

**Windsor, North Carolina
December 2, 2024
REGULAR SESSION**

The Bertie County Commissioners met in Regular Session at 6:00 PM inside the Commissioners room, 106 Dundee Street, Windsor, NC. This meeting was hosted partially in person and partially via Zoom (conference call). The following members were present or absent:

Present: Michael White, District II
Corey Ballance, Sr., District III
Ronald “Ron” Roberson, District V

Staff Present: County Manager, Juan Vaughan, II
Assistant County Manager, David Scarborough
County Attorney, Lloyd Smith
Information Technology Director, Joseph Wilkes

CALL TO ORDER

Commissioner Roberson called the meeting to order.

INVOCATION & PLEDGE OF ALLEGIANCE

Commissioner Ballance gave the Invocation and led the Pledge of Allegiance.

ADMINISTRATION OF OATH OF OFFICE

Honorable Cy Grant, Superior Court Judge, administered the Oath of Office to newly elected County Commissioner Lewis Hoggard, III.

Honorable Annie Wilson, Register of Deeds, administered the Oath of Office to newly elected County Commissioner Vivian Saunders.

ELECTION OF CHAIRMAN

Pursuant to NCGS 153A-39, County Manager Vaughan opened the floor for nominations for the Bertie County Commissioners Chair. Commissioner Saunders nominated Commissioner Ballance to serve as the Chairman for Bertie County Board of Commissioners. Commissioner Roberson made a motion to close the nomination as stated. County Manager Vaughan called a roll call to approve Commissioner Ballance as the Chairman. The **ROLL CALL PASSED** with a **5-0** vote.

ELECTION OF VICE-CHAIR

Pursuant to NCGS 153A-39, County Manager Vaughan opened the floor for nominations for the Bertie County Commissioners Vice-Chair. Commissioner Roberson nominated Commissioner Lewis Hoggard, III to serve as the Vice-Chairman for Bertie County Board of Commissioners. Commissioner Saunders made a motion to close the nomination as stated. County Manager Vaughan called a roll call to approve Commissioner Hoggard as the Vice-Chairman. The **ROLL CALL PASSED** with a **5-0** vote.

5-MINUTE RECESS

A 5-minute recess was called to allow the Commissioners time to adjust seating and name plates.

COMMENTS FROM THE COMMISSIONERS

Commissioner Saunders thanked the citizens of the county for voting for her during the election and also thanked the Commissioners for welcoming her to the Bertie County Board of Commissioners.

Vice-Chair Hoggard followed up with what Commissioner Saunders stated and added that there is work to be done.

Commissioner White congratulated and welcomed the newly elected Commissioners.

Commissioner Roberson congratulated the newly elected Commissioners and thanked the Former Commissioner John Trent and Former Commissioner Ronald Wesson for their service to the county and for sharing their knowledge during their terms as Commissioners.

Chair Ballance congratulated and welcomed the newly elected Commissioners and thanked the Former Commissioners Trent and Wesson for serving on the Board of Commissioners.

PUBLIC COMMENTS

Anthony Smallwood congratulated the newly elected Commissioners and thanked the Former Commissioners for serving Bertie County.

Tim Bazemore congratulated the entire Board for new beginnings and asked that the Board work together and serve the county well.

APPOINTMENTS AND REPORTS

1. Presentation to Former Commissioner John Trent

Chair Ballance presented Former Commissioner John Trent with a certificate for Recognition of Time Served as Bertie County Commissioner from Senator Hanig's Office and a plaque for Appreciation of Dedicated Service to Bertie County Board of Commissioners on behalf of Bertie County.

2. Presentation to Former Commissioner Ronald Wesson

Chair Ballance presented Former Commissioner Ronald Wesson with a certificate for Recognition of Time Served as Bertie County Commissioner from Senator Hanig's Office and with a plaque for Appreciation of Dedicated Service to Bertie County Board of Commissioners on behalf of Bertie County.

3. Bertie County Flood Damage Prevention Ordinance Update by Planning & Inspections Director, Traci White

Traci White informed the Board that FEMA, in conjunction with the North Carolina Emergency Management, has conducted a new flood study and new mapping for North Carolina. Some of the main areas of change in Bertie County were made along the Chowan River and the Albemarle Sound. Those areas are now considered as a Coastal High Hazard Flood Zone. Coastal High Hazard Zones means that the area has high tide influence and wave action. Some of the regulations will need to be changed and/or added to include language to address what can be constructed in these zones and the requirements of the structure(s). Most of the requirements reinforce engineering standards for construction. Director White asked the Board to adopt an ordinance that has the required language to remain compliant with the National Flood Insurance Program that the county participates in for citizens to be able to purchase flood insurance. The new ordinance and maps have to be adopted and be effective by January 17, 2025. A public hearing must take place before the ordinance can be adopted. County Manager Vaughan recommended having a public hearing during the January 6, 2025 Commissioners Meeting.

BOARD APPOINTMENTS

1. Bertie-Martin Regional Jail Commission

Commissioners Saunders stated that she would be interested in serving on the Bertie-Martin Regional Jail Commission.

Chair Ballance made the **MOTION** to appoint Commissioner Saunders to be on the Bertie-Martin Regional Jail Commission. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **5-0** vote.

2. Mid-East Commission

Vice-Chair Hoggard expressed his interest in serving on the Mid-East Commission.

Commissioner Saunders made the **MOTION** to appoint Vice-Chair Hoggard to the Mid-East Commission. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **5-0** vote.

CONSENT AGENDA

1. Approve Register of Deeds Fees Report – October 2024

Commissioner White made the **MOTION** to approve the Register of Deeds Fees Report for October 2024. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

2. Approve Tax Release Journal – October 2024

Commissioner Roberson made the **MOTION** to approve the Tax Release Journal for October 2024. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

3. Approve Meeting Minutes March 4, 2024, April 8, 2024, May 6, 2024, June 8, 2024, September 9, 2024, and October 7, 2024

Commissioner White made the **MOTION** to approve the Meeting Minutes March 4, 2024, April 8, 2024, May 6, 2024, June 8, 2024, September 9, 2024, and October 7, 2024. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **5-0** vote.

4. Approve Memorandum of Understanding Between Bertie County 911 Communications & Martin County Regional Communications

Commissioner Saunders made the **MOTION** to approve the Memorandum of Understanding Between Bertie County 911 Communications & Martin County Regional Communications. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **5-0** vote.

5. Approve Project Ordinance 25-02 – American Rescue Act Plan of 2021: Coronavirus State & Local Fiscal Recovery Funds & Related Budget Amendment

Vice-Chair Hoggard made the **MOTION** to approve the Project Ordinance 25-02 – American Rescue Act Plan of 2021: Coronavirus State & Local Fiscal Recovery Funds & Related Budget Amendment. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **5-0** vote.

6. Approve Records Retention Policy, Eligible Use Policy, Allowable Cost Policy, Non-Discrimination Policy & Conflict of Interest Policy

Commissioner Saunders made the **MOTION** to approve the Records Retention Policy, Eligible Use Policy, Allowable Cost Policy, Non-Discrimination Policy & Conflict of Interest Policy. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **5-0** vote.

7. Approve Bonds for Bertie County Officials

Commissioner Roberson made the **MOTION** to approve the Bonds for Bertie County Officials. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

*****OTHER ITEMS*****
DISCUSSION AGENDA (D)

1. Consideration of January Work Session

County Manager Vaughan asked the Board to consider January 23, 2025 at 10:00 AM at the Library/Cooperative Extension Facility to hold the January Work Session. All Commissioners agreed to that date, time, and location.

2. Essentials of County Government - New Bern January 16-17, 2025, Winston-Salem January 24-25, 2025, Asheville February 19-20, 2025

Vice-Chair Hoggard and Commissioner Saunders stated that they had already chosen the dates that they would attend the Essentials of County Government classes.

COMMISSIONERS' REPORTS

Commissioner Saunders

Commissioner Saunders stated that The Hive Challenge Program is currently working with Bertie County Schools to start recruiting young adults who need to get their GED or have dropped out of school and would like to get back in school. Commissioner Saunders asked the public to notify her if there is anyone she may be able to assist.

Vice-Chair Hoggard

Commissioner Hoggard asked that the Commissioners come together and work as a team for Bertie County.

Commissioner White

Commissioner White stated that he has received several calls concerning the lights coming from the wind turbines across the river near Rocky Hock in Chowan County. Commissioner White informed one of the concerned citizens that he would bring the concerns to the Commissioners meeting so the Board would be aware.

Commissioner Roberson

Commissioner Roberson asked to include an update on the Non-Emergency Transport to ensure that it is not a debt to the citizens and add Fire Hydrant Update on the January 6, 2025 agenda.

Chair Ballance

Chair Ballance stated that he is excited to be working with a great team of Commissioners. Chair Ballance also stated that the County has several open positions that need to be fill and asked the public to help share this information with others.

COUNTY MANAGER REPORT

County Manager Vaughan congratulated the newly elected Commissioners and thanked the Former Commissioners for their service to Bertie County. Manager Vaughan informed the Board that the week of December 4, 2024 is Bertie County Employee Appreciation week and there are several activities that are taking place. Manager Vaughan invited the Board of Commissioners to the Employee Luncheon that will take place on Thursday, December 5, 2024 at 12:30 PM at the Blue Jay Recreation Center.

ATTORNEY REPORT

Assistant County Attorney Huddleston had no report.

PUBLIC COMMENTS

No Public comments.

CLOSED SESSION

Commissioner White made a **MOTION** to go into Closed Session. The **MOTION** was **SECONDED** by Commissioner Roberson. The Board unanimously moved to enter closed session pursuant to NCGS 143-318.11 (a)(3)(4)(6).

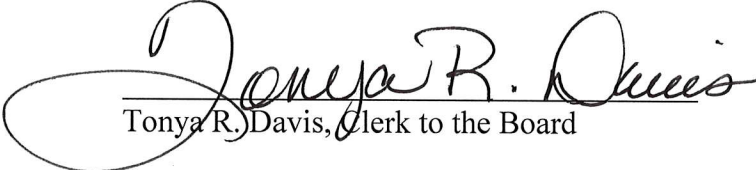
Commissioner Roberson made a **MOTION** to enter into Open Session. The **MOTION** was **SECONDED** by Commissioner Saunders. The Board unanimously moved to enter into Open Session.

ADJOURNMENT

Commissioner Roberson made the **MOTION** to adjourn the meeting. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **5-0** vote.


Chair Corey Ballantee, Sr.
Bertie County Board of Commissioners

ATTEST:


Tonya R. Davis, Clerk to the Board