

Houston County Commissioners Meeting

Perry, Georgia | March 3, 2026 | 9:00 A.M.

Call to Order

Invocation – Commissioner Byrd

Pledge of Allegiance – Commissioner Gottwals

Proclamation Presentation – Theatre in Our Schools Month

Approval of Minutes from February 17, 2026 meeting

New Business

- 1. Special Exception Applications – Commissioner Talton**
- 2. Public Hearing (Liquor License) – Commissioner Talton**
- 3. Annexation (City of Warner Robins) – Commissioner Talton**
- 4. Annual Road Race To Benefit Central GA Alzheimer’s Association – Commissioner Talton**
- 5. Approval of 2 Quotes (Access Control & CCTV Systems) – Commissioner Byrd**
- 6. Amendment to Water Purchase Agreement (City of Warner Robins) – Commissioner Byrd**
- 7. Award of a Bid (Cell Construction Landfill) – Commissioner Byrd**
- 8. Intergovernmental Agreement (City of Perry) – Commissioner Gottwals**
- 9. Board Appointments – Commissioner Gottwals**
- 10. Personnel Requests – Commissioner Gottwals**
- 11. Personnel Request (Water Department) – Commissioner Robinson**
- 12. Personnel Request (Public Works) – Commissioner Robinson**
- 13. Approval of Bills – Commissioner Robinson**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Special Exception Applications – Commissioner Talton

			Recommendation	Vote
#2906	Robert & Vanessa Martin	Bridal Seamstress	Approval	Unanimous
#2907	Tyler & Hannah Mackey	Dumpster Rental	Table	Unanimous
#2908	Daniel & Emily Hilton	Piano Lessons	Approval	Unanimous
#2909	Jack & Crystal Powell	RV Inspection Service	Approval	Unanimous
#2910	Lee D. Ramirez Alvarado	Taxi Service	Table	Unanimous
#2911	Darcy & Devin Crow	Property Rental Business	Approval	Unanimous
#2912	Duane & Candace Barker	Heating & Air Conditioning	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:

#2906	Robert & Vanessa Martin	Bridal Seamstress
#2908	Daniel & Emily Hilton	Piano Lessons
#2909	Jack & Crystal Powell	RV Inspection Service
#2911	Darcy & Devin Crow	Property Rental Business
#2912	Duane & Candace Barker	Heating & Air Conditioning

And also to

approve disapprove Table

#2907	Tyler & Hannah Mackey	Dumpster Rental
#2910	Lee D. Ramirez Alvarado	Taxi Service

2. Public Hearing (Liquor License) – Commissioner Talton

Director of Administration Robbie Dunbar will give the 2nd reading for a new Alcohol License for Saurin Jayantibhai Patel, owner of Aashi 822, LLC., for the sale of beer, wine and liquor retail for use off premises at 271 GA Highway 26 East, Elko, Georgia 31025. The first reading was held at the February 17, 2026 Commissioner’s Meeting.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the alcohol license for the retail sale of beer, wine and liquor for use off premises at 271 GA Highway 26 East, Elko, Georgia 31025.

3. Annexation (City of Warner Robins) – Commissioner Talton

At their January 20, 2026 meeting, the Board of Commissioners heard an annexation request from the City of Warner Robins regarding 1302 Feagan Mill Road, parcel number 000770 013000. The annexation request included a rezoning of County R-AG to Warner Robins R-4. The Board voted to non-concur with the request due to the rezoning causing a substantial change in the intensity of the allowable use for the property. This change in intensity would place an additional burden on Feagin Mill Road and other county infrastructure serving this area. Following their non-concurring with the request, the Board filed an objection to the annexation with the Georgia Department of Community Affairs. After good faith negotiations between the County, City of Warner Robins, and the landowner with the developer, the Board wants to revisit this request. No change was made to the rezoning request. However, through negotiations an understanding was reached that the construction plan for the project would reduce the number of dwellings and increase the amount of green space. This will reduce the substantial change in intensity and satisfy the County’s concerns.

Motion by _____, second by _____ and carried _____ to

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the reversal of the Board’s January 20, 2026 decision to non-concur with the annexation and rezoning request of the property mentioned above, and the withdrawal of the objection filed with the Georgia Department of Community Affairs.

4. Annual Road Race To Benefit Central GA Alzheimer’s Association – Commissioner Talton

A request was received from Mr. John Rowlands, Race Director of the Annual “Run 2 End Alzheimer’s at the Landings” to benefit Alzheimer’s, for approval of a race on Saturday, April 4, 2026. The Landing Pointe Plaza in Bonaire will serve as both the start and finish for the 5K and 10K runs. The Statham’s Landing Homeowners' Association and the owners of the Landing Pointe shopping center have both approved the event and the date; additionally, the Central Georgia Alzheimer's Association supports and endorses this event. The Sheriff’s Department has agreed to help with traffic control. Last year’s event raised \$47,000 for the Alzheimer's Association, which is a direct reflection of our generous and concerned community.

Motion by _____, second by _____ and carried _____ to

approve

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authorize

the use of county roads for the upcoming Annual “Run 2 End Alzheimer’s at the Landings” to benefit the Georgia Alzheimer’s Association. This event will take place on Saturday, April 4, 2026. The Landing Pointe Plaza in Bonaire will serve as both the start and finish for the 5K and 10K runs. The Sheriff’s Department has agreed to help with traffic control.

5. Approval of 2 Quotes (Access Control & CCTV Systems) – Commissioner Byrd

This request is for approval of two quotes from BTV Systems. The first quote is to upgrade the Directory Server; the second one is to upgrade the CCTV and access control systems at the Magistrate Court. The upgraded equipment will also support the door locks and proximity sensors that were replaced in February 2025.

Motion by _____, second by _____ and carried _____ to

approve

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the bid from BTV Systems of Macon, Georgia in the total amount of \$55,165.68; \$10,640 for the Directory Web Server upgrade, and \$44,525.68 for the Magistrate Court Security upgrades. This project will be funded by 2018 SPLOST and will be completed around court scheduling. This project is included in the County's 5-Year Capital Improvement Plan and was appropriated in the FY2026 Budget.



Houston County Board of Commissioners
Management Information Systems

Will Davis, Director
200 Carl Vinson Parkway
Warner Robins, GA 31093
Phone: 478-542-2030

MEMORANDUM

To: Houston County Board of Commissioners

From: Will Davis

Date: 02/06/2025

Re: Access Control Infrastructure Upgrades & Replacement

The existing Directory Server, which manages the County's access control and CCTV systems, has reached end of useful life. Replacement is necessary to ensure continued operational reliability, system security, and compatibility with current software standards.

The Magistrate Court facility requires replacement of cameras and supporting hardware. The upgraded equipment will also support the door locks and proximity sensors that were replaced in February 2025. The current system is outdated and no longer adequate to manage these components. This upgrade will modernize the facility's infrastructure and bring it into alignment with the standardized platform deployed throughout the County.

The cost for the Directory Web Server upgrade is **\$10,640.00**, and the Magistrate Court security upgrade totals **\$44,525.68**, for a combined project cost of **\$55,165.68**. The total cost will be funded by the 2018 SPLOST. This project is included in the County's 5-Year Capital Improvement Plan and was appropriated in the FY2026 Budget.

Staff recommends Board approval of the BTV Systems quotes as presented.

Will Davis

A handwritten signature in black ink, appearing to read "Will Davis", with a stylized flourish at the end.

6. Amendment to Water Purchase Agreement (City of Warner Robins) – Commissioner Byrd

This request is from the City of Warner Robins for an addition to the Water Purchase Agreement. The development was reviewed by the Water Department and the County consultant to verify flow and pressure.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the addition of the Tucker Road Subdivision for two 8-inch transition meters, and a second connection at Settlers Landing Subdivision for one 6-inch transition meter, to the Water Purchase Agreement between the Houston County Board of Commissioners and the City of Warner Robins, with the following stipulations:

- **The developer posts a bond covering 125% of the construction cost for work performed on the Houston County Water System.**
- **Adherence to the rate structure approved by the Houston County Board of Commissioners on February 18, 2025.**
- **The issuance of a utility permit to the City of Warner Robins based on all conditions being met according to “Houston County Utility Accommodations”.**



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

Terry Dietsch
Director of Utilities

Nancy Lancaster
Office Manager

Michael Phillips
Facilities Superintendent

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Houston County Board of Commissioners

From: Terry Dietsch, Utilities Director *TJD B*

Date: February 19, 2026

Re: Water Purchase Requests- City of Warner Robins

Please consider two water purchase requests from the City of Warner Robins to serve developments under our city/county infrastructure agreement.

1. Tucker Road Subdivision, request for two 8-inch transition meters.
2. Settlers Landing Subdivision, request for one 6-inch transition meter.

These developments were reviewed by the Water Department and our consultants to verify flows and pressures. There is an adequate water supply to meet the needs of these developments. These requests are contingent upon developers posting a bond of 125 percent of the construction cost for work performed on our water system. In keeping with the infrastructure agreement between the Houston County Board of Commissioners and the City of Warner Robins, please consider approval.

7. Award of a Bid (Cell Construction Landfill) – Commissioner Byrd

Bids were received for the Phase 6, Stages 2B And 2C Cell Construction at the Landfill. Bids were evaluated and scored for cost by staff and our consultants. This request is for approval of the highest scoring bid. This is an FY26 budgeted project.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the bid from CBP Environmental, Inc., of Statham, Georgia, in the amount of \$11,264,514.88 for the Phase 6, Stages 2B And 2C Cell Construction at the Landfill.



Houston County Public Works

Memorandum

Office

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FAX 478-988-8007

Brian Jones, PE
Director of Operations

Terry Dietsch
Director of Utilities

Nancy Lancaster
Office Manager

Michael Phillips
Facilities Superintendent

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Houston County Board of Commissioners

From: Terry Dietsch, Utilities Director *TJD BJ*

Date: February 19, 2026

Re: Recommendation of Award Phase 6, Stages 2B
And 2C Cell Construction (RFP #26-06)

Houston County received five proposals to construct our next Landfill cell of 16 acres. Proposals were from T&K Construction, Total Earth Services, Integrity Environmental, Morgan Corp. and CBP Environmental, Inc. Bids were evaluated and scored for cost by our consultants, Atlantic Coast Consulting, Inc. The highest score awarded was to CBP Environmental, Inc.

Public Works staff and Atlantic Coast Consulting, Inc. **recommend awarding contract to CBP Environmental, Inc. for \$11,264,514.88.** There are also potential savings to the County in this contract if the protective cover material comes from on-site source. Thank you for your consideration.

8. Intergovernmental Agreement (City of Perry) – Commissioner Gottwals

This request is for approval of an Intergovernmental Agreement between the County and the City of Perry regarding the construction of a water treatment plant (WTP) on County-owned property located on Highway 127 in Perry, Georgia. Pursuant to O.C.G.A. § 8-2-20, the proposed agreement authorizes the County to oversee and enforce the State Minimum Standard Codes for the duration of the project. Additionally, in accordance with O.C.G.A. § 12-7-1 et seq., the agreement provides for the City of Perry to review all required National Pollutant Discharge Elimination System (NPDES) Erosion and Sedimentation Control Plans associated with the construction of the WTP.

Motion by _____, second by _____ and carried _____ to

approve

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table

authorize

signing an Intergovernmental Agreement with the City of Perry for the code enforcement of the Water Treatment Plant project on Hwy 127 for the duration of said project.

9. Board Appointments – Commissioner Gottwals

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the following Board appointments:

Zoning & Appeals Board

Ivan Jones for a term of 03/03/2026 through 06/25/2029

Planning & Zoning Board

Tony Lowden for a term of 03/03/2026 through 09/06/2029

10. Personnel Requests – Commissioner Gottwals

This request is to fill vacancies in various County Offices.

Motion by _____, second by _____ and carried _____ to

approve

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table

authorize

hiring Kristie Byers to fill the vacant Purchasing Clerk position at a Grade 12 Step D effective March 4, 2026. Personnel have reviewed her qualifications and approve of the step increase.

hiring Coby Sandefur to fill the vacant Project Coordinator position at a Grade 16 Step D effective March 4, 2026. Personnel have reviewed her qualifications and approve the step increase.

hiring Kimber Eden to fill the vacant Assistant Finance Director position at a Grade 28 Step D effective March 4, 2026. Personnel have reviewed her qualifications and approve the step increase.



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: February 20, 2026
Re: Request to Hire – Purchasing Department

After a thorough review of candidates for the vacant Purchasing Clerk position in the Purchasing Office, Vanessa Zimmerman selected Kristie Byers. I have reviewed her qualifications and recommend hiring Ms. Byers at Grade 12, Step D.

Please consider this request effective March 4, 2026.



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: February 17, 2026
Re: Request to Hire – Commissioners Office

After a thorough review of the candidates for the Project Coordinator position in the Commissioner's Office, the recruitment committee selected Coby Sandefur as the top candidate. I have reviewed her qualifications and recommend hiring Mrs. Sandefur at Grade 16, Step D.

Please consider this request effective March 4, 2026.



Houston County Personnel Department

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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: February 17, 2026
Re: Request to Hire – Accounting Department

After a thorough review of candidates for the Assistant Finance Director position in the Accounting Office, Danyelle George has selected Kimber Eden. I have reviewed her qualifications and recommend hiring Ms. Eden at Grade 28, Step D.

Please consider this request effective March 4, 2026.

11. Personnel Request (Water Department) – Commissioner Robinson

This request is to restructure the Superintendent of Billing and Treatment position in the Water Department.

Motion by _____, second by _____ and carried _____ to

approve

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table

authorize

the restructuring of the Superintendent of Billing and Treatment position in the Water Department as follows:

Rename Position #3057 from Superintendent of Billing and Treatment to Superintendent of Water Treatment.

Create a new position titled Utilities Billing Manager at Grade 18. This position will be funded by eliminating another currently filled position once that vacancy occurs.



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: February 17, 2026
Re: Request for Restructure – Water Department

Terry Dietsch is requesting approval to rename and restructure the Superintendent of Billing and Treatment position as follows:

- Rename Position #3057 from Superintendent of Billing and Treatment to Superintendent of Water Treatment.
- Create a new position titled Utilities Billing Manager at Grade 18. This position will be funded by eliminating another currently filled position once that vacancy occurs.

This restructuring will return the Water Department to a structure similar to what was in place prior to the 2020 realignment.

Please consider this request effective March 16, 2026.

12. Personnel Request (Public Works) – Commissioner Robinson

This request is for a step increase for three employees who have obtained their Class A Commercial Driver's Licenses. Although this certification is not required for their current positions, it benefits the County by adding qualified operators and providing greater flexibility for field operations.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the step increase for Johnny Bridges, William King, and Samuel Peavy for obtaining their Class A Commercial Driver's Licenses.



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

Terry Dietsch
Director of Utilities

Nancy Lancaster
Office Manager

Michael Phillips
Facilities Superintendent

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Ken Carter, Personnel Department

From: Terry Dietsch, Utilities Director *TJD*

Date: February 12, 2026

Re: CDL – Commercial Driver's License

Mr. Carter, please consider one step within the paygrade of a utility service worker for Johnny Bridges and William King. Both obtained a class A commercial driver's license and this will benefit the County.

Thank you for your consideration.

13. Approval of Bills – Commissioner Robinson

Summary of bills by fund:

General Fund (100)	\$1,450,841.15
Drug Abuse Treatment & Educ. (212)	\$ 1,323.00
Emergency 911 Telephone Fund (215)	\$76,205.96
Fire District Fund (270)	\$51,982.21
2018 SPLOST Fund (320)	\$220,087.24
2024 SPLOST (320)	\$1,220,207.26
Water Fund (505)	\$140,625.81
Solid Waste Fund (540)	\$456,269.02
Internal Service Fund (600)	\$45,174.78
Total	\$ 3,662,716.43

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$3,662,716.43.