

**Houston County Commissioners Meeting  
November 15, 2022  
Warner Robins, Georgia**

The Houston County Board of Commissioners met in Regular Session at 5:00 p.m. on Tuesday November 15, 2022, at the Houston County Annex in Warner Robins, Georgia, with Chairman Stalnaker presiding and Commissioners Byrd, Robinson, Talton, and Walker present. Also present were County Attorney Tom Hall, Director of Administration Robbie Dunbar, Director of Operations Brian Jones, Chief Building Inspector Tim Andrews, Community Planner Jacob Cox, Dan Perdue, Shane Gottwals, and Jackie Rozier.

Commissioner Walker gave the Invocation and then led those present in the Pledge of Allegiance.

Motion by Mr. Byrd, second by Mr. Walker and carried unanimously by all to approve the minutes from the November 1, 2022 meeting.

Chairman Stalnaker requested that an agenda item #6 be added to the Commissioners agenda. The addition would be the appointment of Mr. Andrew Bennett to replace John Applegate on the Houston County Board of Elections as the Houston County Republican Party's representative for the remainder of the 2022 year. He would also serve for the upcoming new term of 01/01/2023 thru 12/31/2026.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to approve the addition of Item #6 to the November 15, 2022 agenda.

Mr. Walker presented a request from the Engineering Department to enter into an agreement with Saunders Engineering Consultants, Inc., to provide engineering services to improve Wilson Drive / Elberta Road.

Motion by Mr. Walker, second by Mr. Talton to approve the Engineering Department entering into an agreement with Saunders Engineering Consultants Inc., to provide engineering services to improve Wilson Drive / Elberta Road. The fee for the work would be \$250,000, and the time would be 9 months from the notice to proceed. This project will be funded by 2018 SPLOST funds.

Mr. Byrd said that this project is significant and will open a much-needed east-west corridor and help traffic flow in the area.

Chairman Stalnaker advised this was a scheduled 2018 SPLOST project that the voters approved.

Upon voting motion passed unanimously.

Motion by Mr. Talton, second by Mr. Byrd and carried unanimously by all to approve the following Commissioner's Meeting Schedule for 2023:

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Courthouse Perry		Annex – Carl Vinson	
January 3, 2023	9:00 a.m.	January 17, 2023	5:00 p.m.
February 7, 2023	9:00 a.m.	February 21, 2023	5:00 p.m.
March 7, 2023	9:00 a.m.	March 21, 2023	5:00 p.m.
April 4, 2023	9:00 a.m.	April 18, 2023	5:00 p.m.
May 2, 2023	9:00 a.m.	May 16, 2023	5:00 p.m.
June 6, 2023	9:00 a.m.	June 20, 2023	5:00 p.m.
July*5, 2023	9:00 a.m.	July 18, 2023	5:00 p.m.
August 1, 2023	9:00 a.m.	August 15, 2023	5:00 p.m.
September 5, 2023	9:00 a.m.	September 19, 2023	5:00 p.m.
October 3, 2023	9:00 a.m.	October 17, 2023	5:00 p.m.
November 7, 2023	9:00 a.m.	November 21, 2023	5:00 p.m.
December 5, 2023	9:00 a.m.	December 19, 2023	5:00 p.m.

\*The Regularly scheduled meeting on July 4th was moved to the 5th due to the holiday

Chairman Stalnaker asked Environmental Health County Manager, Christine Buffington, to brief the Commissioners about a new fee structure for Food Service Fees for restaurants in Houston County.

Following her presentation, Chairman Stalnaker advised that these fees had already been approved by the Board of Health with the final approval before implementation being from the Commissioners. He also mentioned that the last time these fees saw an adjustment was in 2009.

Ms. Buffington said these new fees would go into effect in 40 days for new facilities and next year for existing facilities.

Chairman Stalnaker asked for Commissioners comments.

Mr. Walker thanked Ms. Buffington for her work and for her department protecting the public through their work.

Ms. Robinson had no comment other than to thank Ms. Buffington for the work she does.

Mr. Talton thanked her and her department for the work they do, both what we see and the work that goes on behind the scenes.

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Mr. Byrd thanked Ms. Buffington for her thorough analysis of the cost breakdown and said he had the pleasure of working with her in the past and said she and her department do a great job of protecting the public.

Chairman Stalnaker asked Ms. Buffington other than food service inspections, what other aspect of her job did she feel was most important?

Ms. Buffington advised the rabies program her department handles was very important for the health and welfare of the public in her opinion.

Chairman Stalnaker asked if there were any questions from the audience for Ms. Buffington, there were no questions.

In closing, Chairman Stalnaker asked Ms. Buffington to notify businesses of this change in updated fee schedule and was assured she would.

Motion by Ms. Robinson, second by Mr. Talton and carried unanimously by all to concur with the Food Service Fee Proposal presented by Christine Buffington, Environmental Health County Manager for the Houston County Environmental Health Department. The Food Service Fee Proposal is attached hereto as Exhibit "A" to these minutes.

Mr. Byrd presented a request for approval of a value and exchange of properties known as Tract 1 currently owned by the Charlie Wilson Estate in Rem, containing 5.21 acres and appraised value is \$104,000, and the second property, Tract 2, currently owned by the County, containing 5.21 acres and appraised value of \$104,000.

Mr. Byrd noted that Mr. Wilson and Mr. Stewart were here in attendance with us at the meeting.

Chairman Stalnaker mentioned this action would be mutually beneficial to the property owners and the taxpayers of Houston County through this land swap. He stated this action will allow for an increased buffer around the closed Houston County landfill. He then asked Tom Hall what the next steps were.

Mr. Hall said that after the last ad runs that he will begin the process of putting together deeds for the properties and recording those deeds.

Chairman Stalnaker asked Mr. Jones and Mr. Dunbar to place survey stakes and concrete monuments on the new property lines to avoid confusion and to fence that line in the future.

Motion by Mr. Byrd, second by Ms. Robinson and carried unanimously by all to approve the value and exchange of properties known as Tract 1 currently owned by the Charlie Wilson Estate in Rem, containing 5.21 acres and appraised value is \$104,000, and the second property, Tract 2, currently owned by the County, containing 5.21 acres and appraised value of \$104,000.

This exchange of properties will benefit the citizens of Houston County by providing a buffer of land between a new subdivision and the County's closed landfill.

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Motion by Mr. Byrd, second by Ms. Robinson and carried unanimously by all to approve the payment of the bills totaling \$3,487,204.38.

Motion by Ms. Robinson, second by Mr. Walker to concur with the Executive Committee of the Houston County Republican Party's recommendation to appoint Mr. Andrew Bennett to replace John Applegate on the Houston County Board of Elections for the remainder of the 2022 year. And also, to serve for the upcoming new term of 1/01/2023 thru 12/31/2026.

Chairman Stalnaker said the Board. Of Elections has 5 members made up of one member from the Democrat Party and one member from the Republican party with three members being appointed by the Commissioners. He advised that Mr. John Applegate has moved away from Houston County and thus the need for a replacement. He then asked Mr. Hall and Mr. Dunbar to notify Ms. Presswood and the Republican Party of this new appointment.

Upon voting motion carried unanimously.

Chairman Stalnaker closed the Regular portion of the meeting and opened Public Comments.

Mr. James Beau, of 114 Bellwood Avenue in Bonaire, requested that the stop sign at Old Perry Road at Church Street and County Road be removed. He asked for this due to school traffic, residential traffic and the speed on Old Perry Road being 45 MPH. He did not think the traffic on Old Perry Road needed to stop for these two small cross streets.

Chairman Stalnaker said his comments would be taken into consideration and his suggestion would be evaluated internally by County staff and the Sheriff's Department to see if this idea would be feasible and a safe action to take. He advised that the County would have to be careful taking this action because residents in that area are used to cross traffic stopping on Old Perry Road. He then asked Mr. Beau to give Mr. Dunbar his contact information so he can be contacted back regarding his suggestion. And also, to not look for immediate action to take place because a lot of consideration would need to go into this decision and would take at least 30 days or longer.

Mr. Beau further mentioned he has lived in the area for 35 years and loves Houston County but that for his health and to be closer to family, he will have to move to Florida.

Chairman thanked him for living in Houston County for as long as he had and thanked him for his input.

Chairman Stalnaker then recognized Commissioner Elect Shane Gottwals, and incoming Chairman Elect Dan Perdue for their successful elections to the Board. He commented that Mr. Gottwals had attended a recent ACCG meeting because he wanted to begin gaining knowledge about being a commissioner.

James Ermachetck of 1501 Green Street Apt. 901 commented about the improvements to the Wellston Center and thanked Chairman Stalnaker for his work on bringing about these improvements.

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Chairman Stalnaker closed Public Comments and opened Commissioner Comments.

Chairman Stalnaker mentioned the groundbreaking ceremony on Wednesday, December 14th at 10:00 am for the new public safety building which will house a fire station, sheriff's precinct and ambulances. Stating that it will be constructed on Old Hwy. 96 in front of Bonaire Elementary School. It should take just over a year to complete and will provide much needed and improved public safety services for the eastern part of Houston County. He recognized Dan Perdue and Commissioner Byrd for their efforts to negotiate the purchase of land adjacent to this new public safety building to be used by Houston Medical Center to locate a doctor's office to improve medical access for residents in that part of Houston County as well. The groundbreaking ceremony for this building may be held in conjunction with the public safety groundbreaking but that will be determined by Houston Medical Center staff. Several specialists are planned to be housed in this building on a rotating basis. He also stated the next event of note would be the dedication and ribbon cutting of the new State Court addition to the Houston County Courthouse in Perry which will take place on Tuesday, December 20th at 10:30 am followed by the Commissioners meeting that evening. Both events on December 14th and 20th are open to the public.

Chairman Stalnaker recognized the passing of long time Sheriff's Department employee Lt. Tommy Spires who worked for the Sheriff's Department for over 25 years having last served in the position as Chief of Security for the Houston County Courthouse in Perry. He stated Mr. Spires will be greatly missed and that his funeral will be held Thursday.

Mr. Byrd echoed Chairman Stalnaker's remarks about Lt. Spires and recognized him and his family for a lifetime of service to the residents of Houston County. Mr. Byrd also recognized the veterans in Houston County and throughout the nation for their service and was appreciative to live in Houston County where the recognition of veterans and their service was held in high importance. He also commended the Board of Elections staff and volunteers for running a very successful election cycle in Houston County and congratulated Commissioner Elect Gottwals and Chairman Elect Perdue for their elections to office and for the others who ran and offered themselves up for public service. Finally, he encouraged those who ran for office with political signs still out to please pick up their signs and wished everyone a Happy Thanksgiving.

Mr. Talton advised he was looking forward to serving with Mr. Gottwals and Mr. Perdue. He also recognized the Board of Elections for their efforts towards having honest elections in Houston County.

Ms. Robinson thanked everyone for attending and reiterated what was previously said and wished for everyone to have a happy and safe Thanksgiving next week.

Mr. Walker thanked Commissioner Elect Gottwals and Chairman Elect Perdue for attending and said they both will be outstanding leaders on the Board and commented about the long time he worked with Lt. Spires and what a good man he was. He then thanked everyone for attending the meeting.

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Chairman Stalnaker mentioned that Thanksgiving was a week from this Thursday and wished everyone a Happy Thanksgiving.

Motion to adjourn by Mr. Walker, second by Mr. Talton and carried unanimously by all. Meeting adjourned.

\_\_\_\_\_  
Robbie Dunbar  
Director of Administration

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

# Current Food Service Fees

Fees were adopted in 2009

County	Group	Fee Type	Fee
Houston	Food	Initial Plan Review/Serviced by public water supply (	\$ 200.00
Houston	Food	Initial Plan Review/Serviced by public water supply (= or >51 seats)	\$ 5.00
Houston	Food	Annual Inspection fee for FS/Public Water < 50 seats	\$ 200.00
Houston	Food	Annual Inspection fee for FS/Public Water (51- to 100 seats)	\$ 300.00
Houston	Food	Annual Inspection Fee/Public Water (101+seats)	\$ 400.00
Houston	Food	Inspection fee for 2nd Re-Inspection	\$ 50.00
Houston	Food	Temporary Food Service Eval & Permit (1 day)	\$ 50.00
Houston	Food	Temporary Food Service Eval & Permit (each additional day = \$5 each)	\$ 5.00
Houston	Food	Temporary F/S Vendors/Late Fee (not complying with 7 day advance appl & fee pd)	\$ 50.00
Houston	Food	Mobile/Extended F/S Unit - Annual Inspection Fee	\$ 100.00
Houston	Food	Food Service Change-of-Ownership/Turn Key	\$ 100.00
Houston	Food	Food Service Re-Inspection (facility request after 30 days)	\$ 100.00
Houston	Food	Base of Operation Annual Fee Sewage Manhole Inspection ONLY	\$ 100.00
Houston	Food	Inspection fee for 3rd Re-Inspection	\$ 50.00



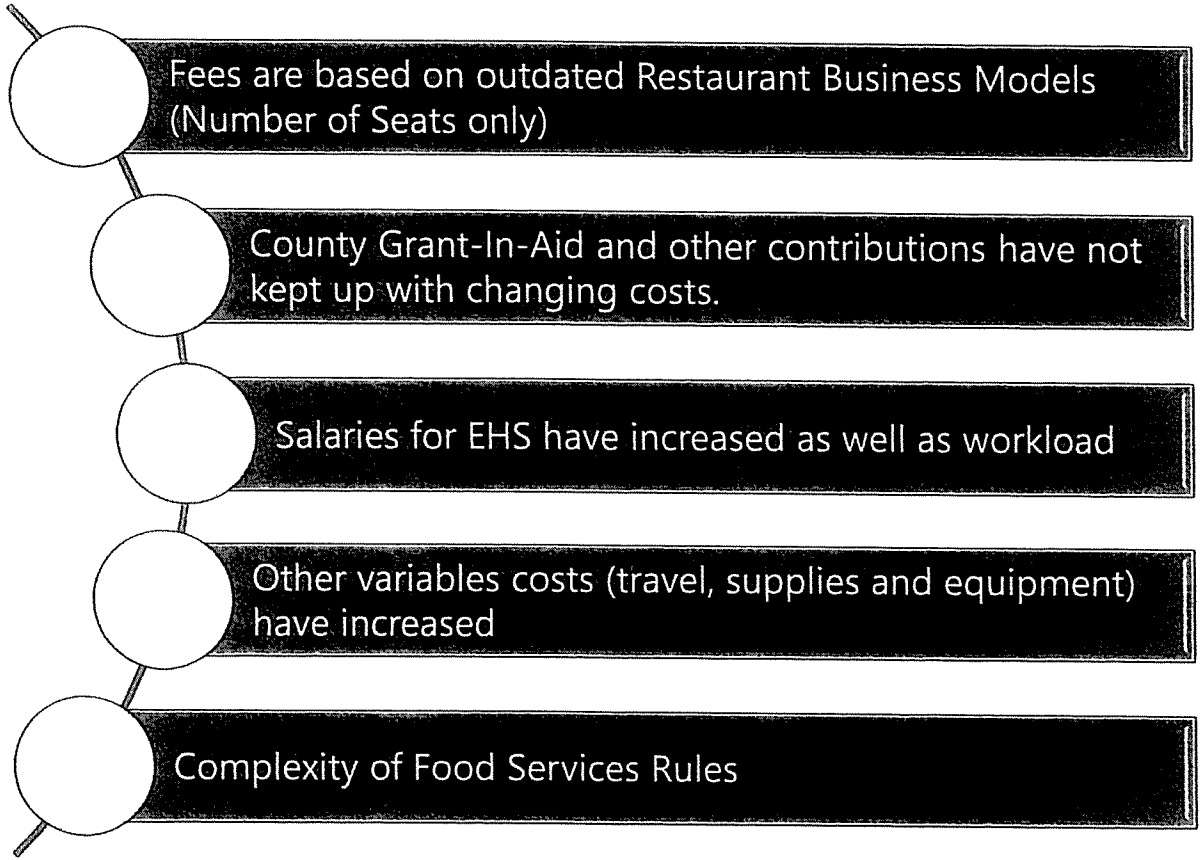
**Georgia Department of Public Health**

**North Central Health District**

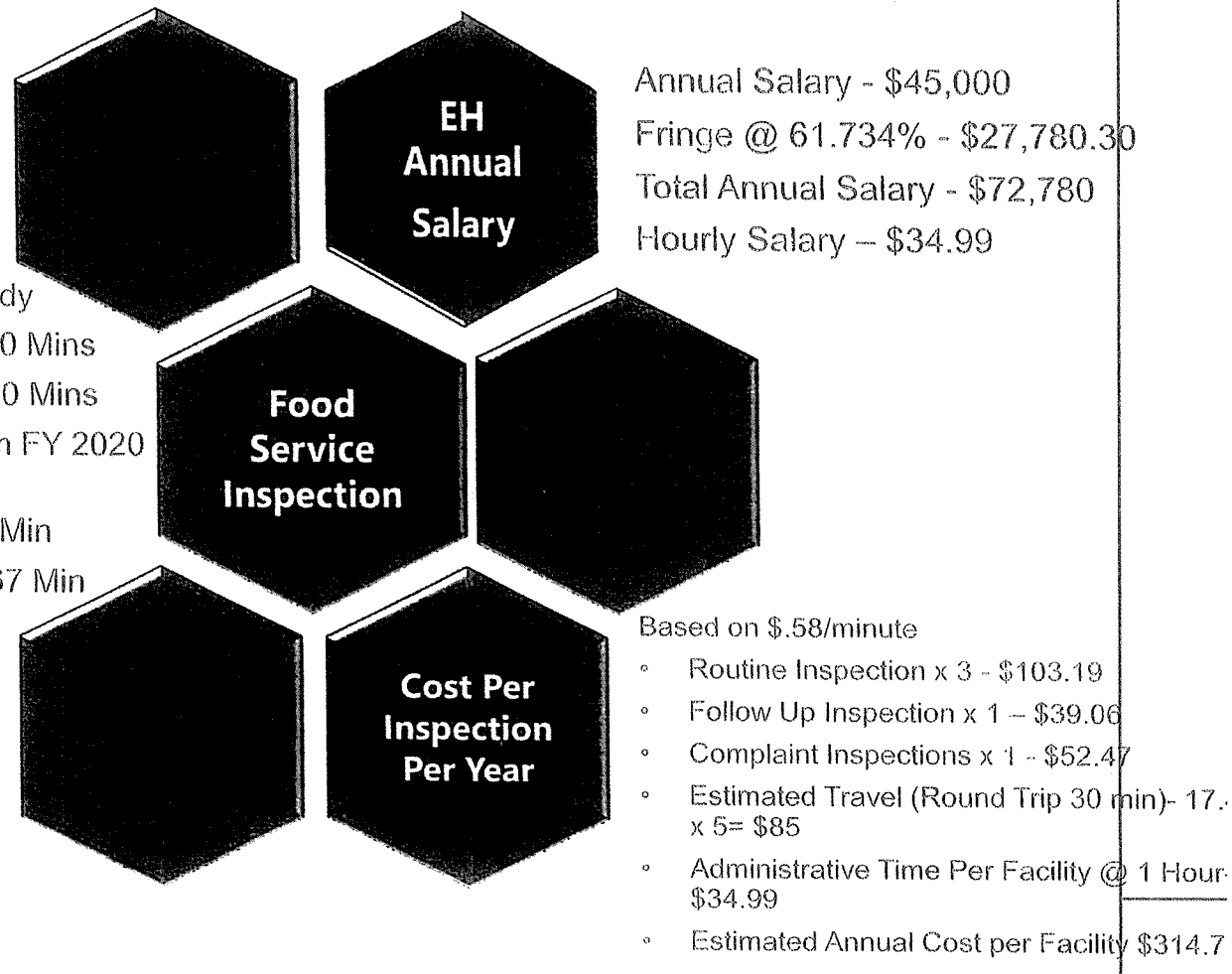
## Food Service Fee Proposal



# Current Annual Food Service Fees



## Factors Used to Calculate Fees



2015 State Time Study

- Routine Insp: 120 Mins
- Follow-up Insp: 90 Mins

D5-2 Avg. Time From FY 2020 DHD Data-

- Routine Insp: 59 Min
- Follow Up Insp: 67 Min



# Comparison Of Old and New Fees

Facility	Seats	Meal Periods	Total Daily Meals	Total Number of Employees	Risk Type	Seating Points	Meal Period Points	Total Meals Served Points	Number of Employees points	Risk Type	Total Points	New Fee	Old Fee based on Seating Alone
1 Family Deli LLC	15	2	100	2	2	1	2	3	1	2	7	\$340	\$200
2 Guys and A Pie Pizzeria	40	2	150	19	2	2	2	3	2	2	9	\$395	\$200
44th & Madison	299	1	299	6	2	5	1	4	2	2	12	\$395	\$400
96 Nutrition	0	1	75	3	1	1	1	2	1	1	5	\$150	\$200
96 Vietnamese Cuisine	30	2	100	3	2	2	2	3	1	2	8	\$340	\$200
Abba House	6	3	200	9	2	1	3	4	2	2	10	\$395	\$200
All About Health	0	2	20	2	1	1	2	1	1	1	5	\$150	\$200
American Deli	32	2	100	3	2	2	2	3	1	2	8	\$340	\$200
American Deli	32	2	100	3	2	2	2	3	1	2	8	\$340	\$200
American Deli	32	2	100	3	2	2	2	3	1	2	8	\$340	\$200
American Deli	32	2	100	3	2	2	2	3	1	2	8	\$340	\$200
American Legion Post 172 Lounge	200	1	100	2	1	5	1	3	1	1	10	\$175	\$400
American Legion Post 172 Restaurant	200	1	100	2	2	5	1	3	1	2	10	\$395	\$400
American Legion Post 594	275	1	100	3	2	5	1	3	1	2	10	\$395	\$400
American Philly & Wings	48	2	500	5	2	2	2	5	2	2	11	\$395	\$200
American Philly and Wings II	36	2	500	5	2	2	2	5	2	2	11	\$395	\$200
ANNA'S ASIAN CAFE' INC	74	2	100	6	2	3	2	3	2	2	10	\$395	\$300
Applebee's Neighborhood Grill & Bar	102	2	350	33	2	4	2	4	3	2	13	\$395	\$400
Aqua Lounge	90	1	13	5	2	3	1	1	2	2	7	\$340	\$300
Arby's	40	2	251	12	2	2	2	4	2	2	10	\$395	\$200
Arby's #8670	78	2	251	17	2	3	2	4	2	2	11	\$395	\$300
ARBY'S Store #1741	78	2	251	17	2	3	2	4	2	2	11	\$395	\$300
ARBY'S Store #5819	78	2	251	17	2	3	2	4	2	2	11	\$395	\$300
Asian Bliss Market	50	1	24	2	2	3	1	1	1	2	6	\$340	\$200
Autumn Terrace	100	3	120	8	2	4	3	3	2	2	12	\$395	\$300
Baja Fresh	46	2	150	18	2	2	2	3	2	2	9	\$395	\$200
Barberitos	100	2	200	18	2	4	2	4	2	2	12	\$395	\$300
BAYMONT INN & SUITES (FS)	50	1	40	5	1	3	1	1	2	1	7	\$150	\$200

## Proposed Fee Structure

Structure would be the same for all counties

Fee Type Urban Counties	Fee
Annual Fee Base of Operation	\$340.00
Annual Fee Extended Food Service	\$100.00
Annual Fee Mobile Food Service Unit	\$100.00
Annual Fee Type 1 (A)	\$150.00
Annual Fee Type 1 (B)	\$175.00
Annual Fee Type 1 (C)	\$195.00
Annual Fee Type 2 (A)	\$340.00
Annual Fee Type 2 (B)	\$395.00
Annual Fee Type 2 (C)	\$450.00
Annual Fee Type 3 (A)	\$355.00
Annual Fee Type 3 (B)	\$405.00
Annual Fee Type 3 (C)	\$470.00
Change of Ownership Site Visit	\$100.00
Food Service name change only	\$75.00
Late Fee	\$100.00
Non-Public water supply annual fee (does not include extension fee)	\$200.00
Plan Review For Mobile Base of Operation	\$200.00
Plan Review for Mobile Unit / Extended Food Service	\$100.00
Plan Review Type 1 U	\$165.00
Plan Review Type 2 U	\$215.00
Plan Review Type 3 U	\$265.00
Reinspection request (30 Day)	\$100.00
Site Visit Fee	\$75.00
Temporary	\$75.00
Temporary - Additional Cost Per Day	\$20.00

# Proposed Fee Structure and Fees

## NCHD Determination of fees for Food Service Establishments (Urban)

Facility Name: \_\_\_\_\_ Permit Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_

1.	Number of Seats	Points	2.	Number of Meals Served	Points
	0-25	1		One Meal Daily	1
	26-50	2		Two Meals Daily	2
	51-100	3		Three Meals Daily	3
	101-200	4		24 Hours Service	4
	Over 200	5			

3.	Number of Served Daily	Points	4.	Number of Employees	Points
	1-50	1		1-5	1
	51-100	2		6-25	2
	101-200	3		26-50	3
	201-500	4		51-75	4
	501-800	5		76-100	5
	Over 800	6		Over 100	6

Total Points: \_\_\_\_\_

Annual Fee	Point Range			Plan Review Fee	
	4-8 (A)	9-14 (B)	15+ (C)	New Facility/Remodel	
Risk Type 1	\$150	\$175	\$195	Risk Type 1	\$165
Risk Type 2	\$340	\$395	\$450	Risk Type 2	\$215
Risk Type 3	\$355	\$405	\$470	Risk Type 3	\$265

Total Fee Due: \$ \_\_\_\_\_

Date Paid: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Cash  MC  Visa  Discover  
 Invoice Number: \_\_\_\_\_



# Proposed Fees

## NCHD Determination of fees for Food Service Establishments (Urban)

Facility Name: New Restaurant Permit Number: F58-  
 Address: 1000 New St Date: 1-29-2022  
 City: New Town

1.	Number of Seats	Points	2.	Number of Meals Served	Points
	0-25	1		One Meal Daily	1
	26-50	2		Two Meals Daily	2
	51-100	3		Three Meals Daily	3
	101-200	4		24 Hours Service	4
	Over 200	5			

3.	Number of Served Daily	Points	4.	Number of Employees	Points
	1-50	1		1-5	1
	51-100	2		6-25	2
	101-200	3		26-50	3
	201-500	4		51-75	4
	501-800	5		76-100	5
	Over 800	6		Over 100	6

Total Points: 13

Annual Fee	Point Range			Plan Review Fee	
	4-8 (A)	9-14 (B)	15+ (C)	New Facility/Remodel	
Risk Type 1	\$150	\$175	\$195	Risk Type 1	\$165
Risk Type 2	\$340	\$395	\$450	Risk Type 2	\$215
Risk Type 3	\$355	\$405	\$470	Risk Type 3	\$265

Total Fee Due: \$ 395.00

Date Paid: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Cash  MC  Visa  Discover  
 Invoice Number: \_\_\_\_\_



Points are awarded based on answers to application questions

Risk Type is determined by the Food Code

Fee is determined by total points and Risk Type

Impact of New Fees

