

# **Meherrin River Regional Jail Authority Board Meeting Minutes**

**Thursday, November 2, 2023**

The Meherrin River Regional Jail Authority Board held their meeting in the Meherrin River Regional Jail Board Room.

## **I. Call To Order**

Members Present are as follows:

Kevin Massengill, Dinwiddie County Administrator  
Duck Adams, Dinwiddie County Sheriff  
Bill Chavis, Dinwiddie County Board of Supervisors  
Brian Roberts, Brunswick County Sheriff  
Leslie Weddington, Brunswick County Administrator  
Bernard Jones, Brunswick County Board of Supervisors  
Bobby Hawkins, Mecklenburg County Sheriff  
Wayne Carter, Mecklenburg County Administrator  
Tom Tanner, Mecklenburg County Board of Supervisors

Others in attendance are as follows:

Crystal Willett, Superintendent  
Major Brent Wright, Deputy Superintendent  
Major Cliff Allen, Deputy Superintendent  
Captain Joseph Lopresti, Brunswick County Sheriff's Office  
Alex Gottschalk, Mecklenburg County Deputy County Administrator  
Captain Steve Kennedy, Dinwiddie County Sheriff's Office  
Brendan Hefty, Hefty, Wiley & Gore, P.C. via Conference Call  
Jennifer Derrenbacker, Finance Director  
Shelley Slaughter, Executive Secretary  
Rodney Jacobs, Administrative Investigator  
Ben Wilson, Davenport  
Ted Cole, Davenport

## **II. Amended Agenda**

The November 2, 2023 Agenda needs to be amended to include the following:

- Add III. Wayne Carter Resolution
- Add IV. Closed Session

Tom Tanner made a motion to approve the amended agenda. Bernard Jones seconded the motion. All members present voted in favor of the motion.

### **III. Wayne Carter Resolution**

Wayne Carter will be retiring in February 2024. Kevin Massengill expressed his appreciation to Mr. Carter for his service at MRRJA and that it was always in the best interest of what this organization was all about. Mr. Massengill stated “we will never have another meeting the same”. Wayne Carter has been part of the MRRJA Board since the inception of the Jail in 2008. Mr. Massengill presented him with a Resolution outlining his accomplishments as well as expressing the Authority’s admiration and respect for his dedication and service to MRRJA.

Tom Tanner made a motion to adopt the Resolution presented to Wayne Carter. Bernard Jones seconded the motion. All members present voted in favor of the motion.

### **IV. Closed Meeting**

Wayne Carter made a motion to go into closed session pursuant to Section 2.2-3711 (a) (3) of the Code of Virginia for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Bernard Jones seconded the motion. All members present voted in favor of the motion.

### **V. Return to Open Meeting and Certification**

Bill Chavis made a motion that the Jail Authority return to open meeting and certify by roll call vote that to the best of each member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion to go into closed meeting were heard, discussed or considered in the closed meeting. Wayne Carter seconded the motion. By roll call vote, the motion was unanimously passed:

Ayes: Sheriff Bobby Hawkins, Kevin Massengill, Wayne Carter, Bernard Jones, Bill Chavis, Sheriff Duck Adams, Sheriff Brian Roberts, Leslie Weddington and Tom Tanner.

### **VI. Approval of Minutes**

Tom Tanner made a motion to approve the May 4, 2023 Board Meeting Minutes. Bill Chavis seconded the motion. All members present voted in favor of the motion.

### **VII. New Business**

#### **B. Superintendent’s Report**

1. Debt Service Reserve Fund – Davenport Discussion – Davenport gave a presentation discussing options related to the Debt Service Reserve Fund. VRA requires MRRJA to have a Debt Service Reserve Fund of \$2.5 million. The maximum allowable interest rate on bond proceeds (including DSRF) is 2.73%. Recently, based on guidance from VRA specifically related to the DSRF, MRRJA may earn in excess of the 2.73% maximum rate, but VRA will require a report by the VRA arbitrage rebate consultant and an opinion of the VRA legal counsel, which they are willing to do. There is a cost associated with the opinion.

Davenport believes in terms of an opportunity to lock in an investment on the \$2.5 million, now is a good time to do so.

As of October 4, 2023, the MRRJA's DSRF was invested as follows:

- \$1,000,000 U.S. Treasury Bond maturing 9/15/2025 (3.50%)
- Approximately \$1,033,000 First American Funds Money Market Investment (short-term variable rate) at a current rate of 4.97%
- Approximately \$520,900 VASNAP Investment (short-term variable rate) at a current rate of 5.63%

It is recommended to keep the \$1,000,000 in the U.S. Treasury Bond since it will mature in 2025.

The first option for the other funds is to move the \$1,033,000 to VASNAP to earn a better rate. This is a variable rate and it is believed that these rates will continue to stay high for a time, however, it is expected at some point they will come back down.

The second option is to reinvest some of these funds in a U.S. Treasury with a set rate above the 2.73% current rate. Superintendent Crystal Willett feels it is advantageous for MRRJA to go through legal counsel and the arbitrage to be able to invest and earn over the 2.73% rate. The cost to do this is approximately \$5,000. Her recommendation is to move forward with the report by the VRA arbitrage rebate consultant and opinion of the VRA legal counsel and invest in a 3-Year Treasury with a fixed rate and/or move the \$1,033,000 from the First American Funds Money Marker Investment into the VASNAP.

After discussion, Wayne Carter made a motion to move forward with the report by the VRA arbitrage rebate consultant and opinion of the VRA legal counsel for the approximate cost of \$5,000 and move \$1,033,000 from the First American Funds Money Marker Investment into the VASNAP. Tom Tanner seconded the motion. All members present voted in favor of the motion.

2. Investigations Presentation – Administrative Investigator Rodney Jacobs gave an overview of his role within the facility. He discussed investigations conducted, applications received and background checks completed.
3. Monthly Status Report – The Monthly Status Report for the months of July 2023 through September 2023 was presented.

As of November 2, 2023 there are 41 shift vacancies. We have 2 new hires pending to start November 6, 2023. There were a total of 3 resignations. One Officer walked out, 1 Officer had issues at the academy and made threats to others and himself and 1 Officer was found sleeping on post. We had 2 Officers promoted to Sergeant, 1 Intake Officer promoted to Sergeant and 1 Officer transferred to Intake. As of today the ADP is 240.

Annual Comprehensive Financial Report FY23 – The Annual Comprehensive Financial Report was distributed for review. Robinson, Farmer, Cox Associates conducted fieldwork in September. They finalized their audit of our financial statements on October 20, 2023. The

Jail received an unmodified opinion, which is the best we can receive. The Jail's Net Operating Position for FY23 increased \$1,843,220 and our Unrestricted Net Position as of June 30, 2023 is \$16,965,180. This report will be on our website following today's meeting and we are also required by the APA to run a condensed version of the Jail's financial statements in the Brunswick Times Gazette, which will run in the next 2 weeks.

4. Quarterly Financial Report – Q1 2024 – As of September 30, 2023, the Jail has collected 20.01% of budgeted revenues and spent 18.3% of budgeted expenses. Expenses are slightly lower than revenues due to lower ADP and staff vacancies.

At the end of the first quarter, ADP was 243 with Brunswick accounting for 26.73%, Dinwiddie 28.07% and Mecklenburg 45.20%.

As of September 30, 2023, based on a rolling 3 year average, the Actual True-Up for the first 3 months shows Brunswick would receive a refund of \$43,480, Dinwiddie would owe \$104,133 and Mecklenburg would receive a refund of \$60,653. The Projected True-Up as of June 30, 2024 shows that Brunswick would receive a refund of \$172,502, Dinwiddie would owe \$413,137 and Mecklenburg would receive a refund of \$240,635.

5. Annual Report – The 2023 Annual Report has been finalized. This report is updated annually and highlights all divisions within the Jail. Trends, accomplishments and statistics are reported for the divisions and for the Jail as a whole, as well as highlighted employees. This report will be posted on our website after today's meeting.

#### **VIII. Good of the Order**

Wayne Carter thanked everyone and gave his appreciation to the Board. He stated, "It's been a pleasure".

#### **IX. Next Meeting**

The next Board meeting has been scheduled for Thursday, February 22, 2024, at 12:30 p.m. at the Meherrin River Regional Jail Board Room. Lunch will be provided.

#### **X. Adjourn**

There being no further business, a motion was made by Wayne Carter to adjourn the meeting. Bill Chavis seconded the motion. All members present voted in favor of the motion.