

Houston County Commissioners Meeting

Perry, Georgia | October 1, 2024 | 9:00 A.M.

Call to Order

Invocation – Commissioner Byrd

Pledge of Allegiance – Commissioner Talton

Military Speaker – Col. Sherry Graham
78th Air Base Wing

Approval of Minutes from September 17, 2024

New Business

- 1. Public Hearing on Special Exception Applications – Commissioner Byrd**
- 2. Intergovernmental Agreement (City of Warner Robins) – Commissioner Byrd**
- 3. Memorandum of Understanding (City of Warner Robins) – Commissioner Byrd**
- 4. WRATS Appointment – Commissioner Robinson**
- 5. Bid Approval (10 Ford Interceptors) – Commissioner Robinson**
- 6. Independent Contractor Agreement (Juvenile Court) – Commissioner Robinson**
- 7. Personnel Request (Water Department) – Commissioner Gottwals**
- 8. Personnel Request (Magistrate Court) – Commissioner Gottwals**
- 9. Local Government Scrap Tire Abatement Reimbursement Program Agreement – Commissioner Gottwals**
- 10. Option to Purchase Land (2510 HWY 127) – Commissioner Talton**
- 11. Board Appointments – Commissioner Talton**
- 12. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Public Hearing on Special Exception Applications – Commissioner Byrd

			Recommendation	Vote
#2798	Johnnie Robinson	Automotive Detailing Business	Approval	Unanimous
#2799	Alejandro Cabrera	Landscaping & Brush Clearing	Approval	Unanimous
#2800	Loni McGehee	Educational Services	Approval	Unanimous
#2801	Jay Barecky	Construction Business	Approval	Unanimous
#2802	Marco Antonio Rios & Sara Diaz	Framing Business	Approval	Unanimous
#2803	James Wicker	Pool Construction Business	Approval	Unanimous
#2804	Michael Anderson	Locksmith Business	Approval	Unanimous
#2805	Johnny & Cindy Ross	Hand Sewn Gifts & Home Accessories Business	Approval	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:

#2798	Johnnie Robinson	Automotive Detailing Business
#2799	Alejandro Cabrera	Landscaping & Brush Clearing
#2800	Loni McGehee	Educational Services
#2801	Jay Barecky	Construction Business
#2802	Marco Antonio Rios & Sara Diaz	Framing Business
#2803	James Wicker	Pool Construction Business
#2804	Michael Anderson	Locksmith Business
#2805	Johnny & Cindy Ross	Hand Sewn Gifts & Home Accessories Business

2. Intergovernmental Agreement (City of Warner Robins) – Commissioner Byrd

The City of Warner Robins now has within its city limits the majority of properties along Houston Lake Road from Sandy Run Creek south to the intersection with Cohen Walker Drive. An agreement is necessary to set terms upon which the City, pursuant to O.C.G.A. §36-36-7(c), will assume maintenance of said section of Houston Lake Road. This request is to approve an IGA that facilitates the terms between the City and County.

Motion by _____, second by _____ and carried _____ to

approve

disapprove


table

authorize

the signing of an Intergovernmental Agreement with the City of Warner Robins facilitating the care and maintenance of Houston Lake Road from Sandy Run Creek to Cohen Walker Drive upon the completion of the County's resurfacing project.

MEMORANDUM

TO: Board of Commissioners

FROM: Tom Hall 

DATE: September 23, 2024

RE: IGA Houston Lake Road/Warner Robins Assume Maintenance

The City of Warner Robins now has within its city limits the majority of properties along Houston Lake Road from the Warner Robins city limits at Sandy Run Creek south to the intersection with Cohen Walker Drive. An agreement is necessary to set terms upon which the City pursuant to O.C.G.A. § 36-36-7(c) will assume maintenance of said section of Houston Lake Road. Maintenance by the City will begin after that section of Houston Lake Road is resurfaced by the County. Please see attached the IGA that facilitates the terms between the City and County.

Thank You.

3. Memorandum of Understanding (City of Warner Robins) – Commissioner Byrd

At the June 4, 2024, meeting, the Board approved upgrading the Emergency Services Records Management Server connection, which included building a fiber link from the Houston County Annex to the City of Warner Robins. This request is to approve a Memorandum of Understanding with the City of Warner Robins, allowing the County to connect to the City's fiber network.

Motion by _____, second by _____ and carried _____ to

approve

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authorize

the signing of a Memorandum of Understanding with The City of Warner Robins, allowing the County to connect to the City's fiber network. Per the agreement, each party will bear its costs for maintaining and operating their respective infrastructure.



Houston County Board of Commissioners

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: 9/25/2024
Re: MOU for the Emergency Services connection to the Records Management Server

The following Memorandum of Understanding is with the City of Warner Robins fiber project approved on June 4th of 2024 Commissioner's Meeting agenda item #11. It indicates that each party will bear its own costs for the maintenance and operation of its respective infrastructure comprising this Project. The County Attorney and MIS have looked this over and are good with moving forward with final approval.

4. WRATS Appointment – Commissioner Robinson

Motion by _____, second by _____ and carried _____ to

approve

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authorize

the appointment of Ms. Elizabeth Jones to the Warner Robins Area Transportation Study (WRATS) Citizens Advisory Committee to fill the unexpired term of Mr. Van Herrington. Ms. Jones will begin a new four-year term at the March 6, 2025, meeting of the WRATS Citizens Committee.

5. Bid Approval (10 Ford Interceptors) – Commissioner Robinson

This request from the Purchasing Department is for approval of a bid on ten new in-stock 2025 Ford Police Interceptors.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the bid from Phil Brannen Ford of Perry, Georgia, on ten new in-stock 2025 Ford Police Interceptors to be used in the Patrol and Traffic Divisions of the Sheriff's Department for \$49,200 per truck. The 2018 SPLOST will fund this purchase of \$492,000.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

2020 KINGS CHAPEL ROAD • PERRY, GEORGIA 31069-2828
(478) 218-4800 • FACSIMILE (478) 218-4805

VANESSA ZIMMERMAN
DIRECTOR OF PURCHASING

M E M O R A N D U M

To: Houston County Board of Commissioners
FROM: Vanessa Zimmerman
CC: Robbie Dunbar
DATE: September 16, 2024
SUBJECT: Purchase of Ten (10) New 2025 Ford Police Interceptors 3.0L

The Purchasing Department solicited prices for Ten (10) new in-stock 2025 Ford F-150 3.0L in September 2024. The vehicles will be used by the Patrol and Traffic Divisions.

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the vehicles from Phil Brannen Ford of Perry, GA, who provided a bid price of \$49,200.00. The cost of the vehicles are SPLOST 2018 funded and will be charged to 320-3300-54.2200.

Company

Bid Amount

Phil Brannen Ford	\$49,200.00 stock
Hardy Family Ford	\$50,940.61 (state contract pricing)

6. Independent Contractor Agreement (Juvenile Court) – Commissioner Robinson

Mr. Genghis Shakhan terminated his independent contractor agreement with Houston County as of September 11, 2024. This request from the Juvenile Court is to approve an agreement with Attorney Lauren Deal to replace Mr. Shakhan.

Motion by _____, second by _____ and carried _____ to

approve

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signing an independent contractor agreement with Attorney Lauren Deal to start on October 11, 2024, and end June 30, 2025, for \$25,215.14. This 9-month term is to be paid as follows: \$1,881.78 for October, \$2,916.66 for November through and including May, and \$2,916.74 for June.

7. Personnel Request (Water Department) – Commissioner Gottwals

This request from the Water Department is to fill the Senior Water Clerk position in the Perry office.

Motion by _____, second by _____ and carried _____ to

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authorize

hiring Tierney Nicole Hannula to fill the Senior Clerk position in the Water Department at grade 12 step B effective October 2, 2024. Staff have reviewed her qualifications, and she meets the B Step requirements.



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)

To: County Commissioners
From: Kenneth Carter, Director of Personnel
Date: September 13, 2024
Re: Request to hire – Water Department

Terry Dietsch is requesting to hire Tierney Nicole Hannula for the vacant Senior Clerk position in the Water Department. Ms. Hannula worked in this position previously and Mr. Dietsch would like to hire at the same step when she resigned which is grade 12 step B. I have reviewed the qualifications and based on her experience she does meet the requirements for the B step.

Please consider this request to hire effective October 2, 2024.

8. Personnel Request (Magistrate Court) – Commissioner Gottwals

This request from the Magistrate Court is to fill the vacant Deputy Clerk position.

Motion by _____, second by _____ and carried _____ to

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hiring Adrienne Kirkman to fill the vacant Deputy Clerk position in the Magistrate Court at grade 14 step C, effective October 2, 2024. Staff have reviewed her qualifications, and she meets the C step requirements.



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)

To: County Commissioners
From: Kenneth Carter, Director of Personnel
Date: September 23, 2024
Re: Request to hire – Magistrate Court

Judge Sammons is requesting to hire Adrienne Kirkman for the vacant Deputy Clerk position at the Magistrate Court at grade 14 step C. I have reviewed the qualifications and based on Ms. Kirkman's experience she does meet the requirements for the C step.

Please consider this request to hire effective October 2, 2024.

9. Local Government Scrap Tire Abatement Reimbursement Program Agreement – Commissioner Gottwals

This request is for approval to enter into an agreement with the Georgia Environmental Protection Division for a scrap tire amnesty event.

Motion by _____, second by _____ and carried _____ to

approve

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table

authorize

signing a Local Government Scrap Tire Abatement Reimbursement Program Agreement with the Georgia Environmental Protection Division for a tire amnesty event on April 25 and 26, 2025. The County will receive reimbursement of up to \$48,256 from the EPD for the event.



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: Board of Commissioners

From: Terry Dietsch, Utility Director *TJD BJ*

Date: September 13, 2024

Re: Local Government Scrap Tire Abatement
Reimbursement Program

Staff recommends for the Board of Commissioners to consider entering into an agreement with the Georgia Environmental Protection Division for a scrap tire amnesty event to be held on April 25 and 26th, 2025. EPD will reimburse Houston County up to \$48,256 for the event.

Thank you for your consideration.

10. Option to Purchase Land (2510 HWY 127) – Commissioner Talton

This request is to approve an option to purchase a portion of the property located at 2510 Hwy 127, Perry, Georgia, from the Hospital Authority of Houston County. This option to purchase allows the County to perform site suitability testing and construct a test well.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of an option to purchase a portion of the land located at 2510 HWY 127, Perry, Georgia, also known as Tax Parcel 0P0490 017000.

11. Board Appointments – Commissioner Talton

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the following board appointments:

Zoning Appeals Board

Arthur Clarke 06/06/24 through 06/05/2028

Planning & Zoning Board

Dr. Holcomb 09/07/24 through 09/06/2028

Ty Diamond 09/07/24 through 09/06/2028

Zach Investor 09/07/24 through 09/06/2028

12. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$ 2,065,853.77
Drug Abuse Treatment & Education (212)	\$2,534.31
Emergency 911 Telephone Fund (215)	\$72,415.20
Fire District Fund (270)	\$70,766.97
SPLOST Fund (320)	\$1,962,663.83
Water Fund (505)	\$163,019.71
Solid Waste Fund (540)	\$874,231.67
Total	\$5,211,485.46

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$5,211,485.46