

**Houston County Commissioners Meeting
November 6, 2018
Perry, Georgia**

The Houston County Board of Commissioners met in regular session at 9:00 a.m. on Tuesday November 6, 2018 at the Houston County Courthouse in Perry, Georgia with Chairman Stalnaker presiding and Commissioners McMichael, Walker, Robinson, and Thomson present. Also present were County Attorney Tom Hall, Director of Administration Barry Holland, Director of Operations Robbie Dunbar, Director of Personnel Ken Carter, Director of Purchasing Mark Baker, Assistant Fire Chief Chris Stoner, Chief Building Inspector Tim Andrews, Chief Tax Appraiser James Moore, Assistant Chief Appraiser Bob Braswell, Board of Tax Assessors member Joyce Herndon, MIS Director Gail O'Quinn, MIS Network Administrator James Faulkner, Superior Court Judge Edward Lukemire, Superior Court Judge Katherine Lumsden, Superior Court Judge G.E. Bo Adams, Magistrate Court Judge Angela Sammons, Major Alan Everidge, Public Defender Claudia Meier, Superior Court Clerk Carolyn Sullivan, Flint Energies VP of Cooperative Communications Marian McLemore, 21st Century Partnership Director of Strategy Dan Rhoades, Ansel Peck, and Walton and Becky Wood.

Chairman Stalnaker gave the invocation.

CMSgt. Paul Tomlinson, USAF led the audience in the Pledge of Allegiance and then detailed his 32-year military career. Currently he serves as First Sergeant Functional Manager at HQ Air Force Reserve Command where he has been for the last three years. He is married, has eight children from the ages of 11 to 25 and his wife also serves and is with the 78th Air Base Wing at Robins AFB. He believes that the greatest weapon in the military's arsenal is our people. As the First Sergeant Functional Manager he is responsible for advising the Command on the utilization and training of over 500 First Sergeants assigned to the Air Force Reserve and has served in the capacity of instructor for the same. He has been recently selected for Command Chief and will be traveling to Tampa, FL for his duty assignment while his wife and family maintain their home here in Houston County.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the minutes from the meeting of October 16, 2018.

Mr. William L. Hudson formally withdrew his application for Right of Way Abandonment for a portion of Railroad Avenue and the 20' alley in Block 14. Staff will meet with Mr. Hudson and other residents of the area to possibly come up with a better solution. With the Right of Abandonment being withdrawn there is no need to approve either the Application for Abandonment or the Quit Claim Deeds conveying property to the owners within Block 14 of the Town of Elko.

Chairman Stalnaker wished Commissioner Thomson a Happy Birthday.

Commissioner McMichael wished Chairman Stalnaker a happy belated birthday.

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Mr. Thomson presented a request to enter into professional service agreements with Owen Lewis Consulting, for a Court Case Management System solution (CMS), and a Jail Management System solution (JMS), plus all related equipment. The custom solution will create a county wide system that will link the Superior Court, the Superior Court Clerk's office, the State Court, the State Court Clerk's office the Solicitor-General, the District Attorney, the Magistrate Court, the Public Defender, the Sheriff's Department and the Detention Center in a manner by which it will coordinate the court process and resources following cases as they proceed from the initial filing to final disposition.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to authorize Chairman Stalnaker signing professional services agreements with Owen Lewis Consulting of Saline, MI for project management services in the amount of \$342,000 plus travel expenses; and with NPB Engineers, Inc. of Macon for engineering services in the amount of \$183,700; and to sign Software License and Maintenance Agreements with Pioneer Technology Group, LLC of Sanford, FL for a Court Case Management System solution in the amount of \$889,100 plus annual maintenance years 3 thru 6; and with Zuercher Technologies of Sioux Falls, SD for a Jail Management System solution in the amount of \$328,268 plus annual maintenance years 2 thru 6. Also, to authorize the purchase of Dell computer servers and racks for \$171,202, Unitrends back-up appliance for \$35,111, Bomgar remote access appliance for \$17,000, and CNP Office 365 Software and set-up for \$93,148. Funding sources for this project include \$1,500,000 from the 2018 SPLOST, \$788,789 from the Law Library Fund, and the remainder from General Fund.

Chairman Stalnaker thanked Director of Administration Barry Holland, MIS Director Gail O'Quinn, Network Administrator James Faulkner, our consultant Bob Lewis with Owen-Lewis Consulting as well as each elected official, department head and staff member involved with bringing this project to this point. Chairman Stalnaker then recognized Judge Lukemire who thanked the citizens for their part in voting for the necessary SPLOST funds for this project and likewise thanked the Commissioners for their support.

Judge Lumsden remarked that she is excited that the project has come to fruition and appreciated the collaboration from all departments involved.

Chairman Stalnaker thanked all of the elected officials and department heads for what they do each and every day.

Ms. Robinson remarked that this upgrade is badly needed and will vastly improve our existing systems.

Mr. Walker thanked everyone especially the Law Library Board for their support helping to fund this project.

Chairman Stalnaker moved Item #13 up on the agenda explaining that the 2018 SPLOST is enabling the County to move forward with this project constructing an addition to the courthouse moving the State Court and all its functions from Warner Robins to Perry. It will help to not only cut expenses and improve security at the court but also to eliminate confusion amongst the public. He explained that JMA Architecture was involved as the local consulting architect on the original build of the courthouse and under this agreement will be the lead architect for

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this project. He remarked that the design process will be a 14 to 18 month process until we can break ground.

Motion by Ms. Robinson, second by Mr. Thomson and carried unanimously by all to authorize Chairman Stalnaker signing a professional services agreement with JMA Architecture, Inc. of Perry for design services on the State Court Addition to the Houston County Justice Complex. JMA will perform these services at a fixed fee rate of 7.5% of the construction budget set at \$8,000,000.

Chief Building Inspector Tim Andrews presented Special Exception Applications #2212 thru #2218 explaining that each application with the exception of #2213 was recommended for unanimous approval by Zoning & Appeals. Application #2213 is recommended to be tabled and sent back to be heard at the next Zoning & Appeals meeting since the applicant missed the original hearing.

County Attorney Tom Hall made a blanket statement for the benefit of all applicants for Special Exceptions for home occupations that even if the Board of Commissioners approves an application, neighborhood covenants may still impose certain restrictions upon or against home occupation businesses. These restrictive covenants are superior to any action taken by the Board of Commissioners. The actions taken by the Board will not change any provision within the covenant that prohibits any commercial or business activity.

Chairman Stalnaker closed the regular meeting and opened a Public Hearing.

Special Exception Application #2212 - Applicant was present.

There was no opposition.

Special Exception Application #2213 - Applicant was not present as the application is recommended for tabling.

Special Exception Application #2214 - Applicant was present.

There was no opposition.

Special Exception Application #2215 - Applicant was present.

There was no opposition.

Special Exception Application #2216 - Applicant was present.

There was no opposition.

Special Exception Application #2217 - Applicant was present.

There was no opposition.

Special Exception Application #2218 - Applicant was present.

There was no opposition.

There being no comments Chairman Stalnaker closed the Public Hearing and reopened the regular meeting.

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Motion by Mr. Walker, second by Mr. McMichael and carried unanimously by all to table Application #2213 submitted by Jason Foster and to send it back to Zoning & Appeals.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve the following applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 staff report:

- | | |
|---------------------------------------------------------|-------------------------|
| Special Exception Application #2212 Shannon Ripley | Cooking Lessons |
| Special Exception Application #2214 Walter Zellner, Jr. | Lawn Care Service |
| Special Exception Application #2215 Keith Lambert | Painting / Art |
| Special Exception Application #2216 Tanya Lambert | Clothing /Accessories |
| Special Exception Application #2217 Hayley McDaniel | Gift Baskets (Internet) |
| Special Exception Application #2218 Martavius Brown | Painting Contractor |

Mr. Andrews gave each applicant approved for a home occupation instruction on the next step of the process which is obtaining their occupational business license from the Commissioner's office.

Mr. Walker presented a request from the City of Warner Robins for annexation of a property totaling .46 acres located at 203 Barecky Drive. The property is currently zoned County R-AG and upon annexation would be Warner Robins R-1.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to concur with a City of Warner Robins annexation request for the property described as: 203 Barecky Drive, Tax Parcel No. 00100C 019000, totaling 0.46 acres.

Mr. Walker presented a request from the City of Warner Robins for annexation of property totaling 2.17 acres located at 2220 Watson Boulevard. The property is currently zoned County C-2 and upon annexation would be Warner Robins C-2.

Motion by Mr. Walker, second by Mr. Thomson and carried unanimously by all to concur with a City of Warner Robins annexation request for the property described as: 2220 Watson Boulevard, Tax Parcel No. 00073H 067000, totaling 2.17 acres.

Mr. Walker presented a request from the City of Warner Robins for annexation of a property located at 904 Corder Road. The property is currently zoned County R-1 and upon annexation would be Warner Robins C-2.

Motion by Mr. Walker, second by Mr. McMichael and carried unanimously by all to concur with a City of Warner Robins annexation request for the property described as 904 Corder Road, Tax Parcel No. 00074D 009000 totaling 1.02 acres.

Chairman Stalnaker remarked that this was part of RCI Collision's expansion of their business.

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Mr. Walker presented a request from Roads Superintendent Travis McLendon for approval in hiring Mr. Jeffrey Revell to fill the vacant Equipment Operator position in the Roads Department at a Grade 10-D.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve the hiring of Jeffrey Revell as an Equipment Operator in the Roads Department at a Grade 10-D effective November 7, 2018.

Ms. Robinson presented a request to authorize the signing of two Victims of Crime Act (VOCA) grants to be administered by the District Attorney for the continuance of the Victim Assistance Program in Houston County Superior Court.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to authorize Chairman Stalnaker signing all documents necessary to accept \$119,061 of federal Victims of Crime Act (VOCA) grant funds (sub-grant #C17-8-171 Continuation) and \$79,168 of federal Victims of Crime Act (VOCA) grant funds (subgrant C17-8-170 Compensation Advocate) to be administered by the District Attorney for the continuance of the Victim Assistance Program in Houston County Superior Court.

Ms. Robinson presented a request for appointment of three members to the new Land Bank Board of Directors for the Houston County Land Bank.

Motion by Ms. Robinson, second by Mr. McMichael. After voting Ms. Robinson, Mr. McMichael and Mr. Walker approved, with Mr. Thomson abstaining, the appointment of David 'Skeet' Hulbert and Brian Jones both to four year terms effective November 6, 2018 and expiring November 5, 2022; and the appointment of Larry Thomson to a two year term effective November 6, 2018 and expiring November 5, 2020 to the Houston County Land Bank Board of Directors.

Chairman Stalnaker explained that under the Land Bank agreement the County appoints three members and the City of Perry two members. One County appointee and one City appointee will be an elected official with Commissioner Thomson filling that role for the County and Councilman King for the City. He thanked Commissioner Thomson for accepting the responsibility to serve on the Land Bank.

Motion by Ms. Robinson, second by Mr. McMichael and carried by all to approve the adoption of the Houston County Social Media Policy and the Houston County Devise Usage Policy effective November 6, 2018.

Chairman Stalnaker explained that several recent incidents had necessitated the creation of these policies. He asked Mr. Holland to make sure each elected official and department head was informed so that all employees could receive a

copy. Mr. Walker remarked that each new employee could receive a copy also as they went through new employee orientation.

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Ms. Robinson presented a Memorandum of Understanding with the City of Warner Robins regarding the construction of a secure parking facility for the County's E911 Center utilizing their contractor, Parrish Construction.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to authorize Chairman Stalnaker signing the Memorandum of Understanding with the City of Warner Robins regarding the construction of a secure parking facility for the County's E911 Center utilizing their contractor, Parrish Construction, through the execution of a change order to the City's existing contract. The County agrees to reimburse the City of Warner Robins the total cost of the change order estimated to be \$195,820. SPLOST 2012 funds of \$100,000 and SPLOST 2018 funds of \$95,820 will fund this project.

Chairman Stalnaker remarked that the City of Warner Robins had approved the change order to their contract at their Council Meeting Monday night and that this project will improve the security at the 911 center for all employees.

Mr. Thomson presented a request from the Houston County Board of Tax Assessors and Chief Appraiser James Moore for new aerial photography to be flown for the County, the last having been done in 2015.

Motion by Mr. Thomson, second by Ms. Robinson and carried unanimously by all to authorize Chairman Stalnaker signing the contract for new aerial photography to be flown by February 2019 for the Houston County Tax Assessors with Pictometry of Rochester, NY for the total amount of \$76,993. Of that total, \$25,664.34 is due in FY19; \$25,664.34 will be due in FY20; and \$25,664.34 will be due in FY21.

Chairman Stalnaker remarked that this new imagery will have a positive impact on many facets within the County. He recognized Tax Assessor board member Joyce Herndon who reminded everyone that it will not only help the Assessors and other County and municipal departments but also each citizen and business owners.

Chief Tax Appraiser James Moore thanked the Board and the citizens for their support and explained that this helps his staff discover untaxed properties and improvements along with many other benefits.

Mr. Thomson presented a request for approval of the purchase and installation of ten back-up generators at County Water System facilities.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the award of generator purchases, from Anderson Power Services, at the following Houston County Water System facilities: Pyles Road \$77,423; West Henderson \$77,153; Sandefur \$158,874; Dunbar \$104,109; Elko \$51,455; Quail Run \$158,874; Feagin Mill \$158,874; Elberta \$71,408; Haynesville \$54,017;

and Henderson \$55,920. These equipment purchases and installations will be purchased with Water Fund capital funds.

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Chairman Stalnaker pointed out that staff has been recommending back-up generators for quite some time but the cost was prohibitive; however, the recent weather event Hurricane Michael reinforced the necessity to protect our water system against catastrophic events. The generators are necessary to ensure that water can be pushed to homes and to provide for fire services throughout the County.

Mr. Thomson presented a request from the Purchasing Department for approval of a bid for additional security fencing at the Detention Center with four vendors responding. Staff recommends award to National Fence Company.

Motion by Mr. Thomson, second by Mr. Walker and carried unanimously by all to approve the award of the security fencing project at the Houston County Detention Center to National Fence Company of Kathleen for the total amount of \$94,450. SPLOST 2018 will fund this project.

Major Everidge thanked the Board for their support.

Mark Baker commented that the fencing should be installed by January.

Mr. Thomson presented a request from the Purchasing Department for award of a bid on a new compactor for use at the Landfill to replace one that recently burned up. Three vendors responded with staff recommending award to Yancey Brothers.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the award of one new 2019 Caterpillar 826K Compactor for use at the Landfill from Yancey Brothers of Macon for \$661,412 plus \$57,000 for the total machine warranty for a total of \$718,412. This purchase will be funded by Solid Waste Reserve Fund.

Chairman Stalnaker remarked that this machine purchase is necessary to replace one destroyed by fire but that reserve funds are available to cover whatever expense the insurance settlement does not cover.

Mr. Thomson presented a recommendation from the County's timber consultant, American Forest Management, that we cut 75 acres of mature timber at the Landfill. Both staff and our Landfill consultants, Atlantic Coast Consulting, recommend award to high bidder Gay Wood.

Motion by Mr. Thomson, second by Mr. Walker and carried unanimously by all to approve the award of a timber-cutting contract on 75 acres at the Houston

County Landfill to Gay Wood, Inc. of Jeffersonville, GA in the amount of \$232,679.

Mr. McMichael presented a request for award of bids on equipment and supplies needed on the new aerial (ladder) truck for the Fire Department.

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Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of equipment and supplies for use on the new aerial (ladder) truck for the Fire Department to the following vendors:

The Fire Store	\$ 24.99
Fisher Scientific	\$ 39,505.22
Lowe's Home Improvement	\$ 610.82
Municipal Equipment Co.	\$ 35,077.00
NAFECO	\$ 11,001.26
Powerhouse	\$ 1,419.92
VITCO	\$ 8,825.14
Emergency Medical Products	\$ 1,490.09
Physio Control (Lifepack AED)	\$ 2,651.51
County Warehouse	<u>\$ 30.00</u>
	\$100,635.95

The Comptroller is authorized to increase the Fire Department's budget and to transfer insurance premium tax to cover the purchase of this equipment.

Chairman Stalnaker remarked that the ladder truck itself may possibly be delivered by the end of November.

Mr. McMichael presented a request from the Purchasing Department for approval of a bid on three new SUV's. Staff recommends award to low bidder Wade Ford.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve the award of three (3) new 2019 Ford Explorer SUVs for use in the Coroner's office, Solicitor General's office and the Investigations Division of the Sheriff's office from Wade Ford of Smyrna, GA at a unit cost of \$25,102 or \$75,306 total. SPLOST 2018 will fund the purchase of these vehicles.

Mr. McMichael presented a request from the Purchasing Department for approval of a bid on four new Dodge Chargers. Staff recommends award to low bidder Ginn Commercial.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the award of four (4) new 2019 Dodge Charger Pursuit Vehicles from Ginn Commercial of Covington, GA at a unit cost of \$24,606 or a total cost of \$98,424. Three of these vehicles are for use in the Sheriff's Traffic Division and are to be funded by the 2012 SPLOST and one is for the Investigations Division funded by the 2018 SPLOST.

Mr. McMichael presented a request from the Purchasing Department for approval of a bid on two Dodge Chargers with five vendors responding. Staff recommends award to low bidder Ginn Commercial.

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Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of two (2) new 2019 Dodge Charger Pursuit Vehicles for use in the Detention Center to Ginn Commercial at a unit cost of \$22,520 or a total cost of \$45,040. The total cost of these vehicles will be reimbursed by Inmate Funds.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to authorize the establishment of an investment account with Morris Bank and deposit \$2,000,000 of Landfill Reserve Funds with a guaranteed rate of 10 basis points (minimum) above the prevailing Georgia Fund 1 rate.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve the payment of the bills totaling \$3,526,393.18.

Chairman Stalnaker closed the regular meeting and opened Public Comments.

Dan Rhoades, 21st Century Partnership Director of Strategy, briefed the Board on the proposed \$733 billion 2020 Department of Defense budget that the White House has recently directed to be cut by \$33 billion down to \$700 billion. It is the Air Force that typically takes the biggest hit on these types of cuts. He also spoke of the planned swearing-in ceremony on Friday at 11:00 am in Washington D.C. of Bob McMahon who had been the Assistant Secretary of Defense for logistics and materiel readiness and has now been Senate-confirmed as the newly created Assistant Secretary of Defense for sustainment.

Ansel Peck, 109 Latham Drive, Warner Robins remarked that he was glad the County is moving forward with architectural services on the State Court addition to the courthouse and hoped that an addition to the parking lot was also part of the project.

Chairman Stalnaker commented that the County will consider that option but possibly under a separate contract if it is deemed necessary.

Mr. Peck also congratulated both Chairman Stalnaker and Commissioner Walker as they have run unopposed for additional terms in office.

Curtis Owens, 203 Railroad Avenue, Elko commented that he did have concerns about Mr. Hudson's request to abandon right of way off Railroad Avenue since he has been maintaining that part of the right of way in front of his house and currently has a car shed on that property.

Chairman Stalnaker explained that Mr. Hudson had withdrawn his application for right of way abandonment and that staff would be meeting with those affected residents in the future.

There being no further comments Chairman Stalnaker closed the Public Comments and reopened the regular meeting.

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Chairman Stalnaker then opened the meeting for commissioners' comments.

Mr. Thomson commented that he was glad to have had so many years of service to the County.

Mr. McMichael remarked that the County may have spent a lot of money for various projects on today's agenda but that the resources are readily available to do so. He also asked everyone to keep Chief Jimmy Williams in their thoughts and prayers. Lastly, he reminded everyone to please vote today.

Mr. Walker thanked everyone for coming and asked everyone to vote.

Ms. Robinson likewise thanked everyone for coming, asked everyone to vote and appreciated being able to serve the citizens of Houston County.

Chairman Stalnaker commented that approximately 38,000 early votes were recorded in Houston to include absentee ballots and thought that there may be just as many who will vote today. He commended those who serve as poll workers for what they do each election cycle. They each work many hours with very little in compensation. He also thanked the Board of Elections and staff for their efforts.

Motion to Adjourn by Mr. Walker, second by Ms. Robinson and carried unanimously by all, meeting adjourned.

Barry Holland
Director of Administration

Chairman

Commissioner

Commissioner

Commissioner

Commissioner