

# Houston County Commissioners Meeting

Warner Robins, Georgia | April 23, 2024 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Byrd

Invocation – Dr. Henry Childs

*Retired USAF Colonel, Board of Elections Member*

Recognition – Board of Elections (EAGLE Award)

Approval of Minutes from April 9, 2024

New Business

- 1. Option to Purchase Real Estate (Bonaire Elevated Storage Tank) – Commissioner Byrd**
- 2. Contract Addendum (Dixie Lawn & Landscaping, Inc.) – Commissioner Robinson**
- 3. Annexation Request (City of Warner Robins) – Commissioner Robinson**
- 4. Board of Elections (Poll Workers) – Commissioner Talton**
- 5. Personnel Request (Landfill) – Commissioner Talton**
- 6. Personnel Request (District Attorney's Office) – Commissioner Gottwals**
- 7. Approval of Bills – Commissioner Gottwals**

Public Comments

Commissioner Comments

Motion for Adjournment

# 1. Option to Purchase Real Estate (Bonaire Elevated Storage Tank) – Commissioner Byrd

This request is to enter an Option to Purchase with David and Jocelyn Daniell for property located on Old Perry Road. This negotiated price is \$250,000, and as a result of the negotiations, earnest money of \$10,000 is required. This option gives the County 90 days to evaluate the site's suitability for the intended use. The parcel will be investigated by staff and Carter & Sloope, the consulting engineers for the Water Department. The site could be purchased for \$250,000 if found to meet the requirements. The \$10,000 earnest money would be applied to the purchase price.

If the site proves unsatisfactory or is considered unsuitable by EPD, then the current owners of the property would be entitled to keep the earnest money. The earnest money and property purchase will be paid using ARPA Funds. This option to purchase will start with the signing of the contract and expire ninety days after.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

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the signing of an Option to Purchase with David and Jocelyn Daniell, for purchase of property described below:

All that tract or parcel of land situate, lying and being in Land Lot 12 of the 11th Land District of Houston County, Georgia, being known and designated as Tract 2, containing 2.19 acres of land, according to a plat of survey entitled "Plat of Mrs. C.G. Galletly Property" prepared by J.B. Lovell and Assoc, dated October 31, 1951 a copy of which is of record in Plat Book 2, Page 429, Clerk's Office, Houston Superior Court. Said plat incorporated herein by reference and made a part hereof for a more complete and accurate description.

Less and Except all that tract or parcel of land shown in Right of Way deed recorded in Deed Book 5068, Page 46, Clerk's Office Houston Superior Court.

The above described property is conveyed subject to easements and rights-of-way for public roads and utilities as they now exist, and building lines and other matters shown on the aforesaid recorded plat of survey.



# Houston County Public Works

## Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

## MEMORANDUM

**To:** Houston County Board of Commissioners

**From:** Brian Jones, Director of Operations *BJ*

**Date:** Wednesday, April 17, 2024

**CC:** Terry Dietsch, Utility Director

**RE:** Option to Purchase Site for New Elevated Water Storage Tank

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Please consider this request to approve an Option to Purchase 2.19 acres located at 217 Old Perry Road. The parcel is proposed to be used as the site for a new elevated water tank to serve the Bonaire area. The negotiated price to purchase the parcel is \$250,000. As a result of the negotiations, earnest money of \$10,000 is required.

The Option gives the County 90 days to evaluate the suitability of the site for the intended use. The parcel will be investigated by staff and Carter & Sloope, the consulting engineers for the Water Department. If found to meet the requirements, the site could be purchased for the \$250,000. The \$10,000 earnest money would be applied to the purchase price.

If the site proves unsatisfactory or is considered unsuitable by EPD, then the current owners of the property would be entitled to keep the earnest money.

The earnest money and purchase of the property will be paid using ARPA funds. Thank you for your consideration of this request.

## **2. Contract Addendum (Dixie Lawn & Landscaping, Inc.) – Commissioner Robinson**

This request is to extend the current agreement with Dixie Lawn & Landscaping, Inc., and add Lake Joy Road from Houston Lake Road to Langston Road to the agreement. Dixie Lawn & Landscaping, Inc. has agreed to the additional road with an increase of 2% added per Renewal term year covered under this Addendum. This will be a 2% increase for each year starting with the beginning date of this Addendum.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

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**the signing of an Addendum to the contract with Dixie Lawn & Landscaping, Inc., of Cochran, Georgia with a 2% increase per renewal term year covered in the Addendum.**



# Houston County Public Works

## Office

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Roads Superintendent

Terry Dietsch  
Utility Director

## MEMORANDUM

**To:** Houston County Board of Commissioners

**From:** Brian Jones, Director of Operations *BJ*

**Date:** Monday, April 15, 2024

**RE:** Extension of Right-of-Way Landscaping Contract

Please consider this request to extend the current agreement with Dixie Lawn & Landscaping, Inc., to provide landscape maintenance services for selected roads in the County. Public Works has requested that Lake Joy Road, from Houston Lake Road to Langston Road, be added to the agreement.

Dixie Lawn & Landscaping, Inc., has agreed to continue to provide the services with a two percent (2%) annual increase in the fees associated with the extension.

Thank you for the consideration of this request.

Road	Length
Houston Lake Rd (Russell Pkwy to Perry Pkwy)	9.63 miles
Moody Rd. (SR 127 to Russell Pkwy)	6.57 miles
Old Perry Rd (SR 127 to SR 96)	3.70 miles
Lake Joy Rd (SR 96 to Houston Lake Rd)	5.15 miles
Sandefur Rd (300 ft off Houston Lake Rd)	0.09 miles
Sandefur Rd (Lake Joy Rd to US 41)	1.76 miles
Danny Carpenter Dr (Sandefur Rd to SR 96)	1.11 miles
Langston Rd (Lake Joy Rd to Middle School)	0.43 miles
Old Hawkinsville Rd (Cullen Rd to Old Hwy 96)	0.88 miles
Thompson Mill Rd (Old Hwy 96 to Southwick Dr)	0.75 miles
US 41 North (Watson Blvd to White Rd.)	1.31 miles
SR 96 (SR 41 to Thompson Mill Rd)	9.30 miles
SR 247/SR 96 Intersection (Sidewalk areas)	0.33 miles
Cohen Walker Pkwy (Lake Joy Rd to Houston Lake Rd)	1.84 miles
Total	<b>42.85 miles</b>

### **3. Annexation Request (City of Warner Robins) – Commissioner Robinson**

This request from the City of Warner Robins is to annex the property located at 100 Glenwood Ave.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**the annexation, to the City of Warner Robins, of property located at 100 Glenwood Avenue, also known as Tax Parcel 00075A 012000, containing 0.59 acres. The current zoning of the property is County RMH the proposed zoning is City of Warner Robins C-2.**

**CITY OF WARNER ROBINS**  
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943  
"A CITY OF CHARACTER"

04/02/2024

Houston County Board of Commissioners  
200 Carl Vinson Parkway  
Warner Robins, GA 31088

**MAYOR**  
LaRhonda W. Patrick

**MEMBERS OF  
COUNCIL**

**Post 1**  
Derek Mack  
**Post 2**  
Charlie Bibb  
**Post 3**  
Keith Lauritsen  
**Post 4**  
Kevin Lashley  
**Post 5**  
Clifford Holmes, Jr.  
**Post 6**  
Larry Curtis, Jr.

**CITY CLERK**  
Mandy Stella

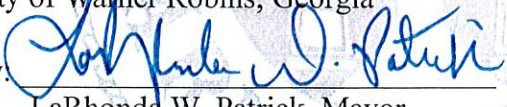
**CITY ATTORNEY**  
Julia Bowen Mize

Re: Initiation of Annexation Pursuant to the 100% Application Method to the City of Warner Robins – property totaling 0.59 acres, located at 100 Glenwood Dr., also known as tax parcel, [00075A 012000]

Dear Commissioners:

Notice is hereby given, pursuant to O.C.G.A. §36-36-6, that the City of Warner Robins, Georgia, has accepted a petition for annexation, pursuant to O.C.G.A. §36-36-20, *et seq.* (Article II or 100% Application Method). The owner of this property, **Bonde LLC** who has filed a written request for annexation is, as required by law, a copy of the application showing the legal description is attached. A tax map showing the boundaries of the proposed annexed area is attached as Exhibit "A". the present zoning is RMH [Residential Mobile Home District], [County], and the proposed zoning upon annexation is C-2 [General Commercial District], [City], under the zoning ordinance of the City of Warner Robins.  
Respectfully,

City of Warner Robins, Georgia

By:   
LaRhonda W. Patrick, Mayor  
For the Mayor and Council

cc: Robbie Dunbar, County Administrator  
Julia Mize, City Attorney

700 WATSON BLVD • P.O. Box 8629 • WARNER ROBINS, GEORGIA 31095

(478) 293-1000 • FAX (478) 929-1124 • [www.wrga.gov](http://www.wrga.gov)

## 4. Board of Elections (Poll Workers) – Commissioner Talton

The Board of Elections requests approval to hire poll workers for the upcoming May 21, 2024 General Primary/Nonpartisan Election.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

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hiring the following poll workers for the May 21, 2024 General Primary/Nonpartisan Election, and for Accounting to make any and all budget adjustments:

		AMOUNT	TOTAL
17	Managers (Precinct)	\$175.00	\$2975.00
34	Assistant Managers (Precinct)	\$125.00	\$4250.00
103	Clerks	\$115.00	\$11,845.00
154	Training	\$25.00	\$3850.00
5	Janitors	\$15.50	\$77.50
1	Janitor	\$25.00	\$25.00
233	BMD (Ballot Marking Device)	\$2.00	\$466.00
3	Election Supply Load Out Help	\$75.00	\$225.00
3	Election Night Equipment Return Help	\$75.00	\$225.00
3	Election Night Check-In Clerks	\$75.00	\$225.00
17	Supply pick-up/return supplies (Managers)	\$10.00	\$170.00
17	Cell Phones	\$10.00	\$170.00
2	Ballot Scan Clerks	\$100.00	\$200.00
	<b>TOTAL</b>		<b>\$24,703.50</b>



# BOARD OF ELECTIONS

HOUSTON COUNTY GOVERNMENT BUILDING  
2030 KINGS CHAPEL ROAD  
POST OFFICE BOX 945  
PERRY, GA 31069

478-987-1973

FAX 478-988-0699

TO: Houston County Commissioners

FROM: Debra Presswood  
Registration/Election Supervisor

RE: Election Workers – General Primary/Nonpartisan Election, May 21, 2024

DATE: April 4, 2024

=====  
The Board of Elections requests hiring the following election day workers for the May 21, 2024 General Primary/Nonpartisan Election.

		AMOUNT	TOTAL
17	Managers (Precinct)	\$175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
103	Clerks	115.00	11,845.00
154	Training	25.00	3,850.00
5	Janitors	15.50	77.50
1	Janitors	25.00	25.00
233	BMD (Ballot Marking Device)	2.00	466.00
3	Election Supply Load Out Help	75.00	225.00
3	Election Night Equipment Return Help	75.00	225.00
3	Election Night Check-In Clerks	75.00	225.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
2	Ballot Scan Clerks	100.00	200.00
	TOTAL		24,703.50

## 5. Personnel Request (Landfill) – Commissioner Talton

This request is to fill the vacant Heavy Equipment Operator position at the Landfill.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**the hiring of Mr. Charles Powers to fill the vacant Heavy Equipment Operator position at the Landfill at Grade 13 Step C. Staff has reviewed his qualifications and he has the experience to merit the step and grade. The effective date will be April 24, 2024.**



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## Houston County Personnel Department

Houston County Board of Commissioners  
200 Carl Vinson Parkway  
Warner Robins, GA 31088  
478/542-2005 (Office) 478/542-2118 (Fax)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: April 5, 2024  
Re: Request to hire – Landfill

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Terry Dietsch is requesting to hire Charles Powers for the vacant Heavy Equipment Operator position at the Landfill. Based on Mr. Powers experience, Mr. Dietsch would like to hire at grade 13 step C. I have reviewed the qualifications and Mr. Powers does exceed the requirements for the C step.

Please consider this request to hire effective April 24, 2024.

## **6. Personnel Request (District Attorney's Office) – Commissioner Gottwals**

This request is to fill the vacant Assistant District Attorney position in the District Attorney's Office.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**the hiring of Ms. Maggie Dixon to fill the vacant Assistant District Attorney position at a Grade 30 Step E effective April 24, 2024. Staff has reviewed her qualifications and she does exceed the requirements for the E Step.**



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## Houston County Personnel Department

Houston County Board of Commissioners  
200 Carl Vinson Parkway  
Warner Robins, GA 31088  
478/542-2005 (Office) 478/542-2118 (Fax)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: April 5, 2024  
Re: Request to hire – Assistant District Attorney

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District Attorney Will Kendall is requesting to hire Maggie Dixon for the vacant Assistant District Attorney position in the DA's office. Based on Ms. Dixon's experience, Mr. Kendall would like to hire at grade 30 step E. I have reviewed the qualifications and Ms. Dixon does exceed the requirements for the E step.

Please consider this request to hire effective April 24, 2024.

## 7. Approval of Bills – Commissioner Gottwals

Summary of bills by fund:

General Fund (100)	\$754,449.27
Drug Abuse Treatment. & Education (212)	\$9,171.15
Emergency 911 Telephone Fund (215)	\$4,117.57
American Rescue Plan Act (230)	\$109,363.06
Fire District Fund (270)	\$88,933.51
2006 SPLOST Fund (320)	\$2,761.20
2012 SPLOST Fund (320)	\$450,060.57
2018 SPLOST Fund (320)	\$421,742.44
Water Fund (505)	\$186,218.05
Solid Waste Fund (540)	\$642,095.28
<b>Total</b>	<b>\$2,668,912.10</b>

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

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authorize

the payment of the bills totaling **\$2,668,912.10**.