

Windsor, North Carolina
June 22, 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

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

CALL TO ORDER

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

INVOCATION & PLEDGE OF ALLEGIANCE

Vice-Chair Hoggard gave the Invocation and led the Pledge of Allegiance.

The following amendments to the agenda were made:

Reports and Appointments

Bertie County Board of Education Request – Canceled
JCPC Funding Plan Request - Added

Consent Agenda

Approve the Modification to the Vacation Leave – Maximum Accumulation Policy – Added

Commissioner White made the **MOTION** to cancel the Bertie County Board of Education request and add the JCPC Funding Plan Request, and to add the Approval of the Modification to the Vacation Leave – Maximum Accumulation Policy. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION** passed with a **5-0** vote.

PUBLIC COMMENTS

Latricia Hines-Miller representing DSS spoke on behalf of employees advocating for meaningful salary increases, noting that employees had gone without raises while costs of living rose significantly.

Thomaja Watson, Deputy Register of Deeds, asked if a salary increase was possible for her position. Chair Ballance asked that she schedule a meeting to speak with County Manager Vaughan.

Dr. Otis Smallwood, Superintendent of Bertie County Public Schools, expressed concerns about proposed budget reductions totaling \$261,000, including approximately \$186,000 in local appropriations and \$75,000 in capital funding, warning that such reductions could impact operational needs and teacher supplements.

Deborah Taylor stated that she had requested public records from County Manager Vaughan concerning maintenance contracts and herbicide applications the County's water system sites. Mrs. Tayloe noted that she had been waiting 82 days to receive the requested information and had not received any records. She stated that July 1, 2026, would mark 90 days since her initial request and expressed that a 90-day wait for requested public records was long enough.

James Caddy from the NC Forestry Service asked for full funding of their requested budget, explaining that Bertie County manages 350,000 acres of forest land and highlighting the need for two new trucks as current vehicles were over 140,000 miles, with one requiring \$5,000 in recent maintenance.

APPOINTMENTS AND REPORTS

1. Presentation of Proclamation for Marvin Nathaniel “Bubba” Garris, Jr.

Chair Ballance read the proclamation in honor of Marvin Nathaniel “Bubba” Garris, Jr. to the audience and family of Mr. Garris. Chair Ballance then presented the proclamation to Mr. Garris’s wife, Marie Garris.

2. JCPC Funding Plan Request

Annie Wilson and David Nunnery presented the JCPC funding plan for 2026-27, recommending \$110,000 total across four programs including Children Matters, Methodist Home for Children, Bertie County Conflict Resolution, and JCPC admin.

Commissioner Roberson made the **MOTION** to approve the JCPC Funding Plan Request. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

3. Bertie County Board of Elections Candidate Filing Update

Pam Staneski, representing the Board of Elections, provided an update on candidate filings for upcoming elections and highlighted the need for poll workers.

4. Financial Summary and Budget Amendments by Willie Carawan

Willie Carawan, Finance Director, presented a financial summary and budget amendments (BJE #7 (\$1,698,900) and BJE #8 (\$65,000)), which included funding for school capital projects, a Sheriff’s Department equipment grant, and budget adjustments for various departments.

Commissioner White made the **MOTION** to approve Budget Journal Entry #7 and #8. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **5-0** vote.

BOARD APPOINTMENTS

1. Roanoke-Chowan Community College Board of Trustees (1 appointment)

Commissioner Saunders made the **MOTION** to appoint Chair Corey Ballance, Sr. to the Roanoke-Chowan Community College Board of Trustees. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION** passed with a **5-0** vote.

2. CADA Board (Reappointment)

Commissioner Roberson made the **MOTION** to reappoint Ellen Cherry to the CADA Board. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

3. Rivers East Workforce Development Board (Reappointment)

Commissioner Roberson made the **MOTION** to reappoint Commissioner Vivian Saunders to the Rivers East Workforce Development Board. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

CONSENT AGENDA

1. Approve the April 28, 2026 Special Meeting Minutes

Commissioner White made the **MOTION** to approve the April 28, 2026 Special Meeting Minutes. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

2. Approve the May 4, 2026 Open and Closed Regular Meeting Minutes

Commissioner Roberson made the **MOTION** to approve the May 4, 2026 Open and Closed Regular Meeting Minutes. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

3. Approve the April 2026 Tax Release Journal

Commissioner Saunders made the **MOTION** to approve the April 2026 Tax Release Journal. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

4. Approve the April and May 2026 Register of Deeds Fees Report

Commissioner White made the **MOTION** to approve the April and May 2026 Register of Deeds Fees Report. The **MOTION** was **SECONDED** by Vice-Chair Hoggard. The **MOTION PASSED** with a **5-0** vote.

5. Approve the Modification to the Vacation Leave – Maximum Accumulation Policy

Commissioner White made the **MOTION** to approve the Modification to the Vacation Leave – Maximum Accumulation Policy. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a **4-1** vote. Commissioner Saunders voted Nay.

6. Approve the FY 2026-2027 Budget Ordinance and Schedule of Fees

Commissioner Roberson made the **MOTION** to approve the FY 2026-2027 Budget Ordinance and Schedule of Fees. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **4-1** vote. Commissioner Saunders voted Nay.

7. Approve the Contractual Agreement between Bertie County Council of Aging & Interim Healthcare-Morris Group, Inc.

Commissioner White made the **MOTION** to approve the Contractual Agreement between Bertie County Council of Aging & Interim Healthcare-Morris Group, Inc. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

8. Approve the Agreement for Transportation Services between CPTA and Bertie County

Commissioner White made the **MOTION** to approve the Agreement for Transportation Services between CPTA and Bertie County. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

9. Approve the Council on Aging Food Service Contract with Trumps Restaurant

Commissioner White made the **MOTION** to approve the Council on Aging Food Service Contract with Trumps Restaurant. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

10. Approve the Special Project Consultant Contract with Robin Payne

Commissioner Saunders made the **MOTION** to approve the Special Project Consultant Contract with Robin Payne. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

11. Approve the Procurement Policy for Expenditures

Commissioner Saunders made the **MOTION** to approve the Procurement Policy for Expenditures. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

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

1. Mayors and Commissioners Dinner, Thursday, July 9, 2026 at 7PM, Town of Powellsville

Chair Ballance reminded the Board of the upcoming Mayors and Commissioners Dinner to be held on Thursday, July 9, 2026 at 7PM, in the Town of Powellsville.

COMMISSIONERS' REPORTS

Commissioner Roberson

Commissioner Robertson reported on a \$597,000 NCDOT award for bridge replacement and discussed concerns about unfunded mandates from the state legislature affecting local government funding.

Vice-Chair Hoggard

Vice-Chair Hoggard discussed the funding cuts to counties throughout the state.

Commissioner White

Commissioner White thanked the County employees for their hard work and dedication to the County.

Commissioner Saunders

Commissioner Saunders thanked everyone who came out and supported the Juneteenth event in Lewiston-Woodville.

Chair Ballance

Chair Ballance stated that he had received numerous calls and complaints about Republic Services concerning the convenience sites. Chair Ballance said that calls will be made to Republic Services to see what can be done for them to provide better services to the County and its citizens.

COUNTY MANAGER REPORT

County Manager Vaughan announced an upcoming opioid community meeting on June 30, 2026 at the Community Meeting Room located at 104 Lancaster Ave., Windsor, NC. County Manager also reported that Bertie County's bond rating was upgraded to A+ by S&P Global Ratings and that the new Animal Shelter is in the final stages of being complete.

ATTORNEY REPORT

Attorney Smith addressed the Opioid Settlement with Tris Pharma and suggested that the Board make a motion to withdraw from the settlement.

Commissioner White made the **MOTION** to withdraw from the Opioid Settlement with Tris Pharma. The **MOTION** was **SECONDED** by Commissioner Saunders. The **MOTION PASSED** with a **5-0** vote.

PUBLIC COMMENTS

No public Comments.

CLOSED SESSION

Commissioner White 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 Saunders. The **MOTION PASSED** with a **5-0** vote.

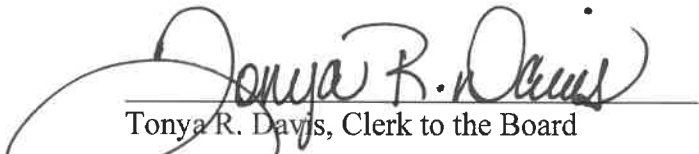
Commissioner Saunders made the **MOTION** to re-enter into open session. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.

ADJOURN

Commissioner Saunders made the **MOTION** to adjourn the meeting. The **MOTION** was **SECONDED** by Commissioner White. The **MOTION PASSED** with a **5-0** vote.


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

ATTEST:


Tonya R. Davis, Clerk to the Board