



Houston County Board of Commissioners Meeting

Perry, Georgia

January 3, 2023

9:00 a.m.

HOUSTON COUNTY COMMISSIONERS MEETING
Perry, Georgia
January 3, 2023
9:00 A.M.

Call to Order

Invocation - Chairman Perdue

Pledge of Allegiance – Chairman Perdue

Military Speaker – Colonel Sergio Rios, 78 Air Base Wing Vice Commander

Approval of Minutes from December 20, 2022

New Business:

1. Bond Extension (Southfield Plantation Subdivision) – Commissioner Talton
2. Bond Release (Southfield Plantation Subdivision) – Commissioner Talton
3. Board Appointments – Commissioner Talton
4. Correction to term (Hamilton Halford / Airport Authority) – Commissioner Talton
5. Memorandum of Understanding (Rainbow House) – Commissioner Byrd
6. Solid Waste Contract Addendum (Advanced Disposal Services) – Commissioner Byrd
7. Road Abandonment (New Road) – Commissioner Byrd
8. Detention Center – Commissioner Byrd
9. Approval of a bid (One SUV PPV) – Commissioner Gottwals
10. Approval of a bid (One 2022 Ford Explorer) – Commissioner Gottwals
11. Approval of a bid (Renovation of Houston County State Courthouse/Sheriff's Department) -
Commissioner Gottwals
12. Memorandum of Agreement (Middle Flint Behavioral Health) – Commissioner Robinson
13. Increase in Pauper Burial Fees – Commissioner Robinson
14. Appointment of Vice Chair – Commissioner Robinson
15. Approval of Bills – Commissioner Robinson

Public Comments

Commissioner Comments

Motion for Adjournment

1

Public Work staff requests an extension for the Cul-de-sac Bond (One South Bank Letter of Credit 410683) that expires January 11, 2023. This one-year extension, for the cul-de-sac located in Southfield Plantation Subdivision Section 7, will give the developer an opportunity to perform the work in accordance with *The Comprehensive Land Development Regulations for Houston County*.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

a one-year extension of the Cul-de-sac Bond (One South Bank Letter of Credit 410683) that expires January 11, 2023, for property located in Southfield Plantation Subdivision Section 7. This will give the developer an opportunity to perform the work in accordance with The Comprehensive Land Development Regulations for Houston County.



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

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief/EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Solid Waste Superintendent

Memo

Date: December 12, 2022

To: Houston County Board of Commissioners

From: Ken Robinson, Senior Civil Engineer 

RE: Cul-de-sac Bond; Southfield Plantation Subdivision Section 7;
One South Bank Letter of Credit 410683; Expires January 11,
2023

This matter is in reference to **Southfield Plantation Subdivision Section 7.**

This phase of the subdivision has not been completed in accordance with

"The Comprehensive Land Development Regulations for Houston County."

Please consider this request to extend the above referenced bond for one year

to give the developer an opportunity to perform the required work. If the

bond is not extended by January 11, 2023, we will draw this bond and

contract the work.

Public Works staff requests the release of the Maintenance Bond (One South Bank Letter of Credit 410684), located in Southfield Plantation Subdivision Section 7, that expires January 11, 2023. And to accept the completed road for maintenance purposes. The developer has completed the work in accordance with *The Comprehensive Land Development Regulations for Houston County*.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the release of a Maintenance Bond (One South Bank Letter of Credit 410684) that expires January 11, 2023. The developer has completed the work in accordance with The Comprehensive Land Development Regulations for Houston County. Also, to accept the following roads recorded for maintenance, road inventory, and speed ordinance purposes:

Colton Drive	1898 ft or 0.36-mile	25mph
Holling Court	292 ft or 0.06-mile	25mph
Easton Court	614 ft or 0.12-mile	25mph
Sage Meadow Lane	293ft or 0.06-mile	25mph



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Director of Operations

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Office Manager

Michael Phillips
Facilities Superintendent


Christopher Stoner
Fire Chief / EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Solid Waste Superintendent

Memo

Date: December 12, 2022
To: Houston County Board of Commissioners
From: Ken Robinson, Senior Civil Engineer 
RE: Maintenance Bond; Southfield Plantation Subdivision Section 7;
One South Bank Letter of Credit #410684; Expires January 11, 2023

The Southfield Plantation Subdivision, Section 7 has been completed in accordance with "The Comprehensive Land Development Regulations for Houston County." Please consider this request to release the above referenced bond upon expiration, and to accept the following roads recorded for maintenance purposes (ref. PB 80/ PG185):

STREET NAME	STREET LENGTH	SPEED LIMIT
Colton Drive	1898 ft or 0.36 mile	25 mph
Holling Court	292 ft or 0.06 mile	25 mph
Easton Court	614 ft or 0.12 mile	25 mph
Sage Meadow Lane	293 ft or 0.06 mile	25 mph

4

At the July 5, 2022 meeting Hamilton Halford was appointed to the Airport Authority to finish out the unexpired term of Ned Sanders ending 12/31/2022 and a new four-year term ending 12/31/2026. The Airport Authority has a term of two years, so a correction is needed to the appointment, making it a two-year term ending 12/31/2024.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the correction to the term, on the Airport Authority, of Hamilton Halford making it a two-year term ending 12/31/2024.

Board Appointments:

Motion by GR, second by JW and carried ALL to

- approve
- disapprove
- table
- authorize

the reappointment of the following:

Central Georgia Joint Development Authority:
Rob Brooks 7/07/22 thru 7/06/26

and the appointment of the following:

Airport Authority:
Hamilton Halford 8/01/22 thru 12/31/26
(to fill the unexpired term of Ned Sanders ending 12/31/22 and a new 4-year term beginning 1/01/23)

5

The County received a renewal of the Memorandum of Understanding with Rainbow House Children's Resource Center, the designated Child Advocacy Center for Houston County. This MOU is with the County and numerous other agencies within Houston County to work with Rainbow House to support the continued development and operation of the Child Advocacy Center.

Staff has reviewed the MOU and the Houston County Child Abuse/Fatality Protocol (Rev. 2022) document mentioned in the MOU.


Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the signing of the Memorandum of Understanding with Rainbow House Children's Resource Center, the designated Child Advocacy Center for Houston County, to support the continued development and operation of the Child Advocacy Center.

MEMORANDUM

TO: Robbie Dunbar

FROM: Tom Hall 

DATE: December 19, 2022

RE: MOU Rainbow House Children's Resource Center

We received the attached Memorandum of Understanding from Rainbow House Children's Resource Center, the designated Child Advocacy Center for Houston County. This MOU is for the County, and numerous other agencies within Houston County, to enter into in order to work with Rainbow House to support the continued development and operation of the Child Advocacy Center.

I have reviewed the MOU and the Houston County Child Abuse/Fatality Protocol (Rev. 2022) document mentioned in the MOU. I see no reason for the County not to enter into this MOU with Rainbow House.

Since there are numerous entities that are also asked to sign the document, Rainbow House is asking if we would be agreeable to sign the document digitally. They have forwarded the digitally signable document to our office. Please advise as to whether Chairman-Elect Perdue would be agreeable for us to sign the document digitally on his behalf if passed by the Board at the January 3rd Commissioners' meeting for signature. If he would prefer a hard copy to physically sign, we can inform Rainbow House that he would prefer to physically sign and make arrangement for him to do so.

Thank You.

6

The Public Works Department is asking for approval of an addendum to the Solid Waste Collection Service Agreement with Advanced Disposal Services Macon LLC. With this addendum County employees will assist with the collection of yard waste, and the County will invoice the contractor for County employee's weekly collection of yard waste at a rate listed in the attached "Exhibit A".

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

an addendum to the Solid Waste Collection Service Agreement with Advanced Disposal Services Macon LLC. This addendum will allow County employees to assist with the collection of yard waste, and the County will invoice the contractor for County employee's weekly collection of yard waste at a rate listed in the attached "Exhibit A".

EXHIBIT "A"

Waste Management-Yard Waste Pick Up by Houston County

Houston County Operator(s) to work five (5) days per week Monday-Friday (excluding holidays), picking up yard waste to be invoiced as follows:

1st Week- \$100 per hour per operator for two (2) days (three days at no charge)

2nd Week- \$100 per hour per operator for three (3) days (two days at no charge)

3rd Week- \$100 per hour per operator for four (4) days (one day at no charge)

4th Week- \$100 per hour per operator for five (5) days

* After four (4) weeks, the hourly rate may increase.

*Weeks that include a holiday for the operator may lessen the number of free days received.

Amount will be invoiced to Waste Management and deducted from payment we send to them.

Invoices will have activity log from operator as supporting documentation.



Houston County Public Works

Office

2018 Kings Chapel Road
Perry, Georgia 31069
478-987-4280
FAX 478-988-8007

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Director of Operations

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief/EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Solid Waste Superintendent

MEMO

To: Houston County Board of Commissioners
From: Terry Dietsch, Solid Waste Superintendent
Date: December 14, 2022
Re: Solid Waste Contract Addendum- Yard Waste

BJ
Terry Dietsch

Staff would like for the Board of Commissioners to consider the attached addendum to the Solid Waste Collection Service Agreement. With this addendum Houston County will assist the contractor, Advanced Disposal Services Macon LLC, with the collection of yard waste to get the County back on track, for a fee described in the addendum.

Thank you for your consideration of this request.

7

At the December 6, 2022 meeting the Board of Commissioners heard the request for the abandonment of New Road a 40' unpaved right-of-way that is situated between the Houston County public roads known as Flournoy Road and Ellis Road located in the unincorporated area of Elko, Houston County. A public hearing was not held at the December 6, 2022 meeting. Notice of a new public hearing for the January 3, 2023 meeting regarding the abandonment of the right-of-way was duly published within the county legal organ once a week for two weeks.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
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- authorize

The abandoning of New Road upon the holding of a public hearing. New Road is situated between the Houston County public roads known as Flournoy Road and Ellis Road located in the unincorporated area of Elko, Houston County described as follows:

All that tract or parcel of land situate, lying and being in Land Lots 162 and 133 of the Thirteenth (13th) Land District of Houston County, Georgia, being known as New Road a Houston County public road, consisting of a 40' unpaved right-of-way that is situated between the Houston County public roads known as Flournoy Road and Ellis Road.

This conveyance is subject to any easements for drainage or utilities presently existing within the above-described property.

8

The Houston County Sheriff's Office is asking for approval of a Proposal For Detainee Healthcare Services at the Houston County Detention Center. The Proposal submitted by CorrectHealth Houston LLC of Alpharetta, is a one-year contract with a yearly cost of \$1,397,380.69, and an annual renewal clause for any adjustments needed in compensation.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the acceptance of a Proposal For Detainee Healthcare Services at the Houston County Detention Center submitted by CorrectHealth Houston LLC of Alpharetta at a yearly cost of \$1,397,380.69 with an annual renewal clause for any adjustments needed in compensation.

W.H. Rape, Jr.
Chief Deputy
Major Tommy Jackson
Chief Administrator
Major David Carrick
Jail Administrator
Captain Ricky Harlowe
Warrants/Civil Division

Cullen Talton
Sheriff, Houston County
202 CARL VINSON PARKWAY
WARNER ROBINS, GEORGIA 31088
478-542-2125 • FAX 478-328-1544

Captain Clay Chambers
Patrol/Traffic Division
Captain Jon Holland
Investigations Division
Captain Mikki Quinones
911 Emergency Services
Captain Randy Banks
Juvenile Division

December 28, 2022

To: Chairman Perdue

From: Sheriff Talton



Ref: Medical Contract

Our medical contract is due to automatically renew unless we decide to renegotiate or change services. Jail Administrator Major David Carrick has recommended to terminate our contract with Genesys Health and go with Correct Health. This decision was made based on the prices and services provided.

Genesys Health	Monthly cost \$120,867.50	Yearly cost \$1,450,410.00
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Correct Health	Monthly cost \$ 116,448.39	Yearly cost \$1,397,380.69
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I approve this recommendation and have attached a copy of their proposal for your review.

We are requesting the approval of Chairman Perdue and the Commissioners.

9

The Purchasing Department is requesting approval of a bid on one SUV PPV in-stock, for use by the Sheriff's Department SRO Department, from Brannen Motor Company of Unadilla. This in-stock SUV PPV has a unit price of \$36,500 and will be charged to 100-3320-54.2200 and reimbursed by the Board of Education.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

of a bid on one SUV PPV in-stock, for use by the Sheriff's Department SRO Department, from Brannen Motor Company of Unadilla at a unit price of \$36,500. This purchase will be charged to 100-3320-54.2200 and reimbursed by the Board of Education.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

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

MARK E. BAKER
PURCHASING AGENT

M E M O R A N D U M

TO: Houston County Board of Commissioners
FROM: Mark E. Baker *M.E.B.*
CC: Robbie Dunbar
DATE: December 27, 2022
SUBJECT: Purchase of One (1) 2022 Ford Explorer

The Purchasing Department located One (1) SUV PPV in stock for use by Houston County SRO Department.

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the unit at a price of \$36,500.00, from Brannen Motor Company, to be charged to 100-3320-54.2200 and reimbursed by the Board of Education.

10

The Purchasing Department is requesting approval of a bid on one in-stock SUV, for use by the Sheriff's Department HEAT Division, from Brannen Motor Company of Unadilla. This in-stock SUV has a unit price of \$41,500 and will be charged to 2018 SPLOST account 320-3310-54.2200.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

of a bid on one SUV in-stock, for use by the Sheriff's Department HEAT Division, from Brannen Motor Company of Unadilla at a unit price of \$41,500. This purchase will be charged to 2018 SPLOST account 320-3310-54.2200.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

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(478) 218-4800 • FACSIMILE (478) 218-4805

MARK E. BAKER
PURCHASING AGENT

M E M O R A N D U M

TO: Houston County Board of Commissioners
FROM: Mark E. Baker *MES*
CC: Robbie Dunbar
DATE: December 27, 2022
SUBJECT: Purchase of One (1) 2022 Ford Explorer

The Purchasing Department located one (1) new in-stock SUV at Brannen Motor Company. This vehicle will be used by the HEAT Division.

The Purchasing Department recommends that the Houston County Board of Commissioners go forward and purchase the in-stock vehicle from Brannen Motor Company due to lead times on newly ordered vehicles. The cost of \$41,500 will be charged to the 2018 SPLOST account 320-3310-54.2200.

The Purchasing Department is requesting approval of a bid on the Renovation of Houston County State Courthouse/Sheriff's Department. Staff as well as SP Design Group recommends acceptance of a Guaranteed Maximum Price Proposal per the Standard form of Contract for Construction Management Services including Construction for a Guaranteed Maximum price from International City Builders, Inc. of Warner Robins in the amount of \$6 million.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

signing a Guaranteed Maximum Price Proposal for the Renovation of Houston County State Courthouse/Sheriff's Department for the amount of \$6 million.




HOUSTON COUNTY BOARD OF COMMISSIONERS

MARK E. BAKER
PURCHASING AGENT

2020 KINGS CHAPEL ROAD * PERRY, GA 31069-2828
TELEPHONE (478) 218-4800 * FACSIMILE (478) 218-4805

MEMORANDUM

To: Houston County Board of Commissioners

From: Mark E. Baker 

Cc: Robbie Dunbar

Date: December 22, 2022

Subject: Bid# 22-24 Renovation of Houston County State Courthouse/Sheriff's Department

The Purchasing Department along with SP Designs recommends acceptance of the Guaranteed Maximum Price (GMP) provided by ICB Construction Group of \$6 million per attached.

Middle Flint Behavioral HealthCare Crisis Stabilization Unit (CSU) was closed down by the Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD) Inspection Team due to safety concerns. Middle Flint Behavioral Health Care reached out to the County for assistance with the cost of repairs and modifications that were required by the DBHDD. The County desires to enter into a Memorandum of Agreement with Middle Flint Behavioral HealthCare in order to offer funds to assist with the repairs and modifications for the reopening of the CSU.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Perdue to sign the Memorandum of Agreement for funds to assist Middle Flint Behavioral HealthCare with the repairs and maintenance to the CSU that were requested by DBHDD Inspection Team for the reopening of the CSU.

The signing of this Memorandum of Agreement is subject to the approval and signature of the Memorandum of Agreement by Middle Flint HealthCare.

13

Since August of 2001 the rate for indigent burials has been \$800. Due to the rising costs of transportation and cremation rates among the funeral homes in Houston County the Coroner is requesting an increase to \$1200. The cases will still be on a rotation among all the funeral homes in Houston County that are equipped with a crematory.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the increase for indigent burials from \$800 to \$1200 with the cases still being on the rotation schedule among the funeral homes in Houston County equipped with a crematory.



James Williams, Coroner Houston County

202 Carl Vinson Parkway

Warner Robins, Georgia 31088
hccoroner@houstoncountyga.org

478-542-2113 Office

Memorandum:

To: Houston County Commissioners
From: James Williams, Houston County Coroner
Ref: Indigent Care Cremations

Since August of 2001, the rate concerning indigent care cremations has been \$800. Due to the rising costs of transportation and cremation rates amongst the funeral homes in Houston County, I am requesting this rate be modified to \$1200. Indigent care cases will remain on a rotation amongst all the funeral homes in Houston County that are equipped with a crematory. Those in rotation are Burpee-Scott, Heritage, and McCullough funeral homes.

If there are any questions please contact me at 478-538-1492.

JW

12/27/2022

HOUSTON COUNTY COMMISSIONERS MEETING

Perry

August 7, 2001

3. Brian Lowery updated on Justice Complex.
- 4-10. Approved SE #1160 – Monument.
11. Approved request from Airport Authority to pay promissory note.
12. Authorized Chairman to sign grant for Airport.
13. Authorized Chairman to sign DOT contract for SR247/Booth traffic signal.
- 14-18. Returned A/R request to WR for restrictive zoning classifications.
- 19-24. Approved (2) WR A/R requests for S. Houston Lake RD @ Chilton St. and Russell Pkwy @ Wellborn Road.
25. Released maintenance bond on Cardinal Ridge S/D.
26. Approved water dept. charge for damaged boxes, lids and back flow devices.
27. Approved installation of 900 MHZ system for Public Works.
28. Approved increase in pauper burial from \$500 to \$800.
29. Approved purchase of vehicles for Public Works Dept.
- 32-33. Approved adding Cohen Walker Dr. Ext. to agenda and authorizing the Chairman to sign a contract with DOT upon review of County Attorney.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

to appoint Mark Byrd as the Vice-Chairman for the 2023 calendar year.

VICE-CHAIR SCHEDULE

2003 – Larry Thomson

2004 – Jay Walker

2005 – Gail Robinson

2006 – Tom McMichael

2007 – Larry Thomson

2008 – Jay Walker

2009 – Gail Robinson

2010 – Tom McMichael

2011 – Larry Thomson

2012 – Jay Walker

2013 – Gail Robinson

2014 – Tom McMichael

2015 – Larry Thomson

2016 – Jay Walker

2017 – Gail Robinson

2018 – Tom McMichael

2019 – Larry Thomson

2020 – Jay Walker

2021 – Gail Robinson

2022 – Dan Perdue / Tal Talton

2023 – Mark Byrd

2024 – Shane Gottwals

2025 – Gail Robinson

Summary of bills by fund:

• General Fund (100)	\$1,381,268.96
• Emergency 911 Telephone Fund (215)	\$ 77,959.05
• American Rescue Plan Act (230)	\$ 140,200.00
• Fire District Fund (270)	\$ 268,351.62
• 2006 SPLOST Fund (320)	\$ 641.18
• 2012 SPLOST Fund (320)	\$ 546,640.75
• 2018 SPLOST Fund (320)	\$2,159,927.38
• Water Fund (505)	\$ 170,257.50
• Solid Waste Fund (540)	\$ 170,801.32
• Internal Service Fund	<u>\$ 2,160.00</u>
Total for all Funds	\$4,918,207.76

Motion by _____, second by _____ and carried _____ to

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the payment of the bills totaling \$4,918,207.76