

**Windsor, North Carolina**  
**March 2, 2026**  
**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: Chair, Corey Ballance, Sr., District III  
Vice-Chair, Lewis Hoggard, III, District I  
Ronald "Ron" Roberson, District V  
Vivian Saunders, District IV  
Michael White, District II (Joined via Zoom)

Staff Present: County Manager, Juan Vaughan, II  
County Attorney, Lloyd Smith, Jr.  
Clerk to the Board, Tonya Davis  
Information Technology Director, Joe Wilkes

**CALL TO ORDER**

Chair Corey Ballance, Sr. called the meeting to order.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Commissioner Ronald Roberson gave the Invocation and led the Pledge of Allegiance.

**PUBLIC COMMENTS**

Brian Stewart of Grand Rapids, Michigan, reported that he has submitted a letter of intent to establish a CDL Training School in North Carolina and the surrounding areas. He shared this information with the Board and expressed his interest in gaining their support for the initiative.

Elizabeth Roach Cain announced that, on behalf of Bertie County Seeds, the Board is invited to attend the official Grand Opening and Ribbon Cutting Ceremony scheduled for Saturday, March 21 at 1:00 PM, located at 124 S. Main Street, Colerain, NC. She shared that Bertie County Seeds is the first brick-and-mortar retail store under its parent organization, Alliance of Native Seedkeepers. The organization's mission is to preserve, grow, and share culturally significant seeds while strengthening local food systems and celebrating the agricultural heritage of Bertie County.

Mrs. Cain noted that this opening represents not only the launch of a new small business in historic Colerain, but also a commitment to rural economic development, food sovereignty, and community revitalization.

**APPOINTMENTS AND REPORTS**

**1. Presentation to the Sheriff's Office by Tonya Davis**

Tonya Davis and Kierra King recognize Deputy Jerod Benson, Deputy Danielle Melton, and Sheriff Tyrone Ruffin for their outstanding service, compassion, bravery, and unwavering dedication to public safety during the January 31, 2026 winter storm. Plaques were presented to the deputies and Sheriff Ruffin.

**2. Introduction of the new County Ranger Lance Swindell by Mike Petruncio**

Mike Petruncio introduced Lance Swindle as the new County Ranger for Bertie County.

**3. Presentation of Franchise Request by TransCare Medical Transport**

Greg Joyner requested consideration for a medical transport franchise for TransCare to operate in Bertie County.

**4. Resolution of Adopting the Northeastern NC Regional Hazard Mitigation Plan by Traci White**

Planning and Inspections Director Traci White presented information regarding the Northeastern North Carolina Regional Hazard Mitigation Plan. She requested that the Board approve a resolution to adopt the plan.

Commissioner Saunders made the **MOTION** to approve the Resolution of Adopting the Northeastern NC Regional Hazard Mitigation Plan. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **4-0** vote.

**5. Animal Control Updates by Animal Control Officer Skip Dunlow**

Animal Control Officer Skip Dunlow provided an update on the current animal impoundment situation, noting the challenges associated with limited space at the facility. Mr. Dunlow explained that while the state law requires a 72-hour hold and the 1982 Bertie County Animal Control Ordinance states a hold time for animals is five (5) days, he has historically extended the hold period to ten (10) days to allow additional time for potential adoptions or transfers to rescue centers.

**6. Financial Summary by Finance Director Willie Carawan**

Finance Director, Willie Carawan, provided financial updates, noting that revenues exceeded expenditures in both the general fund and water fund.

**7. Video Message from NCACC President Wallace Nelson**

A video from Wallace Nelson, NCACC President, was shown to the Board which emphasized the importance of county leaders attending district meetings in March to discuss critical issues like H.R.1 and property tax reform.

**BOARD APPOINTMENTS**

No appointments

**CONSENT AGENDA**

**1. Approve the February 16, 2026 Open and Closed Session Meeting Minutes**

Vice-Chair Hoggard made the **MOTION** to approve the February 16, 2026 Open and Closed Meeting Minutes. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **4-0** vote.

**2. Approve the January 2026 Tax Release Journal**

Commissioner Saunders made the **MOTION** to approve the January 2026 Tax Release Journal. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **4-0** vote.

**3. Approve Property Management Policy**

Commissioner Roberson made the **MOTION** to approve the Property Management Policy. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **4-0** vote.

**4. NC Department of Transportation's Offer for Easements**

Commissioner Roberson made the **MOTION** to approve the NC Department of Transportation's Offer for Easements. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **4-0** vote.

**\*\*\*OTHER ITEMS\*\*\***

**DISCUSSION AGENDA (D)**

**1. Schedule dates for the Board of Equalization & Review**

Jodie Rhea informed the Board that it was time to convene as the Board of Equalization and Review and requested that dates be scheduled. The Board scheduled the meetings for April 6, 2026, and May 4, 2026.

**2. March 16, 2026 Board of Commissioner Work Session 10:00 AM**

The Board discussed changing the location of the March 16, 2026 work session to the Community Meeting Room to accommodate Cooperative Extension's annual report and lunch.

Commissioner Saunders made the **MOTION** to move the March 16, 2026 work session to the Community Meeting Room. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a 4-0 vote.

**3. 2026 NCACC District Meeting, Halifax Community College, March 11, 2026, 10:00 AM – 2:30 PM**

County Manager Vaughan reminded the Board of the March 11, 2026 NCACC District Meeting to be held at the Halifax Community College in Weldon, NC.

**COMMISSIONERS' REPORTS**

**Commissioner Roberson**

Commissioner Roberson mentioned the recent Bertie High School basketball game and how well the players performed.

**Vice-Chair Hoggard**

Vice-Chair Hoggard reported that he attended a legislative conference in Washington, D.C. which highlighted the potential impact of H.R.1 on county budgets.

**Commissioner Saunders**

Commissioner Saunders reported that the U.S. Department of Housing and Urban Development (HUD) is implementing significant changes that are expected to impact Bertie County and its residents.

**Chair Ballance**

Chair Ballance congratulated Hertford County on the new facility coming to their county and noted the benefits it will provide to Bertie County.

**COUNTY MANAGER REPORT**

County Manager Vaughan provided a budget calendar to the Board and requested agenda items for the March 16, 2026 work session.

**ATTORNEY REPORT**

No report.

**PUBLIC COMMENTS**

Mr. Jackson from Martin Community College

**CLOSED SESSION**

Commissioner Sanders made the **MOTION** to enter into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3)(4)(6). The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a 4-0 vote.

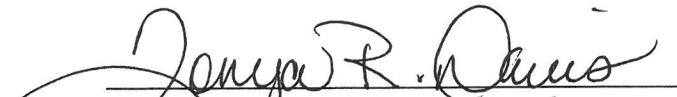
Commissioner Saunders made the **MOTION** to re-enter into open session. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a 4-0 vote.

**ADJOURN**

Commissioner Roberson made the **MOTION** to adjourn the meeting. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a 4-0 vote.

  
Chair, Corey Ballance, Sr.  
Bertie County Board of Commissioners

ATTEST:

  
Tonya R. Davis, Clerk to the Board