foreman, Capented Foreman

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: Church Pastor, Milled Creek Community Church

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

IF YES, PLEASE NAME:

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

IF YES, PLEASE NAME:

ARE YOU A REGISTERED VOTER? Yes DISTRICT NUMBER: 4

OTHER INTERESTS (Continued):

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JOB EXPERIENCE (Continued):

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CIVIC OR SERVICE ORGANIZATION EXPERIENCE (Continued):

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DRAFT

# Board and Commissions Application Form

Board, Commission, or Committee applying for:\*

Community Policy Management Team

Name:\*\*

Alice M. Meade

Street

Address:\*\* 28 MAJOR ST.

Town:\*\*

LEBANON

Zip:\*\*

24266

Phone

Number:\*\* 276-880-5275

Email

Address:\*\* alice.m.bernard@verizon.net

Occupation:\*\*

Retired - Assistant Co. Adm. - Russell Co.

Business Name and

Address:\*\* N/A

Business Phone

Number:\*\* N/A

# Board and Commissions Application Form

Length of Residency in Russell

County:\*\* 60 years

Are you a registered voter:\*\*

Yes

No

Education

High School:\*\* J. I. Barton High School, Norton, VA

College (If Applicable): \_\_\_\_\_

Trade or Business School: \_\_\_\_\_

Civic Activities: Volunteering - Involved in Lebanon Baptist Church Committee  
Chairperson of The Christian Center

Please list organization memberships and positions held:

Are you currently serving on other Russell County Boards, Commissions, or Committees?\*

Yes

No



# Board and Commissions Application Form

If yes,  
which: Community Policy Management Team Chairperson  
Russell Co. Board (TAC) - Vice Chairperson  
Appalachian Agency for Senior Citizens - Chairperson

Have you served on a Board, Commission, or Committee before?\*

Yes  No

If yes,  
which: Heart of Appalachia  
People, Inc.  
Russell Co. Budget Committee  
Several boards as Russell Co. Assistant Co. Adm.

Do you have a valid Virginia driver's license? \*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are your accounts current with the County (Taxes, Utilities, etc.) \*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

References

# Board and Commissions Application Form

Persons who are not relatives. List name, address and phone number(s).

1.\*\* Ann Monk  
509 Donald C. Moore Drive  
Lebanon, VA 24266  
276-202-9972

2.\*\* Angie Carpenter  
129 W. Main St.  
Lebanon, VA 24266  
276-701-5111

3.\*\* Pam Benson  
90 Village Ct.  
Lebanon, VA 24266  
276-365-4306

Additional Information (Time available, interests, unique qualifications, etc.)

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law? \*\* No

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# Board and Commissions Application Form

3. Have you ever been convicted of a felony? \*\* NO

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2. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? \* NO

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3. Are there any criminal charges or proceedings pending against you? \* NO

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I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.\*

Yes

No

Signature: Alice D. Meade

Date: February 19, 2024



COUNTY OF RUSSELL, VIRGINIA

COMMITTEE APPLICATION

OFFICE USE ONLY:

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

Letter Sent: \_\_\_\_\_

Currently Serving On : \_\_\_\_\_

NAME: CHAFIN-HOBERT HELEN "AUDRA" MRS.  
(Last) (First) (Middle Initial) (Mr., Mrs., Miss, Rank)

MAILING ADDRESS: 148 CHURCH HILL RD LEBANON, VA 24216

PHYSICAL ADDRESS: 148 CHURCH HILL RD LEBANON, VA 24216 HACHAFINHOBERTCGMAIL.COM  
(Email Address) COM

TELEPHONE NUMBERS: (814)-923-1098 — —  
(Home) (Business) (FAX)

PROFESSION/VOCATION: LICENSED CLINICAL SOCIAL WORKER / PSYCHOTHERAPIST

BOARDS/COMMISSIONS ON WHICH YOU WISH TO SERVE: ① DSS BOARD / SOCIAL SERVICES  
(List no more than 3 -- in order of preference:) ③ APPALACHIAN AGENCY SENIOR CITIZENS  
② CPMT ④ CSB

OTHER INTERESTS: COMMUNITY OUTREACH / ADVOCACY, SUPPORT OF BALLAD FOUNDATION,  
SUPPORT OF RURAL HEALTH INITIATIVES, INTEGRATED BEHAVIORAL HEALTH

EDUCATION: BS: VIRGINIA POLYTECHNIC INSTITUTE & STATE UNIVERSITY (VT),

ASN: PENN WEST UNIVERSITY

JOB EXPERIENCE: ADMINISTRATIVE CASE MANAGER; NURSING HOME SOCIAL WORKER;  
INPATIENT PSYCHIATRIC SOCIAL WORKER; PSYCHOTHERAPIST

CIVIC OR SERVICE ORGANIZATION EXPERIENCE: NASN MEMBER, RAFT CRISIS SUICIDE HOTLINE,  
SAINT VINCENT HOSPITAL VOLUNTEER

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

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

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

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

ARE YOU A REGISTERED VOTER? YES VOTING DISTRICT: MOCCASIN DISTRICT



To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

# Board and Commissions Application Form

Select Board, Commission, or Committee applying for: **Industrial Development Authority**

Name:\* **Joshua Yates**

---

Street Address:\* **234 A Hanson Drive**

---

Town:\* **Lebanon**

---

Zip:\* **24266**

---

Phone Number:\* **2763449440**

---

Email Address:\* **2jd1493@gmail.com**

---

Occupation:\* **Forklift operator**

---

Business Name and Address:\* **Paramount Mfg.**

---

Business Phone Number:\* **276-623-4300**

---

Length of Residency in Russell County:\* **10 years**

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Are you a registered voter:\* **Yes**

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**Education**

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High School:\* **Honaker**

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College (If Applicable): **Field not completed.**

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Trade or Business School: **RCCTC**

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**Civic Activities**

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Please list organization memberships and positions held: **Field not completed.**

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Are you currently serving on other Russell County Boards, Commissions, or Committees? **No**

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If yes, which: **Field not completed.**

---

Have you served on a Board, Commission, or Committee before? **No**

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If yes, which: *Field not completed.*

Do you have a valid Virginia driver's license?  Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.?)  Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Peanut Eaton

2.\* J J Eaton

3.\* Justin Reynolds

Additional Information (Time available, interests, unique qualifications, etc.) *Field not completed.*

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?  No

2. Have you ever been convicted of a felony?  No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?  No

4. Are there any criminal charges or proceedings pending against you?  No

I hereby certify that the information provided on this application is correct to the  Yes



best of my knowledge and belief.

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Joshua D. Yates

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 9:07 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Tourism Advisory Committee

Name:\* Timothy McClanahan

Street Address:\* 188 Sykes Drive

Town:\* Honaker

Zip:\* 24260

Phone Number:\* 2766089332

Email Address:\* tmgc1@yahoo.com

Occupation:\* Disabled

Business Name and Address:\* N/A

Business Phone Number:\* N/A

Length of Residency in Russell County:\* 55 years

Are you a registered voter:\* Yes

#### Education

High School:\* Honaker High School

College (If Applicable): *Field not completed.*

Trade or Business School: *Field not completed.*

Electronic Signature

Brian K. Ray

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 10:54 AM

### Board and Commissions Application Form

Select Board, Commission, **Industrial Development Authority**  
or Committee applying for:

Name:\* **Dave Cheek**

Street Address:\* 5637 River Mountain Road

Town:\* Lebanon

Zip:\* 24266

Phone Number:\* (276)791-9103

Email Address:\* dlcheek@hotmail.com

Occupation:\* Retired Engineer, currently raising cattle and grandchildren

Business Name and Address:\* River Mountain Farms, LLC is the name of our farm  
5637 River Mountain Road, Lebanon, VA 24266

Business Phone Number:\* (276) 791-9103

Length of Residency in Russell County:\* 17 years

Are you a registered voter:\* Yes

#### Education

High School:\* Southern Alamance High School, Graham, North Carolina

College (If Applicable): BS Mechanical Engineering - NC State University, 1983

Trade or Business School: *Field not completed.*

#### Civic Activities

Please list organization memberships and positions held: Professional Engineer - TX, ASME, SAE, AWWA, United Way

Are you currently serving on other Russell County Boards, Commissions, or Committees? No



If yes, which: *Field not completed.*

Have you served on a Board, Commission, or Committee before? Yes

If yes, which: United Way Richmond, VA, Board Member, Abingdon Farmers Market, Board Member, Knightdale, NC, Planning and Zoning Committee

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.?)\* Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Larry Miller, John Sims Hill Rd, (276) 889-1063

2.\* Danny Yates, River Mountain Road, (276) 889-3151

3.\* Bill Dalton, Grant Street, Abingdon, VA, (276) 619-1210

Additional Information (Time available, interests, unique qualifications, etc.) Spent first 18 years of career troubleshooting processes around the world, got to see a lot of what works and what does not work. Moved into M&A, developed process for determining which concepts or businesses to invest in for the company. Able to become the fastest growing Fortune 500 company during that period. Acquired by DuPont, left to join Dr. Gordon Forward in Texas to develop zero waste industries. Grew Chaparral Steel into most profitable steel company in US. Built plant outside Richmond. Sizable investment, in 1998 was largest private investment in VA, but seems small now. After being acquired by Gerdau in 2007, stayed on to run operations for 5 years as part of buyout clause. Purchased our farm in Russell County in 2007, wife moved here and I commuted. I joined Washington County Service Authority in 2013 as Operations Manager, retired in July 2021. In that time got to meet a lot of folks over there and in Bristol as well as a lot of the rules and regulations spelled out by the Code of Virginia.

I put down IDA, but open to other areas that I can help.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Dave L. Cheek

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 11:01 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:\* Philip Addington

Street Address:\* 293 Greystone Drive

Town:\* Castlewood



4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Ty L Harris

Email not displaying correctly? View it in your browser.

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 9:25 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Industrial Development Authority

Name:\* Ty Harris

Street Address:\* 143 Egg Farm Rd

Town:\* Cleveland

Zip:\* 24225

Phone Number:\* 5408318384

Email Address:\* Ty.l.harris96@gmail.com

Occupation:\* Meat Cutter

Business Name and Address:\* FoodCity 159 Pittston Rd. Lebanon, Va 24266

Business Phone Number:\* 88965914

Length of Residency in Russell County:\* 27

Are you a registered voter:\* Yes

Education

High School:\* Lebanon High

College (If Applicable): Some College SWVCC

Trade or Business School: Masonry RCCTC graduate

Civic Activities

Please list organization memberships and positions held: Field not completed.

Are you currently serving on other Russell County Boards, Commissions, or Committees? No

If yes, which: Field not completed.

Have you served on a Board, Commission, or Committee before? No

If yes, which: Field not completed.

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: Field not completed.

Are your accounts current with the County (Taxes, Utilities, etc.)\*? Yes

If no, please explain: Field not completed.

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Bill Wampler , 2766084305

2.\* James Ramey,2763451698

3.\* Wesley Shortt, 2762022444

Additional Information (Time available, interests, unique qualifications, etc.) Field not completed.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)



1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No

2. Have you ever been convicted of a felony?\*

No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Ty L Harris

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 10:02 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for:

Industrial Development Authority

Name:\*

Amy Branson

Street Address:\*

224 Davis Memorial Drive

Town:\*

Castlewood

Zip:\*

24224

1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No

2. Have you ever been convicted of a felony?\*

No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Ty L Harris

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 10:02 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: **Industrial Development Authority**

Name:\* **Amy Branson**

Street Address:\* 224 Davis Memorial Drive

Town:\* Castlewood

Zip:\* 24224



Phone Number:*	2766087634
Email Address:*	bransonamy@yahoo.com
Occupation:*	Pharmacist/Pharmacy Inspector
Business Name and Address:*	Department of Health Professions, DHP State of Virginia
Business Phone Number:*	N/A
Length of Residency in Russell County:*	38 years
Are you a registered voter:*	Yes
<b>Education</b>	
High School:*	Castlewood High School
College (If Applicable):	Appalachian College of Pharmacy
Trade or Business School:	Field not completed.
<b>Civic Activities</b>	
Please list organization memberships and positions held:	Field not completed.
Are you currently serving on other Russell County Boards, Commissions, or Committees?	No
If yes, which:	Field not completed.
Have you served on a Board, Commission, or Committee before?	No
If yes, which:	Field not completed.
Do you have a valid Virginia driver's license?*	Yes
If no, please explain:	Field not completed.
Are your accounts current with the County (Taxes, Utilities, etc.?)*	Yes
If no, please explain:	Field not completed.
<b>References</b>	

Persons who are not relatives. List name, address and phone number(s).

- |     |  |
|-----|--|
| 1.* | Maria Damico 6610 Fieldtan Trail, Moseley VA 23120 804-894-3030              |
| 2.* | Benjamin Price, 510 Dillion Street, Cedar Bluff, Virginia 24609 276-873-4700 |
| 3.* | RD Snead, 507 Main Street, Lebanon, Virginia 24266 276-608-6844              |

Additional Information (Time available, interests, unique qualifications, etc.)

Cannery, tourism, economic development, environmental preservation, agrotourism, governmental transparency, community volunteerism and involvement. 5 or more hours per week. I have a doctorate degree in pharmacy. I have lived in the county essentially my whole life. I have a small farm raising meat sheep. I am young and energetic with high hopes for our embracing our full potential. I have been a pharmacist and managed several different types of pharmacy practices. I am experienced in managing people and developing relationships. I understand small business. I have worked with a state regulatory agency and have experience in reading/interpreting laws and regulations.

#### Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No.

2. Have you ever been convicted of a felony?\*

No.

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No.

4. Are there any criminal charges or proceedings pending against you?

No.

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes



BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Amy M. Branson, PharmD

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 10:23 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Public Service Authority

Name:\* Shannon Dishman

Street Address:\* 18Dante Rd

Town:\* Castlewood

Zip:\* 24224

Phone Number:\* 2762207770

Email Address:\* sppd801@stpaulva.org

Occupation:\* Police Officer

Business Name and Address:\* Town of St Paul

Business Phone Number:\* 2767625297

Length of Residency in Russell County:\* 50 years

Are you a registered voter:\* Yes

#### Education

High School:\* Castlewood

College (If Applicable): *Field not completed.*

Trade or Business School: *Field not completed.*

#### Civic Activities



Rhonda Lester <rhonda.lester@russellcountyva.us>

### Fwd: Online Form Submittal: Board and Commissions Application Form

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

Mon, Feb 19, 2024 at 4:32 PM

**Lonzo Lester, MBA, VCO, CPC**  
County Administrator  
Russell County Board of Supervisors  
137 Highland Drive, Suite A  
Lebanon, VA 24266  
Office: 276.889.8000  
Cell: 276.880.4396  
lonzo.lester@russellcountyva.us



www.russellcounty.us

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

From: <noreply@civicplus.com>  
Date: Mon, Feb 19, 2024 at 4:25 PM  
Subject: Online Form Submittal: Board and Commissions Application Form  
To: <lonzo.lester@russellcountyva.us>, <caleb.johnson@russellcountyva.us>

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:*	Luther Ernest McFaddin Jr
Street Address:*	137 Burns Ave
Town:*	Lebanon
Zip:*	24266
Phone Number:*	276-971-0690
Email Address:*	lemcfaddin@gmail.com
Occupation:*	Sales/Executive Director of IDA
Business Name and Address:*	Russell County IDA



Business Phone Number:\* 276-971-0690

Length of Residency in Russell County:\* 53 years

Are you a registered voter:\* Yes

Education

High School:\* Lebanon High School

College (If Applicable): Southwest Virginia Community College

Trade or Business School: Business Administration

Civic Activities

Please list organization memberships and positions held: Executive Director of Russell County IDA, Chairman of the Russell County Planning Commission, board member of Lebanon Lifesaving Crew, Manager of Helping Hands Ministries

Are you currently serving on other Russell County Boards, Commissions, or Committees? Yes

If yes, which: Russell County Planning Commission and Executive Director of Russell County IDA

Have you served on a Board, Commission, or Committee before? Yes

If yes, which: Russell County Planning Commission, Russell County IDA and Cumberland Industrial Facilities Authority

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: Field not completed.

Are your accounts current with the County (Taxes, Utilities, etc.?)\* Yes

If no, please explain: Field not completed.

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Jerry Edwards 276-971-0256

2.\* Bobby Sargent 276-245-6044

3.\* Craig Barber 276-701-1901

Additional Information (Time available, interests, unique qualifications, etc.) I currently devote a large portion of my time to the growth of our county and look forward to serving the citizens of Russell County in the future. The relationships that have been build over the last few years gives us a unique advantage as we continue to move the county forward.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Luther E McFaddin

Email not displaying correctly? View it in your browser.





Rhonda Lester <rhonda.lester@russellcountyva.us>

### Online Form Submittal: Board and Commissions Application Form

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Wed, Feb 21, 2024 at 5:33 PM

## Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:\* Gregory B. Stoots

Street Address:\* 2045 Green Valley Road

Town:\* Lebanon

Zip:\* 24266

Phone Number:\* 276-971-4750

Email Address:\* gbstoots@gmail.com

Occupation:\* Retired

Business Name and Address:\* N/A

Business Phone Number:\* N/A

Length of Residency in Russell County:\* 60 years

Are you a registered voter:\* Yes

### Education

High School:\* Lebanon High School

College (If Applicable): *Field not completed.*

Trade or Business School: 1984 Limra Life Underwriter Graduate  
1979 Russell County Vocational School-Electrical Graduate

### Civic Activities

Please list organization memberships and positions held: Lebanon Jaycees Chaplain 3 yrs.  
Cedar Creek Baptist Church-Executive Committee-12 yrs.  
Russell County Litter Control Committee 1982  
Lebanon Girls Youth Basketball Committee-4 yrs,  
Lebanon Youth Football Board Member-5 yrs.

Lebanon Little League Board Member-7 yrs.

Russell County Planning Commission-7 yrs.

Vice-Chairman Russell County Planning Commission-2 yrs,

Are you currently serving on other Russell County Boards, Commissions, or Committees?

No

If yes, which:

*Field not completed.*

Have you served on a Board, Commission, or Committee before?

Yes

If yes, which:

Russell County Planning Commission - Present Member

Do you have a valid Virginia driver's license?\*

Yes

If no, please explain:

*Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.?)\*

Yes

If no, please explain:

*Field not completed.*

## References

Persons who are not relatives. List name, address and phone number(s).

1.\* Bill Cross  
5059 North 71  
Lebanon, VA 24266  
276-701-0365

2.\* Tim Fields  
246 Fields Drive  
Lebanon, VA 24266  
276-971-6535

3.\* John Michael McCoy  
P. O. Box 39  
Lebanon, VA 24266  
276-608-5348

Additional Information (Time available, interests, unique qualifications, etc.) Virginia Certified Planning Commissioner  
1985, 1986 & 1989 Manager Training Certificates  
Business Auditing Experience - 1980 - 1982

## Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)



1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No

2. Have you ever been convicted of a felony?\*

No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Gregory B. Stoots

Email not displaying correctly? [View it in your browser.](#)

# Board and Commissions Application Form

Board, Commission, or Committee applying for:\*

Russell County Planning Commission

Name:\*\* Charles Edmunds

Street

Address:\*\* 3907 Jesses Mill Rd

Town:\*\* Cleveland, Va

Zip:\*\* 24225

Phone

Number:\*\* 276-494-6138

Email

Address:\*\* edmonds.cwei@gmail.com

Occupation:\*\* Retired

Business Name and

Address:\*\* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Phone

Number:\*\* \_\_\_\_\_

# Board and Commissions Application Form

Length of Residency in Russell

County:\*\* 70 yrs.

Are you a registered voter:\*\*

Yes

No

Education

High

School:\*\*

College (If  
Applicable):

Trade or Business

School: Drafting - Engineering

Civic

Activities: SEVERAL

Please list organization memberships and positions held:

RESORT Board of Directors Past Pres. Lebanon Baptist Church  
Russell County Planning Commission

Are you currently serving on other Russell County Boards,  
Commissions, or Committees?\*

Yes

No

# Board and Commissions Application Form

If yes,  
which: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you served on a Board, Commission, or Committee before?\*

Yes  No

If yes,  
which: Planning Comm.  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a valid Virginia driver's license?\*\*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are your accounts current with the County (Taxes, Utilities, etc.)\*\*

Yes  No

If no, please  
explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

References



# Board and Commissions Application Form

Persons who are not relatives. List name, address and phone number(s).

1.\*\* Greg Thompson  
Lebanon, VA.  
276-971-6353

2.\*\* Bill Robinson  
Castleton, VA.  
276-203-7002

3.\*\* Tim Holbrook  
St. Paul, VA.  
276-762-7472

Additional Information (Time available, interests, unique qualifications, etc.)

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law? \*\* No

# Board and Commissions Application Form

3. Have you ever been convicted of a felony? \*\* no

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2. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? \* no

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3. Are there any criminal charges or proceedings pending against you? \* no

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I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.\*

Yes

No

Signature: Charles Amador

Date: 3-1-24

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Roger S Dishman

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 9:31 PM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:\* Danny Rhea

Street Address:\* 1512 Spring City Road

Town:\* Cleveland

Zip:\* 24225

Phone Number:\* 276-701-7951

Email Address:\* dannyrhea1968@gmail.com

Occupation:\* Disabled

Business Name and Address:\* N/A



Business Phone Number:\* N/A

Length of Residency in Russell County:\* 56 years

Are you a registered voter:\* Yes

Education

High School:\* Lebanon High

College (If Applicable): Field not completed.

Trade or Business School: RCCTC

Civic Activities

Please list organization memberships and positions held: Pastor of Ivy Ridge Chapel Church,

Are you currently serving on other Russell County Boards, Commissions, or Committees? No

If yes, which: Field not completed.

Have you served on a Board, Commission, or Committee before? No

If yes, which: Field not completed.

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: Field not completed.

Are your accounts current with the County (Taxes, Utilities, etc.?)\* Yes

If no, please explain: Field not completed.

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Sharon Sizemore  
South Clinchfield Drive  
Cleveland, Va.24225  
276-889-2497

2.\* Mary Hess  
River Mountain Road

Lebanon, Va.24225  
276-889-2528

3.\* Ronnie Sutherland  
America Street  
Cleveland, Va.24225  
276-889-5960

Additional Information (Time available, interests, unique qualifications, etc.) *Field not completed.*

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No

2. Have you ever been convicted of a felony?\*

No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Danny W. Rhea

[Quoted text hidden]



convicted of any violation of law?\*

2. Have you ever been convicted of a felony?\* Yes and I have completed everything required of me to become a productive member of society. I have achieved my voting rights back and continue to work for the better of my community.

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? Yes and as I said above I am no longer living that life. Through the grace of God I have overcome.

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Timothy D McClanahan

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 10:05 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:\* Brian Keith Ray

Street Address:\* 15 Miller Church Ln

Town:\* Swords Creek

Zip:\* 24649

Phone Number:*	276-870-5122
Email Address:*	Hippeeray@gmail.com
Occupation:*	Teacher
Business Name and Address:*	Honaker Elementary
Business Phone Number:*	276-991-4396
Length of Residency in Russell County:*	56 Years
Are you a registered voter:*	Yes
<b>Education</b>	
High School:*	Honaker High School
College (If Applicable):	ETSU/UVA Wise/Marshall/SVCC
Trade or Business School:	<i>Field not completed.</i>
<b>Civic Activities</b>	
Please list organization memberships and positions held:	<i>Field not completed.</i>
Are you currently serving on other Russell County Boards, Commissions, or Committees?	No
If yes, which:	<i>Field not completed.</i>
Have you served on a Board, Commission, or Committee before?	Yes
If yes, which:	Russell County Planning Commission
Do you have a valid Virginia driver's license?*	Yes
If no, please explain:	<i>Field not completed.</i>
Are your accounts current with the County (Taxes, Utilities, etc.?)*	Yes
If no, please explain:	<i>Field not completed.</i>
<b>References</b>	



Persons who are not relatives. List name, address and phone number(s).

1.\* David Eaton, P.O. Box 359, Honaker, VA 24260  
(276) 254-3811

2.\* Doug Hubbard, 423 Yates Estates Circle, Cedar Bluff, VA  
24609  
276-202-2552

3.\* Cynthia K. Compton, P.O. Box 1004, Honaker, VA 24260  
276-873-5803

Additional Information (Time available, interests, unique qualifications, etc.) *Field not completed.*

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature

Brian K. Ray

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 10:54 AM

## Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Industrial Development Authority

Name:\* Dave Cheek

Street Address:\* 5637 River Mountain Road

Town:\* Lebanon

Zip:\* 24266

Phone Number:\* (276)791-9103

Email Address:\* dlcheek@hotmail.com

Occupation:\* Retired Engineer, currently raising cattle and grandchildren

Business Name and Address:\* River Mountain Farms, LLC is the name of our farm  
5637 River Mountain Road, Lebanon, VA 24266

Business Phone Number:\* (276) 791-9103

Length of Residency in Russell County:\* 17 years

Are you a registered voter:\* Yes

### Education

High School:\* Southern Alamance High School, Graham, North Carolina

College (If Applicable): BS Mechanical Engineering - NC State University, 1983

Trade or Business School: *Field not completed.*

### Civic Activities

Please list organization memberships and positions held: Professional Engineer - TX, ASME, SAE, AWWA, United Way

Are you currently serving on other Russell County Boards, Commissions, or Committees? No



BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Amy M. Branson, PharmD

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 10:23 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Public Service Authority

Name:\* Shannon Dishman

Street Address:\* 18Dante Rd

Town:\* Castlewood

Zip:\* 24224

Phone Number:\* 2762207770

Email Address:\* sppd801@stpaulva.org

Occupation:\* Police Officer

Business Name and Address:\* Town of St Paul

Business Phone Number:\* 2767625297

Length of Residency in Russell County:\* 50 years

Are you a registered voter:\* Yes

#### Education

High School:\* Castlewood

College (If Applicable): Field not completed.

Trade or Business School: Field not completed.

#### Civic Activities

Please list organization memberships and positions held: St Paul Fire Lt

Are you currently serving on other Russell County Boards, Commissions, or Committees? No

If yes, which: Field not completed.

Have you served on a Board, Commission, or Committee before? No

If yes, which: Field not completed.

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: Field not completed.

Are your accounts current with the County (Taxes, Utilities, etc.)\*? Yes

If no, please explain: Field not completed.

References

Persons who are not relatives. List name, address and phone number(s).

- 1.\* Bob Ramey 2762757761
2.\* Earl Carter 2766987699
3.\* Harry Kelly 2768700965

Additional Information (Time available, interests, unique qualifications, etc.) Field not completed.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No



3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Roger S Dishman

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 9:31 PM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for:

Russell County Planning Commission

Name:\* Danny Rhea

Street Address:\* 1512 Spring City Road

Town:\* Cleveland

Zip:\* 24225

Phone Number:\* 276-701-7951

Email Address:\* dannyrhea1968@gmail.com

Occupation:\* Disabled

Business Name and Address:\* N/A



Rhonda Lester <rhonda.lester@russellcountyva.us>

### Online Form Submittal: Board and Commissions Application Form

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Thu, Mar 7, 2024 at 12:10 PM

## Board and Commissions Application Form

Select Board, Commission, or Committee applying for: **Southwest Community College Advisory Board**

Name:\* **Matthew Cassady**

Street Address:\* **229 Deel St.**

Town:\* **Lebanon**

Zip:\* **24266**

Phone Number:\* **276-254-1759**

Email Address:\* **cassadymatthew@yahoo.com**

Occupation:\* **N/A**

Business Name and Address:\* **N/A**

Business Phone Number:\* **N/A**

Length of Residency in Russell County:\* **26 Years**

Are you a registered voter:\* **Yes**

**Education**

High School:\* **Lebanon High School (Standard Diploma)**

College (If Applicable): **University of Virginia College At Wise (Bachelors of Art in Arts)**

Trade or Business School: **Southwest Virginia Community College (Standard Diploma, Fine Arts Specialization)**

**Civic Activities**

Please list organization memberships and positions held: *Field not completed.*

Are you currently serving on other Russell County Boards, **No**



Commissions, or  
Committees?

If yes, which: *Field not completed.*

Have you served on a Board, Commission, or Committee before? No

If yes, which: *Field not completed.*

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.)\*? Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

- 1.\* Anthony C. Collins, 1-276-337-8945
- 2.\* Dr. Gary Stratton, (540) 328-0223
- 3.\* Ray Stratton, 276-328-0100

Additional Information (Time available, interests, unique qualifications, etc.) *Field not completed.*

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No

4. Are there any criminal charges or proceedings No

pending against you?

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Matthew R. Cassady

Email not displaying correctly? [View it in your browser.](#)

DRAFT



Rhonda Lester <rhonda.lester@russellcountyva.us>

### Online Form Submittal: Board and Commissions Application Form

10 messages

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 9:20 AM

## Board and Commissions Application Form

Select Board, Commission, **Russell County Tourism Advisory Committee**  
or Committee applying for:

Name:\* Ty Harris

Street Address:\* 143 Egg Farm Rd

Town:\* Cleveland

Zip:\* 24225

Phone Number:\* 540 831 8384

Email Address:\* Ty.l.harris96@gmail.com

Occupation:\* Meat Cutter

Business Name and Address:\* Food City , 159 Pittston Rd. Lebanon ,Va 24266

Business Phone Number:\* 8895914

Length of Residency in Russell County:\* 27 years

Are you a registered voter:\* Yes

### Education

High School:\* Lebanon High

College (If Applicable): Some college SWVCC

Trade or Business School: Masonry RCCTC

### Civic Activities

Please list organization memberships and positions held: *Field not completed.*

Are you currently serving on other Russell County Boards, No



Commissions, or  
Committees?

If yes, which: *Field not completed.*

Have you served on a Board, Commission, or Committee before? No

If yes, which: *Field not completed.*

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.)\*? Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

1.\* James Ramey, 2763451698

2.\* Wesley Short ,2762022444

3.\* Bill Wampler , 2766084305

Additional Information (Time available, interests, unique qualifications, etc.) *Field not completed.*

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\* No

2. Have you ever been convicted of a felony?\* No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? No



4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Ty L Harris

Email not displaying correctly? View it in your browser.

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Mon, Feb 26, 2024 at 9:25 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Industrial Development Authority

Name:\* Ty Harris

Street Address:\* 143 Egg Farm Rd

Town:\* Cleveland

Zip:\* 24225

Phone Number:\* 5408318384

Email Address:\* Ty.l.harris96@gmail.com

Occupation:\* Meat Cutter

Business Name and Address:\* FoodCity 159 Pittston Rd. Lebanon, Va 24266

Business Phone Number:\* 88965914

Length of Residency in Russell County:\* 27

Are you a registered voter:\* Yes



Rhonda Lester <rhonda.lester@russellcountyva.us>

### Online Form Submittal: Board and Commissions Application Form

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Sat, Mar 2, 2024 at 9:57 AM

## Board and Commissions Application Form

Select Board, Commission, or Committee applying for: **Russell County Tourism Advisory Committee**

Name:\* **Karen McGlothlin**

Street Address:\* **4149 New Garden Rd**

Town:\* **Cleveland**

Zip:\* **24225**

Phone Number:\* **276-701-5286**

Email Address:\* **Karenmcglothlin@ymail.com**

Occupation:\* **Child care**

Business Name and Address:\* **Self**

Business Phone Number:\* **276-701-5286**

Length of Residency in Russell County:\* **49 years**

Are you a registered voter:\* **Yes**

### Education

High School:\* **Honaker High School**

College (If Applicable): **Southwest Virginia Community College**

Trade or Business School: **Russell County Career and Technology Center**

### Civic Activities

Please list organization memberships and positions held: **Gracewood Community Church, Board member of The Church of Dirt (dirt track ministry)**

Are you currently serving on other Russell County Boards, **No**



Commissions, or  
Committees?

If yes, which: *Field not completed.*

Have you served on a Board, Commission, or Committee before? No

If yes, which: *Field not completed.*

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.?)\* Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Preston Ball  
155 Granville Meadows  
Lebanon, Va 24225  
276-791-7101

2.\* Karen Thiel  
2725 Morningstar Circle  
Lebanon, Va 24266  
276-202-7757

3.\* Timmy Brown  
Homestead Dr  
Lebanon, Va 24266  
276-202-6472

Additional Information (Time available, interests, unique qualifications, etc.) Available most days except Thursday & Friday from 6:30am-5:30pm  
I have many, many diverse interests that include, but not limited to travel, hiking, camping, horseback riding & showing, music, food, ATV's. Being an active member of Russell County all my life and also working for and within the county I bring a lot knowledge and ideas to the table. I am proud of my county and desire to help make it a wonderful place for others to visit, enjoy, stay and want to return.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?\*

No

2. Have you ever been convicted of a felony?\*

No

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?

No

4. Are there any criminal charges or proceedings pending against you?

No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.

Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement

I agree.

Electronic Signature

Karen R McGlothlin

Email not displaying correctly? [View it in your browser.](#)





Rhonda Lester <rhonda.lester@russellcountyva.us>

### Fwd: Online Form Submittal: Board and Commissions Application Form

1 message

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

Wed, Feb 21, 2024 at 10:43 AM

**Lonzo Lester, MBA, VCO, CPC**  
County Administrator  
Russell County Board of Supervisors  
137 Highland Drive, Suite A  
Lebanon, VA 24266  
Office: 276.889.8000  
Cell: 276.880.4396  
lonzo.lester@russellcountyva.us



www.russellcounty.us

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

From: <noreply@civicplus.com>  
Date: Wed, Feb 21, 2024 at 10:22 AM  
Subject: Online Form Submittal: Board and Commissions Application Form  
To: <lonzo.lester@russellcountyva.us>, <caleb.johnson@russellcountyva.us>

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Tourism Advisory Committee

Name:*	Michelle L. Vance
Street Address:*	99 Willow Springs Drive
Town:*	Lebanon
Zip:*	24266
Phone Number:*	276-206-9238
Email Address:*	mvance21220@yahoo.com
Occupation:*	Business Owner
Business Name and	Something Special VA, LLC

Address:\*

Business Phone Number:\* 276-254-4841

Length of Residency in  
Russell County:\* 12 years

Are you a registered voter:\* Yes

## Education

High School:\* Patterson Senior High

College (If Applicable): *Field not completed.*Trade or Business School: *Field not completed.*

## Civic Activities

Please list organization  
memberships and positions  
held: Russell County Republican Party - SecretaryAre you currently serving on  
other Russell County Boards,  
Commissions, or  
Committees? NoIf yes, which: *Field not completed.*Have you served on a Board,  
Commission, or Committee  
before? NoIf yes, which: *Field not completed.*Do you have a valid Virginia  
driver's license?\*

Yes

If no, please explain: *Field not completed.*Are your accounts current  
with the County (Taxes,  
Utilities, etc.?)\* YesIf no, please explain: *Field not completed.*

## References

Persons who are not relatives. List name, address and phone number(s).

1.\* Loretta Medina - Lebanon, VA 732-900-8124

2.\* Jeff Duty - Cleveland, VA 276-971-2314

3.\* Misty Collins - Castlewood, VA 423-217-5732



Additional Information (Time available, interests, unique qualifications, etc.)	I am interested in several committees, and would like to help Russell County in any way possible.
---	---

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law?*	No
---	----

2. Have you ever been convicted of a felony?*	No
---	----

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday?	No
---	----

4. Are there any criminal charges or proceedings pending against you?	No
---	----

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.	Yes
---	-----

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTORNIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement	I agree.
--------------------------------	----------

Electronic Signature	Michelle L Vance
----------------------	------------------

Email not displaying correctly? [View it in your browser.](#)

# Board and Commissions Application Form

Board, Commission, or Committee applying for:\*

Tourism Committee (TAC)

Name:\*\*

Alice R. Meade

Street

Address:\*\*

28 MAJOR ST.

Town:\*\*

LEBANON

Zip:\*\*

24266

Phone

Number:\*\*

276-880-5275

Email

Address:\*\*

alice.bernard@verizon.net

Occupation:\*\*

Retired - Assistant Co. Adm. - Russell Co.

Business Name and

Address:\*\*

N/A

Business Phone

Number:\*\*

N/A



# Board and Commissions Application Form

Length of Residency in Russell

County:\*\* 60 years

Are you a registered voter:\*\*

Yes

No

Education

High School:\*\* J. I. Burton High School, Norton, VA

College (If Applicable): \_\_\_\_\_

Trade or Business School: \_\_\_\_\_

Civic Activities: Volunteering - Involved in Lebanon Baptist Church Committee  
Chairperson of The Christian Center

Please list organization memberships and positions held:

Are you currently serving on other Russell County Boards, Commissions, or Committees?\*

Yes

No

# Board and Commissions Application Form

If yes,  
which: Community Policy Management Team Chairperson  
Russell Co. Tourist (TAC) - Vice Chairperson  
Appalachian Agency for Senior Citizens - Chairperson

Have you served on a Board, Commission, or Committee before?\*

Yes

No

If yes,  
which: Heart of Appalachia  
People, Inc.  
Russell Co. Budget Committee  
Several boards as Russell Co. Assistant Co. Adm.

Do you have a valid Virginia driver's license?\*

Yes

No

If no, please  
explain:

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---

Are your accounts current with the County (Taxes, Utilities, etc.)\*\*

Yes

No

If no, please  
explain:

---

---

References

# Board and Commissions Application Form

Persons who are not relatives. List name, address and phone number(s).

1.\*\* Ann Monk  
509 Donald C. Moore Drive  
Lebanon, VA 24266  
276-202-9972

2.\*\* Angie Carpenter  
129 W. Main St.  
Lebanon, VA 24266  
276-701-5111

3.\*\* Pam Bunyon  
90 Village Ct.  
Lebanon, VA 24266  
276-365-4306

Additional Information (Time available, interests, unique qualifications, etc.)

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been convicted of any violation of law? \*\* No



# Board and Commissions Application Form

3. Have you ever been convicted of a felony? \*\* NO

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2. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? \* NO

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---

3. Are there any criminal charges or proceedings pending against you? \* NO

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I hereby certify that the information provided on this application is correct to the best of my knowledge and belief.\*

Yes                       No

Signature: Alice D. Meade

Date: February 19, 2024



best of my knowledge and belief.

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Joshua D. Yates

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 9:07 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: **Russell County Tourism Advisory Committee**

Name:\* **Timothy McClanahan**

Street Address:\* 188 Sykes Drive

Town:\* Honaker

Zip:\* 24260

Phone Number:\* 2766089332

Email Address:\* tmgc1@yahoo.com

Occupation:\* Disabled

Business Name and Address:\* N/A

Business Phone Number:\* N/A

Length of Residency in Russell County:\* 55 years

Are you a registered voter:\* Yes

#### Education

High School:\* Honaker High School

College (If Applicable): *Field not completed.*

Trade or Business School: *Field not completed.*

Civic Activities

Please list organization memberships and positions held: *Field not completed.*

Are you currently serving on other Russell County Boards, Commissions, or Committees? No

If yes, which: *Field not completed.*

Have you served on a Board, Commission, or Committee before? No

If yes, which: *Field not completed.*

Do you have a valid Virginia driver's license?\* Yes

If no, please explain: *Field not completed.*

Are your accounts current with the County (Taxes, Utilities, etc.?)\* Yes

If no, please explain: *Field not completed.*

References

Persons who are not relatives. List name, address and phone number(s).

1.\* Stevie Miller  
Swords Creek VA. 276-971-0639

2.\* Andrew Miller  
Honaker VA. 276-274-9273

3.\* Christopher Marshall  
Honaker VA. 276-385-8725

Additional Information (Time available, interests, unique qualifications, etc.) I am a lifelong resident of Russell County and am very interested in the future of our county. I feel tourism is an opportunity for our county to grow. I am available anytime and would appreciate an opportunity to serve my community.

Criminal Record and Child Protective Service Information

(Provide information regarding the nature of the convictions and approximate date(s) of "Yes" answers.)

1. Except for minor traffic violations, have you been Yes



convicted of any violation of law?\*

2. Have you ever been convicted of a felony?\* Yes and I have completed everything required of me to become a productive member of society. I have achieved my voting rights back and continue to work for the better of my community.

3. Have you ever been convicted of a misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating) since your 18th birthday? Yes and as I said above I am no longer living that life. Through the grace of God I have overcome.

4. Are there any criminal charges or proceedings pending against you? No

I hereby certify that the information provided on this application is correct to the best of my knowledge and belief. Yes

BY CLICKING "SUBMIT" YOU ARE SENDING AN ELECTRONIC SIGNATURE THAT VERIFIES EVERYTHING IN THIS APPLICATION IS TRUE AND ACCURATE. IF YOU DO NOT WISH TO SUBMIT AN ELECTRONIC SIGNATURE, PLEASE USE THE CANCEL BUTTON TO EXIT THE APPLICATION.

Electronic Signature Agreement I agree.

Electronic Signature Timothy D McClanahan

[Quoted text hidden]

noreply@civicplus.com <noreply@civicplus.com> To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Feb 27, 2024 at 10:05 AM

### Board and Commissions Application Form

Select Board, Commission, or Committee applying for: Russell County Planning Commission

Name:\* Brian Keith Ray

Street Address:\* 15 Miller Church Ln

Town:\* Swords Creek

Zip:\* 24649



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

Action Item C-1 – C-12  
Presenter: Administrator

**Meeting: 4/8/24 6:00 PM**

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## **County Administrator Reports & Requests**

The County Administrator Reports & Request for April 2024:

### **REPORTS**

1. **Russell County By-Laws Update.....C-1**
2. **Russell County Road Reporting System.....C-2**
3. **VDOT Monthly Road System Report.....C-3**

### **REQUESTS**

4. **RC CY 2024 Tax Rate and Public Hearing Notice.....C-4**
5. **Pure Salmon Project – VDOT Resolution.....C-5**
6. **CPRWMA Solid Waste User Agreement.....C-6**
7. **RC Park Ordinance Update.....C-7**
8. **2024 March Primary Election Results.....C-8**
9. **RC Electoral Board ICE Scanner Tabulator.....C-9**
10. **Honaker Little League Fence Repairs.....C-10**
11. **RC Kids Fishing Day Donation.....C-11**
12. **RC Planning Commission Plats.....C-12**



# By Laws

## Russell County

- Adopted May 5, 2014

### Article I

#### Russell County Board of Supervisors, Officers & Their Selection

A. There shall be seven (7) members of the Board of Supervisors, six (6) elected for four-year terms by citizen vote of each of the six (6) Districts of Russell County and one (1) member elected at-large by the entire County for four years.

B. The Officers of the Board of Supervisors shall consist of a Chairman and Vice Chairman, each of whom shall serve for a term of one (1) calendar year.

C. Nomination of Officers shall be made from the Board at the first meeting of each calendar year. Election of Officers shall follow immediately.

D. A standing Budget/Finance Committee shall be appointed by the newly elected Board Chairman. This committee shall consist of two (2) Board members and two (2) staff members.

### Article II

#### Duties of Officers

A. The Chairman shall:

- (1) Preside at all meetings;
- (2) Work closely with the County Administrator on day to day matters, approve appropriate financial documents, and approve the agenda for all meetings;
- (3) Carry out such other duties as assigned by the Board.

B. The Vice-Chairman shall act in the absence or inability of the Chairman to act.

C. The Budget/Finance Committee shall be responsible for preparation of the annual County budget and for presentation during a regular or special Board meeting before a vote is taken on the Budget each year. Other financial matters shall be considered by this committee before presentation to the full Board.

### Article III

#### Agenda Preparation Policy

A. The County Administrator shall prepare an agenda for each regular meeting of the Board of Supervisors. Supervisors, staff, and others may submit to the County Administrator items for the agenda at any time prior to Noon Wednesday of the week preceding the regular meeting to which such item relates. Emergency items will be added as an amendment to the agenda.

B. Copies of the agenda shall be made available electronically for each Supervisor by close of business on Tuesday prior to the Board meeting and an agenda complete with a packet of materials for the Board members and News Media serving the County and the public not later than close of business on Thursday preceding the meeting to which it relates.

## Article IV

### Meetings

A. The time and place of Board Meetings shall be set from time to time by resolution of the Board in conformance with State Law. The regular meeting schedule shall be set at the organizational meeting held in January each year.

B. Minutes from the previous meeting shall be delivered to the Board members with the agenda prior to the next meeting. Unless requested by a Board member, the minutes will not be read and will be approved upon motion and vote of the Board.

#### C. Order of Business

##### (1) Commencement of Meetings:

At the time established in accordance with Article IV (A) of these By-Laws for the commencement of regular meetings or at the hour specified for continued or special meetings, the Chairman shall call the meeting to order and shall direct the clerk to note the absence of any Board members by roll call. A quorum shall be required for commencement of any meeting.

##### (2) Agenda:

An agenda shall be prepared by the County Administrator in accordance with Article III under these By-laws. The proposed agenda shall be adopted by the Board at each meeting. The agenda will include under New Business "Reports from Designated Standing Committees". Should the chairman or any member of the Board have a matter which he or she feels needs to be brought to the attention of the Board but which is not on the agenda, or if there is an amendment to the order of the agenda, he or she may make a motion that an addition or amendment be made to the agenda. Such amended agenda must be approved by a majority of the Board members present.

#### D. Presentations:

Matters to be presented to the Board may be arranged by persons prior to the meetings and placed on the Agenda. The County Administrator must be notified by Wednesday of the week prior to the Board meeting. Any materials to be used for the presentation must be provided and included in agenda packet. Additional materials presented at the Board meeting must be approved by the Chairman prior to dissemination. These presentations are strongly encouraged to be limited to five (5) minutes and when four (4) minutes has elapsed, the Chairman may instruct the speaker that one (1) minute is remaining.

#### E. Quorum & Method of Voting

A majority of the members of the Board of Supervisors shall constitute a quorum of the Board. All questions submitted to the Board for decision shall be determined by voice vote of a majority of the supervisors voting on any such questions, unless otherwise provided by law. The name of each member voting and how he or she voted must be recorded. Roll Call votes may be requested by any Board member.

#### F. Procedure for Roll Call of Board Members

(1) The Members of the Board of Supervisors shall cast votes in district order on a rotating basis per meeting.

(2) The Chairman of the Board of Supervisors shall cast the last vote.

(3) The Chairman/Clerk shall restate all motions before a vote is taken and the result of the

vote shall be announced following each vote.

#### G. General Rules of Procedure

The Board's Parliamentary Procedures shall be Robert's Rules of Order, Newly Revised, 11th edition, specifically to include Section 49, Conduct of Business in Boards, pages 486 – 488, in all matters not covered by the Board's bylaws, to the extent compatible with law and the historical practices of the Board. The County Attorney, or his or her designee, shall act as Parliamentarian to the Board. Any questions involving the interpretation or application of Robert's Rules shall be addressed to the County Attorney. The Board may amend, by Resolution, the rules as it deems appropriate. The following rules shall apply:

- (1) Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
- (2) All motions require a second except for nominations for appointments to other boards, authorities or commissions.
- (3) There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
- (4) Informal discussion of a subject is permitted while no motion is pending.
- (5) The Chairman can speak in discussion without leaving the chair, can vote on all questions, but cannot make motions unless by consent of a majority of Board members present.
- (6) No Board member is required to vote on any issue. If any Board member determines, prior to the calling of any issue before the Board, that he, because of conflict or otherwise, will abstain from voting on such issue, he shall announce such intention at the time the issue comes before the Board and shall not participate in the discussion on such issue or question. An abstention shall be counted for the purpose of determining a quorum. An abstention defeats a motion requiring a unanimous vote.
- (7) In the incidence of a tie vote, the issue voted upon by the Board is dead and therefore voted down.
- (8) If a primary or substitute motion is made at a Board meeting where at least six (6) members are present and the motion is voted on and fails, the same or a substantively similar motion cannot be reconsidered by the Board within the following twelve (12) months except by a primary or substitute motion made by a member of the Board who voted on the prevailing side where there are no less than six (6) Board members present, and only if two-thirds (2/3) of the Board members present vote to reconsider the action previously decided.
- (9) Only Board members and the Parliamentarian shall have standing to raise noncompliance with these General Rules of Procedure, and only during the current meeting at the time of violation. Failure of the Board to comply with these General Rules of Procedure shall not invalidate any action taken by the Board.

#### H. Member Absenting Himself from Meeting Prior to Adjournment

After the name of any member of the Board has been recorded as present at any meeting of the Board, he shall not absent himself from the remainder of the meeting prior to adjournment unless by consent of the Board.

### I. Board to Sit with Open Doors

The Board of Supervisors shall sit with open doors and all persons conducting themselves in an orderly manner may attend the meetings; however, the Board may hold closed sessions as permitted by law and when deemed necessary by a majority vote of the Board.

A consent agenda shall be introduced by a motion "to approve" by any Board member, and shall be considered by the Board as a single item. There shall be no debate or discussion by any member of the Board regarding any item on the consent agenda. The Clerk or his/her designee shall provide a brief written summary or memo on each item included in the consent agenda. Upon request of any Board member who wishes to question or discuss an item, that item shall be removed from the Consent Agenda. This item shall be transferred onto the agenda for consideration.

### J. Citizens Comment Period

#### Rules for Citizen Comment Period

To ensure that the affairs of the Board and its committees may be conducted in an orderly manner, to ensure that all persons desiring to address the Board on matters pertinent to it are afforded an opportunity to do so, to permit persons in attendance to observe and hear the proceedings of the Board without distraction, and to permit to the fullest extent the Board to conduct County business with minimal disruption, the following rules are established.

- (1) Each person desiring to speak during the Citizens' Comment period on the agenda must provide name and address prior to their comments.
- (2) Each speaker is strongly encouraged to limit remarks to a period of three (3) minutes per comment period; when two (2) minutes have passed the speaker may be reminded that there is one (1) minute remaining.
- (3) Speakers may not donate their time to other speakers.
- (4) Speakers will not be permitted to use audiovisual materials or other visual displays, but may present written and photographic materials to the Board members.
- (5) Comments must be confined to matters germane to the business of the Board of Supervisors and shall not be cumulative or repetitive.
- (6) Speakers should address the Board with decorum – loud, boisterous, and disruptive behavior, obscenity, and vulgarity should be avoided as well as other words or acts tending to evoke violence or deemed to be a breach of the peace.
- (7) The Citizens' Comment period is not intended to be a question and answer period or time for dialogue with County officials. Questions which are raised during a comment period may at the discretion of the Board be responded to by County officials after sufficient time for appropriate investigation.
- (8) Speakers shall remain at the podium while addressing the Board.
- (9) Speakers shall not be interrupted by audience comments, calls/whistles, laughter, or other gestures. Individuals in the audience who do not abide by this policy after a warning will be asked to leave the meeting.



(10) Expressive activities including, but not limited to, petitioning, picketing, displaying signs and posters, solicitation, demonstrating, pamphlet distribution, and conducting polls shall not be permitted within the Governmental Center Building or in any other building that the Board is meeting.

These rules do not preclude persons from delivering to the Board or its Clerk written materials including reports, statements, exhibits, letters, or signed petitions or to prohibit persons from presenting oral or written comments on any subject germane to the business of the Board to individual Board members or to the Board through its Clerk outside the context of the public meeting.

#### K. Agenda Item Procedure

The following guidelines shall be followed for comment addressed to specific agenda items:

(1) In order to prevent obvious questions from consuming Board Meeting time, the Chairman and/or designated person(s) will advise the speaker if a matter is to be considered during some other time during the meeting.

### Article V

#### Procedure for Dealing with Items Not on the Agenda

A. All matters not on the agenda must be raised during citizens comment period. Any matter not on the agenda shall not be considered unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

B. For any special meeting, the business to be discussed shall be stated in the call for such meeting. The Chairman or Administrator shall prepare a written agenda listing all items to be considered for every special meeting. No other business shall be discussed or acted upon unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

### Article VI

#### Public Hearings

A. All public hearings will be advertised in accordance with the Virginia Code. Public hearings may be postponed, continued or canceled at the discretion of the Board.

B. In addition to those required by law, the Board at its discretion may hold public hearings when it decides that a hearing will be in the public interest.

C. The case before the Board shall be summarized by the Chairman or designated person(s). If there is expected to be many speakers on the issue, interested parties wishing to speak must sign the register at the rear of the room prior to the start of the hearing. Each person wishing to speak will be called to the podium by the Chairman or designated person(s) in the order such person signed the register and must state his or her name and address for the record. Generally, each citizen should be provided an opportunity to speak. Each speaker shall be limited to three (3) minutes, unless waived by the Board.

D. Board Members shall limit their comments in public hearings to insure participation by the public without Board interference.

## **Article VII**

### **Appointment of Committees**

Appointments to committees of the Board may be made by the Chairman. Appointments to other authorities, boards, and commissions, shall be made only by member motion adopted by a majority of the full Board. Prior to consideration of the nomination, the nominee shall be notified to determine his or her willingness to serve and to determine if he or she meets the qualifications for such appointment.

## **Article VIII**

### **Duties of the County Administrator**

The County Administrator shall:

- A. Prepare the agenda for each meeting for approval in conformance with the agenda preparation procedure outlined in these bylaws.
- B. Keep a written record of all business transacted by the Board.
- C. Administer the financial control procedures of the County.
- D. Advise and inform the Board on all matters affecting County government.
- E. Execute all formal documents authorized by the Board of Supervisors.
- F. Provide and supervise all staff services directly under the control of the Board of Supervisors.
- G. The County Administrator shall be responsible for all personnel management of the County. Department Directors, Coordinators, Supervisors or Managers will be hired and dismissed with the consent of a majority of the Board of Supervisors.
- H. Prepare an annual operating budget for the County government in accordance with guidelines established by the State auditor's office for approval by the Board of Supervisors. He shall be responsible for maintaining adequate financial and accounting records on all County business under his control.
- I. Serve as the Board's representative in all circumstances where the Chairman, Vice Chairman, or a majority of the Board Members are not available.
- J. Perform all other duties delegated by the Board as required by law.

## **Article IX**

### **Amendments**

A. The Bylaws may be amended by a recorded majority vote of the entire membership of the Board provided that written notice has been given to all members of the Board and a copy of the proposed amendment is sent with the notice, prior to said meeting.

B. The Bylaws may be suspended in whole or in part only upon the unanimous vote of Board members present, relating to any matter before it.

DRAFT



Rhonda Lester <rhonda.lester@russellcountyva.us>

Online Form Submittal: Russell County VDOT Repair Request

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Sun, Mar 24, 2024 at 6:19 AM

Russell County VDOT Repair Request

Location:

Town (If Applicable)	Field not completed.
Route or Street Name	614 Cross Roads
Closest Intersection	Rt 71 N and 614 near
I need a road repaired.	Repair paved road
Please describe the repair requested	Cross Roads 614, needs to be striped from Rt. 71 N to U.S. Rt 19 near Hansonville. The road was upgraded about 10 years with new pavement, guardrails, reflectors and road striping. After a hard winter a few years ago, the portion from the church to 71 had repairs with paving but the road was never restored with striping. In darkness and fog it is very difficult to see.
First Name	Earl
Last Name	Mumpower
Address	3614 N 71
City	Lebanon
State	Va
Zip Code	24266
Phone Number	276 393-7966
Email Address	Earlmumpower@yahoo.com

Email not displaying correctly? [View it in your browser.](#)





Rhonda Lester <rhonda.lester@russellcountyva.us>

### Online Form Submittal: Russell County VDOT Repair Request

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Wed, Mar 13, 2024 at 12:26 PM

### Russell County VDOT Repair Request

Location:

Town (If Applicable)	Field not completed.
Route or Street Name	Glenview lane
Closest Intersection	East crossroads
I need a road repaired.	Repair paved road
Please describe the repair requested	Large pot holes through subdivision after scraping roads in winter
First Name	Dara
Last Name	Francis
Address	461 glenview ln
City	Lebanon
State	Va
Zip Code	24266
Phone Number	2763652566
Email Address	Daranicole@yahoo.com

Email not displaying correctly? [View it in your browser.](#)



Rhonda Lester <rhonda.lester@russellcountyva.us>

## Online Form Submittal: Russell County VDOT Repair Request

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Tue, Mar 12, 2024 at 7:30 AM

### Russell County VDOT Repair Request

Location:

Town (If Applicable)	Rosedale
Route or Street Name	80
Closest Intersection	rt 80 and 19
I need a road repaired.	Repair unpaved road
Please describe the repair requested	Please repair the park and ride located at the intersection of rt 19 and rt 80. I almost buried a jeep in those holes. Wouldnt take 45 min to do a good job. Thank you
First Name	Joe
Last Name	Nash
Address	15 Heritage Dr
City	Honaker
State	VA
Zip Code	24260
Phone Number	2762540733
Email Address	countryairpirates@yahoo.com

Email not displaying correctly? [View it in your browser.](#)





Rhonda Lester <rhonda.lester@russellcountyva.us>

# Online Form Submittal: Russell County VDOT Repair Request

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: lonzo.lester@russellcountyva.us, rhonda.lester@russellcountyva.us

Sat, Mar 2, 2024 at 12:58 PM

## Russell County VDOT Repair Request

Location:

Town (If Applicable) *Field not completed.*

Route or Street Name State Route [654, Pittston Road](#)

Closest Intersection State Route 657, Green Valley Road

I need a road repaired. Other

Please describe the repair requested  
Speed limit 25 signs were placed just outside the town limits of Lebanon that has a posted speed of 35 MPH. During winter time driving it is impossible to negotiate the road if there is snow covering the road. I have lived on Green Valley Road and worked in Green Valley for almost fifty years. During the time I have worked and lived here, there was never a speed limit sign that was posted on this road. This road has been widen and straightened by the highway department without the speed limits ever posted to 25 MPH.

First Name Clifford

Last Name Stinson

Address [4563 Green Valley Rd](#)

City Lebanon

State VA

Zip Code 24266

Phone Number 2769714308

Email Address [cwstinson@hotmail.com](mailto:cwstinson@hotmail.com)

Email not displaying correctly? [View it in your browser.](#)

**Russell County BOS**  
**VDOT Update**  
**April 1, 2024**

**Board Action Requests**

The Residency has no requests for action this month.

**Maintenance Activities - Completed**

Maintenance activities in March included the following:

- Spot ditching and pipe cleaning was conducted on segments of Routes 82 and 654.
- Maintenance activities (grading / spreading gravel) was completed on segments of Route 621.
- Limited pothole patching was conducted on Routes 19, 58, 67 and 80.
- Down trees / debris was removed from segments of Routes 19, 67, 80, 614, 624, 635, 640 and 654.
- Small slides were repaired on Routes 603 and 622.
- Boom ax (brush cutting) operations were conducted on segments of Routes 640, 645 and 1050.
- Shoulder repairs were completed on Route 19.

**Maintenance Activities - Planned**

- Boom ax work on various routes throughout the County.
- Pavement Repairs (machine patching) on Route 615
- Debris removal on various routes (down trees and rocks/slides).
- Removal of dead trees on Routes 80 (Hayter's Gap), 71 and 65.
- Ditching at various locations through the County.
- Drainage / slope stabilization in the median of Route 19 (Bypass) near Coal Tipple Hollow.
- Pothole patching, particularly once asphalt plants re-open for the season; anticipated in mid-April.

**Rural Rustic / 6 Year Plan Projects**

The residency is beginning plan sketch preparation and initiating the environmental review process for projects planned (Route 671 and 824) for the coming construction season.



## **Non — VDOT Projects**

### *Pure Salmon Project*

The access road design into the project from Route 19 has been approved by the Residency.

### *Three Rivers Destination Center*

No new activity this month on this project.

DRAFT

# Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley  
District 1

Rebecca Dye  
District 6

Lou Ann Wallace  
District 2

Steve Breeding, Chairman  
District 5

Nathan Kiser  
At-Large

Tara Dye  
District 3

David Eaton, Vice-Chairman  
District 4

Lonzo Lester  
County Administrator

		Tax Dates 2023	
Real Estate, Personal Property, and Machine & Tool		May 25 <sup>th</sup>	
Merchant's Capital and Mineral Taxes		November 25 <sup>th</sup>	
Mineral Tax Reporting Date		February 1 <sup>st</sup>	
		Tax Rates	
		2022	2023
Real Estate	\$	0.63	\$ 0.63
Mobile Homes	\$	0.63	\$ 0.63
Personal Property	\$	1.95	\$ 1.95
Machinery & Tools	\$	1.95	\$ 1.95
Merchant's Capital	\$	0.65	\$ 0.65

**Proposed Fiscal Year 2023/2024 County-Wide Budget & Calendar Year 2023 Tax Rates**  
**Public review available at:**  
 Board of Supervisors' Office  
 137 Highlands Drive, Lebanon, Virginia 24266  
**Russell County Website (Financial Statements) - [www.russellcountyva.gov](http://www.russellcountyva.gov)**  
**Authorized by Russell County Board of Supervisors**

# Russell County Virginia

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District 4

Lonzo Lester  
County Administrator

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## RESOLUTION

At a regularly scheduled meeting of the Russell County Board of Supervisors held on April 8, 2024, on a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the following resolution was adopted by a vote of \_\_\_ to \_\_\_:

WHEREAS, Russell County desires to assist in the development of the property for the purpose of economic development located on Route 19 in the County of Russell Virginia, at the Russell County and Tazewell Counties Line at the Pure Salmon Virginia, LLC; and

WHEREAS, this property is expected to be the site of new private capital investment in land, building, and manufacturing equipment which will provide substantial employment; and

WHEREAS, the Project consists of the development of a vertically integrated Atlantic Salmon Farm, including hatchery, nursery, smolt, and to post-smolt grow-out producing full market size fish.

WHEREAS, the subject property has no access to a public street or highway and will require the construction of a new roadway to connect with Route 19; and

WHEREAS, the existing public road network does not provide for adequate access to this property, and it is deemed necessary that improvements be made to Route 19; and

WHEREAS, the County of Russell hereby guarantees that the necessary environmental analysis, mitigation, fee simple right of way and utility relocations or adjustments, if necessary, for this project will be provided at no cost to the Economic Development, Airport and Rail Access Fund; and

WHEREAS, the County of Russell acknowledges that no land disturbance activities may occur within the limits of the proposed access project prior to appropriate notification from the Department of Transportation as a condition of the use of the Economic Development, Airport and Rail Access Fund; and

WHEREAS, the County of Russell hereby acknowledges that the Virginia Department of Transportation’s Economic Development Access (EDA) Program may provide up to a maximum of \$500,000 for the project and requires matching funding up to \$125,000 of coal severance funds from the County of Russell for estimated eligible project costs over \$500,000, up to \$800,000; and

WHEREAS, the County hereby guarantees that financing of all ineligible project costs, project costs exceeding the EDA Program project allocation, EDA Program required locality matching funds, if applicable, and all costs not justified by eligible capital outlay will be provided from sources other than those administered by the Virginia Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED THAT: The Russell County Board of Supervisors hereby requests that the Commonwealth Transportation Board provide Economic Development Access Program funding to provide adequate road access to this property; and

BE IT FURTHER RESOLVED THAT: The County of Russell hereby agrees to provide a surety acceptable to and payable to the Virginia Department of Transportation, in the full amount of the Commonwealth Transportation Board's allocation less eligible private capital outlay credit as determined by VDOT; this surety shall be exercised by the Department of Transportation in the event that sufficient qualifying capital investment does not occur on Pure Salmon Virginia LLC, Parcel ID# 30L56A and 30L56C within five years of the Commonwealth Transportation Board's allocation of funds pursuant to this request; and

BE IT FURTHER RESOLVED THAT: The Russell County Board of Supervisors hereby request for roadway to be maintained by VDOT that the new roadway so constructed will be added to and become a part of the secondary system of state highways pursuant to § 33.2-1509, paragraph C., of the *Code of Virginia*.

(SEAL)

A COPY TESTE: \_\_\_\_\_

Steve Breeding, Chairperson





# COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
2111 BONHAM ROAD  
BRISTOL, VIRGINIA 24201-2002

Stephen C. Brich, P. E.  
COMMISSIONER

Date: March 8, 2024

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

RE: Pure Salmon Commercial Entrance and Access Road  
Route 19  
Russell County (083)

Mr. Lester:

Regarding the ongoing Pure Salmon project and pursuant to our meeting regarding same at the Lebanon Residency on February 28, 2024, the Department offers the following:

1. The Department has reviewed roadway design per the access road plans dated 05-11-2022. The roadway design is acceptable. Please note that the Department's approval of the roadway design expires in three years if work has not begun. Approval of the plans alone does not constitute addition of the street into the Secondary System of State Highways. The road must be constructed to plan and inspected prior to acceptance.
  - a. The roadway plans are from the existing Route 19 right of way line to the cul-de-sac. The commercial entrance onto Route 19, the related turn lane, and the storm water management basin (DEQ SWM #: 2020-0257-1) have previously been permitted under VDOT Land Use Permit 104-39140, issued to Pure Salmon Virginia LLC. This permit was issued on 03-13-2023, extended on 03-13-2024, and has a current expiration date of 03-12-2025.
2. Roadway slopes are of concern to VDOT. The underlying geology is such that stability of these slopes on such a steep grade is now in question due to the amount of fractured rock observable in the slopes.
  - a. It should be noted that the slopes are contained within a permanent easement (i.e., not within the right of way). VDOT's maintenance of these slopes will be limited to resolving any maintenance issues occurring within the easements that are adversely affecting maintenance of the right of way and travel on the road.
  - b. The project engineer should review the geotechnical data to determine if the existing slopes should be flattened or otherwise modified for stability.
3. In our meeting of February 28, 2024 you indicated that an application for Economic Access Funding would be submitted for the roadway construction. As the site is physically located in Russell County, any application for Economic Access Funding must be submitted by Russell County.
  - a. You indicated that this was a joint venture between Buchanan County, Russell County, and Tazewell County. Please note that VDOT will consider the Russell County Board of Supervisors as the primary contact for the Economic Access Road project, because Russell County must apply for the funding.

- b. CTB approval of Economic Access funding applications takes approximately 4-6 months, while meeting CTB contingencies can take another two or more months.
  - c. Projects with a cost of more than \$500,000 must complete the State Environmental Review Process prior to advertisement or land disturbance activities. This process typically takes up to 90 days.
  - d. Please note that any expenses incurred by the locality prior to the approval of the Economic Access funding are ineligible for reimbursement.
4. Should the county decide to *not* pursue Economic Access funding, the street could only be added under the VDOT Secondary Street Acceptance Requirements (SSAR).
- a. Addition of routes under the SSAR require posting of fees and surety prior to acceptance.

At present, the following is the list of official contacts the Department has for this project. Should you need to add or revise contacts for the project, please notify the Department.

Russel County Board of Supervisors  
Attn.: Mr. Lonzo Lester  
137 Highland Dr, Suite A  
Lebanon, VA 24266  
[lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us)

Pure Salmon Virginia LLC  
Attn.: Mr. Paul Innskeep  
4701 Cox Rd, Suite 285  
Glen Allen, VA 23060  
[paul.innskeep@pure-salmon.com](mailto:paul.innskeep@pure-salmon.com)

Pure Salmon Virginia LLC  
Attn.: Mr. Brandon Thorne  
4701 Cox Rd, Suite 285  
Glen Allen, VA 23060  
[brandon.thorne@pure-salmon.com](mailto:brandon.thorne@pure-salmon.com)

Timmons Group  
Attn.: Mr. Josh MacDonald, P.E.  
1001 Boulders Parkway, Suite 300  
Richmond, VA 23225  
[Josh.MacDonald@timmons.com](mailto:Josh.MacDonald@timmons.com)

Please contact the VDOT Lebanon Residency if you have any questions or concerns.

Sincerely,

*Jeff Buchanan*

Jeff Buchanan  
Assistant Resident Engineer  
VDOT Lebanon Residency  
P.O. Box 127  
Lebanon, VA 24266  
(276) 889-7601  
[jeff.buchanan@vdot.virginia.gov](mailto:jeff.buchanan@vdot.virginia.gov)

Cc: Pure Salmon Virginia LLC  
Timmons Group  
Buchanan County Board of Supervisors  
Tazewell County Board of Supervisors  
Senator Travis Hackworth  
Delegate William Morefield





## **BOARD OF DIRECTORS MEETING MINUTES**

**May 9, 2023, 12:00 P.M.**

**101 N. 14th Street, 11th Floor Board Room**

**Richmond, Virginia 23219**

**Available by Public Teleconference: (866) 845-1266, 65069804#**

- I. Chairman Bew called the meeting to order 12:04 p.m. and welcomed the Board and guests.
  - a) Board Directors present: Chairman Ronald Bew, Vice Chairman Linh Hoang, and Ms. Mary Margaret Kastelberg, and Messrs. Ronald Hobson, Ronnie Johnson, Michael Joyce, Jay Mahone, Willis Morris, William Smith
  - b) Board Directors absent: Ms. Victoria Vasques, and Messrs. John Dane, David Richardson,
  - c) VSBFA Staff present: Mses. Shari Adams, Anna Mackley, and Angela Reese, and Mr. Joe Shearin
  - d) Others present: Ms. Lala Paola Korall (Vice President Business Development, European Business Development Inc), and Messrs. Don Ferguson (Senior Assistant, Attorney General of Virginia), Michael Graff (Partner, McGuireWoods LLP), Brandon Thorne (Chief Financial Officer, Pure-Salmon Virginia), Mark Shea (Director, Wells Fargo Corporate Investment Banking), Karim Ghannam (Co-Founder & CEO, 8F Asset Management), Paul Inskeep (Project Manager, Pure Salmon Virginia)
- II. Approval of Minutes

Motion by Mr. Joyce and seconded by Mr. Johnson to approve the April 11, 2023 Board of Directors Meeting Minutes subject to one correction, Motion carried. Voting aye: Ms. Kastelberg, and Messrs. Bew, Hoang, Hobson, Johnson, Joyce, Mahone, Morris, and Smith. Voting nay: None.
- III. Chairman Bew opened the public hearing at 12:05 p.m.
- IV. Tax-Exempt Bond Project
  - a) The Dominion School Incorporated – Fairfax County – Approval of Final Resolution authorizing the issuance of \$16,000,000 in Tax-Exempt Revenue Bonds

Ms. Mackley presented with Mr. Graff the Dominion School Inc. final resolution of \$16,000,000 in tax-exempt revenue bonds to finance (i) a portion of the cost of the acquisition of 5.5 acres of land and the buildings located in Herndon Virginia; (ii) and finance the cost of issuing the bonds.

Pursuant to presentations, Chairman Bew called for the motion to adopt the resolution. Mr. Joyce motioned to adopt the resolution as submitted, seconded by Ms. Kastelberg, Motion carried. Voting aye: Ms. Kastelberg, and Messrs. Bew, Hoang, Hobson, Johnson, Joyce, Mahone, Morris, and Smith. Voting nay: None.
  - b) National Senior Campuses Inc. – Fairfax Count – Approval of Resolution and Supplement Agreement to amend Series B of the 2020 NSC bond issuance.



Ms. Mackley presented with Mr. Graff the National Senior Campuses Inc. resolution and supplement agreement to amend Series B of the 2020 NSC bond issuance. The amendments were requested due to the interest rate applicable to the bonds being based upon LIBOR and, in contemplation of the cessation of LIBOR on June 30, 2023

Pursuant to presentations, Chairman Bew called for the motion to adopt the resolution. Mr. Hoang motioned to adopt the resolution as submitted, seconded by Mr. Smith, Motion carried. Voting aye: Ms. Kastelberg, and Messrs. Bew, Hoang, Hobson, Johnson, Joyce, Mahone, Morris, and Smith. Voting nay: None.

c) **Pure Salmon Virginia, LLC – Approval of Inducement Resolution for up to \$402,600,000 of Tax-exempt and taxable bonds**

Ms. Mackley presented, with Ms. Korall, and Messrs. Graff, Thorne, Inskip, Shea, and Ghannam, Pure Salmon Virginia, LLC inducement resolution to finance the cost of the Project, certain costs of issuance, if any, of the Bonds and, if and as necessary, working capital, capitalized interest on the Bonds and reserves for the Project or the Bonds. The Project consists of the development of a vertically integrated Atlantic salmon farm, including hatchery, nursery, smolt and to post-smolt grow-out producing full market size fish.

Pursuant to presentations, Chairman Bew called for the motion to adopt the resolution. Mr. Hobson motioned to adopt the resolution as submitted, seconded by Mr. Smith, Motion carried. Voting aye: Ms. Kastelberg, and Messrs. Bew, Hoang, Hobson, Johnson, Joyce, Mahone, Morris, and Smith. Voting nay: None.

V. Chairman Bew closed the public hearing at 1:11 p.m.

VI. Board Review and Ratification

a) The Board reviewed the two (2) credit support transactions approved by management in aggregate of \$1,535,000.

Pursuant to review, Chairman Bew called for the motion to adopt the resolution to ratify. Mr. Johnson motioned, seconded by Mr. Hoang, Motion carried. Voting aye: Ms. Kastelberg, and Messrs. Bew, Hoang, Hobson, Johnson, Joyce, Mahone, Morris, and Smith. Voting nay: None.

VII. Financial Statements

a) Ms. Adams presented the Board with VSBFA Financial statements followed by discussion.

VIII. Other Business

a) Discussion about Interim Executive Director’s insight into the needs of VSBFA regarding technology, and marketing.

IX. Public Comment Period

Chairman Bew called for comments from the public. Hearing none the comment period was closed at 2:04 p.m.

X. Having no further business, the meeting was adjourned at 2:04 p.m.

**USER AGREEMENT  
FOR  
SOLID WASTE DISPOSAL**

THIS AGREEMENT, made and executed this the \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the COUNTY OF DICKENSON, Virginia, the COUNTY OF BUCHANAN, Virginia, and the COUNTY OF RUSSELL, Virginia, political subdivisions of the COMMONWEALTH OF VIRGINIA, hereinafter referred to as “Users,” and the CUMBERLAND PLATEAU WASTE MANAGEMENT AUTHORITY, a body politic and corporate and a political subdivision of the COMMONWEALTH OF VIRGINIA, an Authority created by the aforesaid Users, pursuant to the Virginia Water and Sewer Authorities Act, hereinafter referred to as “Authority.”

**ARTICLE I – BASIC INTENT AND PURPOSE**

1. This Agreement is entered into as authorized by the Virginia Water and Waste Authorities Act, Va. Code Ann. § 15.2-5100 *et seq.* (hereinafter the “Act”).
2. The Authority has all the powers, rights and duties as described in the Act and as specified in its Articles of Incorporation and may exercise the same in the performance of its functions as set out in the Act.
3. The purposes for which the Authority was created are to acquire, purchase, lease as lessee, construct, reconstruct, improve, extend, operate, maintain and finance a Garbage and Refuse Collection and Disposal System, as that term is defined in the Act, within, without, or partly within and partly without the Counties of Buchanan, Dickenson and Russell, Virginia.
4. The Authority, subject to the terms and conditions hereinafter set out, desires to maintain a safe, sanitary and environmentally sound Disposal System (hereinafter defined) and for and by such Disposal System to accept and dispose of the Disposable Solid Waste (as the term is defined herein, and hereinafter referred to as DSW) of the Users.
5. The Users, subject to the terms and conditions hereinafter set out, desire to use the Authority’s Disposal System for the disposal of DSW generated within, collected by, or otherwise under the control of the User.

6. The Disposal System shall be established, operated and maintained in accordance with the Authority's Plan of Operation, attached hereto and made a part hereof, which is intended to be effective upon the date of execution of this Agreement, and which may be amended by the Authority from time to time.

## ARTICLES II – DEFINITIONS

1. Disposable Solid Waste (hereinafter DSW) – Any Solid Waste other than Hazardous Waste, specifically including Processible Solid Waste, Special Waste (approved, as set forth in the Plan of Operation) and Non-Processible Solid Waste (as such terms are defined in the Plan of Operation).
2. Disposal System – All those facilities owned, leased or operated by the Authority designed to collect, manage and/or dispose of Solid Waste and those designed to accomplish recycling and/or volume waste reduction by methods other than DSW; and the land, structures, vehicles and equipment for use in connection therewith.
3. Hazardous Waste – a Solid Waste or combination of Solid Waste which, because of its quantity, concentration or physical, chemical or infectious characteristics may: (a) cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible, illness; or (b) pose a substantial present or potential hazard to human health, the Disposal System, or the environment when improperly treated, stored, transported, disposed of or otherwise managed. The foregoing definition is intended to include any waste now or hereafter designated as “hazardous” by State or Federal agencies (including the United States Environmental Protection Agency) with jurisdiction and authority to promulgate and enforce rules and regulations for the handling and disposal of hazardous and other wastes.
4. Non-Conforming Waste – (a) Any waste excluded from the definition of Solid Waste and (b) Special Waste (as defined in the Plan of Operation) which has not been approved by the Authority.
5. Plan of Operation – A plan adopted by the Authority, as amended or supplemented, setting forth the types of material acceptable to the Authority for

disposal, the times and places where material will be received by the Authority, the methods of collecting fees charged by the Authority for disposal service, and such other information as will describe operational procedures, control use of the Disposal System and provide instruction and guidelines to users of the Disposal System. The Plan of Operation shall be marked as Exhibit "A" and incorporated by reference into this User Agreement. Said Plan of Operation shall be subject to annual review at the same time this User Agreement is subject to annual review. If any changes are made to the Plan of Operation by the parties, such changes shall also be subject to the approval of the Department of Environmental Quality.

6. Solid Waste – Any garbage, trash, brush, refuse, sludge (as defined in the Plan of Operation) and other discarded material, including solid, liquid, semi-solid or contained gaseous material, resulting from industrial, commercial, mining and agricultural operations and from community activities and residences, but does not include: (i) solid and dissolved materials in domestic sewage; (ii) solid or dissolved material in irrigation return flows or in industrial discharges which are sources subject to permit from the State Water Control board; (iii) source, special nuclear, or by-product material as defined by the Federal Atomic Energy Act of 1954, as amended; (iv) to the extent such Solid Waste is transported from the Transfer Stations to any landfill operated by an entity other than the Authority, and other materials not allowed under the permits, licenses and approvals relating to such landfill; or (v) asbestos.
7. Tipping Fee – The charge made by the Authority for the disposal of DSW (as set forth in the Plan of Operation). The Tipping Fee shall be calculated by determining the total of: (a) the disposal fee charged by any landfill operator with whom the Authority may contract for the ultimate disposal of any Solid Waste delivered hereunder; (b) the amount of principal premium, if any, and interest or any other amounts due, or to become due, with respect to any indebtedness of the Authority or required to avoid a default with respect to such indebtedness; and (c) all expenses of the Authority relating to the operation and maintenance of the Disposal System as per the line item budget approved annually by the Authority Board, excluding administrative costs defined below) including any reserves



required by Authority. This amount shall be divided by the tonnage projected to be received to derive a cost per ton to be charged for use of the Disposal System. The tipping fee is the same for all three member counties per the components of this paragraph. However, transportation costs for each member county is determined by mileage from the county's transfer station to the landfill. The cost per mile will be uniform for each county with only the actual mileage varying. The Authority will invoice each county separately for its transportation costs. The parties agree to annually review the component costs making up the tipping fee and transportation costs to make appropriate annual adjustment to said tipping fee and transportation costs (costs per mile). The annual adjusted tipping fee and transportation costs are subject to the approval of the Board of Supervisors of each of the Users and the Board of the Authority. Once the User Agreement is approved either initially or upon subsequent annual reviews, said approved User Agreement shall be binding on all the parties. It is acknowledged by all the parties that the landfill charge is based on a five year contract that is procured pursuant to 15.2-5136. The parties further acknowledge that the Authority is contractually bound by this five year contract in regard to the landfill charge and bound by another contract for transportation charges. The parties agree that such contracts are binding upon the Authority and **while in effect restrict the Authority's ability to make any adjustments to landfill contract costs and transportation contract costs.** However, the parties further agree that the contract for access to the landfill and the contract for transportation services to transport the solid waste from the transfer stations to the landfill are subject to review and approval of the Board of Supervisors of the three Users.

8. Administrative Fee—The Authority has administrative costs that include items in the current Authority fiscal line item budget as approved by the Authority Board. These costs include, but are not limited to, IT support, bookkeeping costs, salary and fringe benefits of Authority employees, legal costs, office rental, and VACO insurance. The Authority will present its proposed line item annual budget for the upcoming year to the member County Administrators annually on or before

March 15 to be included in each County Board of Supervisor's next monthly meeting agenda for review **and approval** .

The total monthly administrative costs of the Authority shall be divided equally among the Users and paid through monthly invoices submitted to the Users by the Authority.

### **ARTICLE III – TERM OF AGREEMENT**

1. This Agreement shall become effective and operations hereunder shall commence on or about **July 1st, 2024**. This Agreement shall be binding upon the parties, commencing upon the execution hereof, and extending for a period of one (1) year. Prior to the end of the one-year term, any further extensions must be approved by the Board of Supervisors of each of the User and the Authority Board annually.

### **ARTICLE IV – DELIVERY CONDITIONS**

1. The Users hereby agree to deliver or cause to be delivered to the Disposal System in accordance with the Plan of Operation substantially all (at least 95 percent per year) of the DSW which is generated or collected by or within or under the control of each of the Users from the effective date of this Agreement. Each of the Users will also use best efforts to enter into contractual agreements with each locality, generator and commercial hauler of DSW in their respective counties for their use of the Disposal System.
2. Subject to the terms and conditions of this Agreement and the Plan of Operation, the Authority hereby agrees to receive and accept all DSW delivered to the Disposal System by each of the Users after the effective date of this Agreement and throughout the remaining term of this Agreement.
3. The Authority shall provide one or more Transfer Stations to each of the Users for the disposal of DSW. The location of all Transfer Stations shall be specified in the Plan of Operation. The Authority shall have the right to designate a separate point or points of delivery for any grades or categories of DSW which in its opinion require special handling or methods of disposal.
4. The Users hereby agree not to build or, to the extent of their legal authority, allow to be built any facilities that would compete with the Disposal System during the duration of the term of this Agreement.

**ARTICLE V – CHARGES AND FEES FOR USE OF  
AUTHORITY DISPOSAL SYSTEM**

1. The Users agree to pay to the Authority rates, fees, and other charges as approved by the Authority's Board of Directors in compliance with Va. Code Ann. §15.2-5136 subject to approval of the Board of Supervisors of each User. The Authority agrees to comply with § 15.2-5136 when fixing rates, fees, and other charges. . Each of the Users shall have the right to set the fees to be charged to the public at each transfer station in their respective county for the disposal of DSW.
2. The Authority shall invoice each User for the Tipping Fees on a monthly basis (within ten (10) days after the end of the month). Such invoices will show the total tonnage received by the Authority attributable to the User during the billing period of all DSW. Such invoices shall be due and payable without offset within Thirty (30) days of the date of the invoice.
3. The DSW delivered to the Disposal System will be weighed for the purpose of determining the actual tonnage received. Fractions of tons actually received shall be invoiced on an accumulated basis each month. In the event of malfunction of the Authority's weighing scales or other measuring device, an estimate of the amount of DSW received will be computed based on the average amount received per vehicle, when dumping records for such vehicle for the six (6) months immediately preceding are available, or when such records are not available, will be computed based on the average amount received per vehicle of like size and/or compaction ratio.
4. The Authority shall keep proper books and records in accordance with generally accepted accounting principles which shall be available for inspection by the User at all reasonable times.
5. Any proposed amendment of rates, fees or other charges imposed by the Authority on the Users pursuant to this Agreement is subject to approval by the

Users after the Authority has provided adequate documentation to demonstrate that an increase or decrease is necessary under § 15.2-5136.

#### **ARTICLE VI – TITLE TO SOLID WASTE; LIABILITY FOR SOLID WASTE**

1. Title to all DSW delivered to the Disposal System by each of the Users shall pass to the Authority when recorded by the Authority's weighing scales or other measuring devices at the Authority's facilities, **EXCEPT** that title to Hazardous Waste and Non-Conforming Waste shall not vest or pass to the Authority, even if Hazardous Waste and Non-Conforming Waste is delivered to and unknowingly accepted by the Authority. Inoperability or unavailability of the Authority's measuring devices shall not alter the transfer of title to DSW delivered to and accepted by the Authority.
2. In the event that Hazardous Waste is inadvertently or unknowingly delivered to and/or accepted by the Authority, it is understood and agreed between the parties that liability for any environmental contamination, adverse effects, penalties or damages resulting from, and necessary costs of correction, may be imposed upon the Users by any regulatory bodies with adequate jurisdiction.

#### **ARTICLE VII – DEFAULT**

1. In the event of default, the non-defaulting party shall have the right, but not the obligation, to cure such default and to charge the defaulting party for the cost of curing said default, and to obtain reimbursement thereof.
2. Upon the occurrence of a default by the Authority hereunder, any of the Users, after giving notice of such default to the Authority, may bring appropriate legal proceedings to require the Authority to perform its duties under the Act and this Agreement or to enjoin any acts in violation of the Act or this Agreement. However, prior to any of the Users initiating legal action against the Authority, the User(s) must give the Authority written notice of the default and provide the Authority thirty (30) days to cure said default.



3. Upon the occurrence of a default by any User, the Authority, after giving notice of such default to all parties, may bring appropriate legal action to require the User to perform its duties under the Act and this Agreement or to enjoin any acts in violation of the Act or this Agreement. However, prior to the Authority initiating legal action against a User, the Authority must give the User written notice of the default and provide the User thirty (30) days to cure said default.
4. No remedy in this Agreement conferred upon or reserved to the parties is intended to be exclusive of any other remedy, and each remedy is cumulative and in addition to every other remedy given under this Agreement or now or hereafter existing as provided by law.

#### **ARTICLE VIII – NO PARTNERSHIP**

Nothing herein shall be construed to constitute a joint venture between the Authority and the Users or the formation of a partnership.

#### **ARTICLE IX – FORCE MAJEURE**

1. Failure of any party to perform hereunder, including failure of any User to deliver or cause to be delivered DSW, or inability of the Authority to accept DSW, by reason of Force Majeure (as defined in the Plan of Operation) shall not constitute a default or be cause for termination of this Agreement. However, the party so failing to perform shall immediately notify the other party of the failure, including reasons thereof, and shall make reasonable efforts to correct such failure to perform at the earliest possible date.
2. If, by reason of Force Majeure, the Authority cannot accept DSW at the Transfer Station located within the User's region, the Authority shall immediately provide for and notify the User of an alternate delivery points(s).
3. Solely in the event that no facilities of the Authority are available for disposal of DSW the User shall have the right, but not the obligation, to dispose of or cause to be disposed of DSW at locations other than the Transfer Station located within the User's region until the cause of the Authority's inability to accept the User's DSW is cured, but not thereafter.

## ARTICLE X – EXTENT OF AGREEMENT

This Agreement, together with the Plan of Operation, represents the entire agreement between the parties hereto and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement shall not be modified, altered or amended unless in writing and signed by the parties.

## ARTICLE XI – GENERAL

1. In the event that any provisions of this Agreement shall be held to be invalid, the remaining provisions shall be valid and binding upon the parties.
2. One or more waivers by either party hereto of performance of any obligation and/or covenant hereunder shall not be construed as a waiver of subsequent breach of any obligation and/or covenant.
3. Neither the Users nor the Authority shall delegate or assign duties under this Agreement without the written consent of the other.
4. The construction and performance of this Agreement shall be in accordance with the laws of the Commonwealth of Virginia. In the event of a dispute between the Authority and a User, the venue for resolution of that dispute shall lie in the Circuit Court of the User. In the event a dispute between the Authority and two or more Users occurs or a dispute occurs between or among Users, the Chief Judge of the 29<sup>th</sup> Judicial Circuit shall determine the venue and appoint a judge to hear the case.
5. Any notices hereunder shall be in writing addressed to the party as set forth below or at such other address as may be designated in writing to the other parties hereto.
6. In the event the Authority has an administrative fee surplus at the end of any fiscal year and at the end of audit of said fiscal year, such surplus amounts shall be divided equally among the three (3) member counties, based on a review and vote of the Authority Board.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be properly executed and attested by duly authorized officials as of this the \_\_\_ day of \_\_\_\_\_, 2024.

Cumberland Plateau Regional Waste Management Authority

By \_\_\_\_\_ (SEAL)

CPRWMA Chairman, Ron Peters  
135 Highland Drive, Suite C  
Lebanon, Virginia 24266  
Telephone: (276) 883-5403

ATTEST:

\_\_\_\_\_(SEAL)  
CPRWMA Secretary

APPROVED AS TO FORM ONLY:

\_\_\_\_\_(SEAL)  
R.J. Thornbury, Esq. Counsel for the CPRWMA

**COMMONWEALTH OF VIRGINIA,  
AT LARGE, to wit:**

The foregoing contract was subscribed and acknowledged before me by Ron Peters, Chairman of the CPRWMA Board, \_\_\_\_\_, Secretary of the CPRWMA and R.J. Thornbury, Counsel for CPWRMA this the \_\_\_\_ day of \_\_\_\_\_ 2024 in \_\_\_\_\_ County, Va.

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

My Commission expires: \_\_\_\_\_.  
My Registration # is \_\_\_\_\_.

Dickenson County Board of Supervisors

By \_\_\_\_\_ (SEAL)

Shelby Willis, Chairman  
P.O. Box 1098  
Clintwood, Virginia 24228  
Telephone: (276) 926-1676  
Fax: (276) 926-1649

ATTEST:

\_\_\_\_\_  
Larry Barton., County Administrator (SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
William Sturgill, Esq. (SEAL)  
County Attorney of Dickenson County, Va.

**COMMONWEALTH OF VIRGINIA,**  
**AT LARGE,** to wit:

The foregoing contract was subscribed and acknowledged before me by Shelby Willis, Chairman of the Dickenson County Board of Supervisors, Larry Barton, County Administrator the Dickenson County, Va. and William Sturgill, County Attorney of Dickenson County, Va., this the \_\_\_\_ day of \_\_\_\_\_ 2024 in \_\_\_\_\_ County, Va.

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

My Commission expires: \_\_\_\_\_.  
My Registration # is \_\_\_\_\_.



Buchanan County Board of Supervisors

By \_\_\_\_\_ (SEAL)

Roger Rife, Chairman  
P.O. Drawer 950  
Grundy, Va. 24614  
Telephone: 276-935-6503  
Fax: 276-935-4479

ATTEST:

\_\_\_\_\_  
(SEAL)

Robert Craig Horn  
County Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
(SEAL)

Lawrence L. Moise III, Esq.,  
County Attorney

**COMMONWEALTH OF VIRGINIA,**  
**AT LARGE,** to wit:

The foregoing contract was subscribed and acknowledged before me by Roger Rife, Chairman of the Buchanan County Board of Supervisors, Robert Craig Horn, County Administrator and Lawrence L. Moise III, County Attorney this the \_\_\_\_ day of \_\_\_\_\_ 2024 in \_\_\_\_\_ County, Va.

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

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

My Registration # is \_\_\_\_\_.

Russell County Board of Supervisors

By \_\_\_\_\_ (SEAL)

Steve Breeding, Chairman  
137 Highland Drive  
Lebanon, Va. 24266  
Telephone: 276-889-8000  
Fax: 276-889-8011

ATTEST:

\_\_\_\_\_  
(SEAL)

Lonzo Lester  
County Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
(SEAL)

Terry Kilgore, Esq.,  
County Attorney

**COMMONWEALTH OF VIRGINIA,  
AT LARGE, to wit:**

The foregoing contract was subscribed and acknowledged before me by Steve Breeding, Chairman of the Russell County Board of Supervisors, Lonzo Lester, County Administrator and Terry Kilgore, Esq. County Attorney, this the \_\_\_\_ day of \_\_\_\_\_ 2024 in \_\_\_\_\_ County, Va.

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

My Commission expires: \_\_\_\_\_.  
My Registration # is \_\_\_\_\_.

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

THIS AGREEMENT made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between Cumberland Plateau Regional Waste Management Authority (hereinafter referred to as the "Authority") and the County of Russell, Virginia, a political subdivision of the Commonwealth of Virginia, (hereinafter referred to as "County").

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

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

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

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

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

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

**REPRESENTATIONS AND CERTIFICATIONS**

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

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

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

#### AUTHORITY AND COUNTY OBLIGATIONS

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

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

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



## SCOPE OF SERVICE CONTRACTOR OBLIGATIONS

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

## TERM OF CONTRACT

This Agreement shall be effective as of the 5<sup>th</sup> day of April, 2024. The initial term of this Agreement shall be one (1) year commencing on the 5<sup>th</sup> day of April, 2024. The term of this Agreement shall extend for an additional one-year, upon the same terms and conditions as herein, unless either party elects to cancel this Agreement by three (3) months written notice to the other party prior to the end of this term or of any hold over term.

## NONDISCRIMINATION

The County shall not discriminate against any person because of race, sex, age, creed, color, religion, natural origin or handicap.

## INSURANCE

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

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

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

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

## COVID-19, PANDEMIC AND EPIDEMIC POLICY

The parties agree to adopt the Covid-19, Pandemic and Epidemic Policy (Policy) attached hereto and incorporated by reference herein as Exhibit "B" for transfer station employees. The Policy is in effort to reduce workplace hazards by the prevention and mitigation of the spread of Covid-19 or other illness identified as a pandemic or epidemic, in accordance to Virginia Department of Labor and Industry guidelines.

## DEFAULT

Except as otherwise provided herein, if either party defaults in the performance of any of the warranties, covenants or conditions contained herein for thirty (30) days after the other party has given the defaulting party written notice of such default and the party defaulting shall not have commenced to cure such default within said period and to pursue diligently the completion thereof, the other party may: (i) terminate this Agreement as of any date at least thirty (30) days after the last day of the thirty (30) day period; (ii) cure the default at the expense of the defaulting party and (iii) have recourse to any other right or remedy to which it may be entitled by law or equity, including, but not limited to, the right for all damage or loss suffered as a result of such default and termination. In the event either party waives default by the other party, such waiver shall not be construed or determined to be a continuing waiver of the same or any subsequent default. In the event that in the exercise of due diligence during the aforesaid thirty (30) day period such cure cannot reasonably be effected or completed, such cure period shall be extended to include such additional time as is reasonably necessary to effect or complete such cure provided the defaulting party exercises continuous diligent efforts to cure such default during such extended period.

## GENERAL PROVISIONS

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

operators as approved by the Virginia Department of Professional and Occupational Regulation Board during daily operations.

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

From and after the date of this Agreement, the County's performance hereunder may be suspended, and its obligations hereunder excused in the event and during the period that such performance is prevented by a cause or causes beyond the reasonable control of the County. Such causes may include, by way of example and not limitation, acts of God, acts of war, riot, fire, explosion, accident, flood or sabotage, lack of adequate fuel, power or raw materials, judicial, administrative or governmental laws, regulations, requirements, rules, orders or actions; injunctions or restraining orders; the failure of any governmental body to issue or grant, or the suspension or revocation or modification of any license, permit or other authorization necessary for the services envisioned by the Agreement; national defense requirements; labor strike, lockout or injunction.

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



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

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

All notices or other communications to be given hereunder shall be in writing and shall be deemed given when mailed by registered or certified United States mail, addressed to the Cumberland Plateau Regional Waste Management Authority, 135 Highland Drive Suite C, Lebanon, VA 24266, or addressed to Russell County, 137 Highland Drive, Lebanon, VA 24266.

IN WITNESS WHEREOF, the parties hereto cause their presence to be signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2024, written by their respective officers pursuant to authorizations contained in duly adopted resolutions or ordinances, as the case may be.

CUMBERLAND PLATEAU REGIONAL  
WASTE MANAGEMENT AUTHORITY

By: \_\_\_\_\_  
Chairman of the Authority

COUNTY OF RUSSELL BOARD OF SUPERVISORS

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

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

APPROVED AS TO FORM

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

DRAFT

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by Chairman of Cumberland Plateau  
Regional Waste Management Authority this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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

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

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the Chairman of the Russell County  
Board of Supervisors this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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

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

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the County Administrator  
for Russell County, Virginia, this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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

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

STATE OF VIRGINIA,  
AT LARGE, to-wit:

Subscribed and acknowledged to before me by the Deputy County Attorney  
for Russell County, Virginia, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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

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

**EXHIBIT A**

**INSURANCE COVERAGE RIDER**

COVERAGES Workmen's

LIMITS OF LIABILITY

Compensation Employer's

Statutory

Liability

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

Excess Umbrella Liability

\$1,000,000 each occurrence

DRAFT



## **EXHIBIT B**

### **CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY**

#### **Transfer Staff COVID-19, Pandemic and Epidemic Policy**

##### Reason for policy:

Due to declining infection rates, increases in vaccination and natural immunity within the general population, the Virginia Safety and Health Codes Board revoked Virginia's Covid-19 workplace safety standards effective March 23, 2022. Therefore, employers no longer need to comply with the requirements of the previous Emergency Temporary Standard for Infectious Disease Prevention but are still required to provide a healthy workplace free from hazards. The Cumberland Plateau Regional Waste Management Authority (the "Authority") seeks to comply with this requirement and the newly created Virginia Safety and Health Code Guidelines for Covid-19 as well as establish a policy to address other diseases identified by the Center for Disease Control ("CDC") as a pandemic or an epidemic within the region.

##### Definitions and Terms:

Terms as used in this policy have the same meaning as defined under the "Guidance to Employers to Mitigate the Risk of COVID-19 to Workers", unless the context clearly indicates otherwise. Said definitions are readily available on the Virginia Department of Labor and Industry website at <https://www.doli.virginia.gov/vosh-programs-coronavirus-covid-19-resources/> and [https://www.doli.virginia.gov/wp-content/uploads/2022/06/DOLI-Guidance-for-Employers-to-Mitigate-the-Risk-of-COVID-19-to-Workers-03.01.2022\\_FINAL.pdf](https://www.doli.virginia.gov/wp-content/uploads/2022/06/DOLI-Guidance-for-Employers-to-Mitigate-the-Risk-of-COVID-19-to-Workers-03.01.2022_FINAL.pdf).

##### Policy Statement:

The Authority desires to prevent and mitigate the spread of SARS-CoV-2 which causes COVID-19, as well as other diseases identified as a pandemic or an epidemic by the Virginia Department of Health (VDH), to employees of member counties who work at Authority transfer stations. Employers and Employees shall take measures pursuant to the most recent guidance as issued by the Virginia Department of Labor and Industry (VDOLI), VDH and CDC guidelines, and such requirements as may be federally mandated to prevent spread.

#### **A. COVID-19**

##### 1. Employee Self-Assessment and Screening:

a. COVID-19

i. Self-assessment

Employees who experience signs and symptoms of COVID-19, are encouraged to stay home and seek advise on testing and treatment from their physician

ii. Positive Test Result

Employees who test positive for COVID-19 should stay home and shall notify the Authority Executive Director and their respective member county administrator of the positive test. Executive Director and/or the member county administrator may request test results or written confirmation from a healthcare provider be forwarded to the Executive Director and/or the member county administrator for verification and which shall remain confidential employee information. The Executive director is responsible for any reporting requirements to the Virginia Department of Health or other governmental entity as may be mandated at that time.

Any subcontractor, contract employee or temporary employee is required to report a positive SARS-CoV-2 test to the Executive Director and their respective member county administrator, if they were present at the work site within the previous 24 hours from the date of the positive test.

Employees, subcontractors, contract employees or temporary employees who test positive or who are suspected to be infected with SARS-CoV-2 virus should return to work in accordance with section 4 titled "Return to Work" herein. If appropriate, such employee may engage in teleworking or other form of work isolation that would not potentially expose other employees to the virus.

Any employee who reports COVID-19 symptoms upon arrival at work should return home to self-isolate and/or seek healthcare as appropriate for his or her circumstance. The employee should isolate from other employees and wear a face mask or covering while at the workplace.

2. Sick Leave and Staggered Shifts

a. Sick Leave

All prior sick leave policies shall remain in effect in accordance with the employee's respective member county personnel policy. Additional sick leave may apply if mandated through state or federal laws or executive orders.

b. Staggered Shifts

When feasible and necessary to limit contact, staggered shifts may be developed and utilized.

### 3. Work Procedures to Prevent Infectious Spread

Given the nature of job tasks at transfer stations, engineering and administrative controls are not feasible. Therefore, employees will be provided appropriate Personal Protective Equipment (PPE) and are encouraged, but not required, to get the COVID-19 vaccine/booster. In addition, the work site shall observe distancing or occupancy limits in any applicable Virginia Executive Order. Areas at the worksite where known or suspected to be infected employees or other persons accessed or worked shall be cleaned and disinfected prior to allowing employees access to the areas. All common areas to include bathrooms, frequently touched surfaces, and doors shall be cleaned and disinfected.

### 4. Return to Work

Employees and Employers shall follow the most recent guidelines for return to the workplace. For Covid-19, the most recent may be accessed on the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html>.

### 5. Notifying Employees and Employers of Workplace Exposures

When an employee, subcontractor, contract employee or temporary employee who was present at the work site within the previous 24 hours from the date of a positive test, the Executive Director in conjunction with the member county administrator shall notify the following persons or entities, while maintaining confidentiality of the identity of the infected employee in accordance with the American Disabilities Act (ADA):

1. Other employees who may have been exposed, within 24 hours of discovery of the employees' possible exposure;
2. Employers whose employees were present at the work site during the same time period, within 24 hours of discovery of the employee's possible exposure;
3. Building or facility owner, if applicable, within 24 hours of discovery of the employee's possible exposure;
4. The Virginia Occupational Safety and Health Administration as required by regulations part 1904 (COVID-19 infections and deaths).

The Executive Director may voluntarily report Covid-19 outbreaks to the VDH within 24 hours of the discovery of three or more employees present at the place of employment within a 14-day period testing positive for SARS-CoV-2 virus during that 14-day time period. The Executive Director shall follow reporting mandates as may be updated or implemented.

### **B. Diseases Other than Covid-19 Classified as a Pandemic or an Epidemic.**

1. Employer and Employee shall follow the most recent state and federal mandates or guidelines, including those in an executive order for a pandemic or

epidemic illness other than Covid-19, pertaining to screening, testing, return to work and workplace safety. Employer and Employee shall default to applicable guidelines under VOSH, VDH and CDC relating to workplace safety, PPE, distancing, masking, return to work, reporting, screening, training, sick leave and other aspects related to the illness and workplace. Any policy mandated under federal or state law will be developed into a written policy, as may be required.

2. The Executive Director will identify and document sources of exposure to workers to include: 1) who is at risk; 2) how it can be spread; and 3) the areas of greatest exposure.

3. Employer shall implement an infection control plan that includes:

a. Cleaning procedures and appropriate Environmental Protection Agency (EPA) disinfectants, such procedures and disinfectant use as recommended by CDC or VOSH.

b. Encourages employees to wash hands frequently.

4. Employer shall promptly identify and isolate employees who are sick and symptomatic for the disease.

a. As deemed appropriate by Employer or mandated, Employer will pre-screen for the illness.

b. Designate a person to respond to a potentially infected individual, using necessary PPE in so responding.

c. Attempt to isolate the sick employee from other employees.

5. Workplace Protections:

a. Employer will encourage employees who are positive for the illness to stay home, returning to work pursuant to guidelines issued by the CDC.

b. Employer shall encourage social distancing where feasible.

6. Sick Leave

a. All prior sick leave policies shall remain in effect in accordance with the employee's respective member county personnel policy. Additional sick leave may apply if mandated through state or federal laws or executive orders.

b. Staggered Shifts

When feasible and necessary to limit contact, staggered shifts may be developed and utilized.

7. Return to Work



Employee shall follow the most recent guidelines issued by the CDC for return to the workplace.

8. Notifying Employees and Employers of Workplace Exposures and Reporting.

When an employee, subcontractor, contract employee or temporary employee who was present at the work site within the previous 24 hours from the date of a positive test, the Executive Director in conjunction with the member county administrator shall notify the following persons or entities, while maintaining confidentiality of the identity of the infected employee in accordance with the American Disabilities Act (ADA):

1. Other employees who may have been exposed within a reasonable time of employee's possible exposure;
2. Employers whose employees were present at the work site during the same time period, within 24 hours of discovery of the employee's possible exposure;
3. Building or facility owner, if applicable, within 24 hours of discovery of the employee's possible exposure;
4. The Virginia Occupational Safety and Health Administration as required by regulations part 1904.

The Executive Director shall report outbreaks or deaths as may be required under any state or federal law and in compliance with VOSH mandates, as such are amended or repealed from time to time.

**C. Anti-discrimination**

No person shall be discharged or in any way discriminate against an employee because the employee has exercised rights under the safety and health provisions of this policy, Title 40.1 of the Code of Virginia, and the mandatory Virginia Occupational Safety and Health Administration (VOSH) standards for: PPE (part 1910, subpart I (e.g., 1910.132 and 133)), respiratory protection (1910.134), sanitation (1910.141), protection from blood borne pathogens (1910.1030), employee access to medical and exposure records (1910.1020), and requirements in the VOSH Administrative Regulations Manual.

No person shall be discharged or in any way discriminate against an employee who voluntarily provides and wears the employees' own PPE, including, but not limited to, a respirator, face shield, or gloves, or face covering if such equipment is not provided by the employer, provided that the PPE does not create a greater hazard to the employee or create a serious hazard for other employees.

No person shall discharge or in any way discriminate against an employee who raises a reasonable concern about infection control related to the SARS-CoV-2 virus and COVID-19 or other disease that is classified as an epidemic or pandemic to

the employer, the employer's agent, other employees, a government agency, or to the public such as through print, online, social, or other media.

Nothing in this policy shall limit an employee from refusing to do work or enter a location that the employee feels is unsafe. Employee shall not be disciplined for refusing to enter a location the employee feels is unsafe unless determined reasonable and necessary under the circumstances.

#### **D. Training**

All employees are encouraged to read this policy and the procedures herein. Employees are encouraged to maintain good sanitary work habits such as frequent hand washing and to help facilitate mitigating the spread of COVID-19 or other epidemic or pandemic disease through maintaining a healthy work environment. Employer shall provide training as mandated by state and federal law applicable to workplace safety.

#### **E. Amendment**

This policy may be amended from time to time, replaced or repealed.

Related Information:

1. <https://www.doli.virginia.gov/wp-content/uploads/2022/07/DOLI-Guidance-for-Employers-to-Mitigate-the-Risk-of-COVID-19-to-Workers-07.05.2022.pdf>
2. <https://www.doli.virginia.gov/vosh-programs-coronavirus-covid-19-resources/>
3. <https://www.vdh.virginia.gov/coronavirus/>
4. <https://www.vdh.virginia.gov/coronavirus/media-and-communication-resources/resources-and-support/>
5. <https://www.doli.virginia.gov/wp-content/uploads/2020/03/Coronavirus-Hazard-Alert.pdf>

**RUSSELL COUNTY PARKS**  
**ORDINANCE**

At a regular meeting of the Russell County Board of Supervisors held in the Russell County Government Center, Lebanon, Virginia, on the 8th day of April 2024.

Present

Vote

Steve Breeding, Chairman  
David Eaton, Vice Chairman  
Andrew Hensley  
Lou Ann Wallace  
Tara Dye  
Rebecca Dye  
Nate Kiser

---

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried \_\_\_\_\_, the following ordinance was adopted:

1. Definitions. The following terms, unless otherwise expressly defined, shall have the meaning given herein.

- (a) "Camping Unit," shall mean a tent, sleeping bag, tent trailer, travel trailer, camping trailer, pick-up camper, RV motor home, whether motor driven or designed to be attached to or drawn by a vehicle.
- (b) "Campground," refers to all designated campgrounds under the jurisdiction of the Russell County Board of Supervisors.
- (c) "County," refers to the Russell County Board of Supervisors.
- (d) "Facilities," refers to all community centers under the jurisdiction of the Commission or the Russell County Board of Supervisors.
- (e) "Motor Vehicle," means any wheeled conveyance, whether motor powered. The term shall include any trailer in two of any size, kind, or description.
- (f) "Owner," means any person, firm, association, partnership, or corporation owning, leasing, operating, or having the exclusive use of a vehicle, animal, or any other property under a lease or otherwise.
- (g) "Park," shall include all designated public parks, including athletic fields, natural areas and historical sites under the jurisdiction of the Russell County Board of Supervisors.
- (h) "Permits," means any written license issued by or under authority of the Board of Supervisors permitting the performance of a specified act or acts.
- (i) "Person," means any natural person, corporation, company, association, organization, firm or partnership.
- (j) "Regulation," shall include any regulation duly adopted by the Russell County Board of Supervisors pursuant to the powers contained in Virginia Code Section 15.2.

2. Construction of Ordinance. Provisions of these regulations shall be construed as follows:

- (a) No provision of this ordinance shall make unlawful any act necessarily performed by any law enforcement officer, employee of the County, or agent of the County in the necessary and proper execution of their duties;

(b) Any act prohibited by these regulations, provided it is not otherwise prohibited by law or local ordinance, shall be lawful if performed under, by virtue of and strictly within the provision of a permit and to the extent authorized; and

(c) These regulations are in addition to and supplement the Virginia Game, Inland Fish and Boat Laws and those regulations that are incorporated and made a part thereof;

3. Jurisdiction. These regulations shall be effective within and upon all parks, campgrounds, and facilities in Russell County that are under the jurisdiction of the County.

### **PROHIBITED CONDUCT**

4. Flowers, Plants, Minerals, etc. No person shall remove, destroy, or damage in any manner any tree, flower, fern, shrub, rock or plant, historical artifact, or mineral in any park. Nor shall any person attach any rope, wire or other contrivance to any tree or plant. A person shall not dig in or otherwise disturb grassy areas or otherwise impair the natural beauty or usefulness of any park.

5. Buildings, Signs, Structures, etc. No person shall in any manner deface, destroy or tamper with any part of any park or facility, nor any building, sign, equipment, bridges, tables, benches, fireplaces, railings, paving or paving material, water lines or other public utilities or parts or appurtenances thereof, signs, notices, boundary markers, or other structures or equipment, County facilities or park property or appurtenances whatsoever, either real or personal.

6. Disposal of Refuse, Garbage, etc. No person shall discharge, deposit in any part of any park or facility or body of water in or adjacent to any park any garbage, sewage, waste, or any other offensive material, except in proper trash receptacles where provided.

7. Pollution of Waters. No person shall bathe dogs or other animals, wash vehicles or clothing in the streams, or other waters of any park, or throw, discharge or otherwise cause to be placed into streams, or other waters of the park or in any storm sewer or drain flowing into said waters, any substance, matter or thing, liquid or solid, which may or shall result in the pollution of said waters.

8. Disorderly Conduct. No person shall disobey a lawful order of a park supervisor or other duly authorized officer or agent of the County or Commission. No person may commit a nuisance, nor use abusive, profane, or insulting language, nor unreasonably disturb or annoy others, nor do any act tending to or amounting to a breach of the peace in any park or facility.

9. Gambling. Gambling in any park is prohibited.

10. Prohibited Substances. No person shall have in their possession any illegal substances or be under the influence of intoxicants while in the confines of any park or facility. Anyone found in violation will be removed from the park or facility and are subject to arrest.

11. Bathing. No person shall swim in any waters in any park.

12. Firearms. No person shall possess a slingshot, bow and arrow, dart device, or other device designated for high-speed missile projection in a park or facility. Provided, no person except law enforcement officers or those persons in possession of a concealed weapons permit valid in the Commonwealth of Virginia may carry or possess firearms in a park or facility. No person shall discharge a firearm within the confines of a park or facility unless in an act of self-defense or unless otherwise authorized as a law enforcement officer.



13. Explosives. No person shall bring into or possess in any park or facility any explosive or explosive substance.

14. Fires, Lighted Cigarettes, etc. No person shall kindle, maintain, or use fire other than in places provided or designated for such purposes or otherwise by special permit. Any fire shall be continuously under the care and direction of a competent person over sixteen years of age from the time it is kindled until it is extinguished. No person within the confine of any park shall throw away or discard any lighted match, cigarette, cigar, or other burning object. Any lighted match, cigarette, cigar, or other burning object must be entirely extinguished before being properly disposed of.

15. Smoking. No person shall smoke in any park or facility where smoking is prohibited as indicated by sign. No smoking is allowed when walking nature trails. Smoking may be forbidden by the County or Commission in any part of any park or facility when it is deemed that the fire hazard makes such action advisable.

16. Hunting. No person shall hunt, pursue, trap, shoot, injure, kill, or molest in any way any bird or animal within the confines of a park, nor shall any person possess any wild bird or animal within a park. Shooting into a park from beyond park boundaries is prohibited.

17. Fishing. Fishing is permitted in designated areas of parks. All persons fishing must have a State Fishing License as required by law and comply with all applicable state laws and regulations. No commercial fishing is allowed.

18. Animals at Large. No person shall cause or permit any animal owned by him, in his custody or under his control, except an animal restrained by a leash not exceeding six feet in length, to enter any park or campground, and any such animal may be seized and disposed of as provided by law.

19. Model Rockets and Airplanes. No person shall engage in the flying of powered model rockets or airplanes in any park.

20. Aviation. No person shall voluntarily bring, land or cause to descend or alight within or upon any park, any airplane, flying machine, balloon, parachute, or other apparatus for aviation except under permit or by forced landing in the event of an emergency.

## **TRAFFIC AND PARKING**

21. Vehicles Use. No person shall drive a motor vehicle in any park or at any facility within or upon a safety zone, walk, bicycle path, nature trail, fire truck trail, service road or any park not designated for, or customarily used by motor vehicles, except properly authorized individuals engaged in fire control, park maintenance or other necessary park-related activities.

22. Parking.

(a) No owner or driver shall cause or permit a vehicle to stand anywhere in any park or at any facility outside of designated parking spaces, except at reasonable times to receive or discharge passengers. Parking shall be in accordance with the posted directions to the parking area and/or with the instruction of any attendant who may be present.

(b) No owner or driver shall cause or permit a vehicle to stand in any space designated for use by the handicapped in any park or at any facility unless the vehicle displays a license plate or decal issued by The Commissioner of Motor Vehicles of Virginia, or a similar identification issued by similar authority in some other state or District of Columbia.

23. Obstructing Traffic. No person shall cause or permit a vehicle to obstruct traffic in a park.
24. Speed Limit. The speed limit on any park road is no more than fifteen miles per hour.
25. Excessive Loads. No person shall operate any excessively loaded vehicle anywhere in any park. The determination of whether a load is excessive will be made by a park official based upon the load and the condition of the road.

#### **HOURS OF ACCESS**

26. Old Russell County Courthouse. No person is permitted on the premises of the Old Russell County Courthouse from sunset until dawn of the following day unless by special permit issued by the County.
27. Parks. Normal operating hours of parks are from dawn until 10:00 pm excluding the county's campgrounds. All events should be concluded by this time unless arrangements are made in advance with the Commission. No person is permitted in the confines of any park or facility after normal operating hours unless as otherwise authorized by the County.
28. Closed Areas. No person shall enter or use an area posted in a park or facility as "Closed to the Public" unless otherwise authorized by the County.

#### **GROUP USAGE**

29. Provisions for Use of Any Park or Facility by Groups of Five or More. The following provisions apply to use of any County Park or facility by groups of five or more:
  - (a) Any individual or organization sponsoring an event must provide sufficient adult supervision to maintain order and safety of all participants, be responsible for any loss or damage to the property and provide sufficient liability insurance coverage as required by the Commonwealth of Virginia. The Commission shall be a named insured on such liability insurance coverage.
  - (b) An individual must be designated as a user group's representative and will accept all liability for personal injuries or damage resulting from the use of the facility or park.
30. Provisions Applying Exclusively to Use of Parks by Groups of Five or More. The following provisions apply to the use of any County Park by groups of five or more:
  - (a) A Facility Use Application must be submitted for approval to the County.
  - (b) A damage deposit of \$50 must be provided to the County prior to the event; said deposit to be returned or released by the County within ten days of the event, offset by the cost of any cleaning or damages caused by the respective group's use of the park.
  - (c) No cleaning or damage deposit shall be required for use of a park by any community welfare, charitable, educational, or faith-based group or any group with an agreement with the County for such group to provide maintenance and upkeep of such park.
31. Facilities Other than Parks. No fee or damage deposit shall be required for use of any facility other than parks.

**ENFORCEMENT AND PENALTIES**

32. Enforcement. The County shall, in connection with their duties imposed by law, diligently enforce the provisions of this Ordinance. The County shall have the authority to eject from a park or facility any person acting in violation of this Ordinance.

33. Penalties. It shall be unlawful and constitute a misdemeanor for any person to violate any of the provisions of the Russell County Park Rules, as promulgated under the authority of Virginia Code Section 15.2. Each day any person who continues to act in violation of any of the rules shall constitute a separate offense. Every person convicted of a misdemeanor for violation of any of the rules shall be punished by a fine of not less than fifty dollars nor more than five hundred dollars and the trial of all violations of this ordinance shall be enforced by proceedings before the Judge of the Russell County District Court, in the manner and with like rights of appeal as is provided in misdemeanor cases; and the Sheriff and all deputies, Virginia Game Warden, and all police officers of Russell county are hereby authorized to issue summons in writing to the violators of this ordinance to appear before said Court. All fines collected from any person for violating any portion of this ordinance, upon conviction thereof, shall be credited to the general revenue funds of the County of Russell and deposited by the Treasurer or Russell County in the same manner as provided for other monies.

34. Savings Provision. If any section, phrase, or part of this ordinance should for any reason be held invalid by a court of competent jurisdiction, such decision shall not affect the remainder of this ordinance; and every remaining section, phrase or part thereof shall continue in full force and effect.

This ordinance shall become effective \_\_\_\_\_, 2024.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
STEVE BREEDING, CHAIRMAN  
Russell County Board of Supervisors

Attest: \_\_\_\_\_  
Clerk

BOARD OF SUPERVISORS  
COUNTY OF RUSSELL  
LEBANON, VIRGINIA

Ordinance

At a regular meeting of the Russell County Board of Supervisors held in the Russell County Government Center, Lebanon, Virginia, on the 5th day of November 2015.

Present

Vote

Jon Bowerbank, Chairman  
Joseph Puckett, Vice Chairman  
Bob Gibson  
Ernest "Shy" Kennedy  
Freddie Arrington  
Danny L. Brown  
Rebecca Dye

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried \_\_\_\_\_,  
the following ordinance was adopted:

RUSSELL COUNTY PARKS  
ORDINANCE

1. Definitions. The following terms, unless otherwise expressly defined, shall have the meaning given herein.

- (a) "Camping Unit," shall mean a tent, sleeping bag, etc., and shall not mean tent trailer, travel trailer, camping trailer, pick-up camper, motor home or any other type of temporary living quarters or shelter, whether motor driven or designed to be attached to or drawn by a vehicle.
- (b) "Commission," refers to the Russell County Recreation and Park Commission.
- (c) "County," refers to the Russell County Board of Supervisors.
- (d) "Facilities," refers to all community centers under the jurisdiction of the Commission or the Russell County Board of Supervisors.
- (e) "Motor Vehicle," means any wheeled conveyance, whether motor powered, or animal drawn. The term shall include any trailer in two of any size, kind, or description.
- (f) "Owner," means any person, firm, association, partnership, or corporation owning, leasing, operating, or having the exclusive use of a vehicle, animal, or any other property under a lease or otherwise.
- (g) "Park," shall include all designated public parks, including athletic fields, natural areas and historical sites under the jurisdiction of the Russell County Board of Supervisors.
- (h) "Permits," means any written license issued by or under authority of the Board of Supervisors or the Russell County Recreation and Park Commission, permitting the performance of a specified act



or acts.

- (i) "Person," means any natural person, corporation, company, association, organization, firm or partnership.
- (j) "Regulation," shall include any regulation duly adopted by the Russell County Board of Supervisors of Russell County Recreation and Park Commission pursuant to the powers contained in Virginia Code Section 15.1-1232(q).

2. Construction of Ordinance. Provisions of these regulations shall be construed as follows:

- (a) No provision of this ordinance shall make unlawful any act necessarily performed by any law enforcement officer, employee of the County, or agent of the County in the necessary and proper execution of their duties;
- (b) Any act prohibited by these regulations, provided it is not otherwise prohibited by law or local ordinance, shall be lawful if performed under, by virtue of and strictly within the provision of a permit and to the extent authorized; and
- (c) These regulations are in addition to and supplement the Virginia Game, Inland Fish and Boat Laws and those regulations that are incorporated and made a part thereof;

3. Jurisdiction. These regulations shall be effective within and upon all parks and facilities in Russell County that are under the jurisdiction of the County and the Commission.

#### PROHIBITED CONDUCT

4. Flowers, Plants, Minerals, etc. No person shall remove, destroy, or damage in any manner any tree, flower, fern, shrub, rock or plant, historical artifact, or mineral in any park. Nor shall any person attach any rope, wire or other contrivance to any tree or plant. A person shall not dig in or otherwise disturb grassy areas or otherwise impair the natural beauty or usefulness of any park.

5. Buildings, Signs, Structures, etc. No person shall in any manner deface, destroy or tamper with any part of any park or facility, nor any building, sign, equipment, bridges, tables, benches, fireplaces, railings, paving or paving material, water lines or other public utilities or parts or appurtenances thereof, signs, notices, boundary markers, or other structures or equipment, County facilities or park property or appurtenances whatsoever, either real or personal.

6. Disposal of Refuse, Garbage, etc. No person shall discharge, deposit in any part of any park or facility or body of water in or adjacent to any park any garbage, sewage, waste, or any other offensive material, except in proper trash receptacles where provided.

7. Pollution of Waters. No person shall bathe dogs or other animals, wash vehicles or clothing in the streams, or other waters of any park, or throw, discharge or otherwise cause to be placed into streams, or other waters of the park or in any storm sewer or drain flowing into said waters, any substance, matter or thing, liquid or solid, which may or shall result in the pollution of said waters.

8. Disorderly Conduct. No person shall disobey a lawful order of a park supervisor or other duly authorized officer or agent of the County or Commission. No person may commit a nuisance, nor use abusive, profane, or insulting language, nor unreasonably disturb or annoy others, nor do any act tending to or amounting to a breach of the peace in any park or facility.

9. Gambling. Gambling in any park is prohibited.

10. Prohibited Substances. No person shall have in their possession any tobacco products, alcoholic beverages, or any other illegal substances or be under the influence of intoxicants while in the confines of any park or facility. Anyone found in violation will be removed from the park or facility and are subject to arrest.

11. Bathing. No person shall swim in any waters in any park.

12. Firearms. No person shall possess a slingshot, bow and arrow, dart device, or other device designated for high-speed missile projection in a park or facility. Provided, no person except law enforcement officers or those persons in possession of a concealed weapons permit valid in the Commonwealth of Virginia may carry or possess firearms in a park or facility. No person shall discharge a firearm within the confines of a park or facility unless in an act of self-defense or unless otherwise authorized as a law enforcement officer.

13. Explosives. No person shall bring into or possess in any park or facility any explosive or explosive substance.

14. Fires, Lighted Cigarettes, etc. No person shall kindle, maintain, or use fire other than in places provided or designated for such purposes or otherwise by special permit. Any fire shall be continuously under the care and direction of a competent person over sixteen years of age from the time it is kindled until it is extinguished. No person within the confine of any park shall throw away or discard any lighted match, cigarette, cigar, or other burning object. Any lighted match, cigarette, cigar, or other burning object must be entirely extinguished before being properly disposed of.

15. Smoking. No person shall smoke in any park or facility where smoking is prohibited as indicated by sign. No smoking is allowed when walking nature trails. Smoking may be forbidden by the County or Commission in any part of any park or facility when it is deemed that the fire hazard makes such action advisable.

16. Hunting. No person shall hunt, pursue, trap, shoot, injure, kill, or molest in any way any bird or animal within the confines of a park, nor shall any person possess any wild bird or animal within a park. Shooting into a park from beyond park boundaries is prohibited.

17. Fishing. Fishing is permitted in designated areas of parks. All persons fishing must have a State Fishing License as required by law and comply with all applicable state laws and regulations. No commercial fishing is allowed.

18. Animals at Large. No person shall cause or permit any animal owned by him, in his custody or under his control, except an animal restrained by a leash not exceeding six feet in length, to enter any park, and any such animal may be seized and disposed of as provided by law.

19. Model Rockets and Airplanes. No person shall engage in the flying of powered model rockets or airplanes in any park.

20. Aviation. No person shall voluntarily bring, land or cause to descend or alight within or upon any park, any airplane, flying machine, balloon, parachute, or other apparatus for aviation except under permit or by forced landing in the event of an emergency.

## TRAFFIC AND PARKING

21. Vehicles Use. No person shall drive a motor vehicle in any park or at any facility within or upon a safety zone, walk, bicycle path, nature trail, fire truck trail, service road or any park not designated for, or customarily used by motor vehicles, except properly authorized individuals engaged in fire control, park maintenance or other necessary park-related activities.
22. Parking.
- (a) No owner or driver shall cause or permit a vehicle to stand anywhere in any park or at any facility outside of designated parking spaces, except at reasonable times to receive or discharge passengers. Parking shall be in accordance with the posted directions to the parking area and/or with the instruction of any attendant who may be present.
  - (b) No owner or driver shall cause or permit a vehicle to stand in any space designated for use by the handicapped in any park or at any facility unless the vehicle displays a license plate or decal issued by The Commissioner of Motor Vehicles of Virginia, or a similar identification issued by similar authority in some other state or District of Columbia.
23. Obstructing Traffic. No person shall cause or permit a vehicle to obstruct traffic in a park.
24. Speed Limit. The speed limit on any park road is no more than fifteen miles per hour.
25. Excessive Loads. No person shall operate any excessively loaded vehicle anywhere in any park. The determination of whether a load is excessive will be made by a park official based upon the load and the condition of the road.

## HOURS OF ACCESS

26. Old Russell County Courthouse. No person is permitted on the premises of the Old Russell County Courthouse from sunset until dawn of the following day unless by special permit issued by the County or Commission.
27. All Other Parks. Normal operating hours of parks are from dawn until 10:00 pm. All events should be concluded by this time unless arrangements are made in advance with the Commission. No person is permitted in the confines of any park or facility after normal operating hours unless as otherwise authorized by the County or Commission.
28. Closed Areas. No person shall enter or use an area posted in a park or facility as “Closed to the Public” unless otherwise authorized by the County or Commission.

## GROUP USAGE

29. Provisions for Use of Any Park or Facility by Groups of Five or More. The following provisions apply to use of any County Park or facility by groups of five or more:
- (a) Any individual or organization sponsoring an event must provide sufficient adult supervision to maintain order and safety of all participants, be responsible for any loss or damage to the property and provide sufficient liability insurance coverage as required by the Commonwealth of Virginia. The Commission shall be a named insured on such liability insurance coverage.
  - (b) An individual must be designated as a user group’s representative and will accept all liability for personal injuries or damage resulting from the use of the facility or park.

30. Provisions Applying Exclusively to Use of Parks by Groups of Five or More. The following provisions apply to the use of any County Park by groups of five or more:

(a) A Facility Use Application must be submitted for approval to the County at least ten days before the event.

(b) A damage deposit of \$200.00 or a suitable surety must be provided to the County prior to the event; said deposit or surety to be returned or released by the County within ten days of the event, offset by the cost of any damages caused by the respective group's use of the park.

(c) No damage deposit shall be required for use of a park by any community welfare, charitable, educational, or faith-based group or any group with an agreement with the Commission or County for such group to provide maintenance and upkeep of such park.

31. Facilities Other than Parks. No fee or damage deposit shall be required for use of any facility other than parks.

#### ENFORCEMENT AND PENALTIES

32. Enforcement. The Commission and park attendants shall, in connection with their duties imposed by law, diligently enforce the provisions of this Ordinance. The Commission and any park attendant shall have the authority to eject from a park or facility any person acting in violation of this Ordinance.

33. Penalties. It shall be unlawful and constitute a misdemeanor for any person to violate any of the provisions of the Russell County Park Commission Rules, as promulgated under the authority of Virginia Code Section 15.1-1232(q). Each day any person who continues to act in violation of any of the rules shall constitute a separate offense. Every person convicted of a misdemeanor for violation of any of the rules shall be punished by a fine of not less than ten dollars nor more than five hundred dollars and the trial of all violations of this ordinance shall be enforced by proceedings before the Judge of the Russell County District Court, in the manner and with like rights of appeal as is provided in misdemeanor cases; and the Sheriff and all deputies, Virginia Game Warden, and all police officers of Russell county are hereby authorized to issue summons in writing to the violators of this ordinance to appear before said Court. All fines collected from any person for violating any portion of this ordinance, upon conviction thereof, shall be credited to the general revenue funds of the County of Russell and deposited by the Treasurer or Russell County in the same manner as provided for other monies.

34. Savings Provision. If any section, phrase, or part of this ordinance should for any reason be held invalid by a court of competent jurisdiction, such decision shall not affect the remainder of this ordinance; and every remaining section, phrase or part thereof shall continue in full force and effect.

This ordinance shall become effective \_\_\_\_\_, 2015.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
JON BOWERBANK, CHAIRMAN  
Russell County Board of Supervisors

Attest: \_\_\_\_\_  
Clerk

# ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA  
at the 2024 March Democratic Primary held on March 05, 2024 for,

## President

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

Marianne Williamson - Democratic	18
Joseph R. Biden, Jr. - Democratic	218
Dean Benson Phillips - Democratic	24
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on March 05, 2024, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the President.

DRAFT

Given under our hands this 12th day of March, 2024



Herbert W. Scott, Chairman  
Caull A. Addington, Vice Chairman  
Favvy J. Monk, Secretary  
Favvy J. Monk, Secretary



# ABSTRACT of VOTES

Cast in RUSSELL COUNTY, VIRGINIA  
at the 2024 March Republican Primary held on March 05, 2024 for,

## President

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

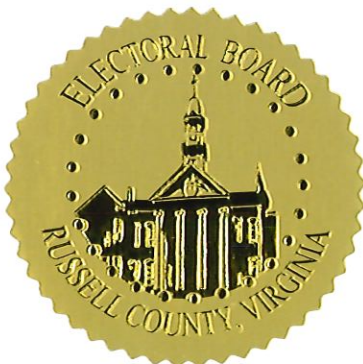
Chris Christie - Republican	0
Ryan L. Binkley - Republican	1
Vivek Ramaswamy - Republican	1
Donald J. Trump - Republican	1820
Ron D. DeSantis - Republican	20
Nikki R. Haley - Republican	172
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on March 05, 2024, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the President.

DRAFT

Given under our hands this 12th day of March, 2024

Nath W. Scott, Chairman  
Carroll A. Addington, Vice Chairman  
Harvey J. Monk, Secretary  
Harvey J. Monk, Secretary





# COUNTY of RUSSELL ELECTORAL BOARD

HERBERT W. SCOTT  
CHAIR

CAROLL A. ADDINGTON  
VICE-CHAIR

HARRY J. MONK  
SECRETARY

96 Russell ST | PO BOX 1003 | Lebanon, VA 24266 | Tel: 276-889-8006 | govote167@bvva.net | revote.com

March 12, 2024

Russell County Board of Supervisors  
137 Highland DR, Suite A  
Lebanon, VA 24266

Ladies and Gentlemen:

*HB 201 Elections* extended the period a qualified person may submit a registration application and provisionally vote after records close before an election. The provisions in § 24.2-653.01 governing this process are as follows.

*“(A). The Electoral Board shall meet...following the election and determine whether each person having submitted a provisional vote pursuant to § 24.2-653 was entitled to do so as a qualified voter in the precinct in which he offered the provisional vote. In the case of persons voting provisionally pursuant to § 24.2-653.3, the electoral board shall determine of which district the person is a qualified voter.*

*D. On completion of its determination, the electoral board shall proceed to count such ballots and certify the results of its count. Its certified results shall be added to those found pursuant to § 24.2-671.”*

To comply with this legislation, a voting machine will tabulate the provisional ballots of qualified voters. Atlantic Election Services, provider of Russell's voting machines, has submitted the cost of the machine. This machine is identical to the machines currently in operation.

Please refer to the enclosure and see below for a brief explanation:

Item	Notes
ICE Tabulator	This purchase is for the voting machine tabulator only. This is the scanner which receives the inserted ballot and counts the vote.

Thank you for your consideration and continued support in conducting elections for the voters and candidates of Russell County. If you have any questions or would like to further discuss this, please let us know.

Sincerely,

  
Herbert W. Scott  
Chair

  
Caroll A. Addington  
Vice-Chair

  
Harry J. Monk  
Secretary

Enclosure

**Atlantic Election Services, Inc.**

Voting Machine Service and Sales

500 Watch Hill Road

Midlothian, VA 23114

Voice: (804) 543-4207 Fax: (804) 643-7114

**Invoice**

<b>Date</b>	<b>Invoice #</b>
2/22/2024	734
<b>P.O. No.</b>	<b>Due Date</b>
	3/23/2024

Russell County Electoral Board  
Diana Shorter  
Director of Elections & General Registrar  
96 Russell St  
Lebanon, VA 24266-4558

<b>Balance Due</b>	\$8,020.00
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Qty	Description	Amount
1	ICE Scanner Tabulator (without ballot bin or ATI)	8,020.00
<b>Payments/Credits</b>		\$0.00
<b>Total</b>		\$8,020.00

*Thank you. We appreciate your business!*

# HORTONS FENCING

<b>Street Address</b>	10585 River Mountain Road	<b>Phone:</b>	276-202-9656
<b>City, ST ZIP Code</b>	Lebanon,VA 24266	<b>E-mail:</b>	h_hfencing@yahoo.com

## STATEMENT

<b>Statement #:</b>		<b>Bill To:</b>	<b>Name</b>	Baseball Honaker Little League
<b>Date:</b>	3/20/2024		<b>Company Name</b>	Honaker Little League
<b>Customer ID:</b>			<b>Street Address</b>	P.O. Box 382
			<b>City, ST ZIP Code</b>	Honaker, Va 24260

DATE	TYPE	INVOICE #	DESCRIPTION	AMOUNT	PAYMENT	BALANCE
3/20/2024						
			6' wire 9 ga		\$4,396.00	\$4,396.00
			2 3/8 8' post		\$1,586.20	\$1,586.20
			2 7/8 8' post		\$441.40	\$441.40
	25		2 7/8 tension bands		\$113.75	\$113.75
	30		2 7/8 brace bands		\$45.00	\$45.00
	1		roll of tension wire		\$86.47	\$86.47
	1		box of nuts and bolts		\$46.00	\$46.00
	400		8 1/4 ties		\$48.00	\$48.00
	10		2 7/8 caps		\$45.00	\$45.00
	100 ft		7'9 ga wire		\$733.00	\$733.00
	55		2 3/8 std eyetop		\$140.25	\$140.25
	3lb		9 ga hog ring		\$9.36	\$9.36
	50 ft		10' ga wire		\$550.00	\$550.00
	65 bags		quikrete		\$443.30	\$443.30
	10		roll ends		\$171.00	\$171.00
	20		3/16x5/8x70 tension bar		\$84.20	\$84.20
	5		3/16x3/4x82 tension bar		\$36.85	\$36.85
	7		10' tension bar		\$70.00	\$70.00
	30		1 5/8 x21 rails		\$1,152.90	\$1,152.90
					<b>TOTAL</b>	<b>\$10,198.68</b>

Reminder: Please include the statement number on your check.

DATE	TYPE	INVOICE #	DESCRIPTION	AMOUNT	PAYMENT	BALANCE
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Terms: Balance due upon receiving.

**REMITTANCE**

<b>Customer Name:</b>	Honaker Little League
<b>Customer ID:</b>	
<b>Statement #:</b>	
<b>Date:</b>	
<b>Amount Due:</b>	\$10,198.68
<b>Amount Enclosed:</b>	

DRAFT



# HORTONS FENCING

Street Address	10585 River Mountain Road
City, ST ZIP Code	Lebanon,VA 24266

Phone:	276-202-9656
E-mail:	h_hfencing@yahoo.com

## STATEMENT

Statement #:	
Date:	3/20/2024
Customer ID:	

## Bill To:

Name	Softball Little League Honaker
Company Name	Honaker Little League
Street Address	P O Box 382
City, ST ZIP Code	Honaker,Va 24266

DATE	TYPE	INVOICE #	DESCRIPTION	AMOUNT	PAYMENT	BALANCE
3/20/2024	300ft		wire 9g	\$1,884.00		\$1,884.00
	10		8'2 7/8 post	\$441.40		\$441.40
	18		8'2 3/8 post	\$519.12		\$519.12
	315 ft		1 5/8 x 21 top rail	\$576.45		\$576.45
	80		t bands	\$72.80		\$72.80
	55		b bands	\$57.75		\$57.75
	1		roll of tension wire	\$86.47		\$86.47
	10		rail ends	\$17.10		\$17.10
	400		bag of 8 1/4 ties	\$48.00		\$48.00
	10		caps	\$45.00		\$45.00
	10		t bars	\$42.10		\$42.10
	1		box of nuts and bolts	\$46.00		\$46.00
	100 ft		8'9 ga wire	\$860.00		\$860.00
	30 bags		quikrete	\$204.60		\$204.60
<b>TOTAL</b>						<b>\$4,900.79</b>

Reminder: Please include the statement number on your check.

Terms: Balance due upon receiving.

## REMITTANCE

Customer Name:	Honaker Little League
Customer ID:	
Statement #:	

DATE	TYPE	INVOICE #	DESCRIPTION	AMOUNT	PAYMENT	BALANCE
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Date:	
Amount Due:	\$4,900.79
Amount Enclosed:	

DRAFT

**Russell County Kids Fishing Day**  
**P.O. Box 2245**  
**Lebanon, Virginia 24266**  
**Email: cvrd2005@yahoo.com**  
**Phone (276) 873-1897 or (276) 883-5370**

**"Put a Smile on a Childs Face"**



January 01, 2024

**30<sup>th</sup> ANNUAL RUSSELL COUNTY KIDS FISHING DAY**

Dear Friend,

Each year the Virginia Department of Wildlife Resources, local government, local businesses and concerned individuals of Russell County, sponsor an annual "Kids Fishing Day" at Big Cedar Creek at the Pinnacle Natural Area Preserve. We are asking for your participation and financial support once again to have a successful "Kids" Fishing Day on Saturday May 18, 2024.

Monetary gifts are greatly needed at this time and will be most appreciated. If you would like to donate articles, such as pens, pencils, magnets, etc., that would advertise your business, we'll be happy to distribute those items to everyone at the Kids Fishing Day.

Lunch will be served for free to all those attending the fishing day event. Based on our previous events we are expecting around 250 or more attendees. Therefore, we really need your support, to make this another enjoyable event for the children of Russell and surrounding counties. We welcome all volunteers and if someone would like to volunteer their time for this special event, contact one of the phone numbers listed below.

All donations will be spent solely for Kids Fishing Day. Thank you in advance for your support. If you should have any questions, please contact Linda Couch at (276) 873-1897 or Judy Farmer (276) 883-5370. If you wish to call, we will come by and pick up any donations.

Sincerely,  
Judy Farmer/President and members of  
the Russell County Kids Fishing Day Committee

Please mail donations to:  
Russell County Kids Fishing Day Fund  
P.O. Box 2245  
Lebanon, Va. 24266  
(Please make checks payable to the Russell County Kids Fishing Day Fund)  
FEIN#11-3740737

Russell County Kids Fishing Day items that we will need:  
"ANY DONATIONS APPRECIATED"

May 18, 2024

Food Trays  
Hotdog Buns (300)  
Wieners (300)  
Chili  
Onions  
Mayonnaise  
Mustard  
Ketchup  
Potato Chips  
Snack Cakes  
Bottle water  
Soft Drinks  
Spoons  
Forks  
Napkins  
Cups  
Salt  
Pepper  
Trash Bags  
Paper Towels  
Charcoal  
Baked Beans  
Cole Slaw Ingredients  
Cabbage/Carrots - Packages  
Slaw Dressing



Fishing Poles (150)  
Hooks (300), Sinkers (300), Bobbers (150),  
Stringers (150)  
Power Bait  
Corn



# Russell County Kids Fishing Day!



Kids!  
Let's go  
FISHING!

1994 2024

30th Annual

May 18, 2024

9:00 a.m. - 2:00 p.m.

Ages 1 - 15

ADULTS CAN NOT FISH UNTIL AFTER 2:00 PM

For more information contact:

Linda Couch (276) 873 1897

Judy Farmer (276) 883 5370

Lunch will be served at 11:45 a.m.

ON ROUTE # 82 BETWEEN LEBANON and CLEVELAND. Take Rt.# 640 Onto River Mountain Road, go to the Pinnacle Natural Area Preserve and someone there will assist you with parking

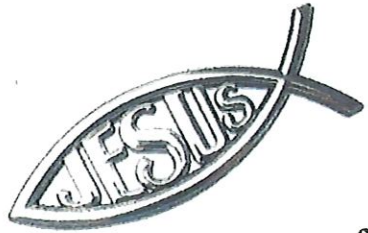
Sponsored by

Cleveland Virginia Rural Development, Inc.

Virginia Department of Wildlife Resources

Businesses and Individuals donations

Hosted by: Virginia Dept. of Conservation and Recreation



No pre - registration required



"CHILDREN WILL BE FURNISHED A FISHING POLE AND BAIT WHILE SUPPLIES LAST"



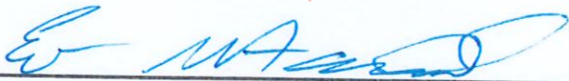
The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey or request was approved by the Russell County Planning Commission on **March 18, 2024**.

Review: The board reviewed the proposed plat from Mr. Easterly and found the combination of the lots to be acceptable based on the county subdivision ordinance.

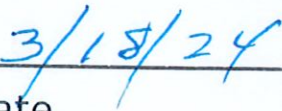
**Motion to recommend approval by the BOS was made by Greg Stoots \_\_\_\_\_, seconded by Philip Addington \_\_\_\_\_, motion passed unanimously.**

Signed:

Russell County Planning Commission Chairman



Ernie McFaddin



Date

THE LOCATION OF OVERHEAD AND/OR UNDERGROUND UTILITIES OR FACILITIES THAT ARE SHOWN ON THIS PLAT ARE BASED ON OBSERVABLE ABOVE GROUND STRUCTURES; NO EXCAVATIONS WERE PERFORMED TO FIELD LOCATE BURIED UTILITIES/FACILITIES, PRIOR TO ANY SITE CONSTRUCTION OR SITE EXCAVATIONS, CONTACT THE APPROPRIATE STATE UTILITY NOTIFICATION SERVICE/AGENCY FOR VERIFICATION OF UTILITY TYPE AND VERIFICATION OF ALL FIELD LOCATIONS OF ANY AND ALL UTILITY LINES.

CURTIS EASTERLY  
DEED BOOK 342, PAGE 36  
(136L-1475)

**GENERAL NOTES:**

1. NO TITLE REPORT WAS FURNISHED TO THIS SURVEYOR AT THE TIME OF THIS SURVEY; THEREFORE, THIS SURVEY IS SUBJECT TO ANY FINDINGS THAT AN ACCURATE TITLE SEARCH MAY REVEAL.
2. BEARINGS SHOWN ARE REFERENCED FROM PLAT RECORDED IN DEED/PLAT BEARINGS & DISTANCES.
3. IRON PINS FOUND AND UTILIZED FOR PROPERTY ORIENTATION.
4. REFER TO INSTRUMENT NO. 180000719 & D.B. 311, PG. 686 FOR A MORE PARTICULAR DESCRIPTION OF THE PROPERTIES.
5. EXISTING 20' RIGHT OF WAY AS PER DEED BOOK 629, PAGE 165.
6. SHED ENCROACHES INTO PARCEL 136L-1473.
7. PROPERTY OWNER INFORMATION: ANGELA BARNES

DEED OF RECORD:  
INST. NO. 180000719 D.B. 311, PG. 686  
TAX I.D. # 136L-IA-1473H 136L-1473

PLANNING COMMISSION  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
SIGNATURE *Curtis Easterly* DATE 3/18/24

BOUNDARY LINE ADJUSTMENT

136L-IA-1473H  
ACREAGE BREAKDOWN:  
0.494 ± AC  
+ 0.706 ± AC  
1.200 ± AC NEW TOTAL



EXCELLENCE IN ENGINEERING & SURVEYING  
P.O. BOX 106  
ROCKDALE, VIRGINIA 24240  
TELEPHONE: (540) 980-9227 FAX: (540) 980-1270

LOT LOCATED ON THE WATERS OF MOCCASIN CREEK IN THE LEBANON MAGISTERIAL DISTRICT OF RUSSELL COUNTY, VIRGINIA

I HEREBY CERTIFY THAT THE SURVEY REFERENCED HEREON IS BASED ON A CURRENT FIELD SURVEY AND MEETS THE MINIMUM REQUIREMENTS OF THE CURRENT STANDARDS OF A BOUNDARY SURVEY.

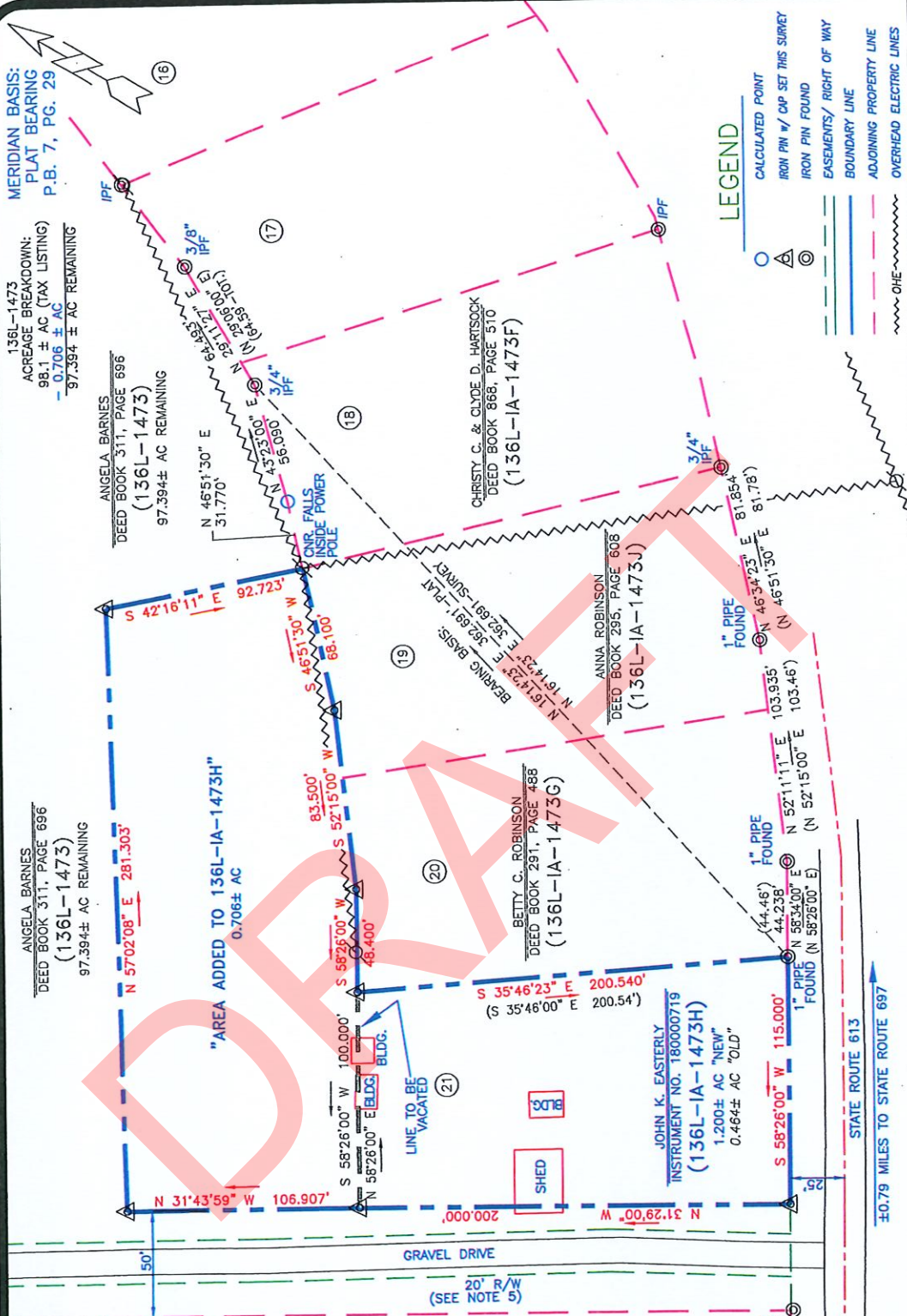
*Richard L. Bailey* 2-26-24  
SURVEYOR'S SIGNATURE DATE

COMMONWEALTH OF VIRGINIA  
RICHARD L. BAILEY  
LICENSE NO. 2214  
LAND SURVEYOR

DRAWN BY: ACC  
CHECKED BY: RLB  
DATE: 02-26-2024  
SCALE: 1"=50'  
SHEET NUMBER: 1 OF 1

PROJECT NUMBER:  
**BELS2405-P2**

PLAT OF SURVEY SHOWING A BOUNDARY LINE ADJUSTMENT OF LOT 21 OF THE "WILLOW SPRINGS ESTATES" (RECORDED IN P.B. 7, PG. 29) STANDING IN THE NAME OF JOHN K. EASTERLY AS PER INSTRUMENT NO. 230000719 & LISTED AS TAX PARCEL 136L-IA-1473H AND A PORTION OF THE TRACT STANDING IN THE NAME OF ANGELA BARNES AS PER D.B. 311, PG. 686, LISTED AS TAX PARCEL 136L-1473.



MERIDIAN BASIS:  
PLAT BEARING  
P.B. 7, PG. 29

136L-1473  
ACREAGE BREAKDOWN:  
98.1 ± AC (TAX LISTING)  
- 0.706 ± AC  
- 97.394 ± AC REMAINING

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DEED BOOK 311, PAGE 696  
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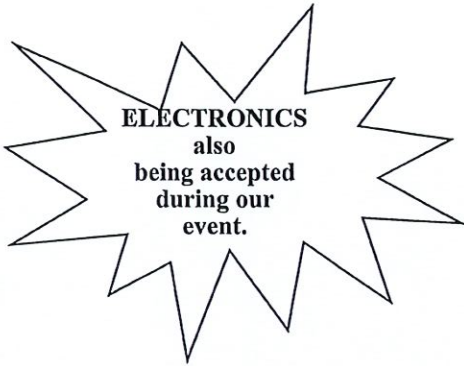
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# Household Hazardous Waste

## Shred your Files Tire Drop Off Collection Day



<p><b><u>Acceptable Items:</u></b></p> <ul style="list-style-type: none"><li>• Paint, polishes &amp; varnishes</li><li>• Ni-Cad, Alkaline and Dry Cell Batteries</li><li>• Paint related materials</li><li>• Turpentine</li><li>• Aerosol cans</li><li>• Adhesives</li><li>• Antifreeze</li><li>• Fuel Additives</li><li>• Gasoline</li><li>• Mercury</li><li>• Pesticides</li><li>• Transmission fluid</li><li>• Bleach and Pool Chemicals</li><li>• Any Electronics</li><li>• Freon Free Appliances</li><li>• No Commercial Businesses</li></ul>	<p><b><u>Items that will not be accepted:</u></b></p> <ul style="list-style-type: none"><li>• Needles &amp; Sharps</li><li>• Oxygen containers</li><li>• Chemotherapy/ radioactive substances</li><li>• Pressurized canisters</li><li>• Commercial/Industrial waste</li><li>• Radioactive Material</li><li>• Explosives</li><li>• Bullets</li></ul> <hr/> <p><i>Please take <b>Used Motor Oil</b> to Advance Auto or designated location for Recycling!</i></p> <hr/> <p><b><u>Tire Drop Off</u></b></p> <ul style="list-style-type: none"><li>• No rims will be accepted.</li><li>• Rubber only.</li><li>• No Commercial Businesses.</li></ul>
--	---

**Drive Through and Drop off**  
**10 a.m.— 2 p.m. THURSDAY APRIL 18**

**At the Russell County Governmental Office Parking Lot**  
**137 Highland Dr - Lebanon, Virginia**

For more Information Contact: (276) 889-8000 or (276) 415-3517  
Email: [brian.ferguson@russellcountyva.us](mailto:brian.ferguson@russellcountyva.us) or [siobhan.nishida@clinchvalleyswcd.org](mailto:siobhan.nishida@clinchvalleyswcd.org)



*Sponsored by the Russell County and the Cumberland Plateau Regional Waste Management Authority, Clinch Valley Soil & Water District*

## MONTHLY BANK BALANCES

**February 29, 2024**

Regular Account	9,783,592.37
Employee Insurance	2,400,068.78
Employee Claims Account	1,000.00
School Project Captial Fund	58,749.38
Non-Judicial Reals Estate Sales	31,894.40
School Textbook	4,318.09
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	950.95
Sheriff Seized Assets	31,086.03
Sheriff Restitution	2,415.76
Sheriff Forfeited Assets	1,833.61
Comm Attorney Forfeited Assets	32,887.91
Sheriff Federal Forfeited Assets	1,327.50
Comm Attorney Fed Justice Forfeited Assets	50,256.84
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	1,566.64
Sheriff Special Projucts	3,215.82
SSI Recipients	0.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	1,000.00
New Peoples Bank	1,000.00
Certificates of Deposit General	49,575.00
Treasurer's Money Market	638,108.20
VACO Money Market	3,021,551.01
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	4,007,010.69
<b>Total Cash In Bank</b>	<b>20,155,439.18</b>
<b>Cash In Office</b>	<b>1,600.00</b>
<b>Petty Cash</b>	<b>100.00</b>
<b>TOTAL CASH</b>	<b>20,157,139.18</b>



ACCOUNT	DATE	February 29, 2024
	DEBIT	CREDIT
Cash in Office	1,600.00	
Cash in Bank	20,155,439.18	
Petty Cash	100.00	
General Fund		7,936,821.64
Non-Judicial Real Estate Sales		31,894.40
Sheriff In State Trip		88,731.76
Sheriff Dare Fund		100.00
Sheriff Seized Assets		31,086.03
Sheriff Restitution		2,415.76
Sheriff Forfeited Assets		1,833.61
Comm Attorney Forfeited Assets		32,887.91
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		1,327.50
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		50,256.84
Sheriff Fed Justice Forfeited		1,566.64
Sheriff's Special Projects		3,215.82
Social Services		(498,536.91)
Swva Asap		27,624.36
Coal Road Improvement		1,164,464.24
CSA		(1,134,251.00)
School Fund		1,540,946.28
School Food		1,385,879.53
School Skilled Trade Program		125,000.00
School Textbook		4,318.09
Regional Adult Education		239,497.26
Petty Cash Treasurer		950.95
COVID 19		2,068.07
Litter Fund Trash Pickup		(31,664.73)
American Rescue Act		2,222,030.93
School Projects Capital Fund		58,749.38
Opioid Settlement Fund		273,691.09
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		0.05
Damage Stamp Fund		2,823.98
Valley Heights		99,164.54
Dante Sewer		53,706.00
Employee Health Insurance		2,400,068.78
Employee Insurance COD		4,007,010.69
Employee Insurance Claims		1,000.00
Law Library		64,316.87
Special Welfare		52,756.74
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(279,457.87)
WIB		10,051.75
<b>Total</b>	<b>20,157,139.18</b>	<b>20,157,139.18</b>



**February 15, 2024**

The Regular monthly meeting of the Industrial Development Authority of Russell County, Virginia was held on February 15, 2024 at 5:30 P.M. at the Russell Board of Supervisors Overflow Room.

**MEMBERS**

**PRESENT:** Richard Lockridge, Chairman  
Tony Dodi, Vice Chairman  
Harry Ferguson, Member  
John Stamper, Member  
DeAnna Jackson, Member  
Ron Blankenship, Member  
Jarred Glass, Member  
Bick Gibson, Member

**ABSENT:** Carlton Elliott, Secretary

**STAFF:** Ernie McFaddin, Executive Director  
Will Wampler III, Attorney

**GUESTS:**

The Chairman called the meeting to order at 5:30 P.M.

The secretary called the roll and recorded the roll call.

Upon motion made by Tony Dodi second by DeAnna Jackson and duly approved by the Industrial Development Authority of Russell County, Virginia approving John Stamper to attend the meeting electronically pursuant to the IDA's electronic meeting policies.

The Vote was:

Aye: T. Dodi, H. Ferguson, D. Jackson, J. Glass, R. Blankenship, B. Gibson

Absent: C. Elliott

Nay: None

**APPROVAL OF MINUTES**

Upon motion made by Ron Blankenship second by Harry Ferguson and duly approved by the Industrial Development Authority of Russell County, Virginia approving the minutes of the January 11, 2024 meeting with the correction of removing Donnie Christian and replacing with Harry Ferguson on page 3.

The Vote was:

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

Nay: None

Absent: C. Elliott

### **FINANCIAL REPORT**

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

The Vote was:

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

Nay: None

Absent: C. Elliott

### **ATTORNEY'S REPORT**

No Report

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

The Executive Director reported a letter of support for SB727 and HB1410 has been requested.

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 submit a letter of support for SB727 and HB1410. The Executive Director, Chairman and Secretary are authorized to sign all documents related to this motion.

The Vote was:

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

Nay: None

Absent: C. Elliott

The Executive Director reported the bid results for the USDA office space construction. The construction can start when the bid is accepted with an estimated 6-month completion time.

Upon motion made by John Stamper, second by Harry Ferguson and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to accept the bid from Chand Newberry



Construction for the USDA office project and enter into a contract to complete the proposed work a 247 Gilmer Street, Lebanon, VA. The Executive Director, Chairman and Secretary are authorized to sign all documents relating to this motion.

The Vote was:

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

Nay: None

Absent: C. Elliott

The Executive Director reported 135 items from the Polycap assets have been sold for \$450,145.00 as of today. The remaining assets will be placed on a salvage auction.

The Executive Director reported the culinary program with Southwest College can no longer provide the meal for the meetings. The discussion was tabled.

#### **CLOSED SESSION**

Upon motion made by Tony Dodi, second by Ron Blankenship and duly approved by the Industrial Development Authority of Russell County, Virginia to enter Closed Session as permitted by, VA Code #2.2-3711 (3) Acquisition/Sale of Property – Project “Call”, Project “Shoe” (5) Prospective Unannounced Business - Project “Bluebird”, Project “Maverick” (6&7) Legal - Project “Blue Jay”, Project “King” and 3B Consulting.

The Vote was:

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

Nay: None

Absent: C. Elliott

#### **RECONVENE TO PUBLIC SESSION**

Upon motion made by DeAnna Jackson, second by Ron Blankenship, 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: T. Dodi, H. Ferguson, D. Jackson, J. Stamper, J. Glass, R. Blankenship, B. Gibson

Nay: None

Absent: C. Elliott

**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	Absent
Harry Ferguson	Yes	Tony Dodi	Yes
DeAnna Jackson	Yes	Bick Gibson	Yes
Jarred Glass	Yes	John Stamper	Yes
Ron Blankenship	Yes		

**MOTIONS FROM CLOSED SESSION**

Upon motion made by DeAnna Jackson, second by Harry Ferguson, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to submit an offer on the Project "Call" building. The Executive Director, Chairman and Secretary are authorized to sign all documents relating to this motion.

The Vote was:

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

Nay: None

Absent: C. Elliott

Upon motion made by Ron Blankenship, second by Bick Gibson, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to apply to VCEDA for \$500,000.00 to assist with improvements to the Project "Bluebird" building. The Executive Director, Chairman and Secretary are authorized to sign all documents related to this motion.

The Vote was:

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

Nay: None

Absent: C. Elliott



Upon motion made by Tony Dodi, second by DeAnna Jackson, and duly approved by the Industrial Development Authority of Russell County, Virginia authorizing the Executive Director to waive any potential attorney conflicts related to Project "Bluebird".

The Vote was:

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

Nay: None

Absent: C. Elliott

#### **ADJOURNMENT**

Upon motion made by Harry Ferguson, second by Bick Gibson, and duly approved by the Industrial Development Authority of Russell County, Virginia adjourning this meeting at 8:07 PM.

The Vote was:

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

Nay: None

Absent: C. Elliott

**Operating - The Russell County Public Service Auth**  
**Profit and Loss**  
February 2024

	Total	
	Feb 2024	Jul 2023 - Feb 2024 (YTD)
<b>Income</b>		
4000.10 Water Revenue	\$267,041.98	\$2,041,270.32
4100.10 Sewer Revenue	\$23,721.29	\$182,547.46
4200.10 Trash Revenue	\$8,799.04	\$68,294.14
4300.10 Hookup Fees Revenue - Water	\$6,570.00	\$36,858.00
4310.10 Reconnect Revenue - Water	\$1,420.00	\$11,726.86
4600.10 County Contributions - Loan Payment Reimb.	\$7,740.00	\$61,920.00
4600.22 County Contributions - Dante WWTP Reimb.	\$13,136.58	\$67,660.01
4900.10 Late Fee, Penalties & Assessment Revenue - Water	\$3,767.45	\$41,017.70
4900.11 Late Fee, Penalties & Assessment Revenue - Sewer	\$557.31	\$12,059.02
4920.10 Transfer Fee Income - Water	\$1,050.00	\$8,950.00
4950.10 Sale of Product Income - Water		\$36.40
4960.10 Return Check/Return Fee - Water	\$245.00	\$2,285.00
<b>Total Income</b>	<b>\$334,048.65</b>	<b>\$2,534,624.91</b>
<b>Gross Profit</b>	<b>\$334,048.65</b>	<b>\$2,534,624.91</b>
<b>Expenses</b>		
5000.10 Water Purchases - Lebanon	\$43,882.55	\$309,575.83
5000.21 Water Purchase - Castlewood	\$31,560.21	\$104,136.64
5100.10 Sewer Fees - Lebanon	\$1,037.90	\$7,683.18
6030.00 Uniforms	\$960.72	\$7,389.93
6031.00 Employee Screening		\$1,167.03
6040.10 Bank Service Charges - Lebanon		\$778.92
6070.00 Retirement, VRS & Hybrid Expense	\$5,256.17	\$39,656.24
6090.21 Contract Labor - Water - Castlewood		\$10,570.00
6090.22 Contract Labor - Sewer - Castlewood		\$16,870.00
6100.00 Insurance Health, Dental, Vision	\$13,055.20	\$128,035.12
6110.00 Insurance - Short term Disability/Life Insurance	\$933.80	\$7,032.03
6120.00 Insurance - Worker's Compensation		\$11,421.75
6130.00 Insurance - Liability Insurance	\$3,000.00	\$3,000.00
6140.00 Telephone/Cell	\$2,550.97	\$18,978.99
6150.00 Electric	\$14,525.43	\$90,301.93
6160.00 Internet	\$1,397.92	\$8,654.16
6170.00 Other Utilities	\$65.00	\$596.35
6180.00 Chemicals	\$1,800.00	\$10,150.00
6185.00 Samples	\$5,096.00	\$25,655.40
6190.00 Monitoring	\$112.70	\$728.00
6200.00 Materials & Supplies	\$18,315.79	\$116,531.58
6205.00 Small Tools & Equipment	\$9,735.91	\$55,977.41
6206.00 Repairs & Maintenance	\$6,326.82	\$123,106.42
6207.00 R&M Buildings/Office	\$940.00	\$3,719.99
6210.00 R&M Equipment/Vehicles	\$3,330.87	\$20,904.42
6240.00 Gas Oil Grease	\$12,746.60	\$52,265.09
6250.00 Tags/Title/Licenses/Permits	\$368.00	\$1,680.00
6260.00 Office Supplies	\$176.72	\$6,933.17
6270.00 Postage & Delivery	\$1,786.26	\$15,213.29
6300.00 Accounting	\$586.00	\$29,461.45
6320.00 Water Works Operation Fees		\$13,890.00

6370.00 Rental/Lease Expense	\$4,525.20	\$43,409.53
6390.00 Advertisement		\$911.43
6420.00 Service Charges	\$121.25	\$2,663.51
6430.00 Dues, Subscriptions & Member Fees	\$2,620.12	\$21,138.55
6447.00 Legal Fees	\$690.00	\$3,795.00
6480.00 Training		\$905.00
6490.00 Meals and Entertainment	\$110.34	\$5,103.45
6500.00 Travel	\$44.81	\$528.96
6510.00 Director Fees	\$600.00	\$5,600.00
6610.00 Castlewood Sewage Processing	\$2,188.66	\$10,837.00
6630.00 Contribution to Town of St. Paul Sewer Plant Loan	\$2,865.99	\$22,927.92
6980.00 Misc Expenses	\$80.86	\$2,102.03
Debt Payments	\$24,357.07	\$251,674.55
8300.00 Payroll Expenses		
8300.10 Company Contributions		
8300.30 Retirement	\$3,639.94	\$30,451.02
Total 8300.10 Company Contributions	\$3,639.94	\$30,451.02
8300.40 Taxes	\$6,017.21	\$52,352.86
8300.50 Wages	\$76,632.27	\$705,686.79
Total 8300.00 Payroll Expenses	\$86,289.42	\$788,490.67
8300.60 Reimbursements	\$73.78	\$627.13
Total Expenses	\$304,115.04	\$2,402,779.05
Net Operating Income	\$29,933.61	\$131,845.86
Other Income		
4800.00 Interest Income		\$74.43
4930.00 Miscellaneous Income		\$9,216.69
8110.00 Other Income (Expense) - Sale of Assets	\$2,550.00	\$77,562.00
9003.00 Transfer In from Construction		\$38,261.75
Total Other Income	\$2,550.00	\$125,114.87
Other Expenses		
8900 Ask My Accountant -Unknown		\$1,090.74
9010.00 Reconciliation Discrepancies	\$119.65	(\$3,259.46)
Total Other Expenses	\$119.65	(\$2,168.72)
Net Other Income	\$2,430.35	\$127,283.59
Net Income	\$32,363.96	\$259,129.45

Accrual Basis



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



## **Russell County Tourism BOS Report March 2024**

### 2024 Event Calendar

- April 19<sup>th</sup> – 21<sup>st</sup>:** (vendor spot) Redbud Festival – Town of Honaker (Applied for Funds)
- May 18<sup>th</sup>:** Russell County Kid's Fishing Days – Town of Cleveland
- May 31<sup>st</sup> – June 1<sup>st</sup>:** (vendor spot) Clinch River Days – Town of St. Paul
- June 7<sup>th</sup> – 8<sup>th</sup>:** (vendor spot) Cedar Fest – Town of Lebanon (Applied for Funds)
- June 29<sup>th</sup>:** Town of Honaker 4<sup>th</sup> of July Celebration
- July 3<sup>rd</sup>:** Town of Cleveland 4<sup>th</sup> of July Celebration
- July 4<sup>th</sup>:** Town of Lebanon Independence Day Celebration
- July 4<sup>th</sup>:** Town of St. Paul Independence Day Celebration
- August 9<sup>th</sup> – 10<sup>th</sup>:** (vendor spot) Big Rig Showdown – Town of Lebanon (Applied for Funds)
- August 24<sup>th</sup>:** Relay for Life Color Run – Town of Lebanon
- September 1<sup>st</sup> – 7<sup>th</sup>:** Russell County Fairgrounds – Castlewood (Applied for Funds)
- September 21<sup>st</sup>:** Russell County Heritage Festival – Castlewood (Applying for Funds)
- September 28<sup>th</sup>:** SWVA Vet Fest – Town of Lebanon (Appalachian Backroads partnership)
- October 5<sup>th</sup>:** Crooked Road 20<sup>th</sup> Anniversary Show – The Russell Theatre (partnership)
- October 19<sup>th</sup>:** Tales from the Front Porch – The Russell Theatre (partnership)
- October 31<sup>st</sup>:** Haunting on Main – Town of Lebanon
- November 15<sup>th</sup> – 16<sup>th</sup>:** Holiday Bazaar – Town of Lebanon

### Adventure Guide – ARPA

The guide order has been delivered with a total of placed to print 6,000 copies of the newly developed adventure guide which totaled \$6,802 through Bison Printing in Bedford, VA from the quotes we have been given. We have since begun distribution of these brochures to our community and surrounding areas and will begin shipping to our industry partners.



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



The original allocation for the Tourism ARPA funds was in total of \$30,000, which was distributed across multiple areas of development. Including tourism product development (Adventure Guide), marketing production, and paid media field.

*\*An attached printed copy of the Adventure Guide is provided in the BOS board packets. \**

Tourism Advisory Committee (TAC) Meeting – March 19<sup>th</sup>

**2024 TAC Meeting Schedule**

<p><b>April 16<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>	
<p><b>May 21<sup>st</sup></b> @5:30 PM At Pat's Kountry Dinner</p>	
<p><b>June 18<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>	
<p><b>July 16<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>	
<p><b>August 20<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>	
	<p><b>September 17<sup>th</sup></b> @5:30PM At Pat's Kountry Dinner</p>
	<p><b>October 15<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>
	<p><b>November 19<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>
	<p><b>December 17<sup>th</sup></b> @5:30 PM At Pat's Kountry Dinner</p>

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### Scholarship Account

The second-semester amount was withdrawn from the donation/scholarship fund of \$500.

For the 2024/2025 school year, I was given the go-ahead from TAC Chairperson – Jennifer Chumbley to make the edits and distribute the scholarship to the school counselors at our county high schools. The scholarship application and information will also be shared through our social media channels, as well.

### VTC Grants Opening 2024

During this Spring round of VTC funding, I submitted the VTC DMO grant requesting a total of \$14,750. This funding is meant to be used to supplement our current budget and is contingent on our department keeping our current fiscal year budget of \$6,000. Award announcements will be sent out in mid-April.

\*A copy of the submitted grant application is provided in your board packet\*

Through this Spring round of grants, I was able to work closely with multiple small businesses, organizations, and communities to utilize the resources provided by VTC to the best of my ability. A total of eight applications (including our department) were submitted to VTC to receive marketing and development funding including;

- Russell County Fair & Horse Show
- Cedar Fest
- Big Rig Showdown
- Redbud Festival
- Clinch River Days
- The Russell Theatre
- Breath of Dawn

\*All the award announcements for this round of grants will be announced around mid-April\*



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



### **VA 250 Tourism Marketing Program - Currently Open**

Reimbursable grant program to leverage existing marketing funds. Requires a targeted and researched-based marketing plan.

Marketing Focus: Destinations, programs, attractions, and events related to America's 250<sup>th</sup> Commemoration and the quest for freedom.

Who is eligible: Officially recognized VA250 Committees

Spring Round: March 5<sup>th</sup>, 2024 – April 11<sup>th</sup>, 2024

Fall Round: Opening Mid-October – Closing Mid-November

1:1 Cash Match

**Max Award: \$10,000**

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### **(VTC) Microbusiness Marketing Leverage Program**

Marketing Focus: Small business and shoulder season (September to May) marketing

Who is eligible: Small tourism-related business with 20 or fewer full-time equivalent employees including boutique retail, restaurants, food trucks, small attractions, craft breweries, distilleries, wineries, boutique lodging and B&Bs, and events focused on shoulder season visitation.

Additional eligibility: DMOs, Chambers of Commerce, and NGOs, such as PDCs and Main Street organizations, may apply but the application must support microbusinesses and/or shoulder season visitation with a robust marketing plan.

Opens: June 2024

**Max Award:** \$5,000 for small businesses; up to \$10,000 for eligible organizational applicants with a minimum 1:1 cash or in-kind marketing match

Agritourism Meeting Update – Thursday, February 22<sup>nd</sup>, 2024

*Agritourism Subcommittee Meeting was held on Feb 22<sup>nd</sup>, 2024 at 5:30 PM – Pat's Kountry*

**Topics Discussed:** Century Farms, VDACS Marketing Efforts, Farm Tours, Interactive Maps, Promoting Local Agriculture, & Farmers Markets

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## Next Agritourism Meeting Scheduled – May 16<sup>th</sup>, 2024 at 5:30 PM

### Heritage Festival Meeting Update

Saturday, September 21<sup>st</sup>, 2024, at the Old Russell County Courthouse in Castlewood, Virginia

We had a productive first Heritage Festival Planning Meeting at Pat's Kountry Diner, we discussed and decided on;

- Festival Date: 09/21/2024
- Budget for Event
- Crooked Road Partnership and Funding: (\$500)

Crooked Road Partnership: After a meeting with Crooked Road Executive Director, Tyler Hughes, we were able to establish a partnership/sponsorship with Crooked Road. With a \$500 sponsorship of our music for the event. Tyler will be getting back to me with possible musicians/bands that they specifically work with and run in that price range and who would be available. Crooked Road will also provide some marketing behind the event to help in promotion including putting the event in their quarterly event calendar (print and mailed out) as well as including the event in their 20<sup>th</sup> Anniversary events.

- Musicians: Blue Grass Circle
- Storytellers: Ron Shortt
- Vendors and Food Trucks
- Civil War Reenactors

### Cleveland Boat Launch & Riverbend Campground Renovations Ribbon-Cutting

On Tuesday, March 26<sup>th</sup>, 2024, held at Riverbend Campground at 10 AM, through partnerships with multiple organizations, the Town of Cleveland has expanded river access at the Riverbend Campground by establishing a new access point for the Clinch River, completed in December 2023. The project included:

- Newly planted native trees
- A new Clinch River access point for hand-launch vessels
- A gravel, easy-access walking path to the launch
- Directional signage and expanded gravel for day-use parking.



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- A new picnic pavilion with full electric service and trash cans
- A new playground with ADA swings
- A portable pressure washing system to help maintain the wooden boardwalk connecting the campground to the town bridge.

This event aims to celebrate this achievement and recognize all the partners and collaborators involved in the project, highlighting the significant impact it will have on the Town of Cleveland and Russell County.

### Social Media & Webpage

#### **Facebook Data**

**Followers: 8.8k**

- Increase of 92 followers at 48.4% from last month

**Likes: 7.9k**

**People Reached: 53.7k**

#### **Webpage Overview**

Our hosting platform WIX offers improved data viewing, enhanced capabilities for social media ads, streamlined design updating, and much more.

**Site Sessions: 143**

- A session is a visit to your site.

**Unique Visitors: 121**

- A visitor is considered unique when they connect from a different browser or device (IP address).

**Traffic Sources: Ranked by top website drivers.**

- Facebook (bio link, posts, etc.) **increase of 8%**
- Direct (sessions from direct website URL entry) **decrease of 19%**
- Google (searches from SEOs) **0% increase or decrease**

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**State Visitation:** Our current highest out-of-state visitation and engagement come from Tennessee, primarily in Nashville. Additionally, we observe notable engagements on our website from states such as North Carolina, Georgia, and Florida. Analyzing state visitation provides us with an accurate outlook on the overall engagement, and this data aligns with the information we receive from our partners at the Heart of Appalachia Tourism Authority (HOA) and Virginia Tourism Corporation (VTC).

This valuable information enables us to strategically allocate and maximize our marketing budget, focusing on areas that would most effectively drive tourism to our county. We prioritize tracking visitor engagement on our website because it serves as a key indicator of the primary regions, we should target with our social media ads and identify the specific audiences we attract to our county. This is crucial as engagement with a locality's website signifies a genuine interest and investment in that location, making visitors more likely to plan a visit.

In Russell County, we can leverage our existing resources to ensure a high-quality travel experience. From backroad motorcycle routes and natural preserves to recreational activities and small businesses, we are well-equipped to provide authentic and memorable experiences for our visitors.





**Russell County Tourism Advisory Committee (T.A.C.)  
Committee Meeting Minutes  
January 9th, 2023; Pat's Diner 5:30 pm**

Tourism 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) - Absent  
*Carley Bruck* (District 1)  
*Douglas Hubbard* (District 6)  
*Lisa Hubbard* (District 4)-Absent

**Heart of Appalachia DMO**

Maddi Gordon - Absent

**Ex-Officio:** Jim Lyttle; Angie Carpenter - Absent

**Attendance from the Public:** Linda Couch – Town of Cleveland, Mayor

**Call Meeting to Order:** Jennifer Chumbley called the meeting to order at Pat's Diner at 5:30 pm on January 9th, 2023.

**Approval of the Agenda:** Jennifer Chumbley called for a motion to approve the agenda, that motion was made by Alice Meade properly seconded by Dustin Blackson and the motion was properly carried.

**Approval of the Minutes:** Jennifer Chumley announced that both the November and December minutes needed to be approved. Alice Meade made the motion to approve both the November and December minutes together, the motion is properly seconds the motion and the motion is properly carried.

**Budget Report:** Shiloh Lyttle reports that there are currently no new expenditure out of the Tourism Department budget. She does report that over the past two months a payment was made to Doug Hubbard with Victory Trophies on the placates that were made for the picnic tables as well as a sticker order.

She then reports on the ARPA funds account, she recounts that all the payments to Preston Ball Photography have gone through the account as well as one of the Blue Ridge Outdoor Ads. Expected to come out are the second-semester scholarship funds in January (\$500 – Donation) as well as the Instagram Tile social media promotion with Blue Ridge Outdoors (\$500 – Regular Budget). Shiloh informs the committee that there was an error that Blue Ridge Outdoors made where they made the





Instagram story and tagged the wrong page and there were grammar errors. But she was able to get them to front her that story and run another one with the correct information to make up for the incorrect one. She states that this was a trial run to see the statistics back on post engagement, but she states that she did see an uptick on the website from the correct January post.

Jennifer asks if the Tourism Department will be asking the Board of Supervisors for a budget increase for this fiscal year. She states that the department will not be asking for an increase in the budget but requesting that the budget remain at its current \$6,000.

#### New Business:

**2024 Event Calendar:** Shiloh shared the current event calendar that she has up-to-date with the county's annual events only, and states that all the Russell Theatre & Lyric Theater events that are shared she will add to our website event calendar. She asks the committee that if any events are not listed to share them, so she can accurately update the calendar. Linda Couch shared that the Russell County Kid's Fishing Day will be held on May 18<sup>th</sup>, 2024, at the Pinnacles. This will be the 30<sup>th</sup> anniversary of the event.

Shiloh shares that in discussion with Dustin and others, a possible date for the Heritage Festival is Saturday, September 28<sup>th</sup>, 2024, although that day has not been decided on. She has placed a request for the VA250 mobile museum on that day although she is not certain if it will be able to come or not since it will have just opened. After discussion with the committee, the date was set to have a Heritage Festival Planning Meeting on March 5<sup>th</sup> at 5:30 PM at Romano's in Castlewood, VA.

**Marketing Overview 2023:** Shiloh reports that she collected data from the website, social media channels, etc. for a marketing overview for 2023. The data she collected showed; Facebook - follower increase of 28.8% with 782 new followers current page followers 8.5k, gained 449 new page likes current page like 7.8k, people reached 138,213 with an increase of 91.6% and 4,616 of the total was specifically from the September and October media ads, reached in 2022 capped at of 72,119 which accounts for an increase for 2023 of over 66k, post engagement was up with almost 49k, she shares that this data is for Facebook alone. She then reports the data on the website which showed from only July 2023; over 1,400 site sessions, unique visitors over 1,200 out-of-site visitors, top traffic sources was Facebook, Virginia.org, direct URL, and Google, out-of-state/city visitation Nashville, TN, North Carolina, Georgia, and California, top international travel UK and Switzerland main visitors, and Shiloh informs the committee that this corresponds with our partner's traffic data. Shiloh shares that she is still waiting for BRO to get to her on the Instagram Story data.

Jennifer states that she believes that this data reflects the work that Shiloh has put into the marketing of Russell County, and it goes on to show an over 90% increase for the year on social media. Shiloh states that consistent posting helps page engagement, and the ads that were run on Facebook were a huge success and investment and is hoping to run an ad a month to continue engagement.





### All Trails Partnership Data:

Shiloh shares the data that they collect on our trails here in the county, she also states that this data was very informative to her in terms of different trails that are not as well-known but still within the county. She reports that this is just the data she has from October (when the partnership began) to now; 4.7 out of 5 rating, total page views of 2.4k, total trails reviews 130, top trails The Great Channels (1.3k), Mendota Firetower (197), Big Falls/Pinnacles (152), Middle Knob – Channels (97), Sugar Hill Loop Trail (53), Tank Hollow Falls (40), Laurel Bed Lake to Peak (39), Oxbow Lake Loop (30), St. Paul Falls (26), Bluebell Island (13).

Doug Hubbard brings to the attention of the committee that there is a parking issue at the Channels parking lot in the fact that there is simply not enough space for the influx of visitors. Jim Lyttle asks about the possibility of having some form of transporting hikers from a parking lot/area to the Channels starting point such as a business start-up. Jennifer Chumley states that DCR does not charge to go to their parks/trails and is particularly important and that would be something to think about. Shiloh states that there is a specific amount of parking spaces because that is all DCR will allow at the Channels at one time. Shiloh also expresses that it would be most beneficial if there was a better line of communication open between them and the hikers such as sharing when the property is open and when it is full/not taking any more hikers.

Carley Bruck brings to the attention of the committee of a trail development she was aware of when she was with HOA of a hiking trail guide who laid out and provided information on different trails in the region. She was wondering if that project was ever seen to flourish. Shiloh shared that she was not aware of that project or that could have been before her time in the industry. Carley also asked if All Trails had some way of sharing other recreational activities close to a specific trail. Shiloh shared that there was no current way to do so through All Trail, but that you could share other activities available around you when hiking a certain trail. She also shares that she will be working with All Trails to try and get a map developed with all county trails on it and to get it displayed on the county website.

**VTC Grants Opening:** Shiloh reports that VTC will be opening their first round of grants on February 8<sup>th</sup>, 2024, and will be closing on March 14<sup>th</sup>, 2024. The grants that will be opened in this round will be the Virginia Special Events and Festivals Program, Virginia DMO Marketing Grants, and Marketing Leverage Program. She shares that all these funds are specifically focused on marketing. Shiloh shares that she has or will be contacting event coordinators with events she is aware of that would qualify for as well as sharing this information online. VA250 will be opening this bring on March 5<sup>th</sup> – April 11<sup>th</sup>, she will be looking at applying for this grant for signage at our historical locations.

Shiloh shares that the LOVEworks Reimbursement Program will not be continuing with VTC, they will be redirecting those funds to other funding opportunities.



**ARPA Update:** Shiloh reports that the design is complete, she will be in communication with the printer to get that completed. She is looking at printing 3,000 printed to begin with until the rest of the funds come through. Shiloh also reports that she rewrote the spending plan to redirect funding from media ads to print distribution through VTC for a single year.

Agritourism Committee Meeting: Jim Lyttle announces that they will be having the next Agritourism subcommittee meeting on February 22<sup>nd</sup>, 2024 at 5:30 PM at Pat's Kountry Diner.

**Asset Inventory Update:** Shiloh requests the committee complete the annual asset inventory within your district, so everything is up to date on the website.

#### **Additional Business**

Shiloh informs the committee that she will be going to the Board of Supervisors along with industry partners Scott Bowen – Clinch River State Park, Michelle Workman – VTC, and she believes possibly JoBeth Wampler – HOA to give an informational board presentation on tourism, its impact on the county, and our involvement with industry partners and their role.

Shiloh also shared that we do have a **new** slate of officers on our Board of Supervisors, and she suggests if you have a new representative reach out to them. Share what your position and role is on the Tourism Advisory Committee and its importance to our county.

Dustin Blackson communicated with the committee about the success of Old Christmas at the Old Courthouse with live music, storytelling, tours, etc., and that the courthouse also has a new Facebook page.

**Committee Meeting Schedule:** The motion was made by Alice Meade to schedule all future meetings on the third Tuesday of every month at 5:30 PM at Pat's Kountry Diner will be when the Tourism Advisory Committee Meeting will be held, it was properly seconded by Dustin Blackson and the motion was carried. The next meeting is set to be @ Pat's Diner at 5:30 pm, February 20th, 2024.

#### **Adjourn:**

Carley Bruck made a motion to adjourn the meeting. The motion was properly seconded by Alice Meade and the motion was properly carried.





X

---

Jennifer Chumbley  
Chair Signature

Prepared By:  
Shiloh Lyttle Brooks – Tourism Coordinator

DRAFT

**Is your DMO/destination listed on Virginia.org? Yes/No**

Yes

**If yes, what is the destination's Virginia.org url?**

<https://www.virginia.org/listing/russell-county-tourism/25058/>

**DMO Name**

Russell County

**# of full and part-time employees at the DMO**

1

**Locality where the DMO is located**

Russell

**EIN #**

54-6001589

**DMO Contact Name**

Shiloh Brooks

**DMO Contact Title**

Tourism Coordinator

**DMO Contact Email**

[shiloh.lyttle@russellcountyva.us](mailto:shiloh.lyttle@russellcountyva.us)

**Second DMO Contact Name**

Lonzo Lester

**Second DMO Contact Title**

County Administrator

**Second DMO Contact Email**

[lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us)

**DMO Mailing Address**

137 Highland Drive  
Lebanon, Virginia 24266  
United States

**Applicant Organization Phone Number**

(276) 344-8504

**Amount of Requested Funds**

\$14,750.00

**Are you planning to use these funds to market any events, concerts, meetings, or conventions outside the scope of your normal DMO operations?**

No

**Facebook**



<https://www.facebook.com/ExperienceRussell>

**Instagram**

<https://www.instagram.com/experiencerussellcountyva/>

**DMO Website**

<https://www.experiencerussellva.com/>

**Hashtags**

#ExperienceRussell #russellcounty

**Program Marketing Goals (15 Points)**

**Please choose the best category for your program.**

General Destination Marketing

**Marketing Program Name**

Destination Discovery: Showcasing Russell County, Virginia

**Marketing Program Description**

Through this marketing drive, we are taking our marketing into a new gear to reach a new demographic while still supporting our current demographic. Through pushing our marketing efforts into our social media channels, connecting with media influencers, and encouraging our local communities and stakeholders we can reach a larger demographic base to expand our visitors. This marketing drive has been deemed to be successful since beginning this marketing in October 2023, with increases to our social media platforms, website, etc. Our marketing is focused on showcasing our county tourism assets, businesses, and events to a younger demographic to encourage family travel.

**Start Date of Marketing Program**

10/01/2023

**End Date of Marketing Program**

07/01/2025

**How will VTC funding enhance your normal marketing activities?**

These funds will (over) double & expand our current extremely limited marketing budget of \$6,000 to market our destination through marketing promotional materials, resources, etc. to reach our expected new demographic, as well as function as a department. Through pushing Russell County as a family-friendly destination to visit for a day trip, weekend getaway, or outdoor adventure with easily accessible hiking, camping, events, and adventure thrills to create core family memories.



**Will these funds enhance your marketing to diverse audiences and/or promote accessibility?**

Yes

**If yes, please explain.**

Our marketing plan is focused not only on reaching a larger demographic base but in promoting our outdoor recreation assets that are extremely accessible and user-friendly to all who are interested in visiting.

**How will this program drive additional overnight or out-of-region visitation?**

With this Marketing Program, it is anticipated as we continue to not only drastically increase our marketing of Russell County to our markets but also to connect with more county/region/state partners, tourism-related businesses, and organizations to work together to promote Russell County in a positive and travel-friendly way.

**Projected # of out-of-state visitors from this marketing program.**

3000

**Projected # of regional visitors coming for a day trip from this marketing program.**

12000

**Total Projected Visitors from this marketing program.**

15000

**What research do you have to validate these projections?**

Occupancy tax revenue  
Website/social media engagements  
Sales/meals tax revenue increases  
Direct visitor conversations/engagements  
VTC research shows a consistent increase in visitor spending and visitation in/to Russell County

Based on the projected increase of all of these areas along with the impact of our marketing efforts through this program with the funds provided. Our department has learned to market off the resources we have while continuing to encourage businesses within our community with the limited resources we are provided. With our marketing program we hope to continue to ensure we are able to continue our impact economically on Russell County and the Commonwealth of Virginia.

**Competition (10 Points)**



**What destination is your #1 out-of-state competition?**

Bristol, TN/Washington County, TN

**Why did you select this destination?**

Due to the proximity to our destination, Washington County & Bristol, TN is a large competition in the sense it is difficult for a much smaller county to compete against a locality with lodging accommodations, resources, & large-scale tourism assets.

**What destination is your #1 in-state competition?**

Tazewell County, VA

**Why did you select this destination?**

Although, we work closely with Tazewell County because of their involvement with the region. And we hope to see all our tourism partners succeed, Tazewell County is a regional/state competitor because of the similarity in our target markets. Both of our locations draw similar demographics, this marketing will allow us to help hit those markets in a larger way than we have in the past. This is not to take away from Tazewell but to work on expanding the stay of travelers to the Heart of Appalachia region.

**How does your marketing plan make you more competitive against these destinations?**

Due to the extreme limitations in our marketing budget, we are to extend our marketing efforts to a wider market of travelers. Even though due to our limit in our annual budget we are still (based on VTC Research) in the Top 3 for most tourism dollars made and spent in the Heart of Appalachia region.

**Hub & Spoke (15 Points)**

**Lure**

Russell County - Experience Russell County, VA

**Partner #1 - THIS MUST BE A LODGING PARTNER**

Breath of Dawn Homestead

**Partner #1 Address**

825 Moccasin Ridge Road  
Lebanon, Virginia 24266  
United States

**How will this partner support your marketing program in terms of helping drive overnight visitation?**

Through collaboration and cross-promotion Breath of Dawn and Russell County Tourism have been able to



work together in marketing efforts and partnership. To ensure the success of the business in offering unique experiences and lodging to visitors of Russell County. Breath of Dawn is not only a lodging location they also offer a unique experience for visitors to engage in educational opportunities through events.

**Is this partner listed on Virginia.org? Yes/No**

Yes

**If yes, what is the ir Virginia.org url?**

<https://www.virginia.org/listing/breath-of-dawn-homestead/31929/>

**Upload Letter of Support from Partner #1**

- [Lodging-Letter-of-Support.docx.pdf](#)

**Partner #2**

Riverbend Campground

**Partner #2 Address**

504 Artrip Road  
Cleveland, Virginia 24225  
United States

**How will this partner support your marketing program?**

The Riverbend Campground is one of the only campgrounds available for public use that is located along the Clinch River State Park in the county. Over the past year, the campground received funding/grants for renovations and Russell County has been a partner in ensuring the continued success of the campground, this continues with the marketing of the location and partnership with organizations and stakeholders in the community.

**Is this partner listed on Virginia.org? Yes/No**

Yes

**If yes, what is the Virginia.org url?**

<https://www.virginia.org/listing/cleveland-riverbend-campground/22837/>

**Upload Letter of Support from Partner #2**

- [Xerox-Scan-2024-03-11-03.05.40-PM.pdf](#)

**Spoke #3**

The Russell Theatre

**Spoke #5**

Spearhead Trails - Dante Coal Heritage Trail

**Spoke #4**

Clinch River State Park

**How will these spokes support your marketing**

**Spoke #6**



**program?**

The collaboration and partnerships with each of these businesses or assets we are able to hit a wide variety of adventures that are available in Russell County. Ranging in outdoor recreation, cultural arts, and history assets, throughout development and involvement our department has been able to work closely with each of our spokes to learn what marketing efforts would best fit their needs. And our marketing effort with this will be to highlight the assets that have proven to be drivers of tourism and economic development in Russell County.

Old Russell County Courthouse & Dickenson Bundy Craft House

**Target Markets (20 Points)**

**Why did you choose this market?**

Through the data that we have been collecting from regional partners as well as off our social media platforms and website Nashville, TN is the largest market that is interested in our area, but we are not seeing a very high visitation rate. Through these marketing funds, we would like to target market to this demographic specifically for weekend trips to Russell County. Based on social media ads that we have run in Nashville, as well as other surrounding states, we have gathered that the Nashville market is most engaged with the content and visits our website directly from the ads that we have run.

**Target Market #1**

Nashville, TN

**Why did you choose this market?**

Sevierville, TN (& Roanoke City, VA)

In determining which market we are hoping to target with these funds both Sevierville, TN, and Roanoke City, VA are in the same category. Over the course of the past 8+ months, we have seen an uptick in our website traffic directly from both Sevierville & Roanoke City which are both relatively equal in traffic attendance/engagement. In choosing the target market between them both, I decided to not split them but keep them together. In looking at their engagement on our website both markets are interested in outdoor recreation & events. Therefore in our marketing efforts, we will be working on placing those marketing funds to drive a high amount of ads directed at both markets to encourage overnight visitation.

**Target Market #2**

Out-of-State Other

**Why did you choose this market?**

Again, due to proximity to Russell County (only a 45-minute drive from the county line), this is a market that is open and interested in visiting Russell County. Based on our POIs gathered from the VTC research team we can see that both Bristol, VA, and Sevierville, TN are already actively visiting Russell County. Being able to take these funds and zero in on these markets will allow

**Target Market #3**

Bristol



us to create a good stance in those markets as a fun weekend getaway or day trip.

## Marketing Plans (30 Points)

### In-Kind or Cash Match Marketing Plan

Media Channel Name	Marketing Item Descriptions (including target markets/demographics)	Placement Dates	Amount
Facebook/Meta	8,383 followers as of October 1, 2023	As indicated by Facebook Insights on October 1, 2024	838
Issu Subscription	Yearly Subscription to Issu to have an interactive digital format of our new Adventure Guide added to our website	March 2024	264
Crooked Road - Print Ad	Quarterly Magazine - 1/2 page Advertisement	February 2024	225
Blue Ridge Outdoors Social Media Ad	Two Instagram Story Ads highlighting outdoor rec, history, and events	January 2024	500
Welcome Center	Single-slot brochure slot at the Bristol Welcome Center. Located on the interstate that a portion of our target market travels in from along US81	September 2023	120

**Grand Total In-kind or Cash Match:**  
1947.00

### VTC Reimbursable Marketing Plan

Media Channel Name	Description (type, demographics, reach)	Placement Dates	Amount
Promotional Product Development	The development of promotional products such as stickers, booth background, and other promotional product collateral. To promote our brand "Experience Russell" to our engaged audience at events, distribution list, etc.	July 2025	1700
Social Media Influencer - RVA Hiker Girl	Partnering with an influencer with a direct influence on a niche audience focused on outdoor recreation as well as highlighting our unique lodging partners included in our marketing plan.	July 2025	3000
Blue Ridge Outdoors Ads	Digital Content Flight Ad through the VTC Co-Op Program	August 2024	895
Crooked Road Magazine Quarterly Ads	A half page ad in the Crooked Road Quarterly Magazine for Russell County Historical locations and music heritage events in Russell County	July 2024	225

**Grand Total Reimbursable Marketing Plan**  
5820.00

## Performance Outcomes (10 Points)

### Performance Outcome #1

Occupancy Tax Revenue

### Performance Baseline (now)

13000

### Performance Baseline Date

06/01/2023

### Performance Goal

25000

### Performance Goal Date

07/01/2025

### Performance Outcome #2

Meals Tax Revenue

### Performance Baseline (now)

118000

### Performance Baseline Date

06/01/2023

### Performance Goal

165000

### Performance Goal Date

07/01/2025

## BONUS POINTS: VIFL Activation Type (5 Bonus Points)

### VIFL Activation Type

VIFL Banners at events, visitor centers

### Activation Details

All of our events hosted by Experience Russell or conversations with our stakeholders highlight our partnership with VIFL/VTC and the work the organization does for the state development of tourism.

### VIFL Activation Type

VIFL apparel on staff/performers

### Activation Details

All of our apparel does or will feature VIFL logo on it when we are hosting or displayed at events, etc.

### VIFL Activation Type

Visitor Center has Virginia is for

### Activation Details

The VIFL Visitor Guide is available at our office, we are consistently



Lovers merchandise

having to restock our brochure & magazine racks. As well as the VFL stickers and magazines are available at our booth when we set up at events locally and regionally.

## Save and Submit

### Acceptance of Terms

By clicking this checkbox and submitting this form, you are confirming that all information is final. You are attesting that your match is true and verifiable.

I have read and agree to the terms and conditions.

DRAFT



# Russell County Planning Commission

February 19, 2024

The Russell County Planning Commission met on Monday, February 19th, 2024, in the conference room of the Board of Supervisors at the Russell County Government Center, 131 Highland Drive, Lebanon VA.

Members Present

Members Absent

Others Present

Tara Dye

Jack Compton

Ernie McFaddin

Keith Ray

Philip Addington

Greg Stoots

John Mason

Charlie Edmonds

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

Invocation and Pledge of Allegiance given.

Agenda approved. Motion by, Tara Dye seconded by, Greg Stoots motion passed unanimously.

January 23, 2024 Meeting minutes approved. Motion by Jack Compton, seconded by Tara Dye, motion passed unanimously.

## **New Business**

A Plat for Wade Sykes to Darrell Bostic, 2.64 Acres. Lot size not big enough and not enough road frontage. Chairman Ernie McFaddin is writing a letter to supply ordinance of why it wasn't approved.

A plat for Angela Barnes to John Easterly. Lots would have to be joined in order to meet ordinance and be approved. Info was sent back to owner and they agreed to make necessary changes. Approval contingent on changes and Sent to BOS.

A motion was made by Philip Addington, 2<sup>nd</sup> by Tara Dye to allow Crystal White, the Planning Commission Advisor, to take the certification class. Passed unanimously.

### **Review of Plats**


Plats for the months of January and February were reviewed. Transactions dated January 18 through February 19, 2024.

All other plats were approved as presented

### **Other Business**

Chairman Ernie McFaddin updated the board on IDA projects.

Meeting adjourned. Motion by Greg Stoots, seconded by Tara Dye, the motion passed unanimously.

  
Ernie McFaddin, Chairman

Attest:



Philip Addington, Secretary

# RUSSELL COUNTY PLANNING COMMISSION

JANUARY 18, 2024 – FEBRUARY 19, 2024

1. Jonathan Hess 1.30 AC split from 58.50 AC  
Remaining acreage 57.20 AC road frontage  
Honaker Chapel Road
2. Alma Cox Ring 36.55 AC to Darnis Salyer, 1.04 AC to be  
retained by Alma Ring, and 1.00 AC to Mark Ring boundary  
line adjustments High Point Road
3. Estil Wayne and Michele Lee Vance 6.80 AC and 1.81 AC  
boundary survey Truel Brown Road



# RUSSELL COUNTY CONFERENCE CENTER

March 1, 2024

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

Date	Event	Event Type	Space
03/02/24	Russell County Board of Supervisors Meeting Lonzo Lester	Community Event	Full \$0
03/02/24	Hearts for Hanson Fund Raiser Brandon Davis	Community Event	Full \$165
03/03/24	Dyer Wedding Reception Carlene Stiltner	Individual Event	Full \$290
03/07/24	Mine Safety and Health Administration Steak Holders Meeting Michael Colley	Individual Event	Full \$135
03/09/24	Baby Shower Savanna Stevens	Individual Event	Half \$125
03/10/24	Baby Shower Olvia Skeen	Individual Event	Full \$160



Date	Event	Event Type	Space
03/16/24	Lebanon Life Saving Crew Fund Raiser Bingo Stella McCurry	Community Event	Full \$135
03/17/24	Birthday Party Phyllis McConnell	Individual Event	Full \$125
03/19/24	ASAC Strategic Planning Day Jordan Widner	Individual Event	Full \$135
03/23/24	Renovation Church Conference Tammy Woodward	Community Event	Full \$125
03/24/24	Birthday Party Dorothy Taylor	Individual Event	Half \$100
03/25/24	4-H Camp Registration Ashley Clark	Community Event	Full \$0
03/28/24	Cumberland Plateau PDC Annual Meeting Kelly O' Quinn	Community Event	Full \$235
03/30/24	Birthday Party Dorothy Taylor	Individual Event	Half \$100

- \$260.00

**Final Total = \$ 1830.00**

DRAFT



RUSSELL COUNTY BUILDING DEPARTMENT  
 137 HIGHLAND DR. SUITE D  
 LEBANON, VA 24266  
 Telephone: 276-889-8012  
 Fax 276-889-8009



### Building Official Report

#### BUILDING PERMIT INFORMATION

BUILDING PERMITS	ACTIVE	INSPECTIONS
02/21/2024-03/26/2024	51	02/21/2024-03/26/2024
	PENDING 3	
	TOTAL 54	TOTAL 41

Address	Property Owner	Tax Map I.D	Comments
16483 Second St. Paul	Donna Glover	157 LIE 2965	<p>10/5/2022: Recv'd notification from Town of St. Paul via County Administrator 10/24/2022: observation by Building Official- recommendation of demolition of building 10/27/2022: report submitted to County Administrator</p> <p>11/17/2023: Re-evaluation of property by RC Building Inspector, Inspection Report sent to County Administrator, Certified Notice sent to property owner. Public Notification in The Lebanon News, to run 2 consecutive weeks Beginning Nov. 29, 2023</p> <p>12/18/2023: Progress Status Observation by RC Building Official- No progress in securing structure. Location has been advertised for 2 consecutive weeks, in Lebanon News. Certified Letter was sent to owner, no response, County did not receive the return receipt card from certified letter. 30 Day requirement for response will expire on Jan. 7, 2024. Follow up inspection will be conducted on Jan 8, 2024, and report will be presented to the Board of Supervisors in February Meeting</p> <p>1/8/2024: No progress, Large hole remains in back of the home, No communication with the property owner</p> <p>2/2/2024: Site Observation, DSS was on site, property owner refused assistance from DSS, advised she was tearing house/structure down in April</p> <p>2/21/2024: Site evaluation by Building Official, No further actions taken by property owner.</p> <p>3/27/2024: No further activity</p>

GLOVIER PROJECT STATUS: FINAL NOTICE—ALL NOTIFICATION OPTIONS HAVE BEEN EXHAUSTED

#### DILAPIDATED STRUCTURES CONT'D

219 Timber Scent Rd	Laforest Leslie B	160RII2521	<p>12/16/2022: Complaint recv'd.</p> <p>12/19/2022: Observation by Building Official, property accessible, some windows are removed/busted. Significant amount of trash left in the areas around home Report submitted to County Administrator</p> <p>11/21/2023: Building Official re-evaluated, building was not secured, and access is not limited to the public. Certified Notice to Comply Letter to be sent to the property owner. A follow-up inspection to be conducted in December.</p> <p>11/30/2023: Property owner contacted RC Building Official via email. inquired what would need to be done to bring to compliance, requested name of complainant.</p> <p>12/18/2023: Progress Status Observation by RC Building Official- Owners have installed a gate at the end of the driveway, to prevent entrance to property. Structure is structurally sound, there are no windows or doors. The owner has blocked off entrances and posted "NO TRESPASSING SIGNS". The owner has been in communication with the Building Office in regard to bringing the site into compliance and obtaining a demolition permit for the structure."</p> <p>2/21/2024: Site evaluation by Building Official. Building Official Office has reached out via email , to property owner on intent going forward.</p> <p>3/27/2024: No further activity</p>
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LAFORREST LESLIE PROJECT STATUS: PROGRESSING



RUSSELL COUNTY BUILDING  
 DEPARTMENT 137 HIGHLAND DR. SUITE D  
 LEBANON, VA 24266  
 Telephone: 276-889-8012  
 Fax 276-889-8009

### Building Official Report

<p>173 Straight Hollow Rd</p>	<p>Fred/Sharon Rife</p>	<p>160RIG2453</p>	<p>4/6/23 Catherine Pratt submitted complaint, per phone, 9/12/2023: Inspected site again, no further demolition, tried to contact owner, 11/17/2023: Re-evaluation of property by RC Building Inspector, Inspection Report sent to County Administrator, Certified Notice sent to property owner, Public Notification in The Lebanon News, to run 2 consecutive weeks beginning Nov. 29, 2023. 12/7/2023: Russell County recv'd certified return receipt card, signed for by James Saunders, no further contact at this point. 12/18/2023: Progress Status Observation by RC Building Official-A tarp has been added to the end of the house. A tent is located beside the home. No progress in securing structure. Location has been advertised for 2 consecutive weeks, in Lebanon News, Certified Letter was sent to owner, no response, 30 Day requirement for response/explanation of intent, will expire on Jan. 7, 2024. Follow up inspection will be conducted on Jan 8, 2024, and report will be presented to the Board of Supervisors in February Meeting 1/8/2024: No demolition to the home. Several tarps have been added to the end of the house. A tent is beside them home, No communication from the property owner. 2/21/2024: No activity on property. All notifications have been exhausted. 3/27/2024: No further activity</p>
<p><b>RIFE PROJECT STATUS: ON/GOING—FINAL NOTICE</b></p>			
<p>192 Lower Bear Wallow</p>	<p>Tim &amp; Rendi Hale Dante, VA 24273</p>	<p>159 R IB 2189</p>	<p>On-going project 11/17/2023: Re-evaluation of property by RC Building Inspector, Inspection Report sent to County Administrator, Certified Notice sent to property owner, Public Notification in The Lebanon News, to run 2 consecutive weeks. 11/17/2023: Re-evaluation of property by RC Building Inspector, Inspection Report sent to County Administrator, Certified Notice sent to property owner, Public Notification in The Lebanon News, to run 2 consecutive weeks beginning November 29, 2023. 12/18/2023: Progress Status Observation by RC Building Official- No progress in securing structure. Location has been advertised for 2 consecutive weeks, in Lebanon News, Certified Letter was sent to. Owner, no response, County did not receive the return receipt card from certified letter, 30 Day requirement for response will expire on Jan. 7, 2024. Follow up inspection will be conducted on Jan 8, 2024, and report will be presented to the Board of Supervisors in February Meeting 1/8/2024: No signs of work completed on the property 2/21/2024: No activity by property owner. All notifications have been exhausted. 3/27/2024: No further activity</p>
<p><b>HALE PROJECT STATUS: ON/GOING—FINAL NOTICE</b></p>			



RUSSELL COUNTY BUILDING DEPARTMENT  
 137 HIGHLAND DR. SUITE D  
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**Building Official Report**  
**JUNKYARD REPORT**

08/24/2023: Observation for possible Junkyard Ordinance violation Encountered property owner on site, explained purpose of visit.

Submitted report to County Administrator

11/16/2023: RC Building Dept personnel contacted Mcl Counts with VDOT, was directed to contact YSP 1st Sergeant Ratcliff, Claypool Hill Residency. Sgt. Ratcliff will observe and be in contact with VDOT in regard to R-O\_W for the road. Will be in touch with RC Bldg. Dept.

1/9/2024: Sgt. Ratcliff, continuing to research maps and R-O-W, delayed due to holidays. Will contact Russell County Building Dept. once research complete.  
 No further updates from Sgt. Ratcliff

138 R 2292

Rasmke Carl  
 Allen Or  
 Marsha

Dogtown/Courthouse  
 Est.

**EROSION & SEDIMENT CONTROL DEPT.**

Bridgett McGlothlin ESC Program Administrator---Josh Stinson-ESC Inspector/Plan Review

5 Total

5 Active

10 Total

10 Active

SINGLE FAMILY  
 AGREEMENT IN  
 LIEU PLAN

ALL EROSION SITES WERE INSPECTED ON 3/20/2024



CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Ms. Rhonda Sluss

RUSSELL COUNTY:

Mr. Andrew Hensley  
Mr. Nathan Kaiser

**Agenda**

**I. March 21, 2024 CPRWMA Board of Directors Roll Call for Quorum.**

- II. a) Officers Elections- Chairman (BC), Vice Chair (RC) and Secretary/Treasurer (DC)
- b) Approval of Minutes of the February 15, 2024 meeting.....1  
Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

**III. Administrative Business**

- c) Review CPRWMA Waste Stream Report February 2024.....4
- d) Approval of the Treasurer's Report for the month of February 2024.....12  
Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_
- e) CPRWMA Attorney's Report for February 2024.....Report
- f) Litter and Recycling Report.....Toby

**IV. Old Business**

- 2024-2025 Budget Review.....Attachment
- CPRWMA's Bylaws review

**V. New Business**

- ✓ Tire Shredder – Blade Repair and New Set.....Attachment

**VI. Correspondence/Public Comment**

- ✓ Russell County Environmental Collection Day April 18<sup>th</sup>
- ✓ Buchanan County Environmental Collection Day April 19<sup>th</sup>
- ✓ Dickenson County Environmental Collection Day April 26<sup>th</sup>
- ✓ VADEQ Regional Recycling Rate - 2022

**VII. Adjournment and Next Meeting.**

Chair or Vice Chair conducting the meeting: \_\_\_\_\_  
 Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
 Minutes submitted by: Carl Rhea and Sandra Honaker

135 Highland Drive, Suite C, Lebanon, VA 24266  
 Phone 276-833-5403 Email tobyedwards@bvua.net  
 www.cprwma.com





**CUMBERLAND PLATEAU RWMA:**

Mr. Toby F. Edwards, Executive Director

**BUCHANAN COUNTY:**

Mr. Jeff Cooper  
Mr. Tim Hess



**DICKENSON COUNTY:**

Mr. Damon Hasnick  
Ms. Rhonda Sluss

**RUSSELL COUNTY:**

Mr. Andrew Hensley  
Mr. Nathan Kaiser

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**Cumberland Plateau Regional Solid Waste Management Authority**

**Board Officers Realignment 2024**

Chairman- Buchanan County Representative

Vice Chairman – Russell County Representative

Secretary/Treasurer – Dickenson County Representative

**DRAFT**

135 Highland Drive, Suite C, Lebanon, VA 24266  
Phone 276-833-5403 Email [tobyedwards@bvu.net](mailto:tobyedwards@bvu.net)  
[www.cprwma.com](http://www.cprwma.com)



RECYCLED PAPER



CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper  
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick  
Ms. Rhonda Sluss

RUSSELL COUNTY:

Mr. Andrew Hensley  
Mr. Nathan Kaiser

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Cumberland Plateau Regional Waste Management Authority  
Monthly Board Meeting Minutes  
February 15, 2024

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**Members Present:**

Ronald Peters, Chairman  
Tim Hess, Vice Chairman  
Jeff Cooper  
Damon Rasnick  
Nathan Kiser  
Andrew Hensley

**Guest:**

Rhonda Sluss  
Toby Edwards, Executive Director  
Saundra Honaker, Financial Advisor  
Rebecca Thornbury, Legal Counsel

**CALL TO ORDER:**

Chairman, Ron Peters, called the February 15, 2024, meeting of the Board of Directors to order at 5:36 PM at Lebanon, VA. The Pledge of Allegiance and prayer were given.

**QUORUM:** A quorum was established by the members that were physically present.

**APPROVAL OF MINUTES:** The minutes of the January 23, 2024, monthly meeting of the Board of Directors was presented for consideration. A motion was made by Damon Rasnick and seconded by Andrew Hensley to approve the minutes as presented. Motion was ratified, voting as follows:

Ron Peters – Aye  
Tim Hess – Aye  
Damon Rasnick – Aye  
Andrew Hensley – Aye

Nate Kiser – Aye  
Jeff Cooper – Aye

**ADMINISTRATIVE BUSINESS**

**WASTE STREAM REPORTS – January 2024:** Toby Edwards reviewed the waste stream reports. Buchanan and Dickenson showed an increase and Russell showed a decrease.

135 Highland Drive, Suite C, Lebanon, VA 24266  
Phone 276-833-5403 Email tobyedwards@bvu.net  
www.cprwma.com





TREASURER'S REPORT – January 2024: Tim Hess presented the CPRWMA Treasurer's Report, reporting the total cash balance was \$119,413.90 at the end of January. A motion to approve the report as presented was made by Andrew Hensley and seconded by Tim Hess. Motion was ratified, voting as follows:

Ron Peters – Aye	Nate Kiser – Aye
Tim Hess– Aye	Jeff Cooper – Aye
Damon Rasnick – Aye	
Andrew Hensley - Aye	

CPRWMA ATTORNEY'S REPORT – January 2024 Rebecca Thornbury reported she worked with Toby on a few matters.

LITTER AND RECYCLING REPORT: Toby stated that he would have flyers at the next board meeting for the members to post in their respective counties. He also noted the five year trend requested by member Jeff Cooper at the January meeting was included in the packet.

#### **OLD BUSINESS**

RUSSELL COUNTY ROLL UP DOOR REPAIR: Russell County's truck caused damage to the transfer station roll up door and estimates are coming forthcoming for the repairs to be paid by Russell County. It may be a couple weeks before repairs can be made.

#### **NEW BUSINESS**

RECOGNITION OF SERVICE FOR RONALD PETERS, CARL RHEA AND TIM LOVELACE: Damon recognized the outgoing members with plaques for their excellent service during their tenure on the board. He recognized Ronald Peters from Dickenson County, Tim Lovelace and Carl Rhea from Russell County.

BUDGET REVIEW: Toby presented a proposed budget for the upcoming 2024-25 year. The User Agreement requires that the budget be presented to the counties by March 15 to allow the member counties the information for their review and use in the county budget. The budget proposal would be a monthly increase of \$1,319 to each county. It was suggested that the counties could increase the cost of the loads being brought across the scales. Some of the upcoming expenses are repairs to the Dickenson County floor and the tire shredder will need blades sharpened or possibly purchase extra blades (so there wouldn't be down time while the blades are being sharpened). There was some discussion of cuts that could be made to the monthly expenses.

A motion was made by Nate Kiser and seconded by Andrew Hensley to eliminate the workers compensation insurance for the board members (\$300 per year). Motion was ratified, voting as follows:

Ron Peters – Aye	Nate Kiser – Aye
Tim Hess– Aye	Jeff Cooper – Aye
Damon Rasnick – Aye	
Andrew Hensley - Aye	



A motion was made by Nate Kiser and seconded by Andrew Hensley to discontinue providing food at the board meetings. There was discussion that some board members have to travel a great distance to attend the meetings. The motion was amended by Nate Kiser and seconded by Andrew Hensley to provide meals only to the board members.

Motion was ratified, voting as follows:

Ron Peters - Aye	Nate Kiser - Aye
Tim Hess- Aye	Jeff Cooper - Aye
Damon Rasnick - Aye	
Andrew Hensley - Aye	

A motion was made by Andrew Hensley and seconded by Nate Kiser to have board meetings bimonthly. Rebecca Thornbury advised that the by-laws require a monthly meeting and would need to be amended to change to a meeting every other month. She further advised it would take at least two meetings to follow the amendment process as in the bylaws.

Motion was ratified, voting as follows:

Ron Peters - Aye	Nate Kiser - Aye
Tim Hess- Aye	Jeff Cooper - Aye
Damon Rasnick - Aye	
Andrew Hensley - Aye	

#### **CORRESPONDENCE/PUBLIC COMMENT**

Brandon Monroe with CEI, stated that the transportation has been running smoothly.

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

A motion was made by Jeff Cooper and seconded by Nate Kiser to have the next meeting on Thursday, March 21, 2024, at 5:30 PM at Government Center office in Lebanon, VA and to adjourn the meeting at 6:50 PM. Motion was ratified, voting as follows:

Tim Hess- Aye	Jeff Cooper - Aye
Ron Peters - Aye	Damon Rasnick - Aye
Andrew Hensley - Aye	Nate Kiser - Aye

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date







**Russell County**

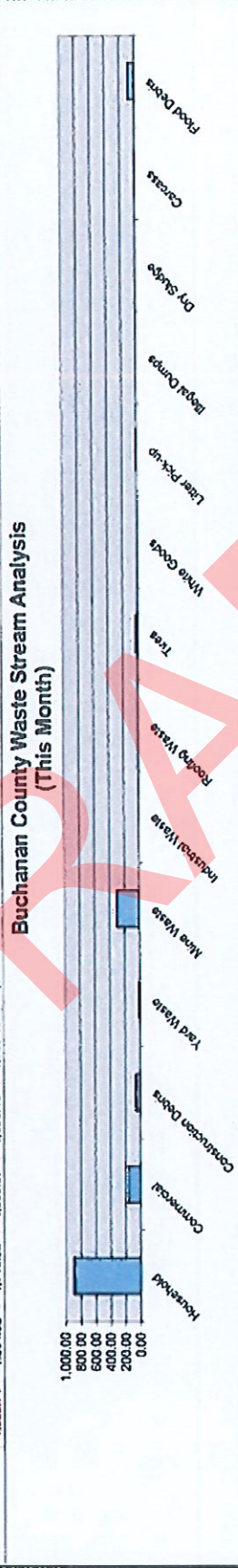
Waste Material(s)	Jan 2024	Feb 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Totals from all Columns	Average (Per Month) Tonnage
Household	1,152.65	1,163.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,315.66	
Commercial	125.40	139.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	264.52	
Construction Debris	66.48	88.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.39	
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	22.10	21.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43.43	
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	64.90	13.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.73	
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													0.00	
Recycle	17.37	6.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.28	
Illegal Dumpsite	0.00	2.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.27	
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	1.23	2.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.24	
<b>Totals</b>	<b>1,450.13</b>	<b>1,437.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,887.52</b>	<b>1,443.76</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 2024</b>	<b>7,953.95</b>

5



**Buchanan County Waste Stream Analysis**  
Period: February 1, 2024 to February, 2024

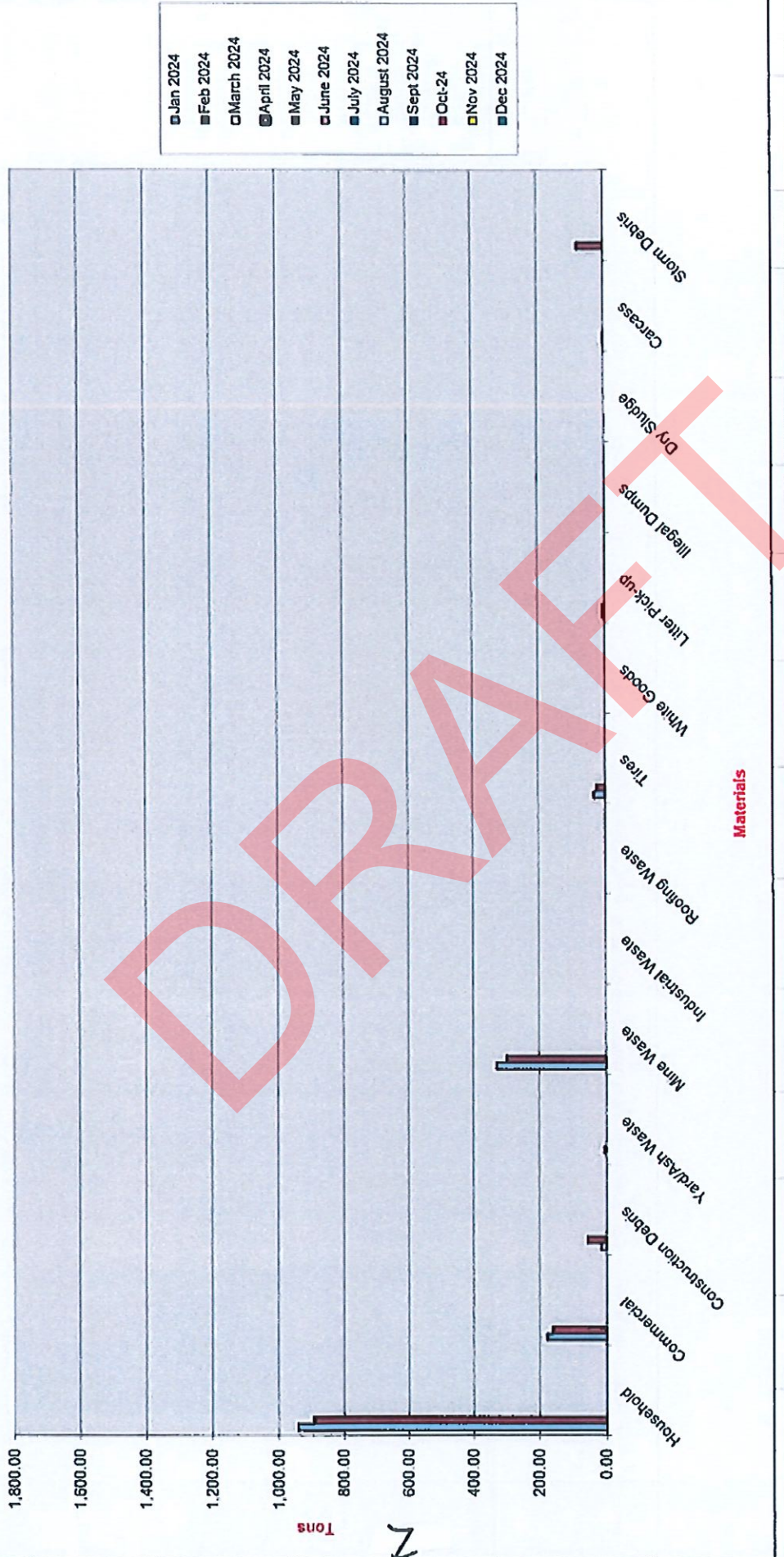
Name of Waste Material	This Month (Tons)	Last Month (Tons)	2023 (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	894.64	941.62	932.86	816.61	1,024.37	932.90	963.26	1,081.07	1,015.09	1,104.06	814.25	1,046.63	950.69	1,094.52	1,022.29	987.70	978.97	1,009.81	1,051.01	1,119.14
Commercial	162.22	176.70	116.90	160.21	178.04	172.83	93.78	89.20	58.62	133.62	20.52	269.09	114.48	410.25	259.92	143.07	153.36	145.64	132.07	99.52
Construction	58.73	15.51	91.25	179.56	86.76	53.10	47.14	32.01	14.90	4.65	0.00	31.32	60.65	19.79	36.95	12.32	27.02	19.71	48.19	52.73
Yard Waste	6.19	0.00	99.99	8.43	0.00	0.69	110.21	0.07	1.40	13.69	0.00	0.00	0.00	23.61	61.98	0.00	0.00	0.00	6.73	0.00
Auto Waste	299.68	329.56	271.80	240.93	466.81	549.32	354.65	401.54	40.45	200.02	123.85	346.48	395.61	395.61	301.43	256.13	202.02	113.24	155.8	327.09
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	2.66	0.00	0.00	0.00	0.00	4.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.89
Tires	23.85	34.13	28.75	26.19	72.88	5.71	11.56	1.84	8.45	8.40	0.51	15.46	20.04	34.01	52.18	37.96	37.41	27.61	33.13	21.86
White Goods	0.00	0.00	0.00	0.00	5.85	4.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.46	4.71
Liter Pick-up	7.36	5.49	1.23	3.74	7.85	12.62	1.96	3.26	6.30	5.63	1.10	9.87	4.66	9.74	12.77	7.68	10.92	8.34	5.9	11.44
Illegal Dumps	0.00	0.00	0.00	0.00	0.00	0.00	0.63	1.46	1.30	0.00	0.00	0.00	0.59	3.44	1.80	0.00	13.29	0.00	4	2.57
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	7.78	0
Carcass	3.55	1.49	0.14	0.26	0.11	0.49	0.83	0.20	0.73	1.11	0.14	0.24	0.12	0.42	0.29	39.06	0.17	0.91	0.16	0.07
Flood Debris	79.49	0.00	174.60	114.44	13.79	53.11	0.00	38.29	33.46	0.00	0.00	0.00	17.54	0.00	0.00	0.00	0.00	0.00	0	0.00
<b>TOTAL</b>	<b>1,535.71</b>	<b>1,504.52</b>	<b>1,718.52</b>	<b>1,550.37</b>	<b>1,858.46</b>	<b>1,785.69</b>	<b>1,616.63</b>	<b>1,648.94</b>	<b>1,180.70</b>	<b>1,451.18</b>	<b>960.37</b>	<b>1,681.70</b>	<b>1,515.65</b>	<b>1,991.35</b>	<b>1,749.61</b>	<b>1,483.92</b>	<b>1,423.16</b>	<b>1,333.04</b>	<b>1,444.45</b>	<b>1,646.02</b>



Total Tonnage includes the following towns:  
D  
Grundy



Buchanan County 2024



2



Dickenson County Waste Stream Analysis  
 Period: February 1, 2024 to February 28, 2024

Source of Waste Material	This Month (Tons)	2023 (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	500.82	543.21	512.75	610.53	581.87	517.00	603.84	482.27	554.37	528.81	627.22	643.50	562.88	589.17	656.49	684.94	626.16		
Commercial	118.05	141.88	109.43	133.76	338.23	18.51	41.57	88.01	60.37	22.19	10.40	31.53	276.16	131.39	33.12	3.08	7.27		
Construction Debris	38.15	39.20	11.85	100.80	0.00	0.00	14.62	0.87	11.60	11.46	44.08	5.85	104.53	19.05	14.58	189.79	19.09		
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.22	40.36	6.41	45.78		
Auto Waste	250.20	228.44	241.21	233.28	207.85	157.54	18.15	51.02	321.72	438.72	383.96	234.25	0.00	48.78	157.81	98.86	31.05		
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	0.00	4.82	0.00	0.00	2.81	1.28	1.88	0.00	0.00	2.18	0.00	1.18		
Tree	28.24	17.33	8.70	19.08	6.28	8.79	11.91	7.38	13.82	17.74	13.85	12.37	21.01	7.48	21.00	21.75	4.12		
Flood 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	0.00	0.00	0.00	0.72	0.25	0.75	2.62	0.90	0.82	2.18	1.98	1.83	1.88	1.88	1.88	1.88		
Other Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Mulch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Single Dump / Burn	0.00	0.00	0.33	0.70	0.00	0.00	0.00	0.00	0.00	0.00	1.71	0.00	0.00	0.00	0.00	0.00	0.00		
<b>Total</b>	<b>1,046.46</b>	<b>985.74</b>	<b>977.86</b>	<b>1,068.88</b>	<b>1,061.11</b>	<b>764.10</b>	<b>891.41</b>	<b>818.17</b>	<b>962.78</b>	<b>1,028.65</b>	<b>1,064.46</b>	<b>938.70</b>	<b>966.51</b>	<b>801.79</b>	<b>927.20</b>	<b>992.45</b>	<b>734.83</b>		

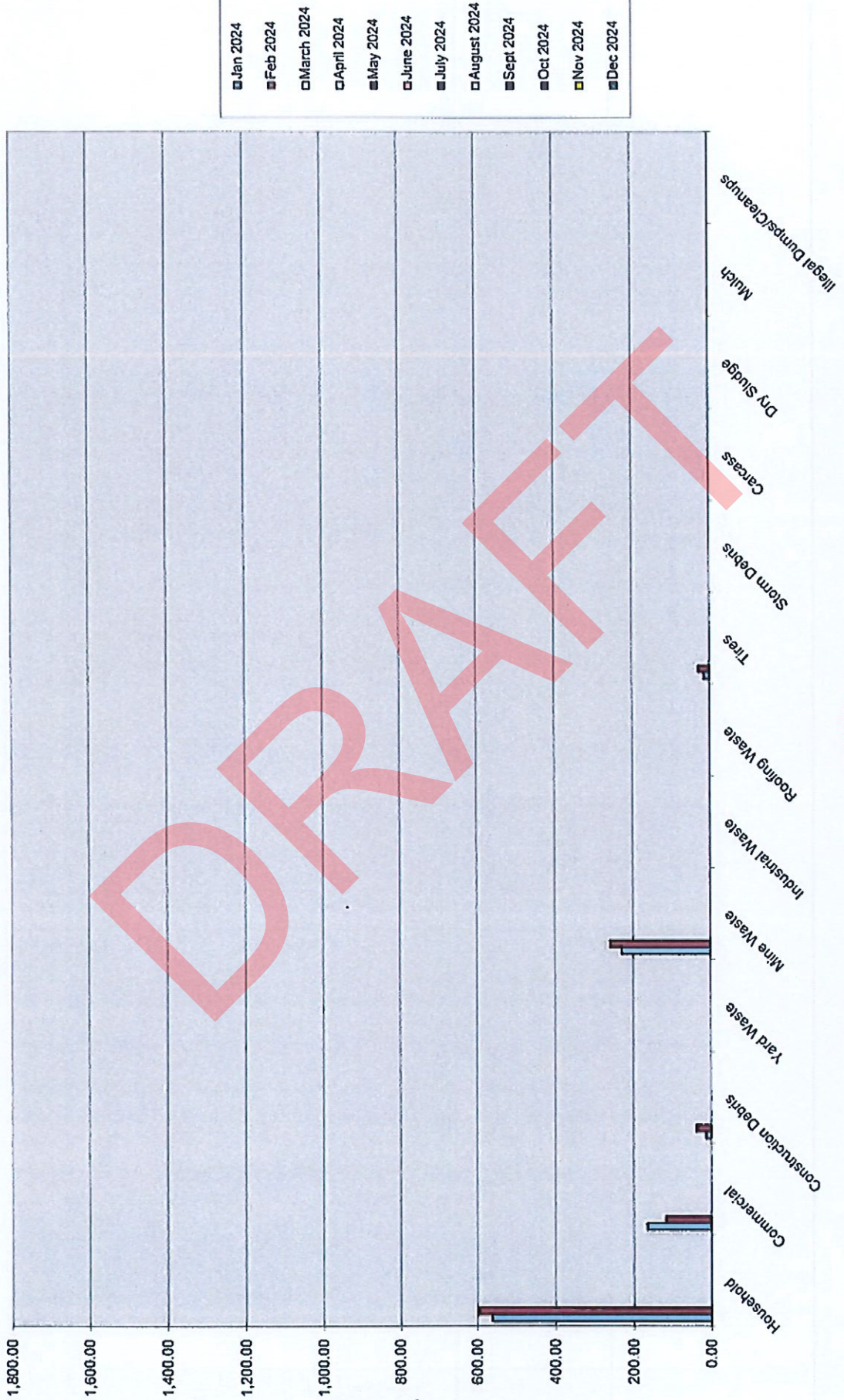
Dickenson County Waste Stream Analysis  
 (This Month)



Total Tonnage includes the following items:  
 0  
 Term of Estimate



### Dickenson County 2024



9  
Tons



Russell County Waste Stream Analysis  
 Period: February 1, 2024 to February 28, 2024

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2023 (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	1,163.01	1,152.65	1,119.52	1,110.93	1,248.79	1,056.38	1,042.87	1,118.72	923.06	1,168.53	889.91	1,184.97	1,107.64	1,367.40	1,293.87	1,255.96	1,259.15	1,314.44	1,560.54	1,458.97
Commercial	139.12	125.40	104.19	109.59	120.61	118.33	141.19	127.01	129.14	120.81	112.53	113.01	126.18	139.59	128.53	223.52	204.10	166.88	209.89	232.17
Construction Debris	88.91	66.48	60.64	41.22	44.38	90.06	37.43	29.17	43.44	58.36	6.32	21.88	23.13	29.62	26.86	60.51	86.53	100.55	66.92	49.65
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	32.83	67.47	99.41	19.63	2.61	0.00	1.99	20.19	42.10	19.35	0.00	6.21	1.72	6.58	43.70
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	43.08	34.93	19.77	0.00	0.00	0.00	0.00	0.00
Industrial Waste	21.33	22.10	27.90	33.41	31.44	27.63	25.16	20.44	26.22	12.34	6.50	6.00	22.34	18.73	4.71	25.11	31.78	60.42	72.90	87.47
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tires	13.83	64.90	18.62	58.40	14.06	7.88	13.30	7.16	9.93	11.62	6.50	18.23	11.26	7.54	0.00	4.97	13.08	2.35	3.69	2.29
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	14.64	0.24	0.22	5.34	0.00	2.56	6.08	5.14	6.14	6.08	1.56	0.11	4.51	0.69
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	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	0.00
Contaminated Recycle	6.91	17.37	4.62	10.65	0.80	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
Illegal Dumpsite	2.27	0.00	0.54	7.07	0.96	11.38	5.17	11.82	13.49	8.28	0.00	4.04	12.22	3.34	7.04	2.82	2.81	3.35	3.36	10.08
Flood 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	0.00
Carcass	2.01	1.23	1.10	0.85	4.35	1.16	1.68	0.74	0.21	0.70	1.85	1.76	1.26	1.34	1.90	2.24	3.14	6.52	1.48	1.21
<b>TOTAL</b>	<b>1,437.39</b>	<b>1,450.13</b>	<b>1,337.13</b>	<b>1,372.12</b>	<b>1,465.39</b>	<b>1,345.65</b>	<b>1,348.91</b>	<b>1,414.71</b>	<b>1,165.34</b>	<b>1,388.59</b>	<b>1,023.61</b>	<b>1,354.44</b>	<b>1,373.38</b>	<b>1,643.73</b>	<b>1,508.07</b>	<b>1,581.21</b>	<b>1,608.36</b>	<b>1,656.34</b>	<b>1,951.23</b>	<b>1,913.15</b>

Russell County Waste Stream Analysis  
 (This Month)



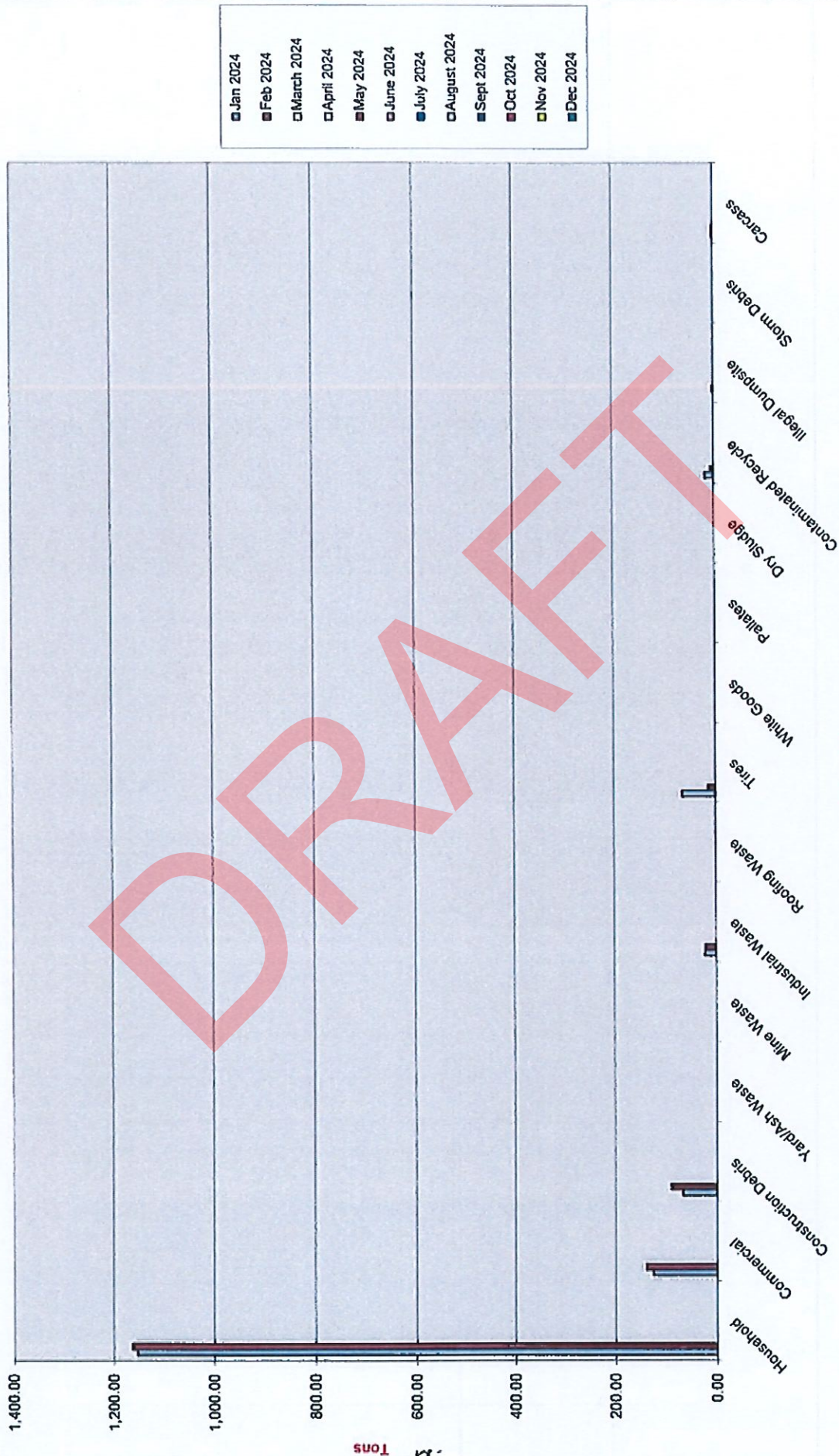
Total Tonnage Includes the following towns:

Lebanon	0
Cleveland	0
Honaker	0

10



### Russell County 2024



Tons

Materials

DRAFT

Cumberland Plateau Regional Waste  
Management Authority

Cash Flow Statement

February 2024

<b>Cash Balance - January 31, 2024</b>		<b>119,413.90</b>
<b>Cash Received - Tipping Fees:</b>		
Buchanan (Jan)	<b>83,614.48</b>	
Buchanan (Feb)	<b>85,254.76</b>	
Russell (Jan)	<b>81,755.00</b>	
		<b>250,624.24</b>
<b>Cash Expenditures</b>		<b>(238,020.25)</b>
<b>Cash Balance - February 29, 2024</b>		<b>132,017.89</b>



**Fund Balances:**

**Capital Equip Replacement Fund 165,510.00**

**DEQ C/D 54,249.96**

**Total in Bank**

**351,777.85**

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**Cumberland Plateau Regional  
Check Register  
For the Period From Feb 1, 2024 to Feb 29, 2024**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
	2/1/24	Anthem HealthKeepers, Inc.	155.62 Toby Denta/Vision
	2/25/24	Anthem HealthKeepers, Inc.	1,521.47 Toby Health Insurance
	2/15/24	TAG Resources, LLC	275.28 Employee 401k
	2/28/24	TAG Resources, LLC	275.28 Employee 401k
	2/23/24	TAG Resources, LLC	1,100.00 401k Mgmt Fee
14570	2/2/24	Innovative Technology Solutions	90.00 IT Support
14571	2/2/24	Carter Machinery Company, Inc.	1,775.09 BC Equip Maint
14572 On-line	2/2/24	Erie Insurance	359.00 Insurance
14573	2/2/24	Carter Machinery Company, Inc.	2,562.57 BC/DC/RC Equip Maint \$854.19 ea
14574	2/2/24	Eddie's Trophies & Gift Shop	162.00 Meeting (Plaques)
14575	2/2/24	Septic Inc.	250.00 DC Sta Maint
14576	2/2/24	Central Hydraulics	1,238.64 RC Sta Maint
14577	2/2/24	NXTGen Mobile Welding Services, LLC	1,647.00 RC Sta Maint
14578 On-line	2/2/24	Point Broadband	85.42 DC Phone
14579 On-line	2/2/24	Point Broadband	91.89 Office Phone
14580 On-line	2/2/24	Caterpillar Financial Services Corp	6,798.16 Note Payment
14581	2/2/24	Auto Plus	96.38 BC Supplies
14582	2/2/24	Advance Auto Parts	129.24 RC Supplies
14583	2/2/24	83 Gas & Grocery, Inc.	1,635.02 DC Fuel
14584	2/2/24	Buchanan County PSA	49.30 BC Utility
14585 On-line	2/2/24	Michael Shields	1,108.20 BC/DC/RC Service Equipment \$369.40 ea
14586	2/15/24	Crystal Springs	11.99 RC Supplies
14587	2/15/24	Justice Law Office	1,493.60 Legal Jan/24
14588	2/15/24	Printville	162.45 Office Supplies
14589	2/15/24	Mansfield Oil Company	84.16 Vehicle Fuel
14590	2/15/24	Advance Auto Parts	39.65 RC Supplies
14591	2/15/24	Unifirst Corporation	1,342.87 Uniforms Jan/24
14592	2/15/24	Honaker Solutions, LLC	840.00 Accounting Feb/24
14593	2/15/24	Industrial Development Authority	200.00 Office Rent Mar/24
14594 On-line	2/15/24	Firat Bank & Trust	1,300.75 Bank Loan
14595 On-line	2/15/24	Card Services Center	514.60 BC Utility (PSA) \$41.43 DC Utility (PSA) \$47.11 Board Meeting Jan/24 (Parking) \$210.38 Office Postage (USPS) \$15.65 License (DPOR) \$50 Conference (SVSWMA) \$150
14596	2/15/24	NXTGen Mobile Welding Services, LLC	6,283.80 RC Sta Maint
14597	2/15/24	Custom Ecology, Inc.	82,666.20 BC Transportation Jan/24 \$32380.24 DC Transportation Jan/24 \$22625.62 RC Transportation Jan/24 \$27660.34
14598	2/15/24	WM Corporate Services, Inc.	100,322.14 BC Tipping Jan/24 \$37745.62 DC Tipping Jan/24 \$26714.14 RC Tipping Jan/24 \$35862.38
14599	2/15/24	Verizon	84.30 BC Phone
14600 On-line	2/15/24	Appalachian Power Company	806.59 BC Electric
14601	2/15/24	Verizon	39.38 RC Internet
14602	2/15/24	Pest Control Plus, Inc.	120.00 BC/DC/RC Pest \$40 ea
14603	2/15/24	Freedom Ford of Claypool Hill LLC	82.22 Vehicle Maintenance
14604	2/15/24	H-D Media Company, LLC	1,090.32 Newspaper Postings
14605 On-line	2/15/24	Point Broadband	85.29 RC Phone
14606	2/15/24	Addington Oil, Inc	2,685.40 RC Fuel
14607 On-line	2/15/24	Appalachian Power Company	816.98 DC Electric
14608 On-line	2/15/24	Appalachian Power Company	309.50 RC Electric
14609 On-line	2/15/24	Appalachian Power Company	681.81 RC Electric
14610	2/29/24	Michael Shields	138.62 BC/DC/RC Service Equipment \$46.17 ea
14611	2/29/24	NXTGen Mobile Welding Services, LLC	2,722.74 RC Sta Maint
14612	2/29/24	McClure Concrete Materials	541.24 RC Sta Maint
14613 On-line	2/29/24	Point Broadband	81.89 Office Phone
14614 On-line	2/29/24	Point Broadband	85.42 DC Phone
14615	2/29/24	Void	
14616	2/29/24	Void	
14617	2/29/24	Central Scale, Inc.	2,113.00 RC Sta Maint
14618	2/29/24	IGO Technology	99.85 BC Internet
2.1.24	2/1/24	Ronald E. Peters	184.70 Director's Compensation
2.1.24	2/1/24	Damon Rasnick	184.70 Director's Compensation
2.1.24	2/1/24	Jeffery S. Cooper	184.70 Director's Compensation
2.1.24	2/1/24	Timothy W. Hess	109.70 Director's Compensation
2.1.24	2/1/24	Andrew J. Henley	184.70 Director's Compensation
2.15.24	2/15/24	Toby F. Edwards	2,513.54 Salary 1st Half
2.20.24	2/20/24	Toby F. Edwards	2,503.64 Salary 2nd Half
3.15.24	2/28/24	United States Treasury	2,338.68 Federal withholding
3.25.24	2/28/24	VA Dept of Taxation	354.48 State withholding
<b>Total</b>			<b>238,020.26</b>

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**\*Management Breakdown**

Toby Salary	56999.56
Toby Insurance	11715.19
401K Cost/Contribution	5549.98
Taxes	4360.39
Total Fringe	21625.56

**Directors Comp & Taxes**

Salary	9200
Taxes	703.8
	9903.8

**Office Breakdown**

Phone/Int	821.24
Rent	1600.00
Postage	147.66
Office Sup	935.66
Bank Charge	3504.56

DRAFT



**CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY  
FY 2023 2024- OPERATING BUDGET**

		Proposed FY 2023 2024 Budget	Proposed FY 2023 2024 Budget	Proposed FY 2023 2024 Budget	Proposed FY 2023 2024 Budget
		Option #1	Option #2	Option #3	
<b>Direct Expenses:</b>					
Transport/Disposal	1,500,900.00	1,500,900.00	1,500,900.00	1,500,900.00	
Tire Recycling	10,000.00	10,000.00	10,000.00	10,000.00	
HHW Events	12,000.00	12,000.00	12,000.00	12,000.00	
Other Reimbursed Expenses	1,522,900.00	1,522,900.00	1,522,900.00	1,522,900.00	
<b>Overhead Expenses:</b>					
<b>Debt Service - Loaders</b>	81,577.92	81,577.92	81,577.92	81,577.92	Fixed Payment
Other Disposal	2,000.00	2,000.00	2,000.00	2,000.00	same
<b>Utilities:</b>					
Buchanan	6,000.00	8,000.00	8,000.00	8,000.00	Increase 33%
Dickenson	6,000.00	8,000.00	8,000.00	8,000.00	Increase 33%
Russell	6,000.00	8,000.00	8,000.00	8,000.00	Increase 33%
<b>Supplies:</b>					
Buchanan	2,500.00	2,500.00	2,500.00	2,500.00	same
Dickenson	2,500.00	2,500.00	2,500.00	2,500.00	same
Russell	2,500.00	2,500.00	2,500.00	2,500.00	same
<b>Fuel:</b>					
Buchanan	10,000.00	11,000.00	11,000.00	11,000.00	Increase 10%
Dickenson	8,000.00	9,000.00	9,000.00	9,000.00	Increase 13%
Russell	10,000.00	11,000.00	11,000.00	11,000.00	Increase 10%
<b>Telephone:</b>					
Buchanan	2,400.00	2,600.00	2,600.00	2,600.00	Increase 8%
Dickenson	2,000.00	2,000.00	2,000.00	2,000.00	same
Russell	2,900.00	2,900.00	2,900.00	2,900.00	same
<b>Station Maintenance/Improvements:</b>					
Buchanan	30,000.00	30,000.00	30,000.00	30,000.00	same
Dickenson	30,000.00	30,000.00	30,000.00	30,000.00	same
Russell	30,000.00	30,000.00	30,000.00	30,000.00	same
<b>Loader/Equip Maintenance:</b>					
Buchanan	20,000.00	30,000.00	23,143.34	30,000.00	Increase 50%
Dickenson	20,000.00	30,000.00	23,143.34	30,000.00	Increase 50%
Russell	20,000.00	30,000.00	23,143.34	30,000.00	Increase 50%
<b>Note: Expenses for Tire Shredder</b>					
<b>Transfer Station Permits and Management:</b>					
Station Permits	24,000.00	24,000.00	24,000.00	24,000.00	same
VACO Insurance	22,000.00	24,000.00	24,000.00	24,000.00	Increase 9%
Management	79,000.00	83,000.00	83,000.00	83,000.00	Increase 5%
Fringe-Health and Retirement	24,468.00	24,468.00	24,468.00	24,468.00	same
Finance Manager	10,000.00	10,000.00	10,000.00	10,000.00	same
Legal	10,000.00	10,000.00	10,000.00	7,000.00	Increase decrease
IT Support	10,000.00	10,000.00	10,000.00	10,000.00	same
Office					
Rental/Internet/Cell/Office					
Supplies	5,000.00	5,000.00	5,000.00	5,000.00	same
Directors Comp & PR Tax	18,100.00	18,100.00	9,050.00	9,050.00	same 50%
Professional Fees (Audit)	7,200.00	7,500.00	7,500.00	7,500.00	Increase 4.10%
Meeting Expenses	4,000.00	4,000.00	4,000.00	2,200.00	Increase decrease
Travel	1,000.00	1,000.00	1,000.00	1,000.00	same
Supplies:	1,000.00	1,000.00	1,000.00	1,000.00	same
Dues/Licenses	1,000.00	1,000.00	1,000.00	1,000.00	same
Vehicle Expense(Fuel&Maint)	3,500.00	5,300.00	5,300.00	5,300.00	Increase 51.40%
Uniform Rentals	5,000.00	7,000.00	7,000.00	7,000.00	Increase 40%
Advertising	2,000.00	2,000.00	2,000.00	2,000.00	same
Projects-Tire Shredder	20,000.00	15,609.00	15,609.00	15,609.00	Fixed Payment
Reserves/Equip/					
Emergency Fund	3,000.00	3,000.00	3,000.00	3,000.00	same
<b>OVERHEAD SUBTOTAL **</b>	<b>544,645.92</b>	<b>592,954.92</b>	<b>559,934.94</b>	<b>575,704.92</b>	
<b>TOTAL EXPENSES</b>	<b>\$2,067,545.92</b>	<b>\$2,115,854.92</b>	<b>\$2,082,834.94</b>	<b>\$2,098,604.92</b>	
<b>**Overhead Rate per County per month</b>	Rate begins July 1st <b>\$15,129.05</b>	Rate begins July 1st <b>\$16,470.97</b>	Rate begins July 1st <b>\$15,553.75</b>	Rate begins July 1st <b>\$15,991.80</b>	
	Current Funding	Increase to Counties <b>\$1,341.92</b>	Increase to Counties <b>\$424.70</b> Month <b>\$5,096.40</b> Year	Increase to Counties <b>\$62.75</b> Month	



New Knives

3/05/2024

Quotation

Quote No.: 5154

Page 1

BCA INDUSTRIES

7026 N Tuetonia Ave  
Milwaukee, WI 53209  
414-353-1002  
FAX 414-353-1003

To: CUMBERLAND PLATEAU REGIONAL  
WASTE

Salesperson:  
Clerk: 1  
Memo:

Phone: FAX:

TOBY EDWARDS:

Thank you for calling on us for your fabrication needs. We are pleased to submit the following quotation for your consideration.

Terms  
net 30

F.O.B.  
1

Delivery  
1

Valid thru  
3/19/2024

Quantity	Runs	Part Number	Rev	Description	Price/Unit	Extension
16	1	SH002-R2010-2.0		2" NOMINAL AR500 KNIFE	781.25	12,500.00
16	1	SH0003-2.0NOM-R2010		2" NOMINAL SPACER	126.25	2,020.00

Please contact me if you have any question

Total 14,520.00

Sincerely,

Douglas Bartelt  
President

DRAFT

We proudly invite you to visit our company at any time.





# BCA

INDUSTRIES

*Rebuilding Knives*

## Invoice

7026 N. Teutonia Ave.  
Milwaukee, WI 53209  
PH: 414-353-1002  
FX: 414-353-1003

DATE	INVOICE #
2/22/2024	14787

<b>BILL TO</b>
CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY 135 HIGHLAND DRIVE, SUITE C LEBANON, VA 24266

<b>SHIP TO</b>
CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY 135 HIGHLAND DRIVE, SUITE C LEBANON, VA 24266

**\*\*\*PLEASE NOTE OUR NEW ADDRESS\*\*\***

<b>P.O. NO.</b>	<b>TERMS</b>
VERBAL	DUE ON RECEIPT

ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
WLD/FAB. LBR	1	DISASSEMBLE AND REASSEMBLE HEAD LABOR	1,900.00	1,900.00T
PARTS, SHRED...	1	REWELD REGRIND SPACERS	560.00	560.00T
PARTS, SHRED...	1	REBUILD 2" KNIVES-RE-HARDFACE, GRIND TO FINISH SIZE, HAND STONE TO SMOOTH	2,050.00	2,050.00T
SHIPPING	1	SHIPPING KNIVES TO GRINDER AND BACK TO BCA	140.00	140.00
SHIPPING	1	PICK UP SHREDDER HEAD FROM VA	700.00	700.00
SHIPPING	1	SHIPPING SHREDDER HEAD TO VA	700.00	700.00
		<p>***PLEASE NOTE THIS INVOICE DOES NOT COVER ANY UNDISCOVERED DAMAGED PARTS THAT MAY BE FOUND AT DISASSEMBLY***</p> <p>****THIS INVOICE IS FOR 50% DEPOSIT, BALANCE DUE PRIOR TO SHIPPING COMPLETED HEAD****</p> <p>Please be advised: After head rebuild service is complete and dull knives are scheduled for a funded rebuild, BC will continue to stock those knives marked for each individual customer saving freight costs for next head rebuild. If the knives are not s Sales Tax</p>	0.00	0.00

*Thank you for your business!*

<b>Total</b>	<b>\$6,050.00</b>
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# Household Hazardous Waste

## Shred your Files Tire Drop Off Collection Day



<p><b><u>Acceptable Items:</u></b></p> <ul style="list-style-type: none"><li>• Paint, polishes &amp; varnishes</li><li>• Ni-Cad, Alkaline and Dry Cell Batteries</li><li>• Paint related materials</li><li>• Turpentine</li><li>• Aerosol cans</li><li>• Adhesives</li><li>• Antifreeze</li><li>• Fuel Additives</li><li>• Gasoline</li><li>• Mercury</li><li>• Pesticides</li><li>• Transmission fluid</li><li>• Bleach and Pool Chemicals</li><li>• Any Electronics</li><li>• Freon Free Appliances</li><li>• No Commercial Businesses</li></ul>	<p><b><u>Items that will not be accepted:</u></b></p> <ul style="list-style-type: none"><li>• Needles &amp; Sharps</li><li>• Oxygen containers</li><li>• Chemotherapy/ radioactive substances</li><li>• Pressurized canisters</li><li>• Commercial/Industrial waste</li><li>• Radioactive Material</li><li>• Explosives</li><li>• Bullets</li></ul> <hr/> <p>• <i>Please take <u>Used Motor Oil</u> to Advance Auto or designated location for Recycling!</i></p> <hr/> <p><b><u>Tire Drop Off</u></b></p> <ul style="list-style-type: none"><li>• No rims will be accepted.</li><li>• Rubber only.</li><li>• No Commercial Businesses.</li></ul>
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**Drive Through and Drop off**  
**10 a.m.— 2 p.m. THURSDAY APRIL 18**

**At the Russell County Governmental Office Parking Lot**  
**137 Highland Dr - Lebanon, Virginia**

**For more Information Contact: (276) 889-8000 or (276) 415-3517**  
**Email: [brian.ferguson@russellcountyva.us](mailto:brian.ferguson@russellcountyva.us) or [siobhan.nishida@clinchvalleyswcd.org](mailto:siobhan.nishida@clinchvalleyswcd.org)**



*Sponsored by the Russell County and the Cumberland Plateau Regional Waste Management Authority, Clinch Valley Soil & Water District*



# Household Hazardous Waste

## Shred your Files Tire Drop Off Collection Day



<u>Acceptable Items:</u>	<u>Items that will not be accepted:</u>
<ul style="list-style-type: none"><li>• Paint, polishes &amp; varnishes</li><li>• Ni-Cad, Alkaline and Dry Cell Batteries</li><li>• Paint related materials</li><li>• Turpentine</li><li>• Aerosol cans</li><li>• Adhesives</li><li>• Antifreeze</li><li>• Fuel Additives</li><li>• Gasoline</li><li>• Mercury</li><li>• Pesticides</li><li>• Transmission fluid</li><li>• Bleach and Pool Chemicals</li><li>• Any Electronics</li><li>• Freon Free Appliances</li><li>• No Commercial Businesses</li></ul>	<ul style="list-style-type: none"><li>• Needles &amp; Sharps</li><li>• Oxygen containers</li><li>• Chemotherapy/ radioactive substances</li><li>• Pressurized canisters</li><li>• Commercial/Industrial waste</li><li>• Radioactive Material</li><li>• Explosives</li><li>• Bullets</li></ul>
	<ul style="list-style-type: none"><li>• <i>Please take <u>Used Motor Oil</u> to Advance Auto or designated location for Recycling!</i></li></ul>
	<p><u>Tire Drop Off— 10 per household</u></p> <ul style="list-style-type: none"><li>• No rims will be accepted.</li><li>• Rubber only.</li><li>• No Commercial Truck Tires from Business-</li></ul>

**Drive Through and Drop off  
10 a.m.— 3 p.m. Friday April 19th**

**At the WalMart Parking Lot  
Riverside Drive - Grundy, Virginia**

**For more Information Contact: (276) 935-6106 or (276) 498-4403**



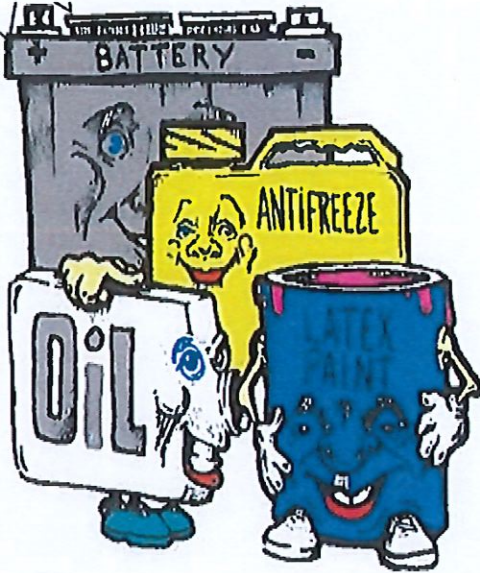
*Sponsored by the Buchanan County Litter and Recycling Office, Keep Buchanan County Beautiful  
Cumberland Plateau Regional Waste Management Authority, and  
Big Sandy Soil & Water District*



# Dickenson County's Most Wanted:

**ELECTRONICS**  
accepted  
during our  
event.

## "The Household Hazardous Waste Gang"



This bunch of waste products is wanted for endangering people and animals. Improper disposal of these household products can result in polluted creeks, streams, and woods.

These products go by many names, but they generally include pesticides, insecticides, oil-based paint, chemical thinners and solvents, petroleum products, acids, automotive products, and other hazardous household materials.

They are frequently found lurking in garages, basements, and cabinets where they may wait for years for an opportunity to do harm.

Don't Harbor Them, Bring Them To The

## Household Hazardous Waste Collection Day

Friday April 26, 2024

Dickenson County Education Center Parking Lot

Event Hours are from 10:00 a.m. to 3:00p.m.

Contact the Dickenson County Litter Control Office at 276-835-8806

### Acceptable Items:

- Paint, polishes & varnishes
- Ni-Cad, Alkaline and Dry Cell Batteries
- Paint related materials
- Turpentine
- Aerosol cans
- Adhesives
- Antifreeze
- Fuel Additives
- Gasoline
- Mercury
- Pesticides
- Transmission fluid
- Bleach and Pool chemicals

### Items that will not be accepted:

- Commercial/Industrial waste
- Radioactive Material
- Explosives
- Bullets
- All cylinders

*Please take Used Motor Oil to Advance Auto or designated location for Recycling!*



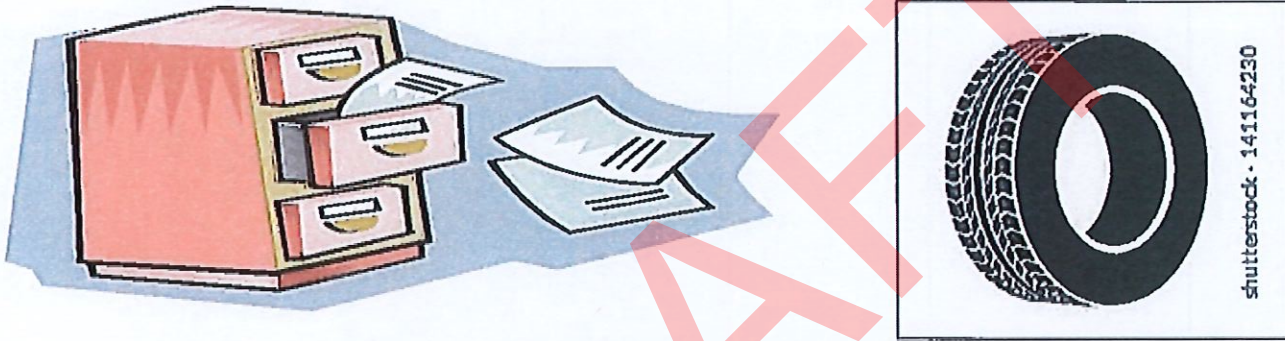


# Dickenson County Clean Your Files Day & Free Tire Drop Off!!!

**Where: Dickenson County Education Center Parking Lot**

**When: Friday April 26, 2024**

**Time: 10:00 a.m. to 3:00 p.m.**



**Are your file drawers so full that you need more cabinets?  
Or do you need to recycle/destroy outdated files?**

**Do You have Tires laying around your building? You can recycle it at the  
Clean Your Files Day And Tire Drop Off Day.**

Clean Your Files Day and Tire Drop Off Day is being sponsored by the Dickenson County Litter Control and Recycling Office, Cumberland Plateau Regional Waste Management Authority, Dickenson County Sherriff Office,

And the Dickenson Co Board of Supervisors.

This office paper recycling service is being offered at **no cost** to businesses. Limit of **10** Tires per household.

Bring your paper to the above locations for shredding.

**For More Details on materials that can be shredded,**

**Contact the Dickenson County Litter Control & Recycling at 276-835-8806 or 276-926-1676**

**Sponsored by Dickenson County Litter Control and Recycling Office and  
Cumberland Plateau Regional Waste Management Authority**





Commonwealth of Virginia

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219

P.O. Box 1105, Richmond, Virginia 23218

(800) 592-5482

[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

February 22, 2024

Mr. Toby Edwards  
Executive Director  
Cumberland Plateau Regional Waste Management Authority  
135 Highland Drive, Suite C  
Lebanon, VA 24266

**RE: CY2022 Recycling Rate Report for Cumberland Plateau Regional Waste Management Authority**

Dear Mr. Edwards:

The Department of Environmental Quality (DEQ) has completed its review of Cumberland Plateau Regional Waste Management Authority's 2022 Recycling Rate Report submitted pursuant to 9VAC20-130-165 of the Solid Waste Planning and Recycling Regulations.

The above Solid Waste Planning Unit was required to meet or exceed a 15% mandated recycling rate based upon the requirements established in 9VAC20-130-125.A of the planning regulations. DEQ accepts your data as submitted, and your regional calculated recycling rate for CY2022 will be reported as 26.6%.

If you have any questions, please contact me at [prina.chudasama@deq.virginia.gov](mailto:prina.chudasama@deq.virginia.gov) or (804) 659-1530.

Sincerely,

Prina Chudasama  
Litter & Recycling Program Coordinator  
Office of Financial Responsibility & Waste Programs

Cc: RRR file

# Russell County Animal Shelter

## Monthly Report

February 2024

	Stray	Owner surrender	Seized	Bite Case Quarantine	Other	Total
Transfer	19	8		1		28
Adopted	2					2
Owner Reclaimed	4	2			1 arrested	7
Euthanized					1 owner passed away/ Medical euth	1
Died in Custody					1 Born in custody/ natural causes	1
Other						
<b>Total</b>	<b>25</b>	<b>10</b>		<b>1</b>	<b>3</b>	<b>39</b>