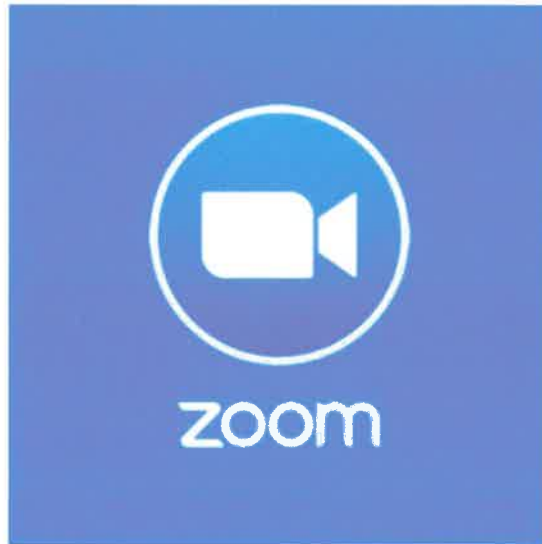


Bertie County Board of Commissioners



**September 9, 2024
6:00 PM**

	Ronald "Ron" Wesson	District I
	Michael White	District II
	Corey Ballance, Sr.	District III
Chair	John Trent	District IV
Vice Chair	Ron Roberson	District V



Bertie County is now utilizing Zoom during the COVID-19 pandemic.
Zoom is available to the public to participate during this meeting.

To call in to our meeting on the phone, use the following information:

Phone #: 1-301-715-8592
Meeting ID: 723 391 6141

To listen to our meeting online, click or copy and paste this link into your browser:

<https://us02web.zoom.us/j/7233916141>

Questions? Call the County Manager's Office at 794-5300.

BERTIE COUNTY BOARD OF COMMISSIONERS

September 9, 2024

Meeting Agenda

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended, or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

6:00 PM Call to Order & Roll Call by Chair John Trent, Commissioners Room, Windsor, NC

Invocation and Pledge of Allegiance by Chair John Trent

Public Comments (3-minute limit per speaker)

(A)

***** APPOINTMENTS *****

- (1) Oath of Office for Clerk to the Board Joleatha Chestnutt Administered by the Honorable Annie Wilson, Bertie County Register of Deeds
- (2) Introduction of Emergency Services Director John Rawls
- (3) 2024 General Election Update by Director of Elections, Latoya Peele

Board Appointments (B)

None

Consent Agenda (C)

1. Approve Register of Deeds Fees Report – August 2024
2. Approve Resolution for Approving Local Water Supply Plan for Bertie County Regional Water System

*****OTHER ITEMS*****

Discussion Agenda (D)

1. Proposed 2025 Holiday Schedule & Bertie County Board of Commissioners Meeting Schedule
2. Discussion Plans for 2024 Employee Appreciation Luncheon
3. Next Board of Commissioners Meeting: 9/23/24, 10:00 AM Work Session, Community Meeting Room

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments
(3 minutes per speaker)

Closed Session
Pursuant to
NCGS 143-318.11(a)(3)(4)(6)

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: September 9, 2024

SECTION: Appointments (A-1 to A-3)

DEPARTMENT: Governing Body

TOPICS:

- (1) Oath of Office (Clerk to the Board) Joleatha Chestnutt Appointment Bertie County of Commissioners Administered by – Annie Wilson, Register of Deeds Director
- (2) Introduction of Emergency Services Director John Rawls
- (3) 2024 General Election Update by Director of Elections, LaToya Peele

COUNTY MANAGER RECOMMENDATION OR COMMENTS: --

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): --

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



A-1



OATH OF OFFICE

Clerk to the Board of Bertie County Commissioners

Joleatha Chestnutt

September 9, 2024

I, Joleatha Chestnutt, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities that are or may be established for the government thereof; and that I will endeavor to support, maintain, and defend the Constitution of said state, not inconsistent with the Constitution of the United States, to the best of my knowledge, skill and ability, so help me God.

I, Joleatha Chestnutt, do swear that I will well and truly execute the duties of Clerk to the Board according to the best of my skill and ability, according to the law; so help me God.

Joleatha Chestnutt Clerk to the Board
Bertie County Board of Commissioners

Oath Administered by: _____
Annie Wilson, Bertie County Register of Deeds

Date: September 9, 2024

Attest:

Juan Vaughan, II, County Manager



A-3



BERTIE COUNTY BOARD OF ELECTIONS

210 W. Watson Street
Post Office Box 312
Windsor, North Carolina 27983
www.co.bertie.nc.us/elections

Wm. Michael Freeman, Chairman
Timothy Davis, Secretary
James Lee, Member
Pamela Staneski, Member
Vacant, Member

Phone: (252) 794-5306
Fax: (252) 794-5368
Email: elections@bertie.nc.gov
LaToya R. Peele
Director of Elections

*****PRESS RELEASE*****

From: Wm. Michael Freeman
Chairman

LaToya R. Peele
Director of Elections

Subject: 2024 General Election

The Bertie County Board of Elections will conduct the 2024 General Election on Tuesday, November 5, 2024.

Polls will be open from 6:30 a.m. to 7:30 p.m. on Election Day. The polling places are located at:

Colerain1 Precinct
Colerain Municipal Building
101 Winton St., Colerain
(Old Colerain Fire Department)

Colerain2 Precinct
Powellsville Town Hall
106 E. Main St., Powellsville

Indian Woods Precinct
Indian Woods Missionary Baptist Church
2330 Indian Woods Road, Windsor

Mitchells1 Precinct
Hexlena Community Building
1427 Early Station Road, Aulander

Mitchells2 Precinct
Aulander Community Building
116 S. Commerce St., Aulander

Merry Hill Precinct
Merry Hill-Midway Fire Dept
109 NC Highway 45 N, Merry Hill

Roxobel Precinct
Kelford Fire Department
106 N. Main St., Kelford

Snakebite Precinct
Mt. Ararat Baptist Church
305 Cowtrack Road, Windsor

Windsor1 Precinct
Windsor Community Building
201 S. Queen St., Windsor

Windsor2 Precinct
Askewville Fire Department
105 Askewville South Railroad St

Woodville Precinct
Lewiston Woodville Fire Dept
103 W. Church St., Lewiston Woodville

Whites Precinct
Perrytown Fire Department
848 Perrytown Road, Colerain

Early Voting will be held at the following locations from Thursday, October 17, 2024 to Saturday, November 2, 2024:

Bertie County Board of Elections Office 210 W. Watson Street Windsor, NC 27983	Thursday, October 17 th -Friday, October 18 th	8:00 am-7:30 pm
	Saturday, October 19 th	8:00 am-3:00 pm
Lewiston Fire Department 103 W. Church Street Lewiston Woodville, NC 27849	Monday, October 21 st -Friday, October 25 th	8:00 am-7:30 pm
	Saturday, October 26 th	8:00 am-3:00 pm
Powellsville Town Hall 106 E. Main Street Powellsville, NC 27967	Monday, October 28 th – Friday, November 1 st	8:00 am- 7:30 pm
	Saturday, November 2 nd	8:00 am-3:00 pm

Absentee ballots will be mailed to voters who have requested them beginning September 6, 2024. A voter can fill out an absentee ballot request at votebymail.ncsbe.gov, or by filling out a request form provided by the county board of elections office. The request must be received through the website or by the **Bertie** Board of Elections by 5:00 p.m. October 29, 2024

In the General Election, all Candidates and Political Parties are on the ballot. Voters may cross vote meaning voters may vote for the Candidates of their choice even if they are of a different party. **Contests on the ballot include Presidential Preference, U.S. Senate, U.S. House of Representatives, N.C. House, N.C. Senate, State Local Judges, County Commissioners, Board of Education and Soil and Water Conservation District**

The voter registration deadline for this election is 5:00 p.m. Friday, October 11, 2024. Eligible individuals who are not registered by that deadline may register and vote at any early voting site during the early voting period. New registrants will be required to provide documentation of their residence.

Voters voting in person are entitled to assistance by an election official, or, if assistance is needed due to disability or illiteracy, by a qualified person of their choice. Registration facilities and voting sites are accessible to all voters. Curbside voting is available for voters who are not physically able to enter voting sites.

Voter Photo ID is required for voting. Acceptable IDs include the following:

- North Carolina driver's license
- [State ID from the NCDMV](#) (also called "non-operator ID")
- Driver's license or non-driver ID from another state, District of Columbia or U.S. territory (*only if voter registered in North Carolina within 90 days of the election*)
- U.S. Passport or U.S. Passport card
- North Carolina voter photo ID card issued by a county board of elections
- [College or university student ID approved by the State Board of Elections](#)
- [State or local government or charter school employee ID approved by the State Board of Elections](#)
- Military or veterans ID card issued by the U.S. government
- Tribal enrollment card issued by a tribe recognized by the State or federal government
- ID card issued by an agency of the U.S. government or the State of North Carolina for a public assistance program

For additional information regarding the Acceptable Voter Photo ID, please contact the Bertie County Board of Elections at (252) 794-5306. You may also visit us online at www.ncsbe.gov or www.co.bertie.nc.us/departments/elections/elections.html

2024 GENERAL ELECTION: EARLY VOTING LOCATIONS



Early Voting will begin on Thursday, October 17th and end on Saturday, November 2nd at the following locations

<p>BERTIE COUNTY BOARD OF ELECTIONS 210 W WATSON ST WINDSOR, NC 27983</p> <p>LEWISTON FIRE DEPARTMENT 103 W CHURCH ST LEWISTON WOODVILLE, NC 27849</p> <p>POWELLSVILLE TOWN HALL 106 E MAIN ST POWELLSVILLE, NC 27967</p> 	<p>Thursday, October 17th - Friday, October 18th</p> <p>Saturday, October 19th</p> <p>Monday, October 21st - Friday, October 25th</p> <p>Saturday, October 26th</p> <p>Monday, October 28th - Friday, November 1st</p> <p>Saturday, November 2nd</p> <p>Please note: After 3:00 pm on Saturday, Nov. 2nd, voters must go to their assigned polling place on Tuesday, November 5th in order to vote</p> <p>BERTIE COUNTY BOARD OF ELECTIONS (252) 794-5306</p>	<p>8:00 a.m. - 7:30 p.m.</p> <p>8:00 a.m. - 3:00 p.m.</p> <p>8:00 a.m. - 7:30 p.m.</p> <p>8:00 a.m. - 3:00 p.m.</p> <p>8:00 a.m. - 7:30 p.m.</p> <p>8:00 a.m. - 3:00 p.m.</p>
---	--	---

BRING IT! YOUR ID. YOUR VOTE.



Make your voice heard: **bring your photo ID to vote.**

Voter Photo ID Requirement

All voters will be asked to show photo ID when voting in North Carolina. Most voters will simply show their driver's license, but there are many other acceptable photo IDs. For more info, go to [BringItNC.gov](https://www.bringitnc.gov).

Many types of photo IDs are **approved for voting** purposes. They include:

- NC driver's license or state ID from the NCDMV
- Driver's license or non-operator card from another state
- U.S. Passport book or U.S. Passport card
- NC voter photo ID card
- Approved Student & government-employee photo IDs

Many more IDs will be accepted. For a complete list of acceptable IDs, go to [BringItNC.gov](https://www.bringitnc.gov).

Don't have your ID when you vote?

You can still vote by filling out an ID Exception Form at the polls. For more information, go to [BringItNC.gov](https://www.bringitnc.gov).

2 WAYS TO GET A FREE PHOTO ID CARD

1

Any registered voter can get a free photo ID from their county board of elections. Contact information for county boards can be found at [vt.ncsbe.gov/BOEinfo](https://www.vt.ncsbe.gov/BOEinfo).

2

Any NC resident can get a free non-driver's ID card from the NCDMV.



2024 GENERAL ELECTION

GENERAL INFORMATION





GENERAL ELECTION

- Voters must State their Name, Address and present an Acceptable Photo ID
- County Wide Election
 - All Voters have the same ballot style
- All Candidates and Political Parties are on the ballot
 - The ballot is back and front
- Voters may cross vote
 - Vote for a candidate of a different party than which you are registered
 - Sample ballots are now available



VOTER PHOTO ID

Voters must show an Acceptable Photo ID when they check in at their voting site during Early Voting or on Election Day.

- **Precinct Officials will look for the reasonable resemblance with you and your photo.**



VOTER PHOTO ID



COMMON IDs

These IDs must be valid and unexpired, or been expired for 1 year or less

NC Driver License



NC Identification Card



Other Non-Temporary NC DMV Issued ID Cards



US Passport or US Passport Card



NC Voter ID Card



Out of State ID



Driver License or Non-Operator ID from a different US state or US territory **ONLY** if the voter registered within 90 days of the election

A voter 65 or older may use an expired form of acceptable ID if the ID was unexpired on their 65th birthday



FREE PHOTO ID

1. You may receive a Voter Photo ID Card at the Bertie County Board of Elections Office

- You must be a registered voter

2. You may receive a Free Non-Driver's ID Card at the NCDMV

Voter Photo ID Requirement

All voters will be asked to show photo ID when voting in North Carolina. Most voters will simply show their driver's license, but there are many other acceptable photo IDs. For more info, go to BringItNC.gov.

Many types of photo IDs are approved for voting purposes. They include:

- NC driver's license or state ID from the NCDMV
- Driver's license or non-operator card from another state
- U.S. Passport book or U.S. Passport card
- NC voter photo ID card
- Approved Student & government-employee photo IDs

Many more IDs will be accepted. For a complete list of acceptable IDs, go to BringItNC.gov.

Don't have your ID when you vote?

You can still vote by filling out an ID Exception Form at the polls. For more information, go to BringItNC.gov.

2 WAYS TO GET A FREE PHOTO ID CARD

- Any registered voter can get a free photo ID from their county board of elections. Contact information for county boards can be found at vtnccboe.gov/BOEInfo.
- Any NC resident can get a free non-driver's ID card from the NCDMV.



VOTER DOES NOT HAVE AN ACCEPTABLE VOTER PHOTO ID

No voter will be turned away from the polls.

If any voter is unable to show photo ID, they may fill out an ID Exception Form and vote a provisional ballot. The voter will choose from the following permitted exceptions.

- The voter has a "reasonable impediment" to showing photo ID. The voter must select from the following choices on the form.
 - Lack of transportation
 - Disability or illness
 - Lack of birth certificate or other documents needed to obtain ID
 - Work schedule
 - Family responsibilities
 - Lost or stolen photo ID
 - Photo ID applied for but not yet received
 - (For mail voters only) Unable to attach a copy of photo ID
 - Other reasonable impediment (if selected, the voter must write the reason on the form)
- The voter has a religious objection to being photographed.
- The voter was a victim of a natural disaster within 100 days before Election Day.

NORTH CAROLINA [COUNTY] COUNTY	PHOTO ID EXCEPTION FORM	ELECTION DATE XX/XX/XXXX	PROVISIONAL POLL BOOK NO XXXXXXXXXX
-----------------------------------	--------------------------------	-----------------------------	--

Voter, please complete this form to explain why you cannot show photo ID.
Your vote will count if you truthfully complete and sign this form.

Name: _____
 Last Name First Name Middle Name Suffix

Contact: _____
 Email Address (if available) Phone

I AFFIRM that I am the registered voter identified above, that I am casting a provisional ballot while voting in person, and that: (choose from the exceptions below)

EXCEPTION 1: REASONABLE IMPEDIMENT

I suffer from a reasonable impediment that prevents me from presenting photo ID.
 (CHOOSE ONE OR MORE REASONS BELOW)

1. I cannot get photo ID due to:

- Lack of transportation
- Disability or illness
- Lack of birth certificate or other documents needed to get photo ID
- Work or school schedule
- Family responsibilities

2. My photo ID is lost, stolen, or misplaced

3. I applied for photo ID but have not received it

4. Other reasonable impediment to presenting photo ID (you **must** write the reason if choosing this option):

5. State or federal law prohibits me from listing my reason

2024 GENERAL ELECTION OFFICES



FEDERAL AND STATE OFFICES

Presidential Preference

US House District 1

- Agriculture Commissioner
- Associate Justice, State Supreme Court

• Attorney General

• District Attorney

Governor

• Insurance Commissioner

• Judge, District Court

FEDERAL AND STATE OFFICES

• Judge, State Court of Appeals •

Judge, Superior Court •

Labor Commissioner

• Lieutenant Governor

• Secretary of State

• State Auditor

• State Treasurer

• Superintendent of Public Instructions



2024 GENERAL ELECTION OFFICES

STATE OFFICES

NC House District 1

NC Senate District 1

COUNTY OFFICES

County Commissioner District 1

County Commissioner District 4

Board of Education Districts 1 and 5

Register of Deeds

Soil and Water



VOTER ASSISTANCE

If you are in need of assistance while in the polling place, you must inform the Precinct Officials

You may bring someone with you or you may ask a Precinct Official to assist you





ABSENTEE BY MAIL BALLOTS

Any Registered Voter may request an Absentee by Mail Ballot

Absentee Ballots will be mailed to voters who have requested them beginning September 6, 2024.

A voter may receive an Absentee Ballot by completing an Absentee Ballot Request form. Request forms are available at the Board of Elections Office.

The absentee request deadline is Tuesday, October 29th at 5:00 pm.



CURBSIDE VOTING

Curbside Voting will be available to voters who are unable to physically enter the Precinct

- The Precinct Officials will bring the balloting materials to the voter's vehicle



VOTER REGISTRATION DEADLINE

- Registration Deadline – Friday, October 11th at 5:00 pm

North Carolina Voter Registration Application (Sections in red are required.) 06w

Eligibility
You must be a U.S. citizen and old enough to register to submit this form. *Required.*

1 Are you a citizen of the United States of America?
If you checked "no" in response to this question, do not submit this form. You are not qualified to vote. Yes No
Will you be 18 years of age on or before election day?
If you answered "no" to the question above, are you at least 16 years of age and understand that you must be 18 years of age on or before election day to vote? Yes No
If you checked "no" in response to both of these age questions, do not submit this form. You are not qualified to register or preregister to vote. Yes No

Print your name
Required.

2 Last Name _____ Suffix (Jr, Sr, II, III, IV) _____
First Name _____ Middle Name _____

Identification information
Required.

3 Date of birth (mm/dd/yyyy) _____ AND NC Driver's License/DMV ID number _____
OR, if you do not have one
Last 4 digits of your Social Security number _____
 I do not have a driver's license/DMV ID or Social Security number.

Residential address
Your home address. *Required.*

4 Address (not P.O. Box) _____ Apt/Unit # _____
City _____ NC Zip _____ County _____
If you have lived at this address less than 30 days, when did you move here? (mm/dd/yyyy) _____

Mailing address
If you do not receive mail at your residential address, you must provide a mailing address. Required.

5 Same as above
Address or P.O. Box _____ Apt/Unit # _____
City _____ State _____ Zip _____

No physical address?
If you do not have an address, show on the map where you live or normally sleep.

6 Write the names of the nearest crossroads (or streets).
Draw an X on the map to show where you live/sleep.
Remember to provide a valid mailing address in Section 5 so that the board of elections can send you a voter card.

About you

7 Gender Male Female Ethnicity Hispanic/Latino Not Hispanic/Latino Race African American/Black American Indian/Alaska Native Asian White Multiracial Native Hawaiian/Pacific Islander Other

Political party affiliation

8 Constitution Party No Labels Party Other _____
 Democratic Party Republican Party Republican Party
 Green Party Unaffiliated (No Party) Justice For All Party We The People Party
 Libertarian Party
If you select a party that is not recognized in North Carolina, you will be registered as Unaffiliated.

Old registration
If you are currently registered to vote somewhere else, complete this section so that your prior registration can be cancelled.

9 Name and address on last registration to cancel
Last Name _____ Suffix _____
First Name _____ Middle Name _____
Street _____
City _____ State _____ Zip _____ County _____

Contact information
This optional information is helpful if we have questions.

10 Phone _____ Email _____

Signature
Fraudulently or falsely completing this form is a Class I felony under Chapter 163 of the NC General Statutes.

11 I have reviewed the contents of this form and attest that:
- I am a U.S. citizen;
- I am at least 18 years old, or will be by the date of the general election; or I am at least 16 years old and understand that I must be at least 18 years old on the day of the general election to vote;
- I will have lived at the residence identified on this form for 30 days before the date of the election in which I intend to vote;
- If I filled out Section 9 above, I am requesting that my old registration be cancelled; and
- I am not currently serving a felony sentence (including any probation, post-release supervision, or parole).

Voter, sign and date here (Required)

X _____ Date (mm/dd/yyyy) _____ I would like to be contacted to be a poll worker.

2024.08

SAME DAY REGISTRATION PROOF OF RESIDENCE



- **Current and valid photo ID:**
 - NC driver license or identification card
 - Photo ID issued from a government agency
-

-OR-

- **Document showing name and current address:**
 - utility bill (including mobile service providers)
 - private bank statement
 - property tax statement issued by a governmental agency
 - vehicle registration issued by a governmental agency
 - government check, including any Social Security, employment, pension, benefit, or reimbursement check from any government entity
 - government invoice, statement, or receipt
 - public housing identification card, lease, or rental statement
 - public educational institution documents, including any student card, transcript, tuition statement, invoice, or receipt issued by any public educational institution
 - government insurance plan card, drug discount card, or drug prescription issued by a government care facility (including military facilities)
 - discharge certificates, pardons, or other government documents issued in connection with the resolution of a criminal case, indictment, sentence, or other matter
 - public transportation authority cards, invoices, receipts or correspondence
 - public assistance or disability agency documents
 - documents issued by any government shelter, or temporary/transitional housing facility
 - drug prescription issued by a government doctor or other governmental health care



EARLY VOTING LOCATIONS

We have three Early Voting Locations for the General Election

- **1. Bertie County Board of Elections Office**





EARLY VOTING LOCATIONS

We have three Early Voting Locations for the General Election

- **2. Powellsville Town Hall**





EARLY VOTING LOCATIONS

We have three Early Voting Locations for the General Election

- **3. Lewiston Woodville Fire Department**





EARLY VOTING DATES AND HOURS

Thursday, October 17th - Friday, October 18th

- **8:00 am-7:30 pm**

Saturday, October 19th

8:00 am-3:00 pm

Monday, October 21st - Friday, October 25th

8:00 am-7:30 pm

Saturday, October 26th

8:00 am-3:00 pm

Monday, October 28th - Friday, November 1st

- **8:00 am-7:30 pm**

Saturday, November 2nd

8:00 am-3:00 pm



END OF EARLY VOTING

Note: Once Early Voting ends at 3:00 pm on Saturday, November 2nd :

- **1. Same Day Registration Ends**
 - There is no Same Day Registration on Election Day

- **2 Citizens who did not vote during Early Voting will have to vote at their assigned precinct on Election Day**
 - Your precinct is determined by physical address.
 - Contact the Board of Elections office if you are unsure of your precinct.

- **3. Statewide Photo ID Blackout (Elections Offices Only)**
 - Once Early Voting ends at 3:00 pm on November 2nd , all Elections Offices will be unable to provide Voter Photo IDs . The blackout period is from Nov. 2nd –Nov. 5th
 - Free Photo IDs will still be available at the NCDMV

ELECTION DAY NOVEMBER 5, 2024



ELECTION DAY

NOVEMBER 5, 2024

On Election Day, voters must go to their assigned precinct. Your precinct is determined by your physical address:

Polls will be open from 6:30 a.m. to 7:30 p.m. on Election Day. The polling places are located at:

Colerain1 Precinct
Colerain Municipal Building
101 Winton St., Colerain
(Old Colerain Fire Department)

Colerain2 Precinct
Powellsville Town Hall
106 E. Main St., Powellsville

Indian Woods Precinct
Indian Woods Missionary Baptist Church
2330 Indian Woods Road, Windsor

Mitchells1 Precinct
Hexlena Community Building
1427 Early Station Road, Aulander

Mitchells2 Precinct
Aulander Community Building
116 S. Commerce St., Aulander

Merry Hill Precinct
Merry Hill-Midway Fire Dept
109 NC Highway 45 N, Merry Hill

Roxobel Precinct
Kelford Fire Department
106 N. Main St., Kelford

Snakebite Precinct
Mt. Ararat Baptist Church
305 Cowtrack Road, Windsor

Windsor1 Precinct
Windsor Community Building
201 S. Queen St., Windsor

Windsor2 Precinct
Askewville Fire Department
105 Askewville South Railroad St

Woodville Precinct
Lewiston Woodville Fire Dept
103 W. Church St., Lewiston Woodville

Whites Precinct
Perrytown Fire Department
848 Perrytown Road, Colerain



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: September 9, 2024

SECTION: Consent (C-1 to C-2)

DEPARTMENT: Governing Body

TOPICS:

1. Approve Register of Deeds Fees Report – August 2024
2. Approve Resolution for Approving Local Water Supply Plan for Bertie County regional Water System

COUNTY MANAGER RECOMMENDATION OR COMMENTS: -- Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): -- Recommend approval.

ATTACHMENTS: Yes, see each particular agenda item.

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



C-1

NORTH CAROLINA
BERTIE COUNTY

TO: THE BOARD OF COUNTY COMMISSIONERS:

Agreeable to and in compliance with Chapter 590 of the Public Local Laws of North Carolina, Sessions 1913, I beg leave to submit the following statement of all fees, commissions, etc. of any kind collected by me as Register of Deeds for the month of AUG. 2024 and for an itemized statement thereof, I respectfully refer you to the following books in my office.

AMOUNT SUBJECT TO GS 161-50.2

10-0030-4344-01	REAL ESTATE REGISTRATION-----		\$4,181.20
10-0030-4344-03	VITAL STATISTICS-----		\$1,420.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----		\$142.00
10-0030-4344-04	NO. MARRIAGE LICENSE-----	5 @60.00	\$300.00
			\$6,043.20
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----		\$12,524.00
10-0030-4344-10	STATE TREASURER FEE-----	129 @\$6.20	\$799.80
	STATE VITAL RECORDS-----	15 @14.00	\$210.00
			\$19,577.00
10-0000-1251-00	A/R IN/OUT(REFUND)-----		
			\$19,577.00


REGISTER OF DEEDS - BERTIE COUNTY

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	_____	@\$6.20=	_____
ADDITIONAL PAGES-----	_____	@\$0.40=	_____
DEEDS & OTHER INSTRUMENTS-----	_____	@\$1.94=	_____



C-2



RESOLUTION APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for Bertie County Regional Water System, has been developed and submitted to the Bertie County Board of Commissioners for approval; and

WHEREAS, the Bertie County Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for Bertie County Regional Water System, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Bertie County that the Local Water Supply Plan entitled, Bertie County Regional Water System dated September 9, 2024, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Bertie County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 9th day of September, 2024.

John Trent, Chair
Bertie County Board of Commissioners

ATTEST:

Joleatha Chestnutt, Clerk to the Board

Bertie County RWS

2023 ▼

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name:	Bertie County RWS	PWSID:	04-08-085
Mailing Address:	P.O. Box 487 Windsor, NC 27983	Ownership:	County
Contact Person:	Ricky Spivey, Sr.	Title:	Water Dept. Superintendent-Operator
Phone:	252-794-5350	Cell/Mobile:	--
Secondary Contact:	Alicia Jones	Phone:	252-794-6164
Mailing Address:	P.O. Box 487 Windsor, NC 27983	Cell/Mobile:	--

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Ductile Iron	6-12	4.00 %
Polyvinyl Chloride	2-12	96.00 %

What are the estimated total miles of distribution system lines? 555 Miles

How many feet of distribution lines were replaced during 2023? 40 Feet

How many feet of new water mains were added during 2023? 0 Feet

How many meters were replaced in 2023? 60

How old are the oldest meters in this system? 42 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 2

What is this system's finished water storage capacity? 3.5750 Million Gallons

Has water pressure been inadequate in any part of the system since last update? *Line breaks that were repaired quickly should not be included.* No

Programs

Does this system have a program to work or flush hydrants? Yes, Weekly

Does this system have a valve exercise program? Yes, 2 Years or More

Does this system have a cross-connection program? Yes

Does this system have a program to replace meters? Yes

Does this system have a plumbing retrofit program? Yes

Does this system have an active water conservation public education program? Yes

Does this system have a leak detection program? Yes

Water Conservation

What type of rate structure is used? Flat/Fixed

How much reclaimed water does this system use? 0.0000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Chowan River (04-1)	80 %	Bertie	100 %
Roanoke River (14-1)	20 %		

What was the year-round population served in 2023? 13,090

Has this system acquired another system since last report? No

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	5,180	0.6700	0	0.0000
Commercial	91	0.0300	0	0.0000
Industrial	1	0.0550	0	0.0000
Institutional	1	0.1480	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 0.0076 MGD

Water Sales

Purchaser	PWSID	Average Daily Sold (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Aulander	04-08-015	0.0000	0				Yes		Emergency
Harrellsville	04-46-040	0.0000	0		2016	Yes	Yes	6	Emergency
Hertford County Rural Water	04-46-045	0.0056	365			Yes	Yes	6	Regular
Powellsville	04-08-040	0.0000	0			Yes	Yes		Emergency
Windsor	04-08-010	0.0000	0			Yes	Yes	6	Emergency

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	1.1175	0.3500	May	0.9550	0.4100	Sep	1.1700	0.0685
Feb	1.1128	0.4455	Jun	0.9798	0.4400	Oct	1.2900	0.2700
Mar	0.9590	0.3365	Jul	1.0200	0.3050	Nov	1.1100	0.2975
Apr	0.9610	0.2915	Aug	1.0112	0.4020	Dec	0.9900	0.3430

Maximum values are for a single well. The Town of Powellsville lost their water supply well and we open up the valve to supply their town for a little over 6 months. This was during the winter months on when the water usage spiked.



Ground Water Sources

Name or Number	Average Daily Withdrawal (MGD)	Max Day Withdrawal (MGD)	12-Hour Supply (MGD)	CUA Reduction	Year Offline	Use Type
	MGD	Days Used				
01	0.1600	356	0.178			Regular

02	0.1500	355	0.245	0.2860		Regular
03	0.0000	0	0	0.1180	2003	Emergency
04	0.1180	360	0.3105	0.3040		Regular
06	0.0985	300	0.160	0.2500		Regular
07A	0.0655	365	0.138	0.1250		Regular
08	0.1330	360	0.410	0.2550		Regular
09	0.1600	310	0.266	0.2870		Regular
10	0.0000	0	0.0000	0.2160		Regular
11	0.0475	341	0.0178	0.2160		Regular
12	0.0845	360	0.0168	0.2160		Regular
13	0.0366	355	0.070	0.2160		Regular
14	0.0000	0	0.0000	0.2160		Regular

Ground Water Sources (continued)

Name or Number	Well Depth (Feet)	Casing Depth (Feet)	Screen Depth (Feet)		Well Diameter (Inches)	Pump Intake Depth (Feet)	Metered?
			Top	Bottom			
01	365	340	326	351	10	351	Yes
02	365	340	322	355	10	355	Yes
03	412	412	228	402	10	402	Yes
04	409	377	289	399	10	399	Yes
06	441	431	323	431	10	330	Yes
07A	513	503	235	503	10	300	Yes
08	490	482	352	472	10	374	Yes
09	460	450	400	445	10	410	Yes
10	415	415	327	405	12	232	Yes
11	443	443	379	433	12	282	Yes
12	374	374	379	433	12	233	Yes
13	373	266	265	365	12	244	Yes
14	505	445	445	495	12	218	Yes

Are ground water levels monitored? Yes, Quarterly

Does this system have a wellhead protection program? Yes

Water Purchases From Other Systems

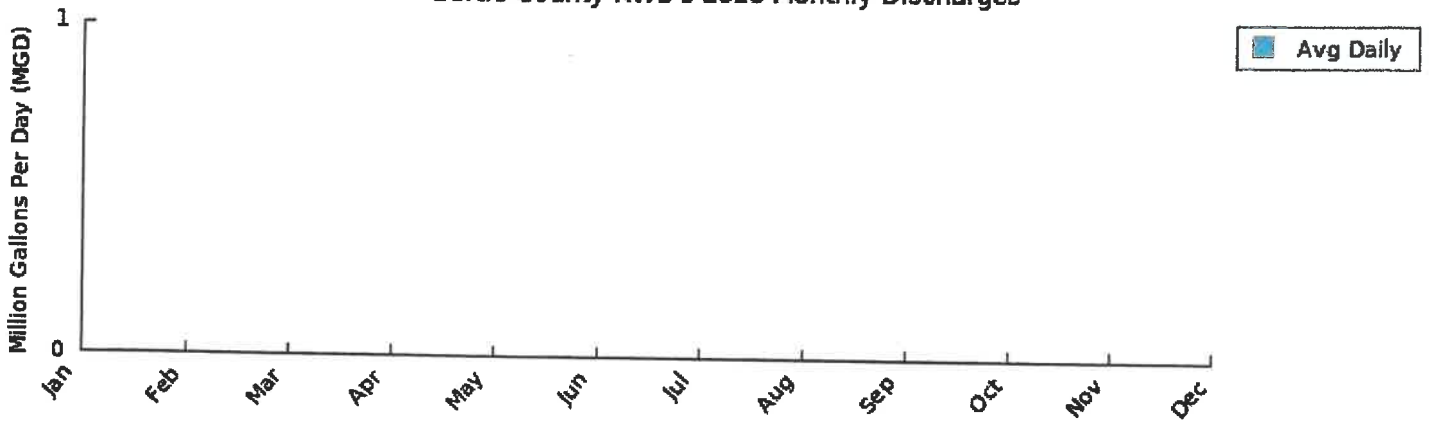
Seller	PWSID	Average Daily Purchased (MGD)	Days Used	Contract		Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
				MGD	Expiration Recurring			
Harrellsville	04-46-040	0.0000	0		Yes	Yes	6	Emergency
Powellsville	04-08-040	0.0000	0			Yes	6	Emergency
Windsor	04-08-010	0.0000	0		Yes	Yes	6	Emergency

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.0000	May	0.0000	Sep	0.0000
Feb	0.0000	Jun	0.0000	Oct	0.0000
Mar	0.0000	Jul	0.0000	Nov	0.0000
Apr	0.0000	Aug	0.0000	Dec	0.0000

Bertie County RWS's 2023 Monthly Discharges



How many sewer connections does this system have? 0

How many water service connections with septic systems does this system have? 5,075

Are there plans to build or expand wastewater treatment facilities in the next 10 years? No

5. Planning

Projections

	2023	2030	2040	2050	2060	2070
Year-Round Population	13,090	13,100	13,110	13,120	13,130	13,140
Seasonal Population	0	0	0	0	0	0
Residential	0.6700	0.6710	0.6712	0.6720	0.6725	0.6730
Commercial	0.0300	0.0305	0.0320	0.0325	0.0331	0.0335
Industrial	0.0550	0.0551	0.0555	0.0560	0.0565	0.0567
Institutional	0.1480	0.1490	0.1500	0.1505	0.1515	0.1520
System Process	0.0076	0.0078	0.0080	0.0084	0.0085	0.0088
Unaccounted-for	0.0790	0.0800	0.0801	0.0805	0.0810	0.0815

Demand v/s Percent of Supply

	2023	2030	2040	2050	2060	2070
Surface Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Ground Water Supply	2.8730	2.8730	2.8730	2.8730	2.8730	2.8730
Purchases	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	2.8730	2.8730	2.8730	2.8730	2.8730	2.8730
Service Area Demand	0.9896	0.9934	0.9968	0.9999	1.0031	1.0055
Sales	0.0056	0.0056	0.0056	0.0056	0.0056	0.0056
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	0.9952	0.9990	1.0024	1.0055	1.0087	1.0111
Demand as Percent of Supply	35%	35%	35%	35%	35%	35%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is 51 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional information

Has this system participated in regional water supply or water use planning? No

What major water supply reports or studies were used for planning?

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues: The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled PROVISIONAL have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: September 9, 2024

SECTION: Discussion

DEPARTMENT: Governing Body (D1)

TOPICS:

1. Proposed 2025 Meeting Schedule for the Board of Commissioners and 2025 State Holiday Schedule
2. Discussion Plans for 2024 Employee Appreciation Luncheon
3. Next Board of Commissioners Meeting: 9/23/24, 10:00 AM Work Session, Community Meeting Room

COUNTY MANAGER RECOMMENDATION OR COMMENTS: --

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): --

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



D-1

2025 MEETING SCHEDULE - BERTIE COUNTY BOARD OF COMMISSIONERS

Meeting Date	Time	Meeting Area	Meeting Location
1/6/2024	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
2/3/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
3/3/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
3/17/2025	10:00 AM	Commissioners Room	Work Session-106 Dundee Street, Windsor, NC
4/7/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
5/5/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
5/19/2025	10:00 AM	Commissioners Room	Work Session-106 Dundee Street, Windsor, NC
6/2/2025	6:00 PM	Commissioners Room	BUDGET PUBLIC HEARING
6/16/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
7/14/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
8/4/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
9/8/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
9/22/2025	10:00 AM	Commissioners Room	106 Dundee Street, Windsor, NC
10/6/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
10/20/2025	10:00 AM	Commissioners Room	Work Session-106 Dundee Street, Windsor, NC
11/3/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
12/8/2025	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
*** If there are any questions regarding this calendar, please call the Clerk to the Board at (252)794-6110 ***			
This schedule is subject to change. Please visit the County website (www.co.bertie.nc.us) to receive information about cancellations or meeting location			
All meetings are scheduled on Monday unless denoted with an asterick (*).			

NACo Annual Conference – July 11-14, 2025 Philadelphia, PA
 NCACC – TBD
 County Advocacy Days - TBD

2025 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2025	Wednesday
Martin Luther King, Jr. Birthday	January 20, 2025	Monday
Good Friday	April 18, 2025	Friday
Memorial Day	May 26, 2025	Monday
Independence Day	July 4, 2025	Friday
Juneteenth Day	June 19, 2025	Thursday
Labor Day	September 1, 2025	Monday
Veterans Day	November 11, 2025	Tuesday
Thanksgiving	November 27 & 28, 2025	Thursday & Friday
Christmas	December 24, 25 & 26, 2025	Wednesday, Thursday & Friday