

**RUSSELL COUNTY**  
**BOARD OF SUPERVISOR'S MEETING**  
**AGENDA – JANUARY 5, 2026**

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**BOS Board Room****Regular Board Meeting****6:00 PM**

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



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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.

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**CALL TO ORDER & ROLL CALL – Clerk of the Board****INVOCATION****PLEDGE OF ALLEGIANCE****APPROVAL OF AGENDA****PUBLIC HEARING**

1. Transfer Givens School Property to RC IDA - Project Powder

**PRESENTATION**

1. Regional Improvement Commission – City of Bristol's Casino Presentation
2. Southwest VA Workforce Development Board – OAA Grant Fund Request
3. RC Registrar - Diana Shorter - RC Redistricting Ordinance

**ORGANIZATIONAL MEETING.....A-1**

- 1. Election of Chairman**
- 2. Election of Vice-Chairman**
- 3. Clerk of Board and Deputy Clerk**
- 4. Adoption of Robert's Rules of Order**
- 5. Adoption of Russell County's By-Laws**
- 6. CY 2026 Board of Supervisors Regular Meeting Schedule**
- 7. FY 2026/2027 Board of Supervisors Budget Meeting Schedule**

**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 December 8, 2025**
- 2. Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2**
- 3. 2026 Authorized Payments. Authorization of the list of operational routine monthly payments for delegated authorization.....B-3**
- 4. Committee Appointments for Board Consideration.....B-4**

**Budget/Finance Committee**

<b>Vacant</b>	<b>1 Year-Term</b>
<b>Vacant</b>	<b>1 Year-Term</b>

**Cumberland Plateau Economic Development**

<b>John Bebber</b>	<b>1 Year-Term</b>
<b>Mike Bryant</b>	<b>1 Year-Term</b>

**CITIZEN'S COMMENT PERIOD (Limited to 3 Minutes)****CONSTITUTIONAL OFFICER REPORTS AND REQUESTS**

**COUNTY ATTORNEY REPORTS AND REQUESTS**

1. RC Redistricting Ordinance.....C-1
2. RC BOS Resolution – Reduction of Board of Supervisors Membership.....C-2
3. Virginia Constitutional Overreach Nullification (VCON).....C-3
4. Transfer County Property to RC IDA Project Powder.....C-4
5. RC County-Wide Forensic Audit Requests for Proposals (RFP).....C-5

**COUNTY ADMINISTRATOR REPORTS AND REQUESTS****REPORTS**

1. RC First Responders Dinner – 1/10/26 @ 6 PM.....D-1
2. VACo Preliminary Legislative Program 2026.....D-2
3. 2026 VACo Local Government Day (2/5/26).....D-3
4. Governor's Biennium Budget Amendments (FY26/27).....D-4
5. 2026 State & Local Economic Interests & Financial Disclosure Statements & Freedom of Information Act (FOIA) Training.....D-5
6. Russell County Road Reporting System.....D-6
7. VDOT Monthly Road System Report.....D-7
8. County & PSA Project Listing.....D-8
9. Honaker & Castlewood Canneries.....D-9
10. RC Disposal Sites Holiday Schedule.....D-10

**REQUESTS**

11. RC First Responders Communication – Starlink Systems.....D-11
12. RC IT Services Contract Request for Proposal (RFP).....D-12
13. DCJS CY 2026 VSTOP Grant Program - \$66,667.....D-13
14. RC OAA Program – Lebanon Memorial United Methodist Church.....D-14

**BOARD DISCUSSIONS & REMINDERS**

**ADJOURNMENT**

**COUNTY AGENCY / BOARD REPORTS:**

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



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Information Item  
Presenters - Various

Meeting: 1/5/26 6:00 PM

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## Public Hearing

### 1. Transfer Givens School Property to RC IDA - Project Powder

#### Staff Recommendation:

Presentation – Informational Only.

#### Suggested Motion:

Board Discretion.

#### ATTACHMENTS:

- Various

# Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley  
District 1

Lou Ann Wallace  
District 2

Tara Dye  
District 3  
Administrator

Rebecca Dye  
District 6

Nathan Kiser  
At-Large

Lonzo Lester  
County

**David Eaton, Chairman**  
District 4

**Steve Breeding, Vice-Chairman**  
District 5

## PUBLIC NOTICE

The Russell County Board of Supervisors will conduct a **Public Hearing** on Monday, January 5, 2026, at 6:00 p.m. to hear comments concerning the transfer of County Property – Givens School Building and Property to the County’s Industrial Development Authority (IDA) for a potential business.

A copy of the proposed Givens School Building Deed and Plat is available for review in the Office of the County Administrator at 137 Highland Drive, Lebanon, Virginia during normal business hours.

The Public Hearing will be held in the **Russell County Board of Supervisors Room** at the Russell County Governmental Center, 133 Highland Drive, Lebanon, Virginia during the regular monthly meeting on January 5, 2026.

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

**THE HEART OF  
SOUTHWEST VIRGINIA**



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Information Item  
Presenters - Various

Meeting: 1/5/26 6:00 PM

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## Presentations

1. **Regional Improvement Commission – City of Bristol’s Casino Presentation**
2. **Southwest VA Workforce Development Board – OAA Grant Fund Request**
3. **RC Registrar - Diana Shorter - RC Redistricting Ordinance**

### Staff Recommendation:

Presentation – Informational Only.

### Suggested Motion:

Board Discretion.

### ATTACHMENTS:

- Various

## Southwest Virginia Workforce Development Board

### Opiod Abatement Authority Grant Funding

#### Budget Narrative

Total : \$800,000

\* January Board Meeting  
\* Grant Deadline  
3/1/24

The SWVA Workforce Development Board Opiod Abatement Authority Grant is based on program staff wages/fringes and associated operational expenses incurred based on the percentage of staff time spent in the Opiod Abatement Authority Grant. Other - Program expenses are based on forecasted expenditures for participant services provided by the grant. This includes the expected number of participants estimated to need each service and the expected service cost of the Opiod Abatement Authority Grant after all other community and partner funding has been applied. Each budget line item has a narrative description below, and the attached Excel worksheet includes the cost to be paid by the Opiod Abatement Authority Grant for each line item.

#### A. Personnel

Total: \$377,476

**Program Manager** will spend 100% of the time for 12 months providing day-to-day oversight of the grant, supervising case management staff, determining grant eligibility, receiving participant referrals, conducting recruiting activities, and approving payments. May provide direct service to the participants. Will be responsible for approving grant expenditures for support staff.

**Program Specialist** will spend 100% of the time for 12 months maintaining the participant database for reporting enrollments, participant activities, expenditures, and program completion. Assist program staff with eligibility, OJT, workshop, financial expenditure paperwork, documentation and outreach activities.

- ✓ **Case Manager (Employment Specialist) (Tazewell/Buchanan)** will spend 100% of the time for 12 months providing holistic and comprehensive, and trauma-informed case management services: intake, assessment, enrollment, goal setting, long-term planning, supportive services, progress monitoring, advocacy, referrals, career support, and follow-up services.
- ✓ **Case Manager (Employment Specialist) (Lee, Scott, Wise, Norton City)** will spend 100% of the time for 12 months providing holistic, comprehensive, and trauma-informed case management services: intake, assessment, enrollment, goal setting, long-term planning, supportive services, progress monitoring, advocacy, referrals, career support, and follow-up services.
- ✓ **Case Manager (Employment Specialist) (Russell/Dickenson)** will spend 100% of the time for 12 months providing holistic, comprehensive, and trauma-informed case management services: intake, assessment, enrollment, goal setting, long-term planning, supportive services, progress monitoring, advocacy, referrals, career support, and follow-up services.

**Finance Manager** will spend 50% of the time for 12 months on grant bookkeeping, including all accounts payable and receivable and all grant finance reporting.

**Executive Director** will spend 5% of the time for 12 months on overseeing grant administration and managing all R.O.P.E.S. staff

**Director of Finance and Operations** will spend 10% of the time for 12 months on bimonthly funds request/transfer, quarterly reporting, facilities, and operations management.

**Administrative Manager** will spend 10% of the time for 12 months on invoice data entry and invoice payments and purchasing.

Southwest Virginia Workforce Development Board

Budget Narrative Calculations

BUDGET LINE ITEM	Staff/Category	% of OAA G	Mo #	Months OAA	Tot:	Sub total
<b>PAYROLL</b>						
	Program Manager	100.00%		\$4,000.00	12	\$48,000.00
	Program Specialist	100.00%		\$3,583.00	12	\$43,000.00
	Employment Specialist	100.00%		\$3,167.00	12	\$38,000.00
	Employment Specialist	100.00%		\$3,167.00	12	\$38,000.00
	Employment Specialist	100.00%		\$3,083.00	12	\$37,000.00
	Finance Manager	50.00%		\$3,750.00	12	\$22,500.00
	Executive Director	5.00%		\$6,000.00	12	\$3,600.00
	Finance Director	10.00%		\$5,333.00	12	\$6,399.60
	Administrative Manager	10.00%		\$3,333.00	12	\$3,999.60
					Total Wages	\$240,499
					COLA	\$9,620
					Estimated Merit Performance	\$13,500
					Total OAA Wages	\$263,619
<b>FICA - based on employee</b>						
	Staff/Category	% of OAA G	Mo #	Months OAA	Tot:	Total OAA Grant Wages
	Program Manager	100.00%		\$4,000.00	12	\$48,000.00
	Program Specialist	100.00%		\$3,583.00	12	\$43,000.00
	Employment Specialist	100.00%		\$3,167.00	12	\$38,000.00
	Employment Specialist	100.00%		\$3,167.00	12	\$38,000.00
	Employment Specialist	100.00%		\$3,083.00	12	\$37,000.00
	Finance Manager	50.00%		\$3,750.00	12	\$22,500.00
	Executive Director	5.00%		\$6,000.00	12	\$3,600.00
	Finance Director	10.00%		\$5,333.00	12	\$6,399.60
	Administrative Manager	10.00%		\$3,333.00	12	\$3,999.60
					Total Wages	\$240,499
					COLA	\$9,620
					Estimated Merit Performance	\$13,500
					Total OAA Wages	\$263,619
					FICA rate .0765	\$20,167

Fringes	Staff/Category	% of OAA G Mo	# Months OAA	Tot	Sub total	
Medical, Dental, Bridge, Simple IRA						
Group Life						
	Program Manager	100.00%	\$2,000.00	12	\$24,000.00	\$24,000
	Program Specialist	100.00%	\$500.00	12	\$6,000.00	\$6,000
	Employment Specialist	100.00%	\$1,500.00	12	\$18,000.00	\$18,000
	Employment Specialist	100.00%	\$1,300.00	12	\$15,600.00	\$15,600
	Employment Specialist	100.00%	\$900.00	12	\$10,800.00	\$10,800
	Finance Manager	50.00%	\$2,500.00	12	\$15,000.00	\$15,000
	Executive Director	5.00%	\$2,000.00	12	\$1,200.00	\$1,200
	Finance Director	10.00%	\$1,500.00	12	\$1,800.00	\$1,800
	Administrative Manager	10.00%	\$1,075.00	12	\$1,290.00	\$1,290
	Total Fringes					\$93,690

#### B. Supplies & Staff Meeting Expenses -

**Total: \$12,500**

Office supplies, including file folders, printer paper, toner, staples, pens, etc., for all staff at four different office locations. **Estimated: \$2,500 x 4 offices = \$10,000**

**Staff Meeting Expenses:** Costs associated with staff meetings, including facility costs, refreshments, and/or meals if the meeting is set during lunch/dinner, and other needed materials. **Estimated: \$2,500**

#### C. Staff Travel -

**Total: \$10,800**

Due to the lack of public transportation and the geography of the area, staff are expected to travel throughout the 8 jurisdictions of LWDA1 to meet with applicants and participants, attend outreach events, attend meetings and workshops, and transport participants as needed. The agency vehicle will be used when available, with only a gas expense. If the agency vehicle is unavailable and staff must use personal vehicles, the reimbursable agency rate is 0.54 per mile.

- Case Manager: 5,000 miles x 0.54 cents per mile: \$2,700
- Case Manager: 5,000 miles x 0.54 cents per mile: \$2,700
- Case Manager: 5,000 miles x 0.54 cents per mile: \$2,700
- Program Manager: 5,000 miles x 0.54 cents per mile: \$2,700

**D. Operating Expenses -****Total: \$54,224**

Operating expenses include all expenses directly related to the operations and functions of the grant to ensure that quality services are accessible to the public.

**- Outreach/Promotional Materials: \$5,000**

Outreach and promotional materials will be necessary to reach participants in our area and inform them of the services of the grant.

**- Staff Professional Development - \$2,000**

Professional development is necessary for staff to obtain training on the best practices to serve individuals in recovery. This may include seminars, workshops, and certifications specific to their scope of work.

**- Participant Drug Testing Supplies: \$1,000**

Each participant will be drug tested throughout their time in the ROPES program to ensure they continue with their recovery efforts.

- 200 drug test kits @ \$5 per kit

**- Maintenance & Repairs - \$1671**

Maintenance and repairs will be necessary to maintain the upkeep and cleanliness of the office space used by grant staff.

**- Staff Insurance - \$1,500**

Staff liability and vehicle insurance to ensure that employees have liability coverage when using the agency vehicle for grant activities.

**- Staff Subscriptions – \$1,500**

QuickBooks subscription for grant accounting purposes. Estimated yearly total: \$1,500

**- Staff Rent - \$25,800**

Rent for staff office spaces across LWDA1 to house the grant Employment Specialist and admin staff.

**a. Program Staff Rent Calculation Breakdown**

Office	Number of Months	Monthly Cost	Total Cost
Lebanon WDB Admin office (Upstairs)	12 Months	\$435	\$5,220
Lebanon VA Career Works Program Office (Downstairs)	12 Months	\$515	\$6,180
Wise One-Stop Affiliate Office	12 Month	\$600	\$7,200
Richlands One-Stop Comprehensive Office	12 Months	\$600	\$7,200
		Total:	\$25,800

- **Staff Utilities - \$2,700**

Office utilities for staff office spaces across LWDA1 to house the grant Employment Specialist and admin staff.

**b. Staff Utility Calculation Breakdown**

Office	Number of Months	Monthly Cost	Total Cost
Lebanon WDB Admin office (Upstairs)	12 Months	\$75	\$900
Lebanon VA Career Works Program Office (Downstairs)	12 Months	\$150	\$1,800
Total:			\$2,700

- **Staff Internet & IT - \$6,780**

Internet for staff office spaces and IT costs associated with staff computers and other technology.

**c. Staff Internet Calculation Breakdown**

Office	Number of Months	Monthly Cost	Total Cost
Lebanon WDB Admin office (Upstairs)	12 Months	\$25	\$300
Lebanon VA Career Works Program Office (Downstairs)	12 Months	\$90	\$1,080
Total:			\$1,380

**a. Staff IT Calculation Breakdown**

Office	Number of Months	Monthly Cost	Total Cost
TRIMEN IT Services for all grant staff	12 Months	\$450	\$5,400
Total:			\$5,400

**-Staff Cell Phones - \$4,077**

- **Program Manager:** 12 months x monthly portion of bill (\$57) = \$684 per year
- **Program Officer:** 12 months x monthly portion of bill (\$57) = \$684 per year
- **Case Manager:** 12 months x monthly portion of bill (\$65) = \$780 per year
- **Case Manager:** 12 months x monthly portion of bill (\$56) = \$672 per year
- **Case Manager:** 12 months x monthly portion of bill (\$56) = \$672 per year
- **Finance Manager:** 12 months @ 50% of monthly bill (\$71) = \$426 per year
- **Director of Finance/Operations:** 12 months @ 10% of monthly bill (\$53) = \$63.60
- **Administrative Manager:** 12 months @ 10% of monthly bill (\$53) = \$63.60 per year
- **Executive Director:** 12 months @ 5% of monthly bill (\$53) = \$31.80 per year

**f. Program Staff Cell Phones Calculation Breakdown**

Staff	Number of Months	% of Bill Charged to Grant	Total Monthly Cost	Total Yearly Cost
Program Manager	12 Months	100%	\$57	\$684
Program Officer	12 Months	100%	\$57	\$684
Case Manager 1	12 Months	100%	\$65	\$780
Case Manager 2	12 Months	100%	\$56	\$672
Case manager 3	12 Months	100%	\$56	\$672
Finance Manager	12 Months	50%	\$71	\$426
Dir. Finance/Operations	12 Month	10%	\$53	\$63.60
Admin. Manager	12 Months	10%	\$53	\$63.60
Executive Director	12 Months	5%	\$53	\$31.80

Total: \$4,077.00

- **Staff Printer lease - \$2,196**

Ricoh printer leases for staff grant offices.

**f. Staff Printer Lease Calculation Breakdown**

Staff	Number of Months	% Charged to Grant	Total Monthly Cost	Total Yearly Cost
Program Officer (Lebanon VA Career Works Office - Downstairs	12 Months	100%	\$95	\$1,140
Finance Manager	12 Months	50%	\$22	\$264
Dir. Finance/Operations	12 Month	10%	\$22	\$264
Admin. Manager	12 Months	10%	\$22	\$264
Executive Director	12 Months	5%	\$22	\$264

Total: \$2,196

**E. Participant Costs -**

**Total: \$345,000**

Participant costs include all direct costs for participant training and supportive services. These are the expenses that have a direct impact on the participants.

➤ **Participant Training Costs:**

- **Classroom Training - \$28,000**
  - a. Tuition: \$20,000
  - b. Book & Supplies: \$8,000
- **Work Training - \$72,000**
  - **Internships - \$60,000**
    - a. 10 participants @ \$6,000 per internship
    - b. Internships will consist of 400 hours, paid directly to the participant at \$15 per hour.
  - **On-The-Job Training: \$12,000**
    - a. 5 participants @ \$2,400
    - b. On-the-job training incentivizes employers to hire participants by reimbursing the employer for half of the participant's wages for up to 320 hours.
    - c. On-the-job training will reimburse a company half (50%) of a participant's regular hourly wage for up to 320 hours. (ex. If regular pay is \$15 per hour: 320 hours reimbursed @ \$7.50 per hour = \$2,400)

➤ **Participant Supportive Services:**

- **Participant Counseling/Therapy: \$15,000**

One-on-one counseling sessions are intended to assist participants in recovery. Stone Mtn. Health Clinic will bill Medicaid first, and R.O.P.E.S. will pay the remaining balance. McFeatures Counseling has given R.O.P.E.S. a \$130 discount for each participant served

- 50 participants @ \$300

- **Participant Reinstatement Fees (Licensing fees, VASAP, Other): \$33,000**

Reinstatement fees help participants obtain their driver's license, enabling them to commute to training or employment.

- 30 participants @ \$1,100

- **Participant Medical: \$15,000**

To ensure that participants are fully prepared for employment, medical exams and other medical-related issues may need to be addressed on a case-by-case basis. These are often costly but necessary expenses. The grant will only pay medical expenses after insurance and other applicable funding streams are used to remove barriers to employment.

- 15 participants @ \$1,000

- **Participant Employment Required Uniforms/Tools/Supplies: \$25,000**

Uniforms, tools, and supplies that are required by employers will be provided once a participant obtains employment. Only items required by the employer will be purchased.

- 25 participants @ \$1,000 each.

- **Program Meeting/Workshop Expenses: \$2,500**

The program workshops will cover resume writing, interview skills, and other employment-related skills needed for participants to successfully find and keep employment.

- Program workshops will be administered by local professionals who have expertise in the field. These workshops are usually less in-depth than the Therapy workshops, so we can do more at a lesser expense.
- Funds will be spent on facilities, materials, and instructors.
  - a) Facilities used for workshops include classrooms or larger spaces where a group of participants can gather in a central location and have privacy to discuss things during the workshop. Sometimes there may be a small fee to use these facilities for a day.
  - b) Materials used for program workshops may include workbooks, pens, paper, refreshments, and other necessary materials to facilitate the workshop.
  - c) Instructors from other agencies or programs may be used to teach workshops when available and deemed necessary by the Program Manager.

#### **-Housing**

- **Participant Utilities: \$24,000**

A utility payment will only be made in an emergency situation for a participant. This is intended to assist the participant while in training for future employment.

- 30 participants @ \$800

- **Participant Rent: \$13,000**

A rent/deposit payment will only be paid if the participant is nearing eviction. This will be necessary to ensure the participant can continue with training and recovery.

- 13 participants @ \$1,000

#### **-Travel**

- **Participant Vehicle Insurance: \$13,500**

A vehicle insurance payment will only be made to assist the participant if the vehicle is used to commute to a training location or employment.

- 30 participants @ \$450

- **Participant Vehicle Repairs/Payments: \$24,000**

Participant vehicle repairs and payments will be made only if the vehicle is necessary for travel to training/internships and the repair is deemed necessary. A vehicle payment will be made if the participant's vehicle is at risk of repossession.

- 20 participants @ \$1,200

- **Participant Travel Reimbursement: \$12,500**

Participants will be reimbursed \$0.50 per mile driven to and from a training location, due to the limited availability of public transportation in our service area. They will be required to complete a travel reimbursement voucher and have it signed by their training provider to confirm they were present for training, per the R.O.P.E.S. supportive service policy.)

- 25 participants x 1000 miles each paid @ 0.50 cents per mile.

- **Participant Gas Cards: \$2,500**

In some cases, a participant may be given a one-time gas card solely for the purpose of driving to and from a training location at the start of their training. The participant must be enrolled in classroom training, internship, or On-The-Job training.

- 25 gas cards @ \$100 each
- **Cars-To-Work Program: \$65,000**

The Opiod Abatement Authority grant budget is based on program expenditures to purchase vehicles for OAA grant participants and the costs associated with assigning cars to participants who receive a vehicle.

Below is a narrative description of each budget line item, including the cost to be paid by the OAA Grant. The OAA grant is a 12-month grant.

The purchase price of the vehicle will be approximately \$6000, and the individual will sign a contract to repay \$3000 or (50%) of the price (\$100 down payment and 29 months @ \$100/mo). The SWVA Workforce Development Board will hold the lien on the vehicle. When the \$3000 payoff is met, the lien will be released, and the title will be granted to the participant. The participant must keep full coverage insurance on the vehicle.



- Vehicle Purchase 10 @ \$6,000 = **\$60,000**
- Vehicle Mechanic Check and Minor Repairs \$300 x 10 vehicles = **\$3,000**
- Gas: \$50 x 10 vehicles = **\$500**
- Staff time and travel \$150 x 10 vehicles = **\$1,500**

At a regular meeting of the Russell County Board of Supervisors held in the County Administration Building, Lebanon, Virginia, on the \_\_\_\_\_ day of March 2022, on a motion of \_\_\_\_\_, and seconded by \_\_\_\_\_, which passed by a \_\_\_\_\_ vote, the following Ordinance was passed:

**ORDINANCE AMENDING THE ORDINANCE OF RUSSELL COUNTY- ELECTION  
DISTRICT AND PRECINCT BOUNDARIES**

**RUSSELL COUNTY, VIRGINIA**

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**CHAPTER 1.**

**ARTICLE 1.**

WHEREAS, Russell County is obligated to redistrict following the §24.2-304.1 of the Code of Virginia that requires local governments to use the most recent decennial population figures for such county, city, or town for the purposes of redistricting and reapportioning representation, the 2020 United States Decennial Census adjusted by the Virginia Division of Legislative Services; and

WHEREAS, Russell County has formulated a redistricting plan that would be in the best interests of the citizens of Russell County; and

WHEREAS, it is hereby ordained as follows:

**Section 24.2-100. Applicability of Title** – The provisions of this ordinance shall apply to all elections held in this County except as otherwise provided by general law.

**Section 24.2-101. Magisterial District Lines** – The Magisterial District Lines of Russell County as established by Order of the Circuit Court of Russell County, Virginia as set forth in Deed Book 204 Page 306 in E.W. Callenbach, et als. (petitioners) v County of Russell, Virginia (defendant) shall remain the same.

**Section 24.2-102. Representation of Governing Body.** – Representation on the governing body of Russell County shall be by election districts, from each of which

one (1) member of the Russell County Board of Supervisors shall be elected and one (1) at-large member elected from the entire county. The combined membership of the Russell County Board of Supervisors shall be seven (7).

## **CHAPTER 2.**

### **ARTICLE 1.**

*Establishment of Election Districts; Naming of Districts; Description of Election Districts*

**Section 24.2-200.** – Pursuant to the authority contained in the Code of Virginia (1950), as amended, section 15.2-1211 and 24.2-300 et. seq., the election districts of Russell County, Virginia, are hereby created and established as set forth in this ordinance.

**Section 24.2-201** – The named election districts with populations set forth are as follows:

- A. Election District No. 1 – 2020, population 4,282.
- B. Election District No. 2 – 2020, population 4,195.
- C. Election District No. 3 – 2020, population 4,321.
- D. Election District No. 4 – 2020, population 4,289.
- E. Election District No. 5 – 2020, population 4,400.
- F. Election District No. 6 – 2020, population 4,294.

### **ARTICLE 2.**

*Boundary Description of Election District No. 1-2020*

**Section 24.2-202 – The Boundary of Election District No. 1-2020.**

BEGINNING at a point which is the southwestern corner of Russell County, a common corner to Russell, Scott and Washington Counties; thence in a northwesterly direction with the Russell – Scott County Line to its intersection with Virginia Secondary Route 610 (Sunny Point Rd.); thence in a easterly direction to its intersection with Virginia Secondary Route 609 (W. Bearwallow Rd.); thence in a northerly direction with Virginia Secondary Route 609 to its intersection with Virginia Secondary Route 685 (Vanderpool Dr.); thence in a northeasterly direction with the meanders of Virginia Secondary Route 685 to its intersection with Virginia Secondary Route 611 (Ervintown Rd.); thence in a northeasterly direction with the meanders of Virginia Secondary Route 611 to its intersection with American Electric Company's Clinch River – Hill 138 KV power line; thence running with said power line in a northeasterly direction to its intersection with U.S. Highway 58; thence in a northerly direction with U.S. Highway 58 to its intersection with Virginia Secondary Route 683 (Memorial Dr.); thence in a easterly direction with the meanders of Virginia Secondary Route 683 to its intersection with Virginia Secondary Route 669 (Seven Springs Rd); thence in a southeasterly direction with Virginia Secondary Route 669 to its intersection with American Electric Company's Clinch River – Hill 138 KV power line; thence in a northeasterly direction with said power line to its intersection with Virginia Secondary Route 667 (Century Farm Rd); thence in a southeasterly direction with the meanders of Virginia Secondary Route 667 to its intersection with the Castlewood – Lebanon Magisterial District Line as established by the above-referenced Order of the Circuit Court of Russell County; thence in an easterly direction with the meanders of the Castlewood – Lebanon Magisterial District Line to its intersection with American Electric Company's Clinch

River – Hill 138 KV power line; thence in a southeasterly direction with said power line to the top of Clinch Mountain; thence in a southwesterly direction with the Russell – Washington County Line to the BEGINNING.

## **ARTICLE 3.**

### ***Boundary Description of Election District No. 2-2020***

#### **Section 24.2-203 – The Boundary of Election District No. 2-2020.**

BEGINNING at a point where Virginia Secondary Route 610 (Sunny Point Rd.) intersects with the Russell – Scott County Line, the northwest corner of the South Castlewood Precinct; thence in a northwesterly direction with the Russell – Scott County Line to a common point in the Russell – Scott – Wise County Line; thence in a northeasterly direction with the meanders of the Russell – Wise County Line to a common corner of Russell – Dickenson – Wise Counties Line; thence in a northeasterly direction with the meanders of the Russell – Dickenson County Line to a point north of the intersection of Virginia Secondary Route 616 (Cheney Creek Rd.) and Virginia Secondary Route 657 (Hazel Mountain Rd.) in the Russell – Dickenson County Line; thence in a southeasterly direction to the intersection of Virginia Secondary Route 616 (Cheney Creek Rd.); thence in a southeasterly direction with the meanders of Virginia Secondary Route 616 to its intersection with Virginia Secondary Route 615 (Gravel Lick Rd.); thence in a westerly direction with Virginia Secondary Route 615 to its intersection with Virginia Secondary Route 700 (Eagles Nest Rd.); thence in a southerly direction with Virginia Secondary Route 700 to its intersection with Virginia Secondary Route 628 (Heralds Valley Rd.); thence in a westerly direction with Virginia Secondary Route 628

to its intersection with Virginia Secondary Route 614 (Carterton Rd.); thence in a southerly direction with Virginia Secondary Route 614 to its intersection with Virginia Secondary Route 640 (Middle Valley Rd.); thence in a northeasterly direction with Virginia Secondary Route 640 to its intersection with Virginia Secondary Route 645 (Jessees Mill Rd.); thence in a southerly direction with Virginia Secondary Route 645 to its intersection with Virginia Secondary Route 640 (Long Hollow Rd.); thence in a southeasterly direction with Virginia Secondary Route 640 to the intersection with the Castlewood – Lebanon Magisterial District Line as established by the above-referenced Order of the Circuit Court of Russell County, thence in a southwesterly direction with the meanders of the Castlewood – Lebanon Magisterial District Line to the intersection of Virginia Secondary Route 667 (Century Farm Rd.); thence in a northerly direction with the meanders of Virginia Secondary Route 667 to its intersection with American Electric Company's Clinch River - Hill 138 KV power line; thence running with said power line in a westerly direction to the intersection of Virginia Secondary Route 669 (Seven Springs Rd.); thence in a northwesterly direction to the intersection of Virginia Secondary Route 683 (Memorial Drive); thence in a northerly direction with the meanders of Virginia Secondary Route 683 to its intersection with U.S. Highway 58; thence in a southerly direction to its intersection with American Electric Company's Clinch River - Hill 138 KV power line; thence in a westerly direction with said power line to its intersection with Virginia Secondary Route 611 (Ervintown Rd); thence in a southwesterly direction with the meanders of Virginia Secondary Route 611 to its intersection with Virginia Secondary Route 685 (Vanderpool Dr.); thence in a westerly direction to intersection with Virginia Secondary Route 609 (W Bearwallow Rd); thence in a southerly direction

to its intersection with Virginia Secondary Route 610 (Sunny Point Rd.); thence in a westerly direction to its intersection with the Russell – Scott County Line to the point of BEGINNING.

## **ARTICLE 4.**

### ***Boundary Description of Election District No. 3-2020.***

#### **Section 24.2-204 – The Boundary of Election District No. 3-2020.**

BEGINNING at a point which is a common corner of Russell – Dickenson – Buchanan Counties; thence running in a southwesterly direction with the Russell – Dickenson County Line to a point north of the intersection of Virginia Secondary Route 616 (Cheney Creek Rd.) and Virginia Secondary Route 657 (Hazel Mountain Rd.) in the Russell – Dickenson County Line; thence in a southeasterly direction to intersection of Virginia Secondary Route 616 (Cheney Creek Rd.); thence in a southeasterly direction with the meanders of Virginia Secondary Route 616 to its intersection with Virginia Secondary Route 615 (Gravel Lick Rd.); thence in a westerly direction with Virginia Secondary Route 615 to its intersection with Virginia Secondary Route 700 (Eagles Nest Rd.); thence in a southerly direction with Virginia Secondary Route 700 to the intersection with Virginia Secondary Route 628 (Heralds Valley Rd.); thence in a westerly direction with Virginia Secondary Route 628 to its intersection with Virginia Secondary Route 614 (Carterton Rd.); thence in a southerly direction with Virginia Secondary Route 614 to its intersection with Virginia Secondary Route 640 (Middle Valley Rd.); thence in a northeasterly direction with Virginia Secondary Route 640 to its intersection with Virginia Secondary Route 645 (Jessees Mill Rd.); thence in a southerly direction with Virginia Secondary Route 645 to its intersection with Virginia Secondary

Route 640 (Long Hollow Rd.); thence in a southeasterly direction with Virginia Secondary Route 640 to the intersection with the Castlewood – Lebanon Magisterial District Line; thence in a westerly direction to Virginia Secondary Route 640 to its intersection with abandoned Virginia Secondary Route 672; thence in a northwesterly direction in a straight line to a point southwest of the intersection of Virginia Secondary Route 882 (Lost Valley Rd), Virginia Secondary Route 640, and north of Gray Cemetery (as shown on the U.S. Geological Survey map “ Lebanon Quadrangle”); thence in an easterly direction in a straight line to the intersection with Virginia Highway 82 (Cleveland Rd.); thence in a southerly direction with the meanders of Virginia Highway 82 (Cleveland Rd.); to its intersection with Virginia Secondary Route 640 (River Mountain Rd); thence in a northwesterly direction with the meanders of Virginia Secondary Route 640 (River Mountain Rd.) to its intersection with American Electric Company’s Carbo – Elk Garden – Saltville No. 2 138 KV power line; thence in a southeasterly direction with said power line to its intersection with Big Cedar Creek; thence in a northerly direction approximately 900 feet following the meanders of Big Cedar Creek to a point; thence in an easterly direction to the crest of the Doubles and River Mountain (as shown on the U.S. Geological Survey map “ Elk Garden Quadrangle”); thence in an easterly direction, with the meanders of the crest of the Doubles and River Mountain to a point known as Big Rock (as shown on U.S. Geological Survey Map “Elk Garden Quadrangle”); thence in an easterly direction to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a southerly direction with Virginia Highway 80 to its intersection with American Electric Company’s Baker – Broadford 765 KV power line; thence in a southeasterly direction with said power line to

its intersection with Mill Branch (as shown on the U.S. Geological Survey Map " Elk Garden Quadrangle"); thence in a northeasterly direction in a straight line to the intersection with Virginia Secondary Route 640 (Clifton Farm Rd); thence in a northwesterly direction with Virginia Secondary Route 640 to its intersection with Virginia Secondary Route 630 (Kents Ridge Rd); thence in a northerly direction with Virginia Secondary Route 630 (Kents Ridge Rd) to its intersection with the Clinch River; thence in a westerly direction with the meanders of the Clinch River to its intersection with Lewis Creek; thence in a northerly direction with Lewis Creek to its intersection with the Town of Honaker Corporation limits; thence in a westerly direction with the Town of Honaker Corporation limits to its intersection with Virginia Secondary Route 646 (Tunnel Rd.); thence in a northeasterly direction with the Town of Honaker Corporation Limits to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a westerly direction with the meanders of Town of Honaker Corporation Limits to its intersection with Virginia Highway 67 (Swords Creek Rd); thence in a northeasterly direction with Virginia Highway 67 to its intersection with Virginia Secondary Route 637 (Wysor Valley Rd); thence in a northwest direction with Virginia Secondary Route 637 to its intersection with Virginia Secondary Route 780; thence in a northwesterly direction, a straight line, to a point on the crest of Stone Cove Ridge, elevation 2,796 ft. (as shown on U.S. Geological Survey Map "Honaker Quadrangle"), a common point in the New Garden, Drill and Swords Creek Precinct Lines; thence in a southwesterly direction a straight line, which touches the northern terminus of Virginia Secondary Route 715 (Stone Mountain Rd) to a point where it intersects with Virginia Secondary Route 624 (Drill Rd) and Laurel Branch; thence in a northwesterly direction with the meanders of Laurel

Branch to the headwaters of Laurel Branch near Jackson Cemetery (as shown on U.S. Geological Survey Map "Big A Mountain Quadrangle"); thence in a northerly direction to its intersection with the Russell – Buchanan County Line, a common corner of the New Garden - Drill Precincts; thence in a southwesterly direction to the point of BEGINNING.

## **ARTICLE 5.**

### ***Boundary Description of Election District No 4-2020.***

#### **Section 24.2-205 – The Boundary of Election District No. 4-2020.**

BEGINNING at a point in the Buchanan – Russell County Line just north of Laurel Branch; thence leaving the Buchanan – Russell County Line and running in a southeasterly direction to the headwaters of Laurel Branch; thence in a southeasterly direction with the meanders of Laurels Branch to a point where it intersects with Virginia Secondary Route 624 (Drill Rd.); thence leaving Laurel Branch and running in a straight line in a northeasterly direction (which line touches the northern terminus of Virginia Secondary Route 715) to the headwaters of Stone Branch; thence in a southeasterly direction to the intersection of Virginia Secondary Route 780 (Call Valley Rd.) and Virginia Secondary Route 637; thence with Virginia Secondary Route 637 in a southeasterly direction to the intersection of Virginia Highway 67 (Swords Creek Rd.); thence in a southwesterly direction with the meanders of Virginia Highway 67 to its intersection with the Town of Honaker Corporation Limits; thence in a northwestern direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a southwesterly direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Secondary Route 646 (Tunnel Rd.); thence in a southeasterly

direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Lewis Creek; thence in a southerly direction with the meanders of Lewis Creek to its intersection with the Clinch River; thence in an easterly direction with the meanders of the Clinch River to its intersection with Little River; thence in a easterly direction with the meanders of Little River to its intersection with the Russell – Tazewell County Line; thence in a northwesterly direction with the Russell – Tazewell County Line to its intersection with the corner of Russell – Tazewell – Buchanan County Line; thence in a southwestern direction with the Russell – Buchanan line to the point of BEGINNING.

## **ARTICLE 6.**

### ***Boundary Description of Election District No. 5-2020.***

#### **Section 24.2-206 – The Boundary of Election District No. 5-2020.**

BEGINNING at a point where Virginia Secondary Route 657 (Green Valley Rd.) intersects with Virginia Secondary Route 1063 (Rolling Meadows Rd.); thence in a southerly direction with Virginia Secondary Route 1063 and beyond its termination in a straight line to the Russell – Washington County Line at the top of Clinch Mountain; thence with the meanders of the Russell – Washington County Line in a southwesterly direction to its intersection with American Electric Company's Clinch River – Saltville No. 2 line 138KV power line; thence in a northwesterly direction with said power line to its intersection with the Castlewood – Lebanon Magisterial District line, as established by the above-referenced Order of the Circuit Court of Russell County; thence in a northeasterly direction with the meanders of the Castlewood – Lebanon Magisterial District Line to its intersection with Virginia Secondary Route 640 (Long Hollow Rd.);

thence in a westerly direction to Virginia Secondary Route 640 to its intersection with abandoned Virginia Secondary Route 672; thence in a northwesternly direction in a straight line to a point southwest of the intersection of Virginia Secondary Route 882 (Lost Valley Rd), Virginia Secondary Route 640, and north of Gray Cemetery (as shown on the U.S. Geological Survey map “ Lebanon Quadrangle”); thence in an easterly direction in a straight line to its intersection with Virginia Highway 82 (Cleveland Rd.); thence in a southerly direction with the meanders of Virginia Highway 82 (Cleveland Rd.) to its intersection with Virginia Secondary Route 640 (River Mountain Rd.); thence in a northwesterly direction with the meanders of Virginia Secondary Route 640 (River Mountain Rd.) to its intersection with American Electric Company’s Clinch River – Saltville 138 KV power line; thence in a southeasterly direction with said power line to its intersection with Big Cedar Creek; thence in a southerly direction with the meanders of Big Cedar Creek to its intersection with East Main St.; thence westerly direction to its intersection with Virginia Secondary Route 658 (Big Cedar Creek Rd); thence in a southerly direction with Virginia Secondary Route 658 to its intersection with Elliott Dr; thence in a westerly direction with the meanders of Elliott Dr. to its intersection with Regional Park Rd.; thence in a northerly direction to its intersection with U.S. Highway 19; thence in a westerly direction with U.S. Highway 19 to a point at the start of the Lebanon Second Southbound Exit; thence in a straight line to the intersection of Ketron Ave. and Career Tech Dr.; thence following the meanders of Career Tech Dr. to the intersection of Pittston Rd.; thence in a southerly direction to its intersection with Regional Park Rd.; thence in southeasterly direction, in a straight line, to the Town of Lebanon Corporation Limits; thence in a westerly direction with the Town of Lebanon

Corporation Limits to its intersection with Virginia Secondary Route 654 (Pittston Rd.); thence in a southerly direction, leaving the Town of Lebanon Corporation Limits, to its intersection with Virginia Secondary Route 664, (Stone Bruise Rd.); thence in a westerly direction with the meanders of Virginia Secondary Route 659 to its intersection with Virginia Secondary Route 660 (Coal Tipple Hollow); thence in a southerly direction with Virginia Secondary Route 660 to its intersection with Virginia Secondary Route 657 (Green Valley Rd.); thence in a northeasterly direction with Virginia Secondary Route 657 to its intersection with Virginia Secondary Route 1063 the point of BEGINNING.

## **ARTICLE 7.**

### ***Boundary Description of Election District No. 6-2020.***

#### **Section 24.2-207 – The Boundary of Election District No. 6-2020.**

BEGINNING at a point where the Little River intersects with the Russell – Tazewell County Line; thence in a southwesterly direction with the meanders of the Little River, the Lebanon – New Garden Magisterial District Line, as referenced in the above-mentioned Order of the Circuit Court of Russell County, to its intersection with Virginia Secondary Route 636 (Kents Ridge Rd.); thence with the meanders of Virginia Secondary Route 636 in a southerly direction to its intersection with Virginia Secondary Route 640 (Clifton Farm Rd.); thence in a southwest direction in a straight line to a point where American Power Company's Baker – Broadford 765 KV power line intersects with Mill Branch (as shown on the U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a northwesterly direction to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a southerly direction with the meanders of Virginia Highway 80 to the crest of The Doubles and River Mountain (as shown on the

U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a westerly direction, with the meanders of the top of The Doubles and River Mountain to a point known as Big Rock (as shown on U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a westerly direction, with the meanders of the top of The Doubles and River Mountain to a point in Big Cedar Creek, a common corner of East Lebanon – West Lebanon – Daugherty precincts; thence in a southerly direction with the meanders of Big Cedar Creek to its intersection with East Main St; thence in a westerly direction to its intersection with Virginia Secondary Route 658 (Big Cedar Creek Rd); thence in a southerly direction with Virginia Secondary Route 658 (Big Cedar Creek Rd) to its intersection with Elliott Dr.; thence in a westerly direction with the meanders of Elliott Dr. to its intersection with Regional Park Rd.; thence in a northerly direction to its intersection with U.S. Highway 19; thence in a westerly direction with U.S. Highway 19 to a point at the start of the Lebanon Second Exit - Southbound; thence in a straight line to the intersection of Ketron Ave. and Career Tech Dr.; thence following the meanders of Career Tech Dr. to the intersection of Pittston Rd.; thence in an southerly direction to its intersection with Regional Park Rd.; thence in a southeasterly direction in a straight line, to the Town of Lebanon Corporation Limits; thence in a westerly direction with the Town of Lebanon Corporation Limits to its intersection with Virginia Secondary Route 654 (Pittston Rd.); thence in a southerly direction, leaving the Town of Lebanon Corporation Limits, to its intersection with Virginia Secondary Route 664, (Stone Bruise Rd.); thence in a westerly direction with the meanders of Virginia Secondary Route 659 to its intersection with Virginia Secondary Route 660 (Coal Tipple Hollow); thence in a southerly direction with Virginia Secondary Route 660 to its intersection with Virginia

Secondary Route 657 (Green Valley Road); thence in a northeasterly direction with Virginia Secondary Route 657 to its intersection with Virginia Secondary Route 1063 (Rolling Meadows Rd.); thence in a southerly direction with Virginia Secondary Route 1063 and beyond its termination in a straight line to the Russell – Washington County Line on top of Clinch Mountain; thence with the Russell – Washington County Line in a northeasterly direction to a corner of Russell - Washington – Smyth Counties; thence in a northeasterly direction with the Russell – Smyth County Line to a corner of Russell – Smyth – Tazewell Counties; thence in a northwesterly direction with the Russell – Tazewell County Line to the point of BEGINNING.

## **CHAPTER 3.**

### **ARTICLE 1.**

#### ***Naming of Voter Precincts; Designation of Precinct Polling Places and***

#### ***Geographical Boundary Descriptions of Precincts***

**Section 24.2-300.** The named precinct for each election district and the designated polling place for each precinct shall be as follows:

**A. Election District No. 1-2020:**

1. Moccasin Precinct, No. 101-2020 whose polling place shall be 10244 Moccasin Valley Road at the Oak Grove Community Center.
2. Copper Creek, No. 102-2020 whose polling place shall be 23894 U.S. Highway 58 at the Copper Creek Elementary School.
3. South Castlewood, No. 103-2020 whose polling place shall be 304 Blue Devil Circle at the Castlewood High School. The actual polling place shall not be in the

same room or adjacent to the room used by voting by the registered voters of the North Castlewood, No. 201-2020 precinct.

**B. Election District No. 2-2020.**

1. North Castlewood, No. 201-2020 whose polling place shall be at 304 Blue Devil Circle the Castlewood High School. The actual polling place shall not be in the same room or adjacent to the room used for voting by the registered voters of South Castlewood, No. 103-2020 precinct.
2. Dante, No. 202-2020 whose polling place shall be at the 142 Lower Bearwallow Road at the Dante Community Center.

**C. Election District No. 3-2020.**

1. Cooks Mill, No. 301-2020 whose polling place shall be at 1374 Finney Road at the Finney Community Center.
2. Daugherty, No. 302-2020 whose polling place shall be at 327 River Mountain Road at the Glade Hollow Ball Park.
3. New Garden, No. 303-2020 whose polling place shall be at 50 Honaker Elementary Road at the Honaker Elementary School.
4. Cleveland, No. 304-2020 whose polling place shall be at 6 Minor Street at the Cleveland Community Center.

**D. Election District 4-2020.**

1. Drill, No. 401-2020 whose polling place shall be at 6746 Drill Road at the Drill Community Center.
2. Swords Creek, No. 402-2020 whose polling place shall be at 3867 Swords Creek Road at the Swords Creek Elementary School.

3. Honaker, No. 403-2020 whose polling place shall be 1795 Thompson Creek Rd. at the Honaker High School.

**E. Election District 5-2020.**

1. West Lebanon, No. 501-2020 whose polling place shall be at 56 George Ben Whited Drive at the Lebanon Middle School.

**F. Election District 6-2020**

1. East Lebanon, No. 601-2020 whose polling place shall be at 304 Career Tech Road at the Russell County Career and Technologies Center.
2. Elk Garden, No. 602-2020 whose polling place shall be at 22294 U.S. Highway 19 at the Belfast-Rosedale Volunteer Fire Department Auxiliary Building.

**ARTICLE 2.**

***Boundary Description Voter Precincts in Election District 1-2020.***

**Section 24.2-301** – The geographical boundary of the **Moccasin Precinct, No. 101-2020** is as follows:

BEGINNING at a point which is the southwestern corner of Russell County, a common corner to Russell, Scott and Washington Counties; thence in a northwesterly direction with the boundary of Russell and Scott County to the crest of Moccasin Ridge; thence following the meanders of the crest of Moccasin Ridge to its intersection with Virginia Secondary Route 614 (Cross Roads) and Sinking Creek; thence following the meanders of Sinking Creek to its intersection with American Electric Company's Clinch River – Saltville No. 2 line 138KV; thence in a straight line, a southeasterly direction to the Russell – Washington County Line on top of Clinch Mountain; thence in a

southwesterly direction with the meanders of the Russell – Washington County Line to the point of BEGINNING.

**Section 24.2-302 – The geographical boundary of the Copper Creek Precinct, No. 102-2020 is as follows:**

BEGINNING at a point in the crest of Moccasin Ridge on the Russell – Scott County Line, the northwest corner of the Moccasin Creek Precinct; thence following the meanders of the crest of Moccasin Ridge to its intersection with Virginia Secondary Route 614 (Cross Roads) and Sinking Creek; thence following the meanders of Sinking Creek to its intersection with American Electric Company's Clinch River – Saltville No. 2 line, 138KV; thence running with said power line in a northwesterly direction to its intersection with the Castlewood – Lebanon Magisterial District Line as established by the above-referenced Order of the Circuit Court of Russell County; thence with the Castlewood – Lebanon Magisterial District Line in a southwesterly line to its intersection with U.S. Highway 58; thence with U.S. Highway 58 in a southeastern direction to its intersection with Virginia Secondary Route 609 (High Point Rd.); thence in a westerly direction with the meanders of Virginia Secondary Route 609 to its intersection with Virginia Secondary Route 611(Grassy Creek Rd.); thence in a southwesterly direction with Virginia Secondary Route 611 to its intersection with Virginia Highway 71 (South 71); thence in a southwesterly direction with the meanders of Virginia Highway 71 to its intersection with the Russell – Scott County Line; thence in a southeasterly direction with the Russell – Scott County Line to the point of BEGINNING.

**Section 24.2-303. – The geographical boundary of the South Castlewood Precinct, No. 103-2020 is as follows:**

BEGINNING at a point in the Russell – Scott County Line and the intersection of Virginia Secondary Route 610 (Sunny Point Rd); the southwest corner of the North Castlewood Precinct; thence in a southeasterly direction with the Russell – Scott County Line to the intersection of Virginia Highway 71 (South 71); thence in an easterly direction to its intersection with Virginia Secondary Route 611 (Grassy Creek Rd.); thence in a northeasterly direction to its intersection with Virginia Secondary Route 609 (High Point Rd.); thence in an easterly direction with the meanders of Virginia Secondary Route 609 to its intersection with U.S. Highway 58; thence in a northerly direction with U.S. Highway 58 to its intersection with the Castlewood – Lebanon Magisterial District Line as established by the above-referenced Order of the Circuit Court of Russell County; thence in a westerly direction with the Castlewood – Lebanon Magisterial District Line to its intersection with Virginia Secondary Route 667 (Century Farm Road); thence in a northerly direction with the meanders of Virginia Secondary Route 667 to its intersection with American Electric Company's Clinch River -- Hill 138 KV power line; thence running with said power line in a westerly direction to it intersects with Virginia Secondary Route 669 (Seven Springs Rd.); thence in a northwesterly direction to the intersection of Virginia Secondary Route 683 (Memorial Drive); thence in a northwesterly direction with the meanders of Virginia Secondary Route 683 to its intersection with U.S. Highway 58; thence in a southerly direction to its intersection with American Electric Company's Clinch River -- Hill 138 KV power line; thence running with said power line in a westerly direction to it intersects with Virginia Secondary Route 611 (Ervintown Rd); thence in a southwesterly direction with the meanders of Virginia Secondary Route 611 to its intersection with Virginia Secondary Route 685 (Vanderpool

Dr); thence in a westerly direction to intersection with Virginia Secondary Route 609 (W. Bearwallow Rd); thence in a southerly direction to its intersection with Virginia Secondary Route 610 (Sunny Point Rd); thence in a westerly direction to its intersection with the Russell – Scott County Line to the point of BEGINNING.

### **ARTICLE 3.**

#### ***Boundary Description Voter Precincts in Election District 2-2020.***

**Section 24.2-304.** – The geographical boundary of the North Castlewood Precinct, No. 201-2020 is as follows:

BEGINNING at a point where Virginia Secondary Route 610 (Sunny Point Rd) intersects with Russell – Scott County Line, the northwest corner of the South Castlewood Precinct; thence in a northwesterly direction with the Russell – Scott County Line to a common point in the Russell – Scott – Wise County Line; thence in a northeasterly direction with the Russell – Wise County Line to the intersection of Virginia Highway 63 (Dante Rd.); thence in an easterly direction with the meanders of Virginia Highway 63 to its intersection with Virginia Secondary Route 870 (Spout Springs Rd.); thence in a southeasterly direction on Virginia Secondary Route 870 to its intersection with Virginia Secondary Route 615 (Gravel Lick Rd.); thence in an easterly direction to its intersection with Virginia Secondary Route 700 (Eagle Nest Rd.); thence in a southerly direction with Virginia Secondary Route 700 to the intersection with Virginia Secondary Route 628 (Heralds Valley Rd.); thence in a westerly direction with Virginia Secondary Route 628 to its intersection with Virginia Secondary Route 614 (Carterton Rd.); thence in a southerly direction with Virginia Secondary Route 614 to its

intersection with Virginia Secondary Route 640 (Middle Valley Rd.); thence in a northeasterly direction with Virginia Secondary Route 640 to its intersection with Virginia Secondary Route 645 (Jessees Mill Rd.); thence in a southerly direction with Virginia Secondary Route 645 to its intersection with Virginia Secondary Route 640 (Long Hollow Rd.); thence in a southeasterly direction with Virginia Secondary Route 640 to the intersection with the Castlewood – Lebanon Magisterial District Line to the Intersection of Virginia Secondary Route 667 (Century Farm Rd.); thence in a northerly direction with the meanders of Virginia Secondary Route 667 to its intersection with American Electric company's Clinch River -- Hill 138 KV power line; thence running with said power line in a westerly direction to the intersection of Virginia Secondary Route 669 (Seven Springs Rd.); thence in a Northwesterly direction to the intersection of Virginia Secondary Route 683 (Memorial Drive); thence in a northerly direction with the meanders of Virginia Secondary Route 683 to its intersection with U.S. Highway 58; thence in a southerly direction to its intersection with American Electric Company's Clinch River – Hill 138 KV power line; thence in a westerly direction with said power line to its intersection with Virginia Secondary Route 611 (Ervintown Rd); thence in a southwesterly direction with the meanders of Virginia Secondary Route 611 to its intersection with Virginia Secondary Route 685 (Vanderpool Dr); thence in a westerly direction to intersection with Virginia Secondary Route 609 (W Bearwallow Rd); thence in a southerly direction to its intersection with Virginia Secondary Route 610 (Sunny Point Rd); thence in a westerly direction to it intersects with the Russell – Scott County Line to the point of BEGINNING.

**24.2-305.** – The geographical boundary of the Dante Precinct, No. 202-2020 is as follows:

BEGINNING at a point at a point in the Russell – Wise County Line and Virginia Highway 64 intersection (Dante Rd.), thence in an easterly direction with Virginia Highway 63 (Dante Rd.) to its intersection with Virginia Secondary Route Route 870 (Spout Springs Rd.); thence in a southeasterly direction on Virginia Secondary Route 870 to its intersection with Virginia Secondary Route 615 (Gravel Lick Rd.); thence in an easterly direction to its intersection with Virginia Secondary Route 616 (Cheney Creek Rd.); thence in a northwestern direction with Virginia Secondary Route 616 to a point in the Russell – Dickenson County Line; thence in a westerly direction with the Russell – Dickenson County Line to a point, a common corner of Russell – Dickenson – Wise County Line; thence in a southeasterly direction with the Russell – Wise County Line to the point of BEGINNING.

#### **Article 4.**

##### ***Boundary Description Voter Precincts in Election District 3-2020.***

**Section 24.2-306.** – The geographical boundary of the Cooks Mill Precinct, No. 301-2020 is as follows:

BEGINNING at a point a corner to Russell – Dickenson – Buchanan County Line and the Castlewood – new Garden magisterial District Line, as established by the above referenced Order of the Circuit Court of Russell County; thence in a southeastern direction with the Castlewood – New Garden Magisterial District Line to a point near Nash's Ford which is common point in the Castlewood – New Garden – Lebanon Magisterial District Lines; thence following the meanders of the New Garden – Lebanon

magisterial District Line (being Clinch River) to an unnamed branch approximately 4,000 feet from the intersection of Puckett's Branch and Clinch River; thence in a northerly direction with the meanders of said unnamed branch to the terminus of Virginia Secondary Route Route 692 (Belcher Rd); thence in a northerly direction with Virginia Secondary Route Route 692 to its intersection with Virginia Secondary Route 645 (New Garden Rd) and the headwaters of Stillhouse Branch; thence in a northwesterly direction with the meanders of Stillhouse Branch to its intersection with Thompson Creek and Sykes Branch; thence in a northerly direction with the meanders of Sykes Branch (left-hand fork) to the headwaters thereof; thence in a straight line in a northerly direction to Bradley Gap, a point in the Russell – Buchanan County Line; thence in a westerly direction with the Russell – Buchanan County Line to the point of BEGINNING.

**Section 24.2-307.** – The geographical boundary of the Daugherty Precinct, No. 302-2020 is as follows

BEGINNING at a point which is a common corner of the Castlewood – New Garden – Lebanon Magisterial District Line, as established in the above-referenced Order of the Circuit Court of Russell County; thence in a southwesterly direction with the Castlewood – Lebanon Magisterial District line to its intersection with Virginia Highway 640 (Long Hollow Rd); thence in a westerly direction to Virginia Secondary Route 640 to its intersection of abandoned 672; thence in a northwesterly direction in a straight line to a point southwesterly of the intersection of Virginia Secondary Route 882 (Lost Valley Rd), Virginia Secondary Route 640, and north of Gray Cemetery (as shown on the U.S. Geological Survey map “ Lebanon Quadrangle”); thence in a easterly direction in a straight line to its intersection with Virginia Highway 82 (Cleveland Rd); thence in a

southerly direction with the meanders of Virginia Highway 82 (Cleveland Rd) to its intersection with Virginia Secondary Route 640 (River Mountain Rd); thence in a northwesterly direction with the meanders of Virginia Secondary Route 640 to its intersects with American Electric Company's power 138 KV power line; thence in a southeasterly direction with said power line to its intersects with Big Cedar Creek; thence in a northerly direction approximately 900 feet following the meanders of Big Cedar Creek to a point; thence in a easterly direction to the crest of the Doubles and River Mountain (as shown on the US Geological Survey map "Elk Garden quadrangle"); thence in a easterly direction, with the meanders of the crest of The Doubles and River Mountain to the headwaters of Puckett's Branch, the southwest corner to New Garden Precinct; thence in a northwesterly direction with the meanders of Puckett's Branch to a point in the New Garden – Lebanon Magisterial District Line, as established by the above-referenced order of the Circuit Court of Russell County; thence in a northwesterly direction with the New Garden – Lebanon Magisterial Line (the meanders of the Clinch River) to the point of BEGINNING.

**Section 24.2-308.** – The geographical boundary of the New Garden Precinct, No. 303-2020 is as follows:

BEGINNING at a point, the northeastern corner of Cooks Mill Precinct, in the Russell – Buchanan county Line at Bradley Gap (as shown on U.S. Geological Survey Map "Big A Mountain Quadrangle"); thence in a northeasterly direction with the meanders of the Russell - Buchanan County Line to a point north of Laurel Branch, near Jackson Cemetery (as shown on U.S. Geological Survey Map "Big A Mountain Quadrangle"); thence in a southeasterly direction with the meanders of Laurel Branch to

a point where it intersects with Virginia Secondary Route 624 (Drill Rd); thence leaving Laurel Branch in a northeasterly direction, a straight line, which touches the northern terminus of Virginia Secondary Route 715 (Stone Branch Rd) to a point on the crest of Stone cove Ridge, elevation 2,796 ft. (as shown on U.S. Geological Survey map "Honaker Quadrangle"); thence in a southeasterly direction, a straight line, to the intersection of Virginia Secondary Route 637 (Wysor Valley Rd) and Virginia Secondary Route 780 (Call Valley Rd), north of Gardner; thence in a southeasterly direction with Virginia Secondary Route 637 to its intersection with Virginia Highway 67 (Swords Creek Rd); thence in a northeasterly direction with the meanders of Virginia Highway 67 to its intersection with Virginia Town of Honaker Corporation Limits; thence in a northwestern direction with the meanders of Town of Honaker Corporation Limits to its intersection with Virginia Highway 80 (Redbud Hwy); thence in a southwestern direction with the meanders of Town of Honaker Corporation Limits to its intersection with Virginia Secondary Route 646 (Tunnel Rd); thence in a southeastern direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Lewis Creek; thence in a southerly direction to its intersects with the Clinch River; thence in a easterly direction with the meander of the Clinch River to its intersection with Virginia Secondary Route 640 (Clifton Farm Rd); thence in a southwesterly direction, a straight line, to it intersects with American Electric Power Company's Barker – Broadford 765 KV power line; thence in a southwesterly direction with said power line to its intersection with Virginia Highway 80 (Redbud Hwy); thence in a southerly direction with the meanders of Virginia Highway 80 to the crest of The Doubles and River Mountain (as shown on the U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a

westerly direction, with the meanders of the crest of The Doubles and River Mountain to the headwaters of Puckett's Branch, the southeast corner to Daugherty Precinct; thence in a northwesterly direction with the meanders of Puckett's Branch to a point in the New Garden – Lebanon Magisterial District Line, as established by the above-referenced order of the Circuit Court of Russell County; thence in a northerly direction with the New Garden – Lebanon Magisterial Line (the meanders of the Clinch River) a distance of approximately 4,000 feet to a named branch a common corner of Cooks Mill and Daugherty Precincts; thence with a common line of Honaker and Cooks Mill Precincts in a northerly direction with the meanders of said unnamed branch to the terminus of Virginia Secondary Route 692 (Belcher Rd); thence in a northerly direction with Virginia Secondary Route 692 to its intersection with Virginia Secondary Route 645 (New Garden Rd) and the headwaters of Stillhouse Branch; thence in a northwesterly direction with the meanders of Stillhouse Branch to its intersection with Thompson Creek and Sykes Branch; thence in a northerly direction with the meanders of Sykes branch (left-hand fork) to the headwaters thereof; thence in a straight line in a northerly direction to the point of BEGINNING.

**Section 24.2-309.** – The geographical boundary of the Cleveland Precinct, No. 304-2020 is as follows:

BEGINNING at a point the intersection of Virginia Secondary Route 616 in the Russell – Dickenson County Line; thence in a northeasterly direction with the Russell - Dickenson County Line to a point where the Castlewood – New Garden Magisterial District, as established in the above-referenced Order of the Circuit Court of Russell County; thence in a southeasterly direction with the Castlewood – New Garden

Magisterial District line to a point near Nash's Ford which is a common corner to the Castlewood – New Garden – Lebanon Magisterial District line to a point near Nash's Ford which is a common corner to the Castlewood – New Garden – Lebanon Magisterial District Line, as established in the above-referenced order of the Circuit Court of Russell County; thence in a southwesterly direction with the Castlewood – Lebanon magisterial District Line to its intersection with Virginia Highway 640 (Long Hollow Rd); thence in a westerly direction with the meanders of Virginia Secondary Route 640 (Long Hollow Rd) to the intersection of Virginia Secondary Route 645 (Jessees Mill Rd); thence in a northerly direction to its intersection with Virginia Secondary Route 614 (Middle Valley Rd); thence in a northwesterly direction with Virginia Secondary Route 614 to the intersection of Virginia Secondary Route 628 (Hearlds Valley Rd); thence in a northerly direction with Virginia Secondary Route 628 to its intersection with Virginia Secondary Route 700 (Eagles Nest Rd); thence in a northwesterly direction with Virginia Secondary Route 700 to its intersection with Virginia Secondary Route 615 (Gravel Lick Rd); thence in a westerly direction to its intersection with Virginia Secondary Route 616 (Cheney Creek Rd); thence with Virginia Secondary Route 616 to the point of BEGINNING.

## ARTICLE 5.

### *Boundary Description Voter Precincts in Election District 4-2020*

**Section 24.2-310.** – The geographical boundary of the Drill Precinct No. 401-2020 is as follows:

BEGINNING at a point in the Russell – Buchanan County Line, a common corner with the Honaker Precinct, to a point north of Laurel Branch, near Jackson Cemetery

(as shown on U.S. Geological Survey Map "Big A Mountain Quadrangle"); thence in a southeasterly direction with the meanders of the Laurel Branch to a point where it intersects with Virginia Secondary Route 624 (Drill Rd); thence leaving Laurel Branch in a northeasterly direction, a straight line (which line touches the northern terminus of Virginia Secondary Route 715) to a point on the crest of Stone Cove Ridge, Elevation 2,796 ft. (as shown on U.S. Geological Survey Map "Honaker Quadrangle"); thence in a northerly direction with the meanders of the ridge to Stone Cove Ridge to elevation marker 2,805 ft. (as shown on U.S. Geological Survey Map "Honaker Quadrangle"); thence in a northerly direction with the meanders of the ridge of Stone Cove Ridge to elevation marker 2,839 ft. (as shown on U.S. Geological Survey Map "Honaker Quadrangle"); thence in a northerly direction with the ridge of Stone Cove Ridge crossing Virginia Secondary Route 622 (Miller Creek Rd) to an unnamed cemetery adjacent to Virginia Secondary Route 622 (as shown on U.S. Geological Survey Map "Honaker Quadrangle") on Fuller Mountain; thence with the ridge of Fuller Mountain in a northeasterly direction to a point in the Russell – Buchanan County Line; thence in a southwesterly direction with the meanders of the Russell – Buchanan County Line to the point of BEGINNING.

**Section 24.2-311. – The Geographical boundary of Swords Creek Precinct,**

**No. 402-2020** is as follows:

BEGINNING at a point in the ridge of Fuller Mountain on the Russell – Buchanan County Line, the northeast corner of the Drill Precinct; thence with the Russell – Buchanan County Line in an northeasterly direction to a point where the Russell – Buchanan – Tazewell County Lines meet; thence in a southeasterly direction with the

Russell – Tazewell County Line to the intersection with the Little River; thence in a southwesterly direction with the meanders of Little River, the Lebanon – New Garden Magisterial district Line, as referred to in the above-referenced order of the Circuit Court of Russell County, to its intersection with Virginia Highway 80 (Red Bud Hwy); thence in a northerly direction with the meanders of Virginia Highway 80 to its intersection with Town of Honaker Corporation Limits; thence in a northeasterly direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Highway 67 (Swords Creek Rd); thence in a westerly direction with the meanders of Virginia Highway 67 to its intersection with Virginia Secondary Route 637 (Wysor Valley Rd) at Gardener; thence in a northwest direction with Virginia Secondary Route 637 to its intersection with Virginia Secondary Route 780 (Call Valley Rd); thence in a northwesterly direction, a straight line to a point on the crest of Stone Cove Ridge, elevation 2,796 ft. (as shown on U.S. Geological Survey Map “Honaker Quadrangle”); a common point in the Honaker, Drill and Swords Creek Precinct Lines, thence in a northerly direction with the meanders of the ridge of Stone Cove Ridge to elevation marker 2,805 ft. (as shown on U.S. Geological Survey Map “Honaker Quadrangle”); thence in a northerly direction with the meanders of the ridge of Stone Cove Ridge to elevation 2,839 ft. (as shown on U.S. Geological Map “Honaker Quadrangle”); thence in a northerly direction with the meanders of the ridge of Stone Cove Ridge crossing Virginia Secondary Route 622 (Miller Creek Rd) to an unnamed cemetery to Virginia Secondary Route 622 (as shown on U.S. Geological Map “Honaker Quadrangle”) on Fuller Mountain; thence with the ridge of Fuller Mountain in a northeasterly direction to a point in the Russell – Buchanan County Line to the point of BEGINNING.

**Section 24.2-312** – The geographical boundary description of the Honaker Precinct, No. 403-2020 is as follows:

BEGINNING at a point where Virginia Highway 67 intersection with the Town of Honaker Corporation Limits; thence in a northwestern direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a southwesterly direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Secondary Route 646 (Tunnel Rd.); thence in a southeasterly direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Lewis Creek; thence in a southerly direction with the meanders of Lewis Creek to its intersection with the Clinch River; thence in an easterly direction with the meanders of the Clinch River to its intersection with Virginia Highway 80 (Redbud Hwy.); thence in a northwesterly direction with Virginia Highway 80 (Redbud Hwy.) to its intersection with the Town of Honaker Corporation Limits; thence in a northeasterly direction with the meanders of the Town of Honaker Corporation Limits to its intersection with Virginia Highway 67 the point of BEGINNING.

## **ARTICLE 6.**

### ***Boundary Description Voter Precincts in Election District 5-2020***

**Section 24.2-313.** – The geographical boundary of the West Lebanon Precinct, No. 501-2020 is as follows:

BEGINNING at a point where Virginia Secondary Route 657 (Green Valley Rd) intersects with Virginia Secondary Route 1063 (Rolling Meadows Rd); thence in a

southerly direction with Virginia Secondary Route 1063 and beyond its termination in a straight line to the Russell – Washington County Line of top of Clinch Mountain; thence with the Russell – Washington County line in a southwesterly direction to it intersects with American Electric power company's 138KV power line; thence in an northeasterly direction with said power line to its intersection with the Castlewood –Lebanon Magisterial district line as established by the above-referenced Order of the Circuit Court of Russell County thence in a northeasterly direction with the meanders of the Castlewood – Lebanon Magisterial district line to it intersects with Virginia Secondary Route 640 (Long Hollow Rd); thence in a westerly direction to Virginia Secondary Route 640 to its intersection of abandoned 672; thence in a northwesterly direction in a straight line to a point southwesterly of the intersection of Virginia Secondary Route 882 (Lost Valley Rd), Virginia Secondary Route 640, and north of Gray Cemetery (as shown on the U.S. Geological Survey map “ Lebanon Quadrangle”); thence in a easterly direction in a straight line to its intersection with Virginia Highway 82 (Cleveland Rd); thence in a southerly direction with the meanders of Virginia Highway 82 (Cleveland Rd); to its intersection with Virginia Secondary Route 640 (River Mountain Rd); thence in a northwesterly direction with the meanders of Virginia Secondary Route 640 (River Mountain Rd) to its intersects with American Electric Power 138 KV power line; thence in a southeasterly direction with said power line to its intersection with Big Cedar Creek; thence in a southerly direction with the meanders of Big Cedar Creek to its intersection with E Main St; thence westerly direction to it intersection with and Virginia Secondary Route 658 (Big Cedar Creek Rd); thence in a southerly direction with Virginia Secondary Route 658 (Big Cedar Creek Rd) to its intersection with Elliott Dr; thence in a

westerly direction with the meander of Elliott Dr to its intersection with Regional Park Rd; thence in a northerly direction to its intersection with US Highway 19; thence in a westerly direction with US Highway 19 to the start of the Lebanon Second Southbound Exit; thence in a straight line to the intersection of Ketron Ave and Career Tech Dr; thence following the meanders of Career tech Dr to the intersection of Pittiston Rd; thence in an southerly direction to its intersection with Regional Park Rd; thence in southwesterly direction in a straight line, to the Town of Lebanon Corporation Limits; thence in a westerly direction with the Town of Lebanon Corporation Limits to its intersection with Virginia Secondary Route 654 (Pittiston Rd); thence in a southerly direction, leaving the Town of Lebanon, to its intersection with Virginia Secondary Route 664, (Stone Bruise); thence in a westerly direction with the meanders of Virginia Secondary Route 659 (Stone Bruise to its intersection with Virginia Secondary Route 660 (Coal Tipple Hollow); thence in a southerly direction with Virginia Secondary Route 660 (Coal Tipple Hollow) to its intersection with Virginia Secondary Route 657 (Green Valley Road); thence in a northeasterly direction with Virginia Secondary Route 657 (Green Valley Road) to its intersection with Virginia Secondary Route 1063 the point of BEGINNING.

## **ARTICLE 7.**

### ***Boundary Description Voter Precincts in Election District 6-2020***

**Section 24.2-314.** – The geological boundary of the **East Lebanon Precinct, No. 601-2020** is as follows:

BEGINNING at a point on the top of Clinch Mountain where American Electric Company's Carbo – Elk Garden – Saltville No. 2, 138 KV Line intersects the Russell –

Washington County Line; thence with said power line in a northwesterly direction to the intersection with Virginia primary Highway 80; thence in a northerly direction with Virginia Primary Highway 80 to its intersection with U.S. Highway 19; thence in a straight northwesterly direction to Fuller Cemetery (as shown on U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a northwesterly direction to a point known as Big Rock (as shown on U.S. Geological Survey Map "Elk Garden Quadrangle") on top of The Doubles and River Mountain Ridge; thence in a westerly direction, with the meanders of the top of The Doubles and River Mountain to a point in Big Cedar Creek, thence in a southerly direction with the meanders of Big Cedar Creek to its intersection with E Main St; thence westerly direction to its intersection with and Virginia Secondary Route 658 (Big Cedar Creek Rd); thence in a southerly direction with Virginia Secondary Route 658 (Big Cedar Creek Rd) to its intersection with Elliott Dr; thence in a westerly direction with the meander of Elliott Dr to its intersection with Regional Park Rd; thence in a northerly direction to its intersection with US Highway 19; thence in a westerly direction with US Highway 19 to the start of the Lebanon Second Southbound Exit; thence in a straight line to the intersection of Ketron Ave and Career Tech Dr; thence following the meanders of Career Tech Dr to the intersection of Pittiston Rd; thence in an southerly direction to its intersection with Regional Park Rd; thence in southwesterly direction in a straight line, to the Town of Lebanon Corporation Limits; thence in a westerly direction with the Town of Lebanon Corporation Limits to its intersection with Virginia Secondary Route 654 (Pittiston Rd); thence in a southerly direction, leaving the Town of Lebanon, to its intersection with Virginia Secondary Route 664, (Stone Bruise); thence in a westerly direction with the meanders of Virginia

Secondary Route 659 (Stone Bruise to its intersection with Virginia Secondary Route 660 (Coal Tipple Hollow); thence in a southerly direction with Virginia Secondary Route 660 (Coal Tipple Hollow) to its intersection with Virginia Secondary Route 657 (Green Valley Road); thence in a northeasterly direction with Virginia Secondary Route 657 (Green Valley Road) to its intersection with Virginia Secondary Route 1063; thence in a southerly direction with Virginia Secondary Route 1063 and beyond its termination in a straight line to the Russell – Washington County Line on top of Clinch Mountain; thence with the Russell – Washington County Line in a northeasterly direction to the point of BEGINNING.

**Section 24.2-315.** – The geographical boundary of the Elk Garden Precinct, No. 602-2020 is as follows:

BEGINNING at a point where the Little River intersects with the Russell – Tazewell County Line; thence in a Southwesterly direction with the meanders of the Little River, the Lebanon – New Garden Magisterial District Line, as referred to in the above-referenced Order of the Circuit Court of Russell County to its intersection with Virginia Secondary Route 636; thence with the meanders of Virginia Secondary Route 636 in a southerly direction to its intersection with Virginia Secondary Route 640; thence in a southwestern direction in a straight line to its intersection with American Power Company's 138 KV power line; thence in an northwesterly direction to its intersection with Virginia Highway 80 (Redbud Hwy); thence in an southerly direction with the meanders of Virginia Highway 80 to the crest of The Doubles and River Mountain (as shown on the U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a westerly direction, with the meanders of the top of The Doubles and river Mountain to a

point known as Big Rock (as shown on U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a straight southeasterly direction to Fuller Cemetery (as shown on U.S. Geological Survey Map "Elk Garden Quadrangle"); thence in a straight southeasterly direction to the intersection of U.S. Highway 19 and Virginia Primary Highway 80; thence in a southerly direction with Virginia Primary Highway 80 to its intersection with American Electric Company's Carbo – Elk Garden – Saltville No. 2, 138KV power line; thence running with said power line in a southeasterly direction to the top of Clinch Mountain at a point in the Russell – Washington County Line; thence in a northeasterly direction with the Russell – Washington County Line to a corner of Russell – Washington – Smyth Counties; thence in a northeasterly direction with the Russell – Smyth County Line to a corner of Russell – Smyth – Tazewell Counties; thence in a northwesterly direction with the Russell – Tazewell County Line to the point of BEGINNING.

## **CHAPTER 4.**

### **ARTICLE 1.**

#### *Central Absentee Voter Precinct*

##### **Section 24.2-400. – Absentee Voter Precinct –**

A. There is hereby created a Central Absentee Precinct in the Office of the General Registrar/Electoral Board of Russell County, Virginia, for the purpose of receiving, counting, and recording absentee ballots cast in the County.

The Absentee Voter Precinct shall be used in General Elections and Primary Elections for all Federal Offices, Statewide Offices, Constitutional, and Local Officers.

B. The Absentee Voter Precinct shall have at least three (3) officers of election as provided for in other precincts. The number of officers shall be determined by the Electoral Board of Russell County, Virginia.

C. If any voter brings an unmarked ballot to the Central Absentee Voter Precinct on the day of the election, he or she shall be allowed to vote it. If any voter brings an unmarked ballot to the Electoral Board on or before the day of the election, he or she shall be allowed to vote it, and his or her ballot shall be delivered to the Absentee Voter precinct before the closing of the polls.

The officer at the Absentee Voter Precinct shall determine any appeal by any other voter whose name appears on the absentee voter applicant list and who offers to vote in person. If the officers at the Absentee Voter precinct produce such records, the voter shall be allowed to vote in person at the Absentee Voter Precinct and have his or her vote counted with other absentee votes. If the voter's appeal is denied, the provisions of §24.2-708 of the Code of Virginia, 1950, as amended shall be applicable, and the officers shall advise the voter that he or she may vote on presentation of a statement signed by him or her that has not received an absentee ballot and subject to felony penalties for making false statements pursuant to §24.2-1016 of the Code of Virginia, 1950, as amended.

D. Absentee ballots may be processed as required by §24.2-711 of the Code of Virginia, 1950, as amended by the officers of election at the Central Absentee Voter precinct prior to the closing of the polls but the ballot box shall not be opened, and the counting of ballots shall not begin prior to that time. In the case of punch card or mark sense ballots to be inserted in electronic counting equipment, the ballot box may be

opened, and the absentee ballots may be inserted in the counting equipment prior to the closing of the polls in accordance with procedures prescribed by the State Electoral Board, including procedures to preserve ballot secrecy, but no ballot count totals shall be initiated prior to that time.

As soon as the polls are closed in the county, the officers of election at the Central Absentee Voter Precinct shall proceed to ascertain and record the vote given by absentee ballot and report the results in the manner provided for counting and reporting ballots generally in Article 4 (§24.2-643 et seq.) of Chapter 6 of Title 24.2 Elections, Code of Virginia, 1950, as amended.

E. The electoral board may provide that the officers of election for the Central Absentee Voter precinct may be assigned to work all or a portion of the time that the precinct is open on Election Day subject to the following conditions:

1. The chief officer and the assistant chief officer, appointed pursuant to §24.2-115 to represent the two political parties, are on duty at all times: and
2. No officer, political party representative, or other candidate representative shall leave the precinct after any ballots have been counted until the polls are closed and the count for the precinct is completed and reported.

## **CHAPTER 5.**

### **ARTICLE 1.**

#### *Miscellaneous Provisions*

**Section 24.2-500.** – Notice to voters. – The General Registrar shall notify any registered voter whose election district, precinct or polling place is changed at least fifteen days prior to the next general, special, or primary election.

**Section 24.2-501.** – Severability. – Should any section or provision of this ordinance be decided to be invalid or unconstitutional, such decisions shall not affect the validity or constitutionality of any other section or provision of this ordinance.

**Section 24.2-502.** – Effective date. – This ordinance shall be in full force and effect upon its adoption and enactment by the Board of Supervisors.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

The Members of the Board voted as follows:

<u>Present</u>	<u>Vote</u>
Lou Ann Wallace, Chairman	
Oris Christian, Vice-Chairman	
Tim Lovelace	
Carl Rhea	
David Eaton	
Steve Breeding	
Rebecca Dye	

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LOU ANN WALLACE, CHAIRPERSON  
RUSSELL COUNTY BOARD OF SUPERVISORS

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LONZO LESTER, CLERK  
RUSSELL COUNTY BOARD OF SUPERVISORS



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Action Items  
Chairperson

Meeting: 1/5/26 6:00 PM

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## Organizational Meeting

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **Clerk of Board and Deputy Clerk**
4. **Adoption of Robert's Rules of Order**
5. **Adoption of County's By-Laws**
6. **CY 2026 Board of Supervisors Regular Meeting Schedule**
7. **FY 2026/2027 Board of Supervisors Budget Meeting Schedule**

### Staff Recommendation:

Board Discretion.

### Suggested Motion:

Motions Required.

### ATTACHMENTS:

- County's By-Laws
- CY 2026 Board of Supervisors Regular Meeting Schedule
- FY 2026/2027 Board of Supervisors Budget Meeting Schedule

## 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.

## RUSSELL COUNTY

### BOARD OF SUPERVISOR'S MEETING

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Russell County Governmental Center  
Lebanon, Virginia 24266



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**RUSSELL COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING SCHEDULE  
2026  
GOVERNMENTAL CENTER  
6:00 P.M.**

**January 5<sup>th</sup>, Monday**

**February 2<sup>nd</sup>, Monday**

**March 2<sup>nd</sup>, Monday**

**April 6<sup>th</sup>, Monday**

**May 4<sup>th</sup>, Monday**

**June 1<sup>st</sup>, Monday**

**July 6<sup>th</sup>, Monday**

**August 3<sup>rd</sup>, Monday**

**September 7<sup>th</sup>, Monday**

**October 5<sup>th</sup>, Monday**

**November 2<sup>nd</sup>, Monday**

**December 7<sup>th</sup>, Monday**

- **BOS Regular Board Meetings are on the first Monday of the month unless the BOS reschedules due to holidays, county events, emergencies, or schedules.**

# RUSSELL COUNTY

## BOARD OF SUPERVISOR'S BUDGET MEETINGS

Russell County Governmental Center  
Lebanon, Virginia 24266



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**RUSSELL COUNTY  
BOARD OF SUPERVISORS  
FISCAL YEAR 2026/2027  
BUDGET MEETING SCHEDULE**

<u>Date</u>	<u>Activity</u>
01/16/26	Letter of Budget Requests to Departments, Offices, & Agencies
02/06/26	Departmental Budget Requests Due to County Administrator
02/27/26	Budget Expenditures Compiled
03/13/26	Revenue Projections Compiled
03/20/26	Budget Committee Workshop
03/27/26	Budget Committee Workshop
04/06/26	Full Board of Supervisors Budget Work Session
04/15/26	Advertise Public Hearing for Budget and Tax Rates
04/22/26	Advertise Public Hearing for Budget and Tax Rates
05/04/26	Hold Public Hearing on FY 2026/2027 Budget and Tax Rates
06/01/26	Approve Budget at Regular June Meeting

- **Dates are subject to change if necessary based on schedules.**



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

Action Item B-1  
Presenter: Chairperson

**Meeting: 1/5/26 6:00 PM**

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## **Approval of Minutes**

Request approval of the minutes from the following meeting:

- **December 8, 2025, Board Minutes**

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

Board discretion

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

Motion to approve Board Minutes.

### **ATTACHMENTS:**

- Board Minutes

**December 8, 2025**

**A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, December 8, 2025, at 6:00 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:

Board Members Present -

Andrew Hensley

Lou Ann Wallace

Tara Dye

Steve Breeding

Rebecca Dye

Nate Kiser Arrived at 6:23 PM

David Eaton

}

**a quorum**

Board Members Absent –

None

Also Present –

Lonzo Lester, Clerk

Rhonda Lester, Deputy Clerk

Tyler Starnes, County Attorney

**INVOCATION & PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

Motion made by Steve Breeding, second Lou Ann Wallace and duly agreed by the Board of Supervisors to amend the agenda to add Larry Hughes & Eric McReynolds – VCDL (2A Resolution); VCON Coalition as item number 3 under Presentations and add Discussion – Consolidating Voting Districts & Decreasing BOS Representatives to Five Members as item number 7 under County Attorney Reports and Requests.

The vote was:

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

Nay: None

Abstain: None

Absent: Nate Kiser

## **PRESENTATIONS**

1. Ernie McFaddin – RC Data Center Machine & Tool Tax Ordinance
2. Bryant Skeens – RC Sheriff Department – MOU Mutual Search & Rescue/Swift Water Rescue services
3. Larry Hughes & Eric McReynolds – VCDL (2A Resolution); VCON Coalition

## **NEW BUSINESS**

1. Approval of Minutes:

Motion made by Steve Breeding, second Lou Ann Wallace to approve the minutes of November 3, 2025, as presented.

The vote was:

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

Nay: None

Abstain: None

Absent: Nate Kiser

2. Approval of Expenditures:

Motion made by Steve Breeding, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the expenditures presented for payment.

The vote was:

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

Nay: None

Abstain: None

Absent: Nate Kiser

3. Committee/Board Appointments:

a. Tourism Advisory Committee

Karen McGlothlin (Resigned) 4-Year Term June 30, 2027:

Tabled pending review by Tara Dye.

b. Russell County Planning Commission

Phillip Addington 4-Year Term October 12, 2025

Holding placement per Lou Ann Wallace.

**CITIZENS' COMMENTS**

1. Larry Hughes – urged the County to draft letters to state and local leaders to help establish, develop, and join the VCON Coalition.

**CONSTITUTIONAL OFFICER REPORTS AND REQUESTS**

1. Sheriff Bill Watson updated the Board on the recent joint task force drug indictments and the interception & arrest of two individuals charged with scamming a local resident into giving them money.

**COUNTY ATTORNEY REPORTS AND REQUESTS**

1. Commonwealth Energy Partners – Solar Project

Motion made by Steve Breeding, second Tara Dye and duly agreed by the Board of Supervisors to approve the Commonwealth Energy Partners – Solar Project Siting Agreement pending the insertion of the word Native to item number f. Vegetative Buffer.

The vote was:

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

Nay: None

Abstain: None

Absent: None

2. RC Data Center Machine & Tool Tax Ordinance

Motion made by Steve Breeding, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the RC Data Center Machine & Tool Tax Ordinance with the tax rate of .24□.

The vote was:

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

Nay: Tara Dye

Abstain: None

Absent: None

3. RC DEQ County DEQ Landfill Assurance Letter of Credit – First Bank & Trust Co.

Motion made by Lou Ann Wallace, second Steve Breeding and duly agreed by the Board of Supervisors to approve the RC DEQ County Landfill Assurance Letter of Credit with First Bank & Trust Co.

The vote was:

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

Nay: None

Abstain: None

Absent: None

4. Public Hearing – Transfer County Property to RC IDA Project Powder

Motion made by Nate Kiser, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the Public Hearing – Transfer County Property to RC IDA Project Powder.

The vote was:

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

Nay: None

Abstain: None

Absent: None

## 5. AML Grant Application for RC IDA Project Powder

Motion made by Steve Breeding, second Andrew Hensley and duly agreed by the Board of Supervisors to approve the AML Grant Application for RC IDA Project Powder.

The vote was:

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

Nay: None

Abstain: None

Absent: None

## 6. RC County-Wide Forensic Audit Request for Proposals (RFP)

Update: The committee is conducting interviews.

### **COUNTY ADMINISTRATOR REPORTS AND REQUESTS**

#### **Reports:**

1. Russell County Road Reporting System
2. VDOT Monthly Road System Report
3. County & PSA Project Listing
4. VACo Preliminary Legislative Program 2026

#### **Requests:**

1. CPPD Water & Sewer Pure Salmon Grant - \$275,000

Motion made by Steve Breding, second Tara Dye and duly agreed by the Board of Supervisors to approve the CPPD Water & Sewer Pure Salmon Grant - \$275,000.

The vote was:

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

Nay: None

Abstain: None

Absent: None

2. VDOT Recreational Access Application – Tank Hollow Road

Motion made by Tara Dye, second Nate Kiser and duly agreed by the Board of Supervisors to approve the VDOT Recreational Access Application – Tank Hollow Road for \$169,159.00.

The vote was:

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

Nay: None

Abstain: None

Absent: None

3. RC November 2025 General Election Abstract of Votes

Motion made by Tara Dye, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the RC November 2025 General Election Abstract of Votes.

The vote was:

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

Nay: None

Abstain: None

Absent: None

4. RC Sheriff Department Christmas with a Cop Request

Motion made by Rebecca Dye, second Steve Breeding and duly agreed by the Board of Supervisors to approve the RC Sheriff Department Christmas with a Cop Request for \$1,000.00.

The vote was:

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

Nay: None

Abstain: None

Absent: None

5. DEQ FY2026 Litter Prevention and Recycling Grant

Motion made by Rebecca Dye, second Nate Kiser and duly agreed by the Board of Supervisors to approve the DEQ FY2026 Litter Prevention and Recycling Grant for \$20,235.04.

The vote was:

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

Nay: None

Abstain: None

Absent: None

6. RC Sheriff Department Surplus of Vehicle

Motion made by Andrew Hensley, second Tara Dye and duly agreed by the Board of Supervisors to approve the RC Sheriff Department Surplus of Vehicle – Ford Explorer.

The vote was:

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

Nay: None

Abstain: None

Absent: None

7. RC Sheriff Department Purchase of Disaster Response Truck

Motion made by Nate Kiser, second Tara Dye and duly agreed by the Board of Supervisors to approve the RC Sheriff Department Purchase of Disaster Response Truck (paid with donated funds).

The vote was:

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

Nay: None

Abstain: None

Absent: None

8. RC Employee Early Payroll & Part-time Pay

Motion made by Steve Breeding, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the RC Employee Early Payroll & Part-time Pay.

The vote was:

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

Nay: None

Abstain: None

Absent: None

#### 9. RC Employee Holiday Schedule

Motion made by Rebecca Dye, second Lou Ann Wallace and duly agreed by the Board of Supervisors to approve the RC Employee Holiday Schedule to include December 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>, and 31<sup>st</sup>.

The vote was:

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

Nay: None

Abstain: None

Absent: None

### **BOARD DISCUSSIONS & REMINDERS**

Andrew Hensley – Merry Christmas. Remember what it's about!

Lou Ann Wallace – Have a blessed Christmas.

Tara Dye – Merry Christmas.

Steve Breeding – Merry Christmas and Happy New Year. Check on your neighbors.

Rebecca Dye – Merry Christmas.

Nate Kiser – Merry Christmas and Happy New Year.

David Eaton – I would like for RCBOS to sponsor an Emergency Responders' Dinner in January.

Motion made by Tara Dye, second Steve Breeding and duly agreed by the Board of Supervisors to approve sponsoring an Emergency Responders' Dinner in January using casino funds in the amount of \$3,500.00.

The vote was:

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

Nay: None

Abstain: None

Absent: None

**ADJOURNMENT**

Motion made by Tara Dye, second Nate Kiser and duly agreed by the Board of Supervisors to adjourn at 7:22 PM.

The vote was:

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

Nay: None

Abstain: None

Absent: None

The next regular monthly meeting is scheduled for Monday January 5, 2026, at 6:00 PM.

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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: 1/5/26 6:00 PM**

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## Approval of Expenditures

Request approval of the County's December 2025 Monthly Expenditures:

### STAFF RECOMMENDATION(s):

County's December 2025 Monthly Expenditures are in compliance with budget and operational services.

### SUGGESTED MOTION(s):

Motion to approve County's December 2025 Monthly Expenditures.

### ATTACHMENTS:

- December 2025 Monthly Expenditures

AP060 12/30/2025

A/P CASH REQUIREMENTS PRE-LIST COMPANY #001 FUND#4100 PAGE 1

DUE DATE	INV.DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
1/05/2026	10/29/2025	005385 A & S SANITATIO	76946		275.00	275.00	4100-013010-3002-	- -
					275.00	275.00 *		
1/05/2026	12/14/2025	005101 ABOVE EXPECTATI	RCS0325		284.93	284.93	4100-031020-5408-	- -
					284.93	284.93 *		
1/05/2026	12/18/2025	004228 ADDINGTON CAROL	DECEMBER 2025		26.60	26.60	4100-011010-5501-	- -
					26.60	26.60 *		
1/05/2026	12/22/2025	003845 ALSCO	LROA1188546		313.11	313.11	4100-072010-3008-	- -
					313.11	313.11 *		
1/05/2026	11/20/2025	003754 AMAZON	11202025	10	1,738.28	1,738.28	4100-073010-5411-	- -
1/05/2026	11/20/2025	003754 AMAZON	11202025	10	371.73	371.73	4100-073010-5401-	- -
1/05/2026	11/20/2025	003754 AMAZON	11202025	10	31.99	31.99	4100-073010-7002-	- -
					2,142.00	2,142.00 *		
1/05/2026	11/20/2025	004982 AMAZON CAPITAL	169R-TJXM-NYYY		157.48	157.48	4100-031020-5409-	- -
					157.48	157.48 *		
1/05/2026	12/18/2025	004674 AMERIGAS	3184651133		1,482.93	1,482.93	4100-043020-5102-	- -
					1,482.93	1,482.93 *		
1/05/2026	12/15/2025	000047 AT&T	12152025		53.54	53.54	4100-031020-5203-	- -
					53.54	53.54 *		
1/05/2026	11/17/2025	001225 BAI MUNICIPAL S	WATS2026G-1050		16,722.00	16,722.00	4100-012300-3005-	- -
					16,722.00	16,722.00 *		
1/05/2026	12/22/2025	005253 BEARDY'S REPAIR	33		400.00	400.00	4100-043020-5407-	- -
					400.00	400.00 *		
1/05/2026	12/04/2025	002229 BRADLEY'S SALVA	12042025		500.00	500.00	4100-032020-5092-	- -
					500.00	500.00 *		
1/05/2026	3/25/2026	003440 BUSINESS INFORM	104590		1,704.31	1,704.31	4100-094010-8029-	- -
					1,704.31	1,704.31 *		
1/05/2026	12/10/2025	000171 CUMBERLAND PLAT	396-		82,698.98	82,698.98	4100-042010-3002-	- -
					82,698.98	82,698.98 *		
1/05/2026	12/18/2025	005265 CURT'S ACE HARD	296D		7.59	7.59	4100-094010-7056-	- -
1/05/2026	12/22/2025	005265 CURT'S ACE HARD	299D		11.98	11.98	4100-043020-5407-	- -
1/05/2026	12/22/2025	005265 CURT'S ACE HARD	300D		19.99	19.99	4100-043020-5407-	- -
					39.56	39.56 *		
1/05/2026	11/26/2025	000184 DEMCO	7731967	10	511.41	511.41	4100-073010-5401-	- -
1/05/2026	12/01/2025	000184 DEMCO	7733036	10	360.31	360.31	4100-073010-5401-	- -
					871.72	871.72 *		
1/05/2026	12/11/2025	005302 DIVAL	3839973		944.48	944.48	4100-042400-5414-	- -
					944.48	944.48 *		
1/05/2026	11/17/2025	000198 DOMINION OFFICE	173452		49.59	49.59	4100-031020-5401-	- -
1/05/2026	11/19/2025	000198 DOMINION OFFICE	173559		109.97	109.97	4100-031020-5401-	- -
1/05/2026	11/25/2025	000198 DOMINION OFFICE	173644		56.99	56.99	4100-031020-5401-	- -
1/05/2026	12/02/2025	000198 DOMINION OFFICE	173740		57.99	57.99	4100-035010-5405-	- -
1/05/2026	12/05/2025	000198 DOMINION OFFICE	173776		56.99	56.99	4100-012090-5401-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173777-		115.98	115.98	4100-043020-5405-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173787		440.94	440.94	4100-043020-5405-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173791-		63.92	63.92	4100-012010-5401-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173794		78.46	78.46	4100-021060-5401-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173855		127.98	127.98	4100-072010-5405-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173856		47.98	47.98	4100-012010-5401-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173907		189.98	189.98	4100-042400-5413-	- -
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173908		63.92	63.92	4100-012090-5401-	- -
1/05/2026	11/18/2025	000198 DOMINION OFFICE	173496	10	56.99	56.99	4100-073010-5401-	- -
1/05/2026	11/24/2025	000198 DOMINION OFFICE	173630	10	29.57	29.57	4100-073010-5401-	- -
1/05/2026	11/25/2025	000198 DOMINION OFFICE	173648	10	69.99	69.99	4100-073010-5401-	- -
1/05/2026	11/25/2025	000198 DOMINION OFFICE	173660	10	61.05	61.05	4100-073010-5401-	- -
1/05/2026	11/18/2025	000198 DOMINION OFFICE	173324	1	444.96	444.96	4100-022010-5401-	- -

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
1/05/2026	11/24/2025	000198 DOMINION OFFICE	173497	1	19.99	19.99	4100-022010-5401-	-
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173796		109.99	109.99	4100-013010-3002-	-
1/05/2026	12/12/2025	000198 DOMINION OFFICE	173922	1	38.98	38.98	4100-022010-5401-	-
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173925	1	108.75	108.75	4100-022010-5401-	-
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173711		57.99	57.99	4100-035010-5405-	-
1/05/2026	12/17/2025	000198 DOMINION OFFICE	173711.1		57.99	57.99	4100-035010-5405-	-
1/05/2026	12/15/2025	000198 DOMINION OFFICE	173864		22.52	22.52	4100-034010-5401-	-
1/05/2026	12/17/2025	000198 DOMINION OFFICE	173969-		139.98	139.98	4100-072010-5405-	-
1/05/2026	12/23/2025	000198 DOMINION OFFICE	174080		56.99	56.99	4100-031020-5401-	-
1/05/2026	12/01/2025	000198 DOMINION OFFICE	173692		54.98	54.98	4100-021010-5401-	-
					2,791.41	2,791.41	*	
1/05/2026	12/19/2025	004959 DOWNSTREAM STRA	5094		357.50	357.50	4100-094010-8033-	-
1/05/2026	12/12/2025	004020 EFFICIENT OFFIC	1295	1	357.50	357.50	*	
1/05/2026	12/11/2025	003941 FIRST BANK AND	DEC 11,2025		45.82	45.82	4100-022010-5401-	-
1/05/2026	11/10/2025	005036 FIRST-CITIZENS	48109271	10	45.82	45.82	*	
1/05/2026	12/09/2025	001445 FISHER AUTO PAR	397-316399		1,900.00	1,900.00	4100-042010-3140-	-
1/05/2026	12/10/2025	001445 FISHER AUTO PAR	397-316424		1,900.00	1,900.00	*	
1/05/2026	12/23/2025	005384 FLASH RETURNS L	3801063		22.15	22.15	4100-073010-3002-	-
1/05/2026	11/03/2025	000239 FOOD CITY	11032025		22.15	22.15	*	
1/05/2026	11/10/2025	001069 GREY HOUSE PUBL	991995	10	34.38	34.38	4100-073010-5411-	-
1/05/2026	12/22/2025	003237 HIGHLANDS GLASS	37099		34.38	34.38	*	
1/05/2026	11/14/2025	000314 HUFFMAN'S TIRE	1502		36.81	36.81	4100-011010-5413-	-
1/05/2026	11/13/2025	003866 INNOVATIVE TECH	4793	10	36.81	36.81	*	
1/05/2026	11/24/2025	003866 INNOVATIVE TECH	4805	1	148.50	148.50	4100-073010-5411-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4822		148.50	148.50	*	
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4822		64.65	64.65	4100-071040-5613-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4823		64.65	64.65	*	
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4824		195.00	195.00	4100-031020-5408-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4825		195.00	195.00	*	
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4825	10	45.00	45.00	4100-073010-3002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4825	1	855.00	855.00	4100-022010-5401-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4825		8,587.50	8,587.50	4100-012300-3002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4825		191.20	191.20	4100-012300-7002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4828		37.50	37.50	4100-012300-3002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4828		1,389.40	1,389.40	4100-071040-5605-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4828		37.50	37.50	4100-012300-3002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4828		157.60	157.60	4100-012300-7002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4828		37.50	37.50	4100-012300-3002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4832		14.40	14.40	4100-012300-7002-	-
1/05/2026	12/22/2025	003866 INNOVATIVE TECH	4832		37.50	37.50	4100-042400-5413-	-
1/05/2026	12/08/2025	004815 JACKIES SCREENP	13514		11,390.10	11,390.10	*	
1/05/2026	12/15/2025	001685 JERRY'S SIGNS	17170		128.70	128.70	4100-043020-3008-	-
1/05/2026	12/15/2025	001685 JERRY'S SIGNS	17171		128.70	128.70	*	
1/05/2026	12/25/2025	003587 JOHN DEERE FINA	12252025	1	1,000.00	1,000.00	4100-031020-5408-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		1,000.00	1,000.00	4100-031020-5408-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		2,000.00	2,000.00	*	
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		441.12	441.12	4100-031020-5408-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		441.12	441.12	*	
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-012010-5401-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-012090-5401-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-035050-5401-	-
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-034010-5401-	-

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O. #
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-012130-5401-	- -
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-013020-5401-	- -
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-021020-5401-	- -
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-021010-5401-	- -
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-021060-5401-	- -
1/05/2026	11/26/2025	004494 KENTUCKY CRYSTA	044177		15.70	15.70	4100-022010-5401-	- -
					157.00	157.00 *		
1/05/2026	11/22/2025	004546 LEAF	19381735	10	94.86	94.86	4100-073010-3002-	- -
					94.86	94.86 *		
1/05/2026	12/03/2025	002349 LEXISNEXIS	3096181869	1	3,414.12	3,414.12	4100-022010-5401-	- -
					3,414.12	3,414.12 *		
1/05/2026	12/02/2025	005317 MITCHELL KILGOR	3992		9,562.40	9,562.40	4100-011010-3002-	- -
					9,562.40	9,562.40 *		
1/05/2026	12/01/2025	003387 MOBILE COMMUNIC	80167524		1,952.80	1,952.80	4100-031020-7003-	- -
					1,952.80	1,952.80 *		
1/05/2026	12/09/2025	004852 MULLINS REGINA	REIMB NOTARY 25		10.00	10.00	4100-012090-5401-	- -
					10.00	10.00 *		
1/05/2026	12/10/2025	002304 MUMPOWER SIGN S	320626		1,744.00	1,744.00	4100-032050-5413-	- -
1/05/2026	12/11/2025	002304 MUMPOWER SIGN S	320641		115.00	115.00	4100-032050-5413-	- -
					1,859.00	1,859.00 *		
1/05/2026	11/08/2024	003123 O'REILLY AUTO P	CREDIT	1	110.29-	110.29-	4100-031020-5408-	- -
1/05/2026	11/03/2025	003123 O'REILLY AUTO P	1943-203348	1	188.99	188.99	4100-031020-5408-	- -
1/05/2026	11/24/2025	003123 O'REILLY AUTO P	1943-205471	1	188.99	188.99	4100-031020-5408-	- -
1/05/2026	11/24/2025	003123 O'REILLY AUTO P	1943-205480	1	39.95	39.95	4100-031020-5408-	- -
					307.65	307.65 *		
1/05/2026	12/17/2025	003016 PURCHASE POWER	12172025		519.38	519.38	4100-021060-5201-	- -
					519.38	519.38 *		
1/05/2026	12/22/2025	004571 R.E. MICHEL COM	317452388		189.50	189.50	4100-071040-5608-	- -
					189.50	189.50 *		
1/05/2026	11/11/2025	003861 RAMEY CHEVROLET	FOCB185695		144.89	144.89	4100-031020-5408-	- -
					144.89	144.89 *		
1/05/2026	12/18/2025	000540 REGION 1 VBCOA	2026 MEM DUES		60.00	60.00	4100-034010-5801-	- -
					60.00	60.00 *		
1/05/2026	12/16/2025	004886 RICOH USA INC	( 109701809		202.83	202.83	4100-012010-3005-	- -
					202.83	202.83 *		
1/05/2026	12/23/2025	002812 RICOH USA, INC	5072518468		.04	.04	4100-021060-3005-	- -
1/05/2026	12/23/2025	002812 RICOH USA, INC	5072518624		.17	.17	4100-021060-3005-	- -
1/05/2026	12/23/2025	002812 RICOH USA, INC	5072518625		.17	.17	4100-021060-3005-	- -
1/05/2026	12/23/2025	002812 RICOH USA, INC	5072518721		.21	.21	4100-021060-3005-	- -
1/05/2026	12/24/2025	002812 RICOH USA, INC	5072521192		412.76	412.76	4100-021060-3005-	- -
1/05/2026	12/23/2025	002812 RICOH USA, INC	507258602		.17	.17	4100-021060-3005-	- -
1/05/2026	12/23/2025	002812 RICOH USA, INC	507258611		.13	.13	4100-021060-3005-	- -
					413.65	413.65 *		
1/05/2026	1/01/2026	005343 RUSSELL COUNTY	JANUARY 2026		4,166.66	4,166.66	4100-081050-9999-	- -
					4,166.66	4,166.66 *		
1/05/2026	12/19/2025	000663 RUSSELL COUNTY	1027 DEC 2025	1	7,740.00	7,740.00	4100-095010-9130-	- -
1/05/2026	12/22/2025	000663 RUSSELL COUNTY	1028 WWTP DEC25	2	11,179.69	11,179.69	4100-082010-8025-	- -
					18,919.69	18,919.69 *		
1/05/2026	12/18/2025	004017 SCOTT HERBERT W	DEC 2025		23.80	23.80	4100-011010-5501-	- -
					23.80	23.80 *		
1/05/2026	12/16/2025	003380 SHENTEL	12162025		159.97	159.97	4100-031020-5203-	- -
1/05/2026	12/16/2025	003380 SHENTEL	12162025		159.97	159.97	4100-012010-5413-	- -
1/05/2026	12/16/2025	003380 SHENTEL	12162025		155.98	155.98	4100-031020-5203-	- -
1/05/2026	12/21/2025	003380 SHENTEL	12212025		87.64	87.64	4100-012010-5413-	- -
1/05/2026	12/21/2025	003380 SHENTEL	12212025		25.08	25.08	4100-035050-5413-	- -
					588.64	588.64 *		

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

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DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O. #
1/05/2026	12/18/2025	004429 SHORTER DIANA	DECEMBER 2025		64.09	64.09	4100-013010-5401-	-
					64.09	64.09 *		
1/05/2026	12/17/2025	001700 SOUTHWEST VA VE	170421		10,058.30	10,058.30	4100-035010-5404-	-
					10,058.30	10,058.30 *		
1/05/2026	12/04/2025	002498 SOUTHWEST VIRGI	3RD QUARTERFY26		528,632.21	528,632.21	4100-033010-3009-	-
1/05/2026	12/04/2025	002498 SOUTHWEST VIRGI	3RD QUARTERFY26		108,794.33	108,794.33	4100-033010-1006-	-
					637,426.54	637,426.54 *		
1/05/2026	12/03/2025	000641 ST PAUL FIRE DE	1214		3,550.89	3,550.89	4100-032020-5092-	-
1/05/2026	12/03/2025	000641 ST PAUL FIRE DE	1215		121.66	121.66	4100-032020-5092-	-
1/05/2026	12/03/2025	000641 ST PAUL FIRE DE	1216		585.10	585.10	4100-032020-5092-	-
1/05/2026	12/03/2025	000641 ST PAUL FIRE DE	1218		616.61	616.61	4100-032020-5092-	-
					4,874.26	4,874.26 *		
1/05/2026	12/23/2025	005374 STATELINE SERVI	25793421		8,835.00	8,835.00	4100-094010-8029-	-
					8,835.00	8,835.00 *		
1/05/2026	12/18/2025	002562 STERICYCLE INC	8012924920		97.04	97.04	4100-021060-5401-	-
1/05/2026	12/18/2025	002562 STERICYCLE INC	8012924920		32.60	32.60	4100-012010-5401-	-
1/05/2026	12/18/2025	002562 STERICYCLE INC	8012924920		32.61	32.61	4100-012090-5401-	-
1/05/2026	12/18/2025	002562 STERICYCLE INC	8012924920		32.60	32.60	4100-012130-5401-	-
					194.85	194.85 *		
1/05/2026	12/18/2025	000660 SVCC	RACE FALL 25		111,557.15	111,557.15	4100-064010-5608-	-
					111,557.15	111,557.15 *		
1/05/2026	12/19/2025	000667 TAZEWELL COUNTY	DECEMBER 25		180.90	180.90	4100-095010-9130-	-
1/05/2026	11/19/2025	000667 TAZEWELL COUNTY	NOVEMBER 25		180.90	180.90	4100-095010-9130-	-
1/05/2026	10/22/2025	000667 TAZEWELL COUNTY	OCTOBER 25		180.90	180.90	4100-095010-9130-	-
					542.70	542.70 *		
1/05/2026	11/05/2025	005381 TED RASNAKE DBA	11525		3,900.00	3,900.00	4100-032020-8002-	-
					3,900.00	3,900.00 *		
1/05/2026	12/18/2025	004868 TKE ELEVATOR CO	5003265054		678.85	678.85	4100-043020-3004-	-
					678.85	678.85 *		
1/05/2026	11/25/2025	001580 TOWN OF CLEVELA	LITTER GRNT 26		1,658.56	1,658.56	4100-042400-5414-	-
					1,658.56	1,658.56 *		
1/05/2026	11/25/2025	000680 TOWN OF HONAKER	LITTER GRANT 26		1,658.56	1,658.56	4100-042400-5414-	-
					1,658.56	1,658.56 *		
1/05/2026	11/25/2025	000376 TOWN OF LEBANON	LITTER GRANT 26		2,922.52	2,922.52	4100-042400-5414-	-
					2,922.52	2,922.52 *		
1/05/2026	11/17/2025	001223 TREASURER OF VI	26-RUSPCS-0496		190.00	190.00	4100-021060-5902-	-
					190.00	190.00 *		
1/05/2026	11/12/2025	000700 TRI CITY BUSINE	AR46069	10	368.04	368.04	4100-073010-3002-	-
1/05/2026	11/21/2025	000700 TRI CITY BUSINE	AR46211	10	177.00	177.00	4100-073010-3002-	-
1/05/2026	12/09/2025	000700 TRI CITY BUSINE	AR46385	10	24.00	24.00	4100-073010-3002-	-
1/05/2026	12/09/2025	000700 TRI CITY BUSINE	AR46386	10	60.98-	60.98-	4100-073010-3002-	-
					508.06	508.06 *		
1/05/2026	10/09/2025	004678 ULTRA BRIGHT LI	W214021		74.33	74.33	4100-031020-5408-	-
					74.33	74.33 *		
1/05/2026	12/24/2025	003965 UNIFIRST CORPOR	1730226875		46.72	46.72	4100-043020-3008-	-
1/05/2026	12/24/2025	003965 UNIFIRST CORPOR	1730226881		102.66	102.66	4100-043020-3008-	-
1/05/2026	12/24/2025	003965 UNIFIRST CORPOR	1730226886		41.84	41.84	4100-043020-3008-	-
					191.22	191.22 *		
1/05/2026	12/04/2025	005386 VAFR - 2025 DUE	1965801-851875		200.00	200.00	4100-031020-5801-	-
					200.00	200.00 *		
		TOTAL FOR DUE DATE	1/05/2026		956,334.91	956,334.91		
		TOTAL DUE FOR FUND-	4100		956,334.91	956,334.91		

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

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<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O. #</u>
1/05/2026	9/29/2025	004675 BIZZACK CONSTRU	2		847,006.32	847,006.32	4203-041020-3002-	- -
					847,006.32	847,006.32 *		
1/05/2026	12/04/2025	000675 THOMPSON & LITT	113661		8,262.45	8,262.45	4203-041020-3002-	- -
					8,262.45	8,262.45 *		
					855,268.77	855,268.77		
					855,268.77	855,268.77		

TOTAL FOR DUE DATE 1/05/2026  
TOTAL DUE FOR FUND- 4203

AP060 12/30/2025

A/P CASH REQUIREMENTS PRE-LIST COMPANY #-001 FUND#4214

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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>
1/05/2026	12/19/2025	005278 SECOR LLC	12192025		10,217.21	10,217.21	4214-094010-5847-	- - -
TOTAL FOR DUE DATE 1/05/2026					10,217.21	10,217.21 *		
TOTAL DUE FOR FUND- 4214					10,217.21	10,217.21		

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A/P CASH REQUIREMENTS PRE-LIST COMPANY #-001 FUND#4235

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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>
1/05/2026	12/22/2025	002293 MCNULTY'S HEAT	001557		7,800.00	7,800.00	4235-094010-8700-	-
TOTAL FOR DUE DATE 1/05/2026					7,800.00	7,800.00 *		
TOTAL DUE FOR FUND- 4235					7,800.00	7,800.00		

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

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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>
1/05/2026	12/19/2025	005070 NEWBERRY PEST S	8140		120.00	120.00	4839-083990-5407-	-
					120.00	120.00	*	
1/05/2026	12/22/2025	000082 VERIZON	12222025		86.20	86.20	4839-083990-5203-	-
					86.20	86.20	*	
		TOTAL FOR DUE DATE 1/05/2026			206.20	206.20		
		TOTAL DUE FOR FUND- 4839			206.20	206.20		
		NON-DIRECT DEPOSIT			1,829,827.09	1,829,827.09		
		DIRECT DEPOSIT			.00	.00		
		E-Payable Total			.00	.00		
		FINAL DUE			1,829,827.09	1,829,827.09		
					.00			



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Action Item B-3  
Presenter: Chairperson

Meeting: 1/5/26 6:00 PM

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## Approval of Pre-Authorized Expenditures

Request authorization of the County's 2026 Pre-Authorized Payment of Monthly Expenditures:

The list of general expenditures the Board approves annually to ensure the County complies with the Virginia Procurement Act which requires all expenditures to be within 30 days or within the terms of the contracts. The expenditures are monthly operational expenditures or approved contracts:

Reoccurring Monthly, Quarterly, Semi-Annual, and Annual Operational Expenditures (i.e. Utilities, Credit Card Payments, Facility/Park/Vehicle Maintenance, Withholding payments (payroll), Debt service, Contracts, and Board approved expenditures)

### STAFF RECOMMENDATION(s):

Board Discretion.

### SUGGESTED MOTION(s):

Motion to authorize the County's Pre-Authorized Payment of Monthly Expenditures.

### ATTACHMENTS:

- None



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Action Item: B-4  
Presenter: Chairperson

**Meeting: 1/5/26 6:00 PM**

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## Board Appointments

### Budget/Finance Committee

<b>Vacant</b>	<b>1 Year-Term</b>
<b>Vacant</b>	<b>1 Year-Term</b>

### Cumberland Plateau Economic Development

<b>John Bebber</b>	<b>1 Year-Term</b>
<b>Mike Bryant</b>	<b>1 Year-Term</b>

## 2025/2026 BOARD APPOINTMENTS

### CUMBERLAND PLATEAU ECONOMIC DEVELOPMENT

NAME	DISTRICT	TERM	TERM ENDING
Bebber, John		1 Year	October 12, 2025
Bryant, Mike	2	1 Year	November 13, 2025

### TOURISM ADVISORY COMMITTEE

NAME	DISTRICT	TERM	TERM ENDING
McGlothlin, Karen		4 Year	Resigned (Tabled from 12/08/2025)

### FINNEY COMMUNITY CENTER BOARD

NAME	DISTRICT	TERM	TERM ENDING
Compton, David		2 Years	February 3, 2026
Tiller, Edward		2 Years	February 3, 2026

## 2025 /2026 Board Appointments

Name	District	Term	Term Ending
<b>Cumberland Plateau Economic Development</b>			
Bebber, John		1 Year	October 12, 2025
Bryant, Mike	2	1 Year	November 13, 2025
<b>Finney Community Center Board</b>			
Compton, David		2 Years	February 3, 2026
Tiller, Edward	3	2 Years	February 3, 2026
<b>Industrial Development Authority</b>			
Elliott, Carlton	5	4 Years	June 7, 2026
<b>Russell County PSA</b>			
Ferguson, Harry	6	4 Years	June 24, 2026
Huff, Joe	5	4 Years	June 24, 2026
<b>Appalachian Agency for Senior Citizens</b>			
Meade, Alice	5	4 Years	June 30, 2026
Burton, Larry	6	4 Years	June 30, 2026
<b>Cumberland Plateau Regional Housing Authority</b>			
Lockridge, Judy	5	4 Years	June 30, 2026
<b>Department of Social Services</b>			
Gent, Cathy	1	4 Years	June 30, 2026
<b>Oak Grove Community Center</b>			
Johnson, Charlene	1	2 Years	October 5, 2026
Perry, John	1	2 Years	October 5, 2026
Perry, Tammy	1	2 Years	October 5, 2026
Osborne, Nancy	1	2 Years	October 5, 2026
Vencill, Jessica	1	2 Years	October 5, 2026
<b>Industrial Development Authority</b>			
Blankenship, Ron	3	4 Years	October 11, 2026
<b>Heart of Appalachia Tourism Development Authority</b>			
Gordon, Maddie	2	2 Years	December 31, 2026
Lyttle, Shiloh		2 Years	December 31, 2026
<b>Drill Community Center</b>			
Blankenship, Charlene	4	2 Years	December 31, 2026
Helton, Rachel	4	2 Years	December 31, 2026
Hess, Betty Sue	4	2 Years	December 31, 2026
Lester, Doug	4	2 Years	December 31, 2026
Tharp, Michelle	4	2 Years	December 31, 2026

# COMMITTEE & BOARD APPLICATIONS

## APPALACHIAN AGENCY FOR SENIOR CITIZENS

Chafin-Hobert Helen "Audra"

## APPALACHIAN JUVENILE COMMISSION

Meade, Alice D.

## COMMUNITY CENTER/S

Wright, Jarrod - Dante Community Center

Dye, Cynthia - Swords Creek Community Center

Hess, Tommy - Swords Creek Community Center

## COMMUNITY POLICY MANAGEMENT TEAM

Burke, Carrie

Chafin-Hobert, Helen "Audra"

Clay, Karen

Davis, Robbie K.

Meade, Alice D.

## CUMBERLAND MOUNTAIN COMMUNITY SERVICE BOARD

Bebber, John

Chafin-Hobert, Helen "Audra"

## CUMBERLAND PLATEAU ECONOMIC DEVELOPMENT COMMISSION

Bebber, John

Blankenship, Ron

Bryant, Mike

Harrison Jr., Raymond E.

## DEPARTMENT OF SOCIAL SERVICES

Bebber, John

Burke, Wanda

Chafin-Hobert, Helen "Audra"

McCoy, Georgia

## HEART OF APPALACHIA

Gordon, Mary "Maddie"

## INDUSTRIAL DEVELOPMENT AUTHORITY

Branson, Amy

Cheek, Dave

Glass, Jarred

Harris, Ty

Stoots, Gregory

Yates, Joshua

# COMMITTEE & BOARD APPLICATIONS

## RUSSELL COUNTY PLANNING COMMISSION

Addington, Phillip

McFadden Jr., Luther Ernest

Ray, Brian Keith

Stoots, Gregory B.

## RUSSELL COUNTY PSA

Addington, Philip

Cheek, David

Dishman, Shannon

Hess, Clifford

Porter, Cuba

## RUSSELL COUNTY PUBLIC LIBRARY

Fife, Kimberly

Harris, Tina

Monk, Ann Jackson

## RUSSELL COUNTY TOURISM ADVISORY COMMITTEE

Bebber, John

Blackson, Dustin

Bradshaw, Carri

Chumbley, Jennifer Carter

Halsey, Janice

Harris, Ty

McClanahan, Timothy

McGlothlin, Karen

Meade, Alice D

Vance, Michelle L

## SOUTHWEST COMMUNITY COLLEGE ADVISORY BOARD

Cassady, Matthew

Halsey, Janice

## SOUTHWEST VIRGINIA COMMUNITY CORRECTIONS

Stoots, Gregory

## SPEARHEAD TRAILS

Clevinger, Teddy



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Action Item  
Presenters - Attorney

Meeting: 1/5/26 6:00 PM

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### County Attorney Reports

1. RC Redistricting Ordinance.....C-1
2. RC BOS Resolution – Reduction of Board of Supervisors Membership.....C-2
3. Virginia Constitutional Overreach Nullification (VCON).....C-3
4. Transfer County Property to RC IDA Project Powder.....C-4
5. RC County-Wide Forensic Audit Requests for Proposals (RFP).....C-5

#### Staff Recommendation:

Board Discretion.

#### Suggested Motion:

Motion Required.

#### ATTACHMENTS:

- Various



## Board of Supervisors

137 Highland Drive  
Lebanon, VA 24266

Action Item D-1 – D-14

Presenter: Administrator

Meeting: 1/5/26 6:00 PM

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## County Administrator Reports & Requests

The County Administrator Reports & Request for January 2026:

### REPORTS

1. RC First Responders Dinner – 1/10/26 @ 6 PM.....D-1
2. VACo Preliminary Legislative Program 2026.....D-2
3. 2026 VACo Local Government Day (2/5/26).....D-3
4. Governor's Biennium Budget Amendments (FY26/27).....D-4
5. 2026 State & Local Economic Interests & Financial Disclosure Statements & Freedom of Information Act (FOIA) Training.....D-5
6. Russell County Road Reporting System.....D-6
7. VDOT Monthly Road System Report.....D-7
8. County & PSA Project Listing.....D-8
9. Honaker & Castlewood Canneries.....D-9
10. RC Disposal Sites Holiday Schedule.....D-10

### REQUESTS

11. RC First Responders Communication – Starlink Systems.....D-11
12. RC IT Services Contract Request for Proposal (RFP).....D-12
13. DCJS CY 2026 VSTOP Grant Program - \$66,667.....D-13
14. RC OAA Program – Lebanon Memorial United Methodist Church.....D-14

### STAFF RECOMMENDATION(s):

Board Discretion.

### SUGGESTED MOTION(s):

Board Discretion.



Lonzo Lester &lt;lonzo.lester@russellcountyva.us&gt;

---

**Fwd: Reminder: SAVE THE DATE - VACo Events in Early 2026****David Eaton** <david.eaton@russellcountyva.us>  
To: Lonzo Lester <lonzo.lester@russellcountyva.us>

Fri, Dec 26, 2025 at 12:20 PM

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

From: **Virginia Association of Counties** <gcharter-vaco.org@shared1.ccsend.com>  
Date: Fri, Dec 26, 2025, 9:08 AM  
Subject: Reminder: SAVE THE DATE - VACo Events in Early 2026  
To: <david.eaton@russellcountyva.us>



---

**VACo Events - Early 2026**

February 5, 2026 | Omni Richmond Hotel



## VACo LOCAL GOVERNMENT DAY

**Thursday, February 5, 2026**  
**Omni Richmond Hotel**

Virginia Association of Counties invites all elected officials to the Local Government Day. This is the day when all localities come together and advocate on behalf of our communities. Join us for Local Government Day at the General Assembly!

Reserve a Room: [Omni Richmond Hotel Room Link](#)

**Who should attend:** ALL Local Elected Officials and staff are encouraged to register and attend.

**Registration Fee:** \$100 | Includes Day Briefing (Noon – 2pm) and Reception (430pm – 630pm)

**[REGISTER TODAY!](#)**



### 2026 Virginia County Board Chairpersons' Institute

Friday, February 6, 2026 and  
Saturday, February 7, 2026

**[REGISTER  
TODAY!](#)**

### [Omni Richmond Hotel](#) and VACo Headquarters

Virginia Association of Counties invites all County Chairs and Vice Chairs for specific training related to leading a County Board of

**[VISIT  
WEBSITE](#)**

Supervisors. The Chairpersons' Institute is newly designed to focus on duties and skills needed to be effective Chairs and Vice Chairs.



## Virginia Certified County Supervisors' Program

### MODULE 1 – BUDGETING

January 23 – March 27

COST – \$450

**JOIN  
TODAY!**

**VISIT  
WEBSITE**

### **INSTRUCTOR: [Jay A. Brown](#)**

The VACo Virginia Certified County Supervisors' Program begins with the Budgeting module, and we can't wait to share the experience with you. The 3-course program spans one year, so sign up now to be in The Class of 2026!



Virginia Association of Counties | 1207 East Main Street | Richmond, VA 23219 US

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**Russell County BOS  
VDOT Update  
December 19, 2025 (for January 5<sup>th</sup>, 2026, Meeting)**

**Board Action Requests**

The Residency is not requesting any Board action this month. However, the Residency is seeking the Board's input on the routes leading to Givens Elementary and Copper Creek Elementary. The routes leading into both sites are designated as school routes (9000 numbers). They either need to be abandoned, discontinued, or re-numbered depending on the type of use.

We understand a daycare center (Givens Child Development Center) is in the old Givens Elementary School. If this is the case, this route can be renumbered and left in the system. If any plans are known for Copper Creek Elementary, we can make changes as appropriate based on those plans.

**Maintenance Activities – Underway / Completed**

Maintenance activities completed over the past month include:

- Gravel roadbed maintenance was performed on Route 743.
- Pothole Patching (hand) was completed on portions of Routes 19, 71 and 658.
- Boom Axing (brush cutting) was completed on portions of Route 770.
- Pavement Repairs - Pine Creek Road (Route 632 - CST Funds) has been completed.
- Culvert installation (3) on Century Farm Road (Route 667- CST Funds) has been completed.

**Maintenance Activities – Planned**

- Boom ax work on various routes throughout the County.
- Ditching at various locations throughout the County.
- Pothole patching – this will be limited to utilization of 'cold patch' for the worst of the worst locations as asphalt plants have largely closed.
- Paving approximately ½ mile of Route 611 (Ervintown Road – CST Funds) scheduled for next spring.

**Snow Operations**

Crews were activated for multiple snow events over the last several weeks.

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

Pipe replacement has been completed on Route 746 and paving will be completed spring 2026.

Work is planned to begin on Route 867 (Glade Hollow Road) in late winter / early spring 2026.

## **Recreational Access Road Project Application**

Residency staff have recently worked with County personnel and VDOT Central Office staff to complete the request for funding of improvements to Route 1207 (Tank Hollow Road). The Board passed a resolution to proceed with the application during the spring 6-year plan update. The application is scheduled to be presented to the Commonwealth Transportation Board at the Board's January 2026 meeting.

## **Non — VDOT Projects**

### **Pure Salmon Project**

The County has satisfied all the requirements to begin construction on the access road, with eligible construction activities reimbursed using the \$850,000 in EDA funds allocated to the project. The project must be delivered in accordance with the roles, responsibilities and requirements of the following:

- Standard Project Administration Agreement between the County and VDOT, dated 1/05/2025
- EDA Access Road Program Guidelines
- The Locally Administered Project (LAP) Manual, specifically those sections for State-funded projects
- Other applicable local, state, and federal regulations
- The Appendix 5-A certifications

Bizzack has completed construction of the turn lane off Route 19 through placement of the intermediate asphalt layer. The surface course of asphalt will be placed at a later date.

### **Three Rivers Destination Center**

No new VDOT activity this month on this project.

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

## COUNTY PROJECTS ACTIVITY LIST

### COMPLETED PROJECTS

1. Commonwealth Attorney Offices- Paint, Carpet, Drop Ceilings – **Completed**.
2. Cleveland Community Center – Remodel – Due to Flood - **Completed**.
3. Swords Creek Community Center – Floor Replaced - **Completed**.
4. Sheriff/911 Offices – Lighting Project – **Completed**.
5. Cannery Seasonal Equipment Updates – **Completed**
6. Court Services Division – Drop Ceiling – **Completed**.

### IN-PROGRESS PROJECTS

7. Russell County Animal Shelter Project – Site Development – Town of Lebanon Zoning – **In Progress**
8. Fire Department & Community Center Generators – Equipment Ordered – **Installation in Progress**
9. Cleveland Community Center – Window Replacement Ordered, IT Upgrade Completed, and Playground Equipment – **In Progress**
10. Castlewood Community Center – Roof replaced – **Scheduled**.
11. Library – Bathrooms Renovation – Materials Ordered – **In Progress**.
12. HVAC Unit – Government Center – Unit Ordered – **Scheduled**.

# RUSSELL COUNTY BOARD OF SUPERVISORS

Lebanon, Virginia 24266, Phone: 276-889-8000 / Fax: 276-889-8011

P u r c h a s e   O r d e r

No. 5108

TO: Starlink/SpaceX

SHIP TO: Russell County Board of Supervisors  
137 Highland Drive, Suite A  
Lebanon, VA 24266  
276-889-8000

**PAYMENT BY**

<i>Check</i>	<i>Amt. enclosed</i>		
<i>Credit card</i>	<i>Card type</i>		
	<i>Card number</i>		
<i>On account</i>	<input checked="" type="checkbox"/>	<i>Account no.</i>	
<i>COD</i>			
<i>Tax exempt</i>	<input checked="" type="checkbox"/>	<i>Exemption no.</i>	54-6001589

Order/requisition number	
Will you accept substitutions?	
Will you accept backorders?	
Ship via	
FOB destination	
Date ordered	December 15, 2025

Payment Policy: Net 30 Days

Long Lester, Jr.

*Lonzo Lester, County Administrator*

<b>SUBTOTAL</b>	<b>\$17,696.00</b>
Shipping charges	2,443.60
Handling charges	
Insurance	
<b>TOTAL DUE</b>	<b>20,139.60</b>

Form ST-12

**COMMONWEALTH OF VIRGINIA**  
**SALES AND USE TAX CERTIFICATE OF EXEMPTION**

*For use by the Commonwealth of Virginia, a political subdivision  
of the Commonwealth of Virginia, or the United States*

To: Starlink/SpaceXDate: 12/15/25

Name of Dealer

Number and Street or Rural Route

City, Town, or Post Office

State

ZIP Code

The Virginia Retail Sales and Use Tax Act provides that the Virginia sales and use tax shall not apply to tangible personal property for use or consumption by this State, any political subdivision of this State, or the United States. This exemption does not apply to sales or leases to privately owned financial and other privately owned corporations chartered by the United States.

The undersigned, for and on behalf of the governmental agency named below, hereby certifies that all tangible personal property purchased or leased from the above dealer on and after this date will be for use or consumption by a governmental agency, that each such purchase or lease will be supported by the required official purchase order, and that such tangible personal property will be paid for out of public funds. Check the appropriate box below.

1. Tangible personal property for use or consumption by the Commonwealth of Virginia, including prepared meals, catering, and other services related to the provision of food.

2. Tangible personal property for use or consumption by a political subdivision of the Commonwealth of Virginia, including prepared meals, catering, and other services related to the provision of food.

3. Tangible personal property and taxable services for use or consumption by the United States.

**RUSSELL COUNTY BOARD OF SUPERVISORS**

Name of Governmental Agency			
137 HIGHLAND DRIVE, SUITE A	LEBANON	VIRGINIA	24266
Number and Street or Rural Route	City, Town, or Post Office	State	ZIP Code

I certify I am authorized to sign this Certificate of Exemption and that, to the best of my knowledge and belief, it is true and correct, made in good faith, pursuant to the Virginia Retail Sales and Use Tax Act.



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

Signature

COUNTY ADMINISTRATOR

Title

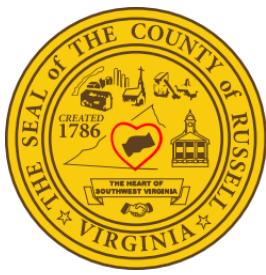
**Information for dealer:** A dealer is required to have on file only one Certificate of Exemption, properly executed by the governmental agency buying or leasing tax exempt tangible personal property under this Certificate.

## Starlink Purchase Order

Vendor: Starlink / SpaceX  
Buyer: Russell County Board of Supervisors  
Date: 12/11/2025

Item Description	Quantity	Unit Price	Line Total
Starlink Standard Kit	15	279	4,185
Additional Router (optional)			
Mounting Accessories (optional)			
Starlink Mini Kit	59	229	13,511

Subtotal: 17,696  
Tax: 152.80  
Total Cost: After Shipping - 20,152.80



**REQUEST FOR PROPOSAL (RFP)**  
**FOR**  
**INFORMATIONAL TECHNOLOGY (IT) SERVICES**

**SOLICITATION NUMBER:** RFP RC-001-2026

**TITLE:** IT Services Contract

**RFP CLOSING DATE/TIME:** January 28, 2026, at 3:00 p.m. (EST)

In compliance with this RFP and with all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

---

Company Name

---

Authorized Signature

Date

Name Printed

---

Phone Number

Fax Number

---

**Note:** Russell County does not discriminate against faith-based organizations in accordance with the Code of Virginia § 2.2-4343.1 or against an Offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

## RFP SUBMISSION FORM

Name of RFP: **IT Services Contract**

RFP Number: **RFP RC-001-2026**

Closing Date/Time: **January 28, 2026, at 3:00 p.m. (EST)**

### SECTION I - COMPANY IDENTIFICATION AND OWNERSHIP DISCLOSURE

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

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

Address: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Remittance \_\_\_\_\_ FAX No: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Indicate Which: Corporation [ ] Partnership [ ] Sole Prop. [ ]

Minority Owned/Controlled Bus. Yes [ ] No [ ] Small Bus. Yes [ ] No [ ]

Organized under the laws of the State of \_\_\_\_\_

Principal place of business at \_\_\_\_\_

FEIN: \_\_\_\_\_

Following are the names and address of all people who have an ownership interest of 3% or more in the Company: (Attach more sheets if necessary)

\_\_\_\_\_ Name

\_\_\_\_\_ Address

\_\_\_\_\_

\_\_\_\_\_

## SECTION II - CONFLICT OF INTERESTS

This solicitation is subject to the provisions of Section 2.2-3100 et. seq., Virginia Code Annotated and the State and Local Government Conflict of Interests Act.

The Offeror [ ] is [ ] is not aware of any information bearing on the existence of any potential organizational conflict of interest.

## SECTION III – COLLUSION

I certify that this submission is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same services, materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of the State and Federal law and may result in fines, prison sentences, and civil damage awards.

I hereby certify that the responses to the above representations, certifications, and other statements are accurate and complete. I agree to abide by all conditions of this RFP and certify that I am authorized to sign for the Offeror.

---

Signature

---

Date

---

Name (Printed)

---

Title

**OFFEROR MUST COMPLETE AND RETURN THIS FORM WITH ITS PROPOSAL PACKAGE**

## **PURPOSE**

Russell County seeks a qualified contractor to provide Informational Technology Services for its governmental facilities. Russell County desires to establish a four-year service contract, with option of two re-negotiated “one-year extensions” for informational technology services for the County’s non-school related IT systems and equipment.

The primary purpose of the RFP for Russell County IT services is to ensure system maintenance service for all County’s non-school related IT systems on a timely and consistent basis.

## **SCOPE OF SERVICES**

### **1. Services**

- a) Contractor agrees to perform to the County’s satisfaction the technical services set forth in the attached “Specification of Services” (“Services”) with the standard of care and skill customarily provided in the industry for performance of such services, and to devote such amount of its business during the Term as is necessary to fulfill all its duties and obligations hereunder.
- b) Contractor agrees that should County determine, in its sole discretion, that any of Contractor’s agents or employees has been unable to discharge duties for any cause or has failed or refused to perform Services under this Agreement in a manner satisfactory to County, then County shall notify Contractor in writing of such opinion. Contractor shall immediately substitute the agent or employee with a replacement acceptable to County.

A description of various IT Scope of Services under consideration is attached to this document as **Appendix 1**. Location of Services to be provided is attached as **Appendix 2**.

### **2. Payment for Services**

- a) In full consideration for the Services, County shall pay Contractor a fee per hour of \$ \_\_\_\_\_ in accordance with the rates and guidelines set forth in the attached “Specification of Compensation.”
- b) Contractor shall issue a monthly invoice to the County detailing all work performed during the previous month. County shall pay these monthly invoices within 30 days of receipt.
- c) On notice to Contractor, County may withhold payments for unsatisfactory performance results and/or question any item reflected on Contractor’s invoice. Pending settlement or resolution of the issue, County’s nonpayment shall not constitute a default of this Agreement. County shall pay all invoiced amounts not in dispute.
- d) County must consent in writing prior to Contractor’s working in excess of the maximum work values set forth in the attached Specifications.

### **3. Contractor's Capacity and Responsibilities**

- a) It is expressly understood that Contractor shall perform the Services as an independent contractor and is not an agent, associate, partner, joint venture, or employee of the County. Contractor agrees that the manner in which it performs its obligations under this Agreement is solely within its direction and control subject to the terms and conditions of the attached Specifications, and that it is not entitled to tax withholding, Worker's Compensation, unemployment compensation or any employee benefits, statutory or otherwise.
- b) Contractor understands and agrees that its employees, agents, and representatives will not be treated as employees of the County for any purpose and are not entitled to receive pension or other retirement benefits, medical, dental, severance, leaves of absence, sick leave, death, disability, vacations, tuition assistance or any other County benefit.
- c) Contractor shall not have the authority to enter into any contract or agreement to bind County and shall not represent to third parties that Contractor has such authority.
- d) Contractor represents and warrants that its personnel have or will obtain and maintain all necessary licenses, permissions, certifications, authorizations, registrations, and approvals required for the provision of Services under this Agreement; that all Services included in the Specifications shall be performed in a professional manner by qualified personnel in accordance with recognized industry standards, and that all projects will be timely completed, even if doing so requires Contractor to work evenings and weekends.

### **4. Confidentiality of Information**

- a) Contractor acknowledges and agrees to make best efforts to maintain in a secure fashion the confidentiality of any tangible or intangible information revealed, obtained or developed during the course of or in connection with the performance of the Services, including without limitation any information (in whatever media) contained in any staff or health, personnel record, or about the operations, programs, finances, administration, or any other information or data about which Contractor becomes aware which is or may be a confidential and proprietary nature ("Confidential Information").
- b) Contractor acknowledges and agrees that it shall treat all Confidential Information with the strictest confidence and secrecy and shall not disclose any Confidential Information to any third party, or use Confidential Information for Contractor's own purposes or other than for the benefit of County in performing the Services under this Agreement, during the term of this Agreement and at all times, without the prior written consent of County. Contractor also agrees that any dissemination of Confidential Information within its own business operation shall be restricted to "a need-to-know basis" for the purpose of performing the Services hereunder.
- c) This provision shall survive expiration or termination of this Agreement. All notes, memoranda, records and writings consisting of any Confidential Information or made by Contractor relative to the business of County shall be and remain the property of County

and shall be destroyed or handed over to County on demand and in any event on the termination of this Agreement.

## **5. Property Rights**

- a) Contractor agrees that all work product, tangible or intangible, including any image, computer program, report, document, data, copyrightable work, invention, improvement, discovery, design or other intellectual property right conceived, created or developed by Contractor, solely or with others, related to the performance of Services under this Agreement, and all copies of any of the foregoing ("Deliverables"), are the sole, exclusive and absolute property of County and shall be disclosed thereto, it being intended that such Deliverables shall be deemed „works made for hire". Contractor agrees to assign all rights therein to County.

## **6. Assignment**

Contractor may not assign, transfer, subcontract, delegate or otherwise dispose of its interest or delegate any part of its duties hereunder without the prior written consent of County. No such assignment shall relieve Contractor from liability with respect to any of its obligations or liabilities hereunder. This Agreement shall be binding on any assigns.

## **7. Compliance with Laws**

Contractor agrees to comply at its expense with all applicable federal, state, county and local laws, ordinances, regulations, and codes in the performance of its obligations under this Agreement, including but not limited to the procurement of licenses, permits and certificates where required.

Contractor warrants to County that it has full legal right to enter this Agreement and that neither the Services to be performed nor any work product (Deliverable) to be provided will violate any agreement or infringe the rights of any third party, including any contract right, patent, copyright, or other property right.

## **8. Insurance**

Consultant will secure, purchase, and maintain, at its own expense, the following insurance policies in full force and effect during all periods of Service covered by this Agreement:

Statutory workers compensation covering the Service will be performed, disability benefits and employer's liability coverage in amounts not less than \$500,000 per accident or disease.

Commercial general liability insurance with limits of \$500,000 per occurrence, bodily injury, and property damage \$500,000 per occurrence. This policy shall be written on an "occurrence" basis, shall apply on a primary basis irrespective of any other insurance, whether collectible or not.

**Each insurance policy described above shall be endorsed to name Russell County Virginia as an “Additional Insured” for all activities covered by this Agreement. The definition of Additional Insured shall include all of County’s trustees, officers, employees, agents, and representatives. Further, coverage for the Additional Insureds shall apply on a primary basis irrespective of any other insurance, whether collectible or not.**

Contractor will, at least ten (10) days before the initial period of Services undertaken pursuant to this Agreement, and prior to any expiration or anniversary of the respective policy terms, deposit the certificates of insurance evidencing compliance with all insurance provisions noted above. Contractor accepts that failure to provide adequate or proper certification of insurance, specifically including County as “Additional Insured,” shall immediately be deemed a breach of contract.

It is further agreed that Contractor will require all subcontractors and others acting under its direction or control in performing the Services to: (a) execute an insurance and indemnification agreement in favor of County with the Indemnifying Parties agreeing to the same terms and conditions as is contained herein, (b) maintain the same insurance coverage set forth herein, and (c) provide certificates of insurance evidencing the required coverage and naming County as “Additional Insured.”

### **Indemnification**

Contractor shall, at its own expense, defend, indemnify and hold harmless the County, its officers, employees, representatives and agents, from and against any loss, liability, damages, costs or expenses (including attorney’s fees) of any nature whatsoever arising from any claim or action, including any claim or action against County for infringement of any patent, copyright, trade secret or other intellectual property, related to Contractor’s provision of the Services contemplated by this Agreement or breach of any obligation, representation, or warranty set forth herein. Contractor shall have the right to conduct the defense of any such claim or action and all negotiations for its settlement. County may participate in any such defense or negotiations to protect its interest.

### **9. Breach of Agreement: Termination**

- a) Any of the following events shall be deemed an event of default:
  - (i) Contractor does not fulfill its obligations to *[maintain and install software/equipment]* in accordance with the Specification of Services.
- b) In any case where Contractor has failed to perform or has delivered non-conforming goods or services, County may deliver a “Notice to Cure” to Contractor, detailing the instances of noncompliance. Contractor shall have 10 days to reply and recommend remedial action. If Contractor and County agree, Contractor shall have 30 days after receipt of the Notice to cure the noncompliance. If a solution cannot be reached within 10 days after Contractor’s receipt of the Notice, County may terminate this Agreement.
- c) The County may terminate this Agreement, in whole or in part, at its convenience, on no less than thirty 30 days’ written notice to Contractor.

- d) On any termination of this Agreement, Contractor shall stop work, terminate all subcontracts, and deliver to County all Confidential Information, County property, works for hire and such work in process as the County may request. County shall have no liability to Contractor beyond payment for Services rendered to and accepted by County prior to the effective date of the termination. Contractor may recover actual cancellation costs incurred before the effective date of termination if Contractor submits a claim for such costs, supported by third party invoices, to County within thirty (30) days of receipt of the termination notice. The remedies provided herein with respect to any termination are exclusive and in lieu of any other remedies available at law or equity.
- e) Any cancellation or termination by County, whether for default or otherwise, shall be without prejudice to any claims or damages or other rights of County against Contractor. If any fees or expenses have been prepaid by County, Contractor shall refund a pro rata portion of such fees or expenses.

## **SPECIFICATION OF COMPENSATION**

### **I. COST ESTIMATE STATEMENT**

Contractor shall prepare and submit to County for approval the Specification of Services statement annexed hereto. The Specification of Services statement shall include:

- (i) Description of the overall services to be performed,
- (ii) Estimated costs,
- (iii) Names and billing rates of the individuals.

### **II. MANAGEMENT AND MONITORING RESPONSIBILITY**

The Contractor and County Administrator will review the progress of the work each month.

### **III. GENERAL BUSINESS CONSIDERATIONS:**

Bid proposals will be evaluated on several criteria deemed to be in the best interests of Russell County, including, but not limited to, contract price, experience level of employees, company business profile, ability to meet specific IT needs as detailed in Appendix 1 on a timely and consistent basis.

Considerations of the information technology services of this RFP include, but not limited to, the following:

1. Bidder business profile, including bidder company history, length of time in business, number, and qualifications of IT service technicians, at both a senior and apprentice level.
2. Capability to provide routine IT services on a timely and auditable basis.
3. Ability to service the entire range of vendors and unit types to be found on the County's base of installed equipment.
4. Availability of trained and experienced service technicians and helpers.

5. Price for delivery of services for the contract period described in the RFP.

## ISSUING OFFICE

The Russell County Administrator is the issuing officer for this Request for Proposals (RFP) and the point of contact for questions.

Lonzo Lester, County Administrator  
137 Highland Drive, Suite A, Lebanon, VA 24266  
Phone: (276) 889-8000  
E-mail: [lonzo.lester@russellcountyva.us](mailto:lonzo.lester@russellcountyva.us)

## ANTICIPATED RFP SCHEDULE

Issuance of RFP Documents	January 6, 2026
Deadline for Proposal Submission Offeror	January 28, 2026

Each offeror must provide three (3) printed copies of the proposal; one printed copy should be marked "Original." The outside of the sealed envelope or box containing the proposals should be marked with the offeror's name and clearly labeled "**Russell County IT Services Contract**" before delivering to the Issuing Office. **In order to be considered, all proposals must be physically received by the Issuing Office before 3:00 p.m., EST, on January 28, 2026.**

Proposals should be delivered to:

<i>If by USPS mail:</i>	<i>If by overnight courier:</i>
Russell County Lonzo Lester, County Administrator 137 Highland Drive, Suite A, Lebanon, VA 242466	Russell County Lonzo Lester, County Administrator 137 Highland Drive, Suite A Lebanon, VA 24266

**Telephone, facsimile or electronically transmitted proposals will not be accepted.  
Proposals received after the specified closing time will not be given further consideration.**

## **ADDITIONAL SERVICES**

The County reserves the right to request services in addition to those specified or implied by this Request for Proposal (RFP), that are within the scope of services normally performed by the Offeror, at any time during the term of the resulting contract.

## **PROPOSAL PREPARATION**

An authorized representative of the Offeror shall sign the proposal. All information requested should be submitted. Failure to submit all information requested may result in the Russell County requiring prompt submission of missing information and/or giving lowered evaluation of the proposal. Proposals which are substantially incomplete or lacking key information may be rejected by Russell County. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.

Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content. The offeror's proposal should provide all the information that it considers pertinent to its qualifications for the project, and which respond to the Scope of Services described.

Each copy of the proposal should be bound or contained in a single volume where practical. All documents submitted with the proposal should be contained in that single volume.

Ownership of all data, materials and documentation originated and prepared for Russell County pursuant to the RFP will belong exclusively to Russell County and be subject to public inspection in accordance with the Virginia Freedom of Information Act (FOIA). Trade secrets or proprietary information submitted by an offeror shall not be subject to public disclosure under the Virginia FOIA; however, the Offeror must invoke the protections of Section 2.2-4342(D) of the Code of Virginia, in writing, either before or at the time the data or other material is submitted. Offerors must specifically identify the data or materials to be protected and state the reasons why protection is necessary. Russell County reserves the right to ask for additional clarification prior to establishing protection.

## **SELECTION PROCESS**

This contract will be awarded utilizing the process of competitive negotiation as prescribed in § 2.2-4302.2 (A) (4), *Code of Virginia*.

A proposal evaluation committee shall engage in individual discussions with two or more offerors deemed fully qualified, responsible, and suitable based on initial responses and with emphasis on professional competence, to provide the required services. Repetitive informal interviews may be utilized. At the conclusion of these discussions, based on evaluation factors published in this Request for Proposal and all information developed in the selection process to this point, the proposal evaluation committee shall select in the order of preference two or more offerors whose professional qualifications and proposed services are deemed most meritorious.

Negotiations shall then be conducted, beginning with the offeror ranked first. If a contract satisfactory and advantageous to the public body can be negotiated at a price considered fair

and reasonable and pursuant to contractual terms and conditions acceptable to the evaluation committee, an award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price.

## **PROPOSAL EVALUATION CRITERIA AND SCORING**

Factors to be considered by the proposal evaluation committee in determining which Offeror(s) will be selected for interviews/discussions will include, but are not necessarily limited to:

- a) Qualification and experience of staff assigned to this contract;
- b) Availability and time commitment of staff assigned to this contract;
- c) Understanding of the scope of services requested in this RFP;
- d) Recent relevant experience related to IT systems;
- e) Approach or method of providing the requested services;
- f) Methods for ensuring accountability and responsiveness to the County;
- g) Non-Binding Estimate of Cost;
- h) The results of interviews and/or discussions with Offerors; and
- i) References.

## **REJECTION OF PROPOSALS**

The County of Russell reserves the right to cancel this Request for Proposal or reject any or all proposals received.

## **PROPOSAL ACCEPTANCE PERIOD**

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

## **QUESTIONS/COMMENTS CONCERNING THIS RFP**

Pursuant to Virginia Code §2.2-4316, questions or comments concerning this RFP shall be submitted in writing via email to [Lonzo.lester@russellcountyva.us](mailto:Lonzo.lester@russellcountyva.us) or by regular mail to Lonzo Lester, 137 Highland Drive, Suite A, Lebanon, VA 24266.

## **CONTRACT AWARD**

The award of any contract will be made in accordance with the statutes for competitive negotiation for professional contracts contained in Virginia Code § 2.2-4301. It is the County's intent to enter into a contract with the successful Offeror. If the County determines in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Offeror. Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the County will provide email notification to all offerors.

## **NOTICE OF AWARD/PROTEST**

All offerors shall be provided a written Notice of Award via email. Any offeror who desires to protest the decision to award the contract shall submit such protest in writing to Lonzo Lester, County Administrator, 137 Highland Drive, Suite A, Lebanon, Virginia 24266 no later than ten days after the announcement of the decision to award. The written protest shall include the basis for the protest and the relief sought. The County Administrator shall issue a decision in writing within ten days stating the reasons for the action taken. This decision shall be final unless the offeror appeals within ten days of receipt of such written decision by invoking administrative procedures meeting the standards of § 2.2-4365, *Code of Virginia*, if available, or in the alternative by instituting legal action as provided in § 2.2-4364. Nothing in this subsection shall be construed to permit an offeror to challenge the validity of the terms or conditions of the Request for Proposal. Pending final determination of any protest or appeal, the validity of a contract awarded and accepted in good faith in accordance with this RFP shall not be affected by the fact that a protest or appeal has been filed.

## **ETHICS IN PUBLIC CONTRACTING**

By submitting a proposal, Offeror certifies that its proposal is made without collusion or fraud and that it has not offered or received any kickbacks or inducements from any other offeror, supplier or subcontractor in connection with their proposal, and that it has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged. Furthermore, the provisions, requirements, and prohibitions contained in Sections 2.2-4367 through 2.2- 4377 of the Virginia Code, pertaining to bidders, offerors, contracts and subcontractors, are applicable to this RFP, as are the provisions, requirements, and prohibitions contained in Sections 2.2-3100 through 2.2-3131 of the Virginia Code.

## **DEBARMENT STATUS**

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

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

Company Name and Address:

Date:

---

Name:

---

Title:

---

Telephone:

---

Email:

---

Signature:

---

## **Appendix 1**

### **List of Informational Technology Services**

#### **Informational Technology Services**

- Cabling
- Surveillance Site Planning/Mapping
- Surveillance System Installation
- Surveillance System Management
- PC Installation
- PC Repair
- PC Setup
- Printer Installation
- Printer Repair
- Copier Repair
- AS400
  - Work with Varying Devices
  - Various Network Settings
  - Client Access Installation
  - IBM Line Printer Repair
  - Legasuite Maintenance
  - Virtual Printer Setup
  - Work with Outque
- Microsoft Office Installation & Repair
- Cell Phone Setup
- Cell Phone Repair
- Data Recovery
- Data Backup
- Setup and Maintenance of BrightSign
- VPN Setup and Maintenance
- Various Firewall Support
- Work with POE Phones
- Email and Internet Security
- Norton and Malwarebytes Maintenance
- Maintenance of Registrar Voting Machines
- Access Point Setup, Installation, and Maintenance
- Installation and Maintenance of Cell Phone Extenders
- Switch and Patch Panel Installation and Maintenance
- Various Visual Aid Installations
- Guard911 Installation and Maintenance
- Network Scanning
- Complete Cabling Renovation
- Aid Virginia Supreme Court in Maintaining Circuit Court Clerk and District Court Clerk
- Audio Visual Installation and Maintenance
- Telemetry Support
- Maintain Email Accounts
- Maintain dotgov Account
- Maintain IIS Server

## Appendix 2

### Maintenance Service Specifications

#### Informational Technology Service Locations

- Russell County Government Center
  - Board of Supervisors Office
  - Treasurer's Office
  - Commissioner's Office
  - Assessor's Office/Reassessment Contractor
  - Building Inspector's Office
  - Community Work Program
  - Conference Center
  - Virginia Tech Extension Office
  - Emergency Management Office
  - Maintenance Department
- Russell County Courthouse
  - Commonwealth Attorney's Office
  - Circuit Court Clerk's Office
  - Circuit Court Judge's Office
  - District Court Clerk's Office
  - Court Security
- Russell County Sheriff's Office
- Russell County 911 Center
- Russell County Registrar's Office
- Russell County Social Services
- Russell County Public Library
  - Lebanon Library
  - Honaker Library
- Russell County PSA
  - Administrative Office
- Russell County Canneries
  - Castlewood Cannery
  - Honaker Cannery
- Russell County Community Centers
- Russell County Animal Shelter
- Russell County Solid Waste Department



## COMMONWEALTH of VIRGINIA

### *Department of Criminal Justice Services*

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

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

December 12, 2025

Lonzo Lester  
County Administrator  
137 Highlands Drive  
Lebanon, VA 24266

**RE: CY 2026 Virginia Services, Training, Officers, Prosecution (VSTOP) Formula Grant Program for Continuation Applicants**

Dear Lonzo Lester:

We are pleased to inform you that your organization has been awarded a grant under the funding opportunity listed above. Your DCJS grant award number is **26-T4705VA24** and was approved for a total budget of **\$66,667**, through federal funding. The project period is **1/1/2026** through **12/31/2026**.

Included with this letter is your Statement of Grant Award/Acceptance (SOGA), Special Conditions, Reporting Requirements, and Projected Due Dates. Please review these materials carefully. In addition, there may be Encumbrances, action items related to your grant award, that require your immediate attention. If applicable, these must be addressed and submitted through the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov>.

We are committed to supporting you throughout the life of your grant and are available to assist in any way to help ensure your project's success. To formally accept the award and its conditions, please sign the enclosed Statement of Grant Award/Acceptance (SOGA) and return it electronically within 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). If you have questions, contact your DCJS Grant Monitor **Sharon Reed** at **(804) 658-8179** or via email at **sharon.reed@dcjs.virginia.gov**.

Sincerely,

A handwritten signature in black ink, appearing to read "Jackson Miller".

Jackson Miller  
Director

**STATEMENT OF GRANT AWARD (SOGA)**

Virginia Department of Criminal Justice Services

1100 Bank Street, 12<sup>th</sup> Floor

Richmond, VA 23219

**CY 2026 Virginia Services, Training, Officers, Prosecution (VSTOP) Formula Grant Program for Continuation Applicants****DCJS Grant Information**

Please note grant awards are contingent on the availability of funding.

<b>Subgrantee:</b>	Russell, County	<b>DCJS Grant Number:</b>	26-T4705VA24
<b>UEI Number:</b>	WMRHA68SMK19	<b>Indirect Cost Rate*:</b>	%
<b>Grant Start Date:</b>	1/1/2026	<b>Grant End Date:</b>	12/31/2026

**Federal Grant Information**

<b>Federal Award Number:</b>	15JOVW-25-GG-00061-STOP	<b>Federal Award Amount:</b>	\$4,192,171
<b>Assistance Listing Title:</b>	Violence Against Women Formula Grants		
<b>Assistance Listing Number:</b>	16.588	<b>Federal Awarding Agency:</b>	OVW
<b>Project Description</b>	To increase the apprehension, prosecution, and adjudication of persons committing violent crimes against women		

**Award Amounts**

<b>Federal Funds:</b>	\$50,000
<b>State General Funds:</b>	\$ 0
<b>State Special Funds:</b>	\$ 0
<b>Local Match:</b>	\$16,667
<b>TOTAL BUDGET:</b>	\$66,667

**Authorized Officials**

<b>Project Director</b>	<b>Project Administrator</b>	<b>Finance Officer</b>
William Watson Sheriff 79 Rogers Avenue Lebanon, VA 24266 276-889-8033 sheriff@russellcountyva.us	Lonzo Lester County Administrator 137 Highlands Drive Lebanon, VA 24266 276-889-8000 lonzo.lester@russellcountyva.us	Alicia McGlothlin Treasurer 137 Highlands Drive Lebanon, VA 24266 276-889-8028 alicia.mcgllothlin@russellcountyva.us

\*If applicable, please indicate your ICR in the space provided and attach written documentation.

As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agrees to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award. If there has been a change in an authorized official, cross out the information on the document and write the new contact information. Do not electronically alter this document.

Signature:



Authorized Official (Project Administrator)

Title: County AdministratorDate: 12-22-25

# Russell County Virginia

## Opioid Program Grant Application for

### Individual Awards

#### 1. Contact Information

- a. Name: \_\_\_\_\_
- b. Physical address: \_\_\_\_\_
- c. Mailing address: \_\_\_\_\_  
(if different than physical address)
- d. Contact Person for this application
  - i. Name: \_\_\_\_\_
  - ii. Job Title: \_\_\_\_\_
  - iii. Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
  - iv. Email: \_\_\_\_\_

#### 4. Project Proposal

Complete the information below **for each project** the program is requesting to be funded.

a. Name: \_\_\_\_\_

b. Project name: \_\_\_\_\_

c. Contact Person for this application

- i. Name: \_\_\_\_\_
- ii. Job Title: \_\_\_\_\_
- iii. Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
- iv. Email: \_\_\_\_\_

d. Is this project:

A new effort for the program. Opioid Program Grant Amount Requested: \_\_\_\_\_

A proposed supplement or enhancement to a project or effort that is already in place.

How long has the project existed? \_\_\_\_\_

A combination of enhancing an existing project/effort with new components.

How long has the project existed? \_\_\_\_\_

e. Provide a brief narrative description of the proposed project.

f. Describe the objectives of this project

g. How was the need determined and how does that need relate to abatement?

- h. Briefly describe (name or organization, description of role, budget, etc.) the organization(s), including any sub-recipients or contractors (if known) that will be involved in this project. Attach any contracts and/or memoranda of understanding/agreement. If not fully executed, a draft or a narrative describing the scope of services may suffice.
  
- i. Who are the targeted beneficiaries, and how many persons are expected to participate per year?
  
- j. Is the project classified as evidence-based?

Yes

No

*If yes, attach supporting information to this application.*

k. Is the project classified as evidence-informed?

Yes

No

*If yes, attach supporting information to this application.*

l. Has this project been certified or credentialed by a state/federal government agency, or other organization/non-profit?

Yes

No

*If yes, attach supporting information to this application.*

m. Has this project received any awards or recognition?

Yes

No

*If yes, attach supporting information to this application.*

n. Does this project have components other than opioid-related treatment as defined?

No, it is 100% related to opioid treatment

Yes, there are other substances involved

*If yes, what is the approximate percentage of the project that covers opioid-related abatement (i.e., 20% of the patients who seek services have opioid-related disorders)?*

o. Attach a budget for FY2026 and a budget for FY2027 with line-item details for the project.

p. Complete and attach a [project timeline](#) for each project covering both FY2026 and FY2027

q. Complete and attach a [performance measurement workbook](#) for each project covering both FY2026 and FY2027

r. *(Optional)* Attach any letters of support, articles, or other items that may assist the Board of Supervisors in making an award decision for this program grant application.

## MONTHLY BANK STATEMENT BALANCES

November 30, 2025

First Bank and Trust	9,698,874.47
Airmend Prepaid Benefit	10,875.92
Employee Insurance	3,543,960.22
Employee Claims Account	999.00
Non-Judicial Reals Estate Sales	8,949.07
School Textbook	292,961.05
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	855.50
Sheriff Seized Assets	42,532.68
Sheriff Restitution	4,977.57
Sheriff Drug Taskforce	84.04
Sheriff Forfeited Assets	4,043.84
Comm Attorney Forfeited Assets	34,305.35
Sheriff Federal Forfeited Assets	882.71
Comm Attorney Fed Justice Forfeited Assets	22,130.38
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	14,193.27
Sheriff Special Projucts	19,509.86
SSI Recipients	0.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	26,383.32
New Peoples Bank	198,809.02
Certificates of Deposit General	49,575.00
Treasurer's Money Market	333,180.26
VACO Money Market	3,286,419.49
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	2,146,926.49
<b>Total Cash In Bank</b>	<b>19,773,458.71</b>
 <b>Cash In Office</b>	 <b>2,044.67</b>
 <b>Petty Cash</b>	 <b>100.00</b>
 <b>TOTAL CASH</b>	 <b>19,775,603.38</b>

**MONTHLY FUND BALANCES**

ACCOUNT	DATE	November 30, 2025
ACCOUNT	DEBIT	CREDIT
Cash in Office	2,044.67	
Cash in Bank	19,773,458.71	
Petty Cash	100.00	
General Fund		9,905,779.04
Non-Judicial Real Estate Sales		8,949.07
Sheriff In State Trip		133,932.78
Sheriff Dare Fund		100.00
Sheriff Seized Assets		42,532.68
Sheriff Restitution		4,977.57
Sheriff Forfeited Assets		4,043.84
Comm Attorney Forfeited Assets		34,305.35
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		882.71
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		22,130.38
Sheriff Fed Justice Forfeited		14,193.27
Sheriff's Special Projects		19,509.86
Sheriff Drug Task Force		84.04
Social Services		(368,764.85)
Swva Asap		24,447.96
Coal Road Improvement		457,509.97
CSA		(2,065,064.75)
School Fund		2,442,484.13
School Food		993,174.45
ALL In VA Initiative		794,641.74
School Textbook		292,961.05
Regional Adult Education		246,864.24
Petty Cash Treasurer		855.50
COVID 19		2,068.07
Litter Fund Trash Pickup		(37,619.98)
American Rescue Act		
Opioid Settlement Fund		757,457.50
Secor Partnership		10,217.21
Wellspring Foundation		120,402.05
RC/DC Rec		50,000.00
Current Credit		(0.79)
Current Debit		(1,485.56)
Title XX		11,321.05
SSI Recipients		0.05
United Way Helene		48,105.79
Damage Stamp Fund		2,823.98
Valley Heights		107,891.80
Dante Sewer		53,706.00
Employee Health Insurance		3,543,960.22
Employee Insurance COD		2,146,926.49
Employee Insurance Claims		999.00
Law Library		71,963.95
Special Welfare		54,868.64
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(360,894.17)
WIB		10,904.55
<b>Total</b>	<b>19,775,603.38</b>	<b>19,775,603.38</b>

# RUSSELL COUNTY CONFERENCE CENTER

## 2025 Yearly Report

• January.....	\$1,285.00
• February.....	\$1,395.00
• March.....	\$1,170.00
• April.....	\$1,370.00
• May.....	\$1,495.00
• June.....	\$1,355.00
• July.....	\$715.00
• August.....	\$1,220.00
• September.....	\$1,665.00
• October.....	\$2,550.00
• November.....	\$335.00
• December.....	\$1,460.00

Total = \$16,015

# RUSSELL COUNTY CONFERENCE CENTER

December 1, 2025

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

Date	Event	Event Type	Space
12/06/25	UMWA Local 1259 Christmas Dinner Ken Holbrook	Individual Event	Full \$135
12/07/25	Sweet 16 <sup>th</sup> Birthday Party Leeann Brooks	Individual Event	Full \$135
12/08/25	Woodmen Life Christmas Dinner Bonnie McGlothlin	Individual Event	Full \$135
12/09/25	Jenny Mae Fitness Christmas Dinner Jenny Curry	Individual Event	Full \$125
12/11/25	IDA Christmas Dinner Ernie McFadden	Individual Event	Full \$75
12/13/25	Christmas With a Cop Nikki Kiser	Community Event	Full \$0

Date	Event	Event Type	Space
12/14/25	1 <sup>st</sup> Birthday Party Joshua Miller	Individual Event	Full \$125
12/18/25	Farm Bureau Christmas Dinner Nova Wallace	Individual Event	Full \$210
12/19/25	UMWA Office Christmas Dinner Kelly Smith	Individual Event	Full \$135
12/20/25	Birthday Party Darlene Whited	Individual Event	Full \$135
12/24/25	Family Christmas Dinner Samatha Neece	Individual Event	Full \$125
12/27/25	1 <sup>st</sup> Birthday Party Lexie Street	Individual Event	Full \$125

- **\$125.00**

**Final Total = \$ 1,460.00**