

# Houston County Commissioners Meeting

Perry, Georgia | June 4, 2024 | 9:00 A.M.

Call to Order

Invocation – Commissioner Byrd

Pledge of Allegiance – Commissioner Talton

Military Speaker – Staff Sergeant Derrick Hargrove  
*Contract Specialist in the Air Force Sustainment Center Contracting*

Approval of Minutes from May 21, 2024 meeting

New Business

- 1. Public Hearing on Special Exception Applications – Commissioner Gottwals**
- 2. Presentation and Public Hearing (FY25 Budget) – Chairman Perdue**
- 3. Board Appointment – Commissioner Gottwals**
- 4. Board Appointment (Correction)– Commissioner Gottwals**
- 5. Board of Elections (Poll Workers) – Commissioner Gottwals**
- 6. Automatic Aid Agreement (Centerville Fire Department) – Commissioner Robinson**
- 7. Intergovernmental Agreement (City of Warner Robins) – Commissioner Robinson**
- 8. Independent Contractor Agreements (Juvenile Court) – Commissioner Robinson**
- 9. Memorandums of Agreement (Accountability Court) – Commissioner Byrd**
- 10. Timber Sale (Landfill) – Commissioner Byrd**
- 11. Fiber Connections (City of Warner Robins) – Commissioner Byrd**
- 12. Bid Approval (2024 LMIG) – Commissioner Talton**
- 13. Crush Concrete Stockpile – Commissioner Talton**
- 14. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

# 1. Public Hearing on Special Exception Applications – Commissioner Gottwals

			<b>Recommendation</b>	<b>Vote</b>
#2771	Larry & Dorothy Winningham	Health and wellness training	Approval	Unanimous
#2772	Matthew & Jesica Martin	Lawn Care Business	Denial	Unanimous
#2773	Christopher & Ericka Wright	Game Truck Business	Approval	Unanimous
#2774	SR Perry LLC	Solar Technician Maintenance Shop	Approval	Unanimous
#2776	John Faherty Eileen Ford-Faherty	Apparel Decoration	Approval	Unanimous
#2777	Andres Acosta	Short-term Rental & Property Management	Approval	Unanimous
#2778	Maebell Burchette	Personal Care	Approval	Unanimous
#2779	Delbert & April Golden	Lawn Care Business	Tabled	Unanimous

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

approve     disapprove     table

the following Special Exception Applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report:

#2771	Larry & Dorothy Winningham	Health and wellness training
#2773	Christopher & Ericka Wright	Game Truck Business
#2774	SR Perry LLC	Solar Technician Maintenance Shop
#2776	John Faherty Eileen Ford-Faherty	Apparel Decoration
#2777	Andres Acosta	Short-term Rental & Property Management
#2778	Maebell Burchette	Personal Care

and to

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the following Special Exception Applications:

#2772	Matthew & Jesica Martin	Lawn Care Business
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and to

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the following Special Exception Applications:

#2779	Delbert & April Golden	Lawn Care Business
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## **2. Presentation and Public Hearing (FY25 Budget) – Chairman Perdue**

### **3. Board Appointment – Commissioner Gottwals**

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

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**the reappointment of Eddie Walker to the Zoning and Appeals board for a term of 06-06-2024 through 06-05-2028.**

## **4. Board Appointment (Correction)– Commissioner Gottwals**

Due to a clerical error, Ms. Jean Jones was appointed to the Library Board at the May 21, 2024 meeting. This action will correct the error and reappoint Dr. Jeff Washington to the Houston County Library Board.

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**The reappointment of Dr. Jeff Washington to the Houston County Library Board for a term of 07/01/2024 – 06/30/2028.**

## 5. Board of Elections (Poll Workers) – Commissioner Gottwals

The Board of Elections requests approval to hire poll workers for the upcoming June 18, 2024 General Primary/Nonpartisan Runoff Election.

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

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hiring the following poll workers for the June 18, 2024 General Primary/Nonpartisan Runoff 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
51	Clerks	\$115.00	\$5,865.00
3	Training	\$25.00	\$75.00
5	Janitors	\$15.50	\$77.50
1	Janitor	\$25.00	\$25.00
99	BMD (Ballot Marking Device)	\$2.00	\$198.00
2	Election Supply Load Out Help	\$75.00	\$150.00
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>\$14,605.50</b>

## **6. Automatic Aid Agreement (Centerville Fire Department) – Commissioner Robinson**

This request is for approval of an Automatic Aid Agreement to enhance fire protection and response in both the city limits of Centerville and the unincorporated County areas north of Watson Blvd. With this agreement, Houston County Fire Department agrees to respond automatically into all areas covered by Centerville Fire Department for structure fires and vehicle accidents with entrapment. In turn, Centerville Fire Department agrees to respond automatically to the same incident types to all areas inside the agreed upon areas that are in the unincorporated areas. By completing this agreement, both agencies would be dispatched simultaneously by Houston County 911 without the need for a verbal request.

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

**approve**

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**the signing of an Automatic Aid Agreement between Houston County Board of Commissioners and The City of Centerville.**

# Memo



**To:** Dan Perdue, Chairman  
**From:** Christopher Stoner, Chief *CRS*  
**cc:** Brian Jones, Director of Operations  
**Date:** May 29, 2024  
**Re:** Centerville Automatic Aid

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Houston County Fire Department and Centerville Fire Department have drafted a proposed Automatic Aid Agreement to enhance fire protection and response in both the city limits of Centerville and the unincorporated County areas north of Watson Blvd. The concept and terms of the agreement were kept simple and straight forward to ensure focus remained on the enhanced response for both municipalities.

In summary, Houston County Fire Department agrees to respond automatically into all areas covered by Centerville Fire Department for structure fires and vehicle accidents with entrapment. In turn, Centerville Fire Department agrees to respond automatically to the same incident types to all areas inside of the red polygon on the attached map that are unincorporated. By completing this agreement both agencies would be dispatched simultaneously by Houston County 911 without the need for a verbal request.

This agreement has no monetary terms associated with it. This agreement also does not impact the current Mutual Aid Agreement already in place. Both County and Centerville Attorney's have reviewed the agreement and approved the language.

Thank you for your time and consideration of this request. If possible, I would ask this to be added to the June 4, 2024, agenda. It is also planned to be on Centerville's Council agenda for the same date.



## **7. Intergovernmental Agreement (City of Warner Robins) – Commissioner Robinson**

This request is to acknowledge consent of an agreement between the City of Warner Robins and Houston County Sheriff Cullen Talton to allow the city Police Department to use CorrectHealth Houston, LLC to perform blood draws for suspected driving under the influence detainees at the same rate and under the same conditions as the Houston County Sheriff's Office.

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

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**the acknowledgement of consent of an agreement between the City of Warner Robins and Houston County Sheriff Cullen Talton for blood draws performed by CorrectHealth Houston, LLC.**

## **8. Independent Contractor Agreements (Juvenile Court) – Commissioner Robinson**

This request is for the renewal of Juvenile Court Independent Contractor Agreements. The current agreements will expire June 30, 2024. The attached agreements were reviewed by Judge Wilburn, each contracted attorney, and the County Attorney's Office.

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

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**an Independent Contractor Agreement with Genghis X. Shakhan in the amount of \$17,500.02 for the term July 1, 2024 through December 31, 2024, an Independent Contractor Agreement with Kameyan Sims in the amount of \$52,500.00 for the term of July 1, 2024 through June 30, 2025, an Independent Contractor Agreement with Glenda Harper in the amount of \$16,666.00 for the term of July 1, 2024 through June 30, 2025, an Independent Contractor Agreement with Caralyn J. Huddleston in the amount of \$24,500.00 for the term of July 1, 2024 through June 30, 2025, and an Independent Contractor Agreement with April Kelly Neal in the amount of \$50,000.00 for the term of July 1, 2024 through June 30, 2025.**

## **9. Memorandums of Agreement (Accountability Court) – Commissioner Byrd**

This request is for approval of professional services contracts with Robins Pharmacy, Empowered Living Counseling and Life Coaching, LLC, IHOPE, Inc., Infinite Health Wellness, LLC., and Houston County. The current agreements will expire on June 30, 2024. These MOAs were reviewed and approved by both the Accountability Court and Contractors. The County Attorney's office has also reviewed the agreements.

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

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**the signing of professional services contracts with Robins Pharmacy, Empowered Living Counseling and Life Coaching, LLC, IHOPE, Inc., Infinite Health Wellness, LLC., and Houston County.**

## 10. Timber Sale (Landfill) – Commissioner Byrd

At the April 9, 2024 Commissioners Meeting, approval was given to request bids for the sale of approximately 36.8 acres of timber to be harvested and sold from the Landfill property. Four bids were received. Staff and county consultants, American Forest Management, Inc., recommend accepting high bidder, Rozier Forest Products, LLC, at a bid of \$152,342.40.

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

approve

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authorize

**the acceptance of a bid from Rozier Forest Products, LLC of Jeffersonville, Georgia, in the amount of \$152,342.40 with a contract time of twelve months.**



# Houston County Public Works

## Memorandum

### 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

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director *TJD BJ*

**Date:** May 28, 2024

**Re:** Timber Sale

On April 9, 2024, commission meeting it was approved to request bids for the sale of approximately 36.8 acres of timber to harvested and sold from the Landfill property. On May 16, 2024, American Forest Management, Inc. received the following lump-sum bids:

- |                            |              |
|----------------------------|--------------|
| 1. Rozier Forest Products  | \$152,342.40 |
| 2. Sanders Logging Company | \$134,096.00 |
| 3. Cedar Creek Timber Co.  | \$128,319.00 |
| 4. Gay Wood Company        | \$105,058.00 |

**Staff recommend accepting the high bid of \$152,342.40 from Rozier Forest Products for a contract term of twelve months. A recommendation letter and an exhibit are attached for the sale area.**

## **11. Fiber Connections (City of Warner Robins) – Commissioner Byrd**

This request is to upgrade the Emergency Services Records Management Server connection. This connection is used by all law enforcement on the road to receive vital information from the server. This proposal is to build a fiber link from the Houston County Annex to the City of Warner Robins. When completed all emergency and office staff who access the Records Management Server will have a significant speed increase allowing for better service to Houston County citizens.

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

**approve**

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**authorize**

**the signing of contracts to build a fiber link from the Houston County Annex to the City of Warner Robins enabling speed increase allowing for better service. The total cost of this project is \$66,868.99 which will be paid from 2018 SPLOST funds.**




# Houston County Board of Commissioners

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MIS Department  
200 Carl Vinson Parkway  
Warner Robins, GA 31088

## Memorandum

**To:** Houston County Board of Commissioners  
**From:** Eric Mitchell/Ryan Hale, System Administrator   
**Date:** 5/29/2024  
**Re:** Emergency Services connection to Records Management Server

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Please consider the proposal to upgrade the Emergency Services Records Management Server connection.

All law enforcement on the road, 911, and the Sheriff's Office receive vital information from this server.

We are currently using a legacy connection that our current service provider (Cox Cable) does not support. This proposal is to build a fiber link from the Houston County Annex to the City of Warner Robins. All emergency and office staff who have access to the Records Management Server will benefit from a significant speed increase by implementing the installation of this fiber link, enabling them to provide better service to Houston County residents. The total cost is \$66,868.99, which will be paid from SPLOST 2018.

## 12. Bid Approval (2024 LMIG) – Commissioner Talton

This request is for approval of a bid on the 2024 Joint Local Maintenance Improvement Grant Road Improvement Project. Four bids were received, and Engineering recommends going with low bidder Reames and Son Construction Co. Bid amounts represent a joint bid for the City of Byron, the City of Centerville, the City of Perry, the City of Warner Robins, and Houston County.

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

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**the bid from Reames and Son Construction Co., of Perry Georgia, in the amount of \$6,379,978.91 for the 2024 Joint Local Maintenance Improvement Grant Road Improvement Project. This amount represents a joint bid with the cities of Byron, Centerville, Perry and Warner Robins. Houston County's portion of this contract is \$3,098,486.99 to be paid for by LMIG and 2018 SPLOST funds.**





# Houston County Public Works

## MEMORANDUM

### 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

**Date:** May 24, 2024

**To:** Houston County Board of Commissioners

**From:** Ronnie Heald, County Engineer *RJH BJ*

**Re:** Bid Recommendation for 2024 Joint Local Maintenance Improvement Grant (LMIG) Road Improvement Project

Please consider this request to accept the bid for the above-referenced project. Bids were received on Thursday, May 23, 2024. Listed below is a summary of the results:

<u>Bidder</u>	<u>Bid Amount</u>
<b>Reames and Son Const.</b>	<b>\$6,379,978.91</b>
Recves Const. Co.	\$7,932,407.55
C.W. Matthews	\$9,293,901.96
Summit Const. & Development, LLC	\$9,387,788.38

Engineering recommends awarding the contract to **Reames and Son Construction** as the lowest bidder. The bid amount represents a joint bid for LMIG projects for Byron, Centerville, Perry, Warner Robins, and Houston County. The portion of this bid for the unincorporated Houston County roads is **\$3,098,486.99**.

### **13. Crush Concrete Stockpile – Commissioner Talton**

This request is to crush the concrete stockpile at Public Works. This stockpile has accumulated from years of demolition work performed by Houston County Public Works and has been estimated to contain approximately 12,000 tons. The resulting aggregate will be used on projects by Public Works. After solicitation of three bids, one bid was received from Heidelberg Materials at a cost of \$11.50 per ton and an estimated total of \$138,000.

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

**approve**

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**authorize**

**a bid from Heidelberg Materials of Bolingbroke, Georgia in the amount of \$11.50 per ton. This work will be paid for out of the Roads and Bridges budget.**



# Houston County Public Works

## Office

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County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

## MEMORANDUM

**To:** Houston County Board of Commissioners

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

**Date:** Tuesday, May 28, 2024

**CC:** Travis McLendon, Roads & Bridges Superintendent

**RE:** Request to Crush Concrete Stockpile at Public Works

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Please consider this request to allow **Heidelberg Materials** to crush the concrete debris stockpiled at Public Works for **\$11.50/ton**.

Three contractors were solicited to provide costs for the services. They were Heidelberg Materials, Reeves Construction Company, and C.W. Matthews Contracting Company. No bids were received other than from Heidelberg Materials. It is estimated that the stockpile contains approximately 12,000 tons. At the unit price bid, it would cost \$138,000 to perform the work.

The resulting aggregate will be used on projects self-performed by Public Works. If 12,000 tons of concrete were disposed of at the C&D Landfill, it would cost \$222,000. Purchasing No. 57 (\$27.25/ton) and No. 34 (\$26.25/ton) rock from the quarry would cost approximately \$321,000. Neither of the costs include hauling to the landfill or from the quarry.

## 14. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$3,242,597.77
Drug Abuse Treatment & Educ (212)	\$ 2,628.26
Emergency 911 Telephone Fund (215)	\$ 63,978.56
Fire District Fund (270)	\$ 61,391.09
2006 SPLOST Fund (320)	\$ 1,414.00
2012 SPLOST Fund (320)	\$ 12,957.66
2018 SPLOST Fund (320)	\$ 1,625,067.14
Water Fund (505)	\$ 255,436.00
Solid Waste Fund (540)	\$ 319,476.42
<b>Total</b>	<b>\$ 5,584,946.90</b>

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

approve

disapprove

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the payment of the bills totaling **\$5,584,946.90**.