



Houston County Board of Commissioners Meeting

Perry, Georgia

January 8, 2019

9:00 A.M.

**HOUSTON COUNTY COMMISSIONERS MEETING**

**Perry, Georgia  
January 8, 2019  
9:00 A.M.**

**Call to Order**

**Turn Off Cell Phones**

**Invocation** - Commissioner Robinson

**Pledge of Allegiance** - Col. Maureen Farrell, USAF

**Approval of Minutes from December 18, 2018**

**New Business:**

1. Warner Robins Annexation Request (P2 Construction / Bel Aire) - Commissioner Walker
2. Personnel Request (Additional School Resource Officers) - Commissioner Walker
3. Second Reading & Public Hearing on Ordinance Amendment (Sec. 2-217 Library Board) - County Attorney Tom Hall / Commissioner Thomson
4. Professional Services Agreement (Lake Joy Fire Station / ICB) - Commissioner Thomson
5. County Officials Salary Adjustment - Commissioner Robinson
6. HCSO Vehicle Order - Commissioner McMichael
7. Solid Waste Collection Rate - Commissioner McMichael
8. Approval of Bills - Commissioner McMichael

**Next Board Meeting - Tuesday, January 22, 2019 at 6:00 p.m. - Annex**

**Public Comments**

**Commissioner Comments**

9. Executive Session for Real Estate matters per O.C.G.A. § 50-14-3(b)(1)

**Motion for Adjournment**

P2 Construction, on behalf of the Estate of William D. Self, has requested annexation into the City of Warner Robins for properties totaling 7.7 acres (7.08 acres Tax Parcel 000960 025000 and 0.62 acres portion of Tax Parcel 000960 051000) located east of North Houston Road and south of Hughes Drive. Both properties are currently zoned County C-2 General Commercial District and the proposed zoning upon annexation would be Warner Robins R-3 General Residential District. Both properties are contiguous to the Warner Robins city limits. The properties are proposed for the future construction of the final phase of Bel Aire subdivision.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- concur
- non-concur
- table

with a City of Warner Robins annexation request for the property described as:

properties located east of North Houston Road and south of Hughes Drive comprising 7.7 acres (7.08 acres Tax Parcel 000960 025000 and 0.62 acres portion of Tax Parcel 000960 051000) as shown on a plat of survey drawn by Story, Clarke & Associates for William D. Self Estate, dated October 25, 2018.



# Randy Toms - Mayor

202 North Davis Drive PMB 718, Warner Robins, Georgia 31093 Phone (478) 302-5515 Facsimile (478) 302-5551

## Received

December 13, 2018

DEC 18 2018

Houston County Commissioners

Warner Robins, GA

Houston County Board of Commissioners  
200 Carl Vinson Parkway  
Warner Robins, GA 31088

Re: Initiation of Annexation Pursuant to the 100% Application Method to the City of Warner Robins – properties and portions of properties totaling 7.7 acres located at North Houston Road, South of Hughes Drive [Tax Parcel No., [000960 025000] and a portion of [000960 051000] – also included in the request is the concurrent rezoning of the subject properties in addition to tax parcels [0W44A0 142000] [0W44A0 141000] from C-2 to R-3.

Dear Commissioners:

Notice is hereby given, pursuant to O.C.G.A. §36-36-6, that the City of Warner Robins, Georgia, has accepted a petition for annexation, pursuant to O.C.G.A. §36-36-20, *et seq.* (Article II or 100% Application Method). The owner of this property, who has filed a written request for annexation, is P2 Construction on behalf of The Estate of William D. Self. As required by law, a copy of the application showing the legal description is attached. A tax map showing the boundaries of the proposed annexed area is attached as Exhibit "A". The present zoning is C-2[General Commercial District][County], and the proposed zoning and land use for this tract upon annexation is R-3[General Residential District][City], under the zoning ordinance of the City of Warner Robins.

Respectfully,

City of Warner Robins, Georgia

By: Randy Toms  
Randy Toms, Mayor  
For the Mayor and Council

cc: Barry Holland, County Administrator  
James E. Elliott, Jr., City Attorney

APPLICATION

Property Owner(s) Name: Estate of William D. Self Cellphone: 47839163519

Company Name (if applicable): Agent Sheila D. Rucker Office Phone: \_\_\_\_\_

Property Owner(s) Address: 1031 Cherokee Road Perry, GA 31069

Applicant's Name: Sheila D. Rucker Cellphone: 47839163519

Company Name (if applicable): \_\_\_\_\_ Office Phone: \_\_\_\_\_

Applicant's Address: 1031 Cherokee Road Perry GA 31069

Property Information

PROPERTY OWNER IS REQUESTING THE ANNEXATION/REZONING PURSUANT TO OCGA 36-36-21, OF:

ADDRESS/LOCATION: N. Houston Rd, South of Hugger Drive

Tract#: \_\_\_\_\_ Parcel#: see below Land Lot(s): 176 Land District#: 10

County: Houston Tax Parcel#: \_\_\_\_\_ Total Acres: 13.2

Survey Prepared by: Story Clarke Dated 10-25-18

Recorded in Plat Book#: \_\_\_\_\_ Page#: \_\_\_\_\_

Present Zoning: C-2 Requested Zoning: R-3

The property owner makes application in order to: (Describe in "detail" the reason for annex/rezone):

ANNEX + REZONE - [000960 025000] + [000960 051000] <sup>portion of</sup>

REZONE - [0W44A0 142000] + [0W44A0 141000]

to build final phase of "Bel Aire"

Subdivision

Infrastructure Information:

Is water available to this site?  Yes  No Jurisdiction: \_\_\_\_\_

Is sewer service available?  Yes  No Jurisdiction: CWR

Authorization:

Upon receipt of the completed application package, the Community Development Department shall notify the Owner/Applicant of scheduled date, times, and locations of the public meetings/hearings. The Owner/Applicant or a representative must be present to answer any questions that may be asked. In the event that an application is not complete, the case may be delayed or postponed at the discretion of the department.

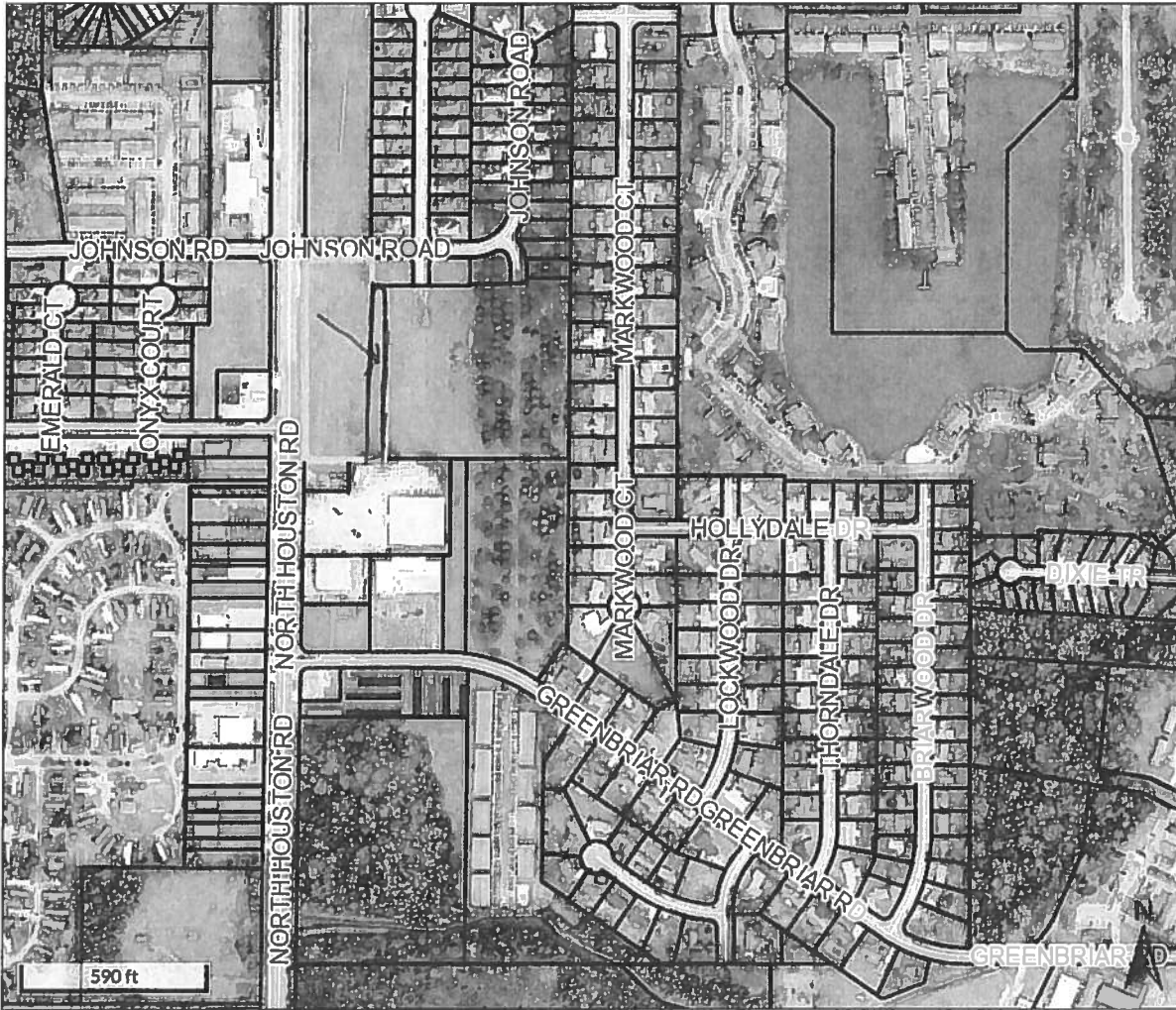
This form is to be executed under oath. I, \_\_\_\_\_, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Application for Public Hearing is true and correct and contains no misleading information.

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Owner/Applicant Signature Sheila D. Rucker

Print Name Sheila D. Rucker

STAMP DATE RECEIVED:



Overview 



Legend

-  Parcels
-  Roads

Parcel ID	000960 051000	Owner	SELF WILLIAM D ESTATE IN REM	Last 2 Sales	
Class Code	Commercial		C/O SHEILA RUCKER	Date	Price Reason Qual
Taxing District	County		305 W WHITE RD		
	County		BYRON GA 31008		
Acres	3.29	Physical Address	HOUSTON RD		
		Assessed Value	Value \$98700		
		Land Value	Value \$98700		
		Improvement Value			
		Accessory Value			

(Note: Not to be used on legal documents)

Date created: 12/13/2018  
 Last Data Uploaded: 12/13/2018 6:05:07 AM



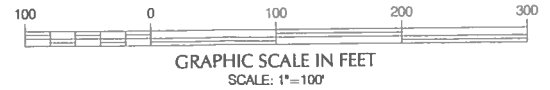
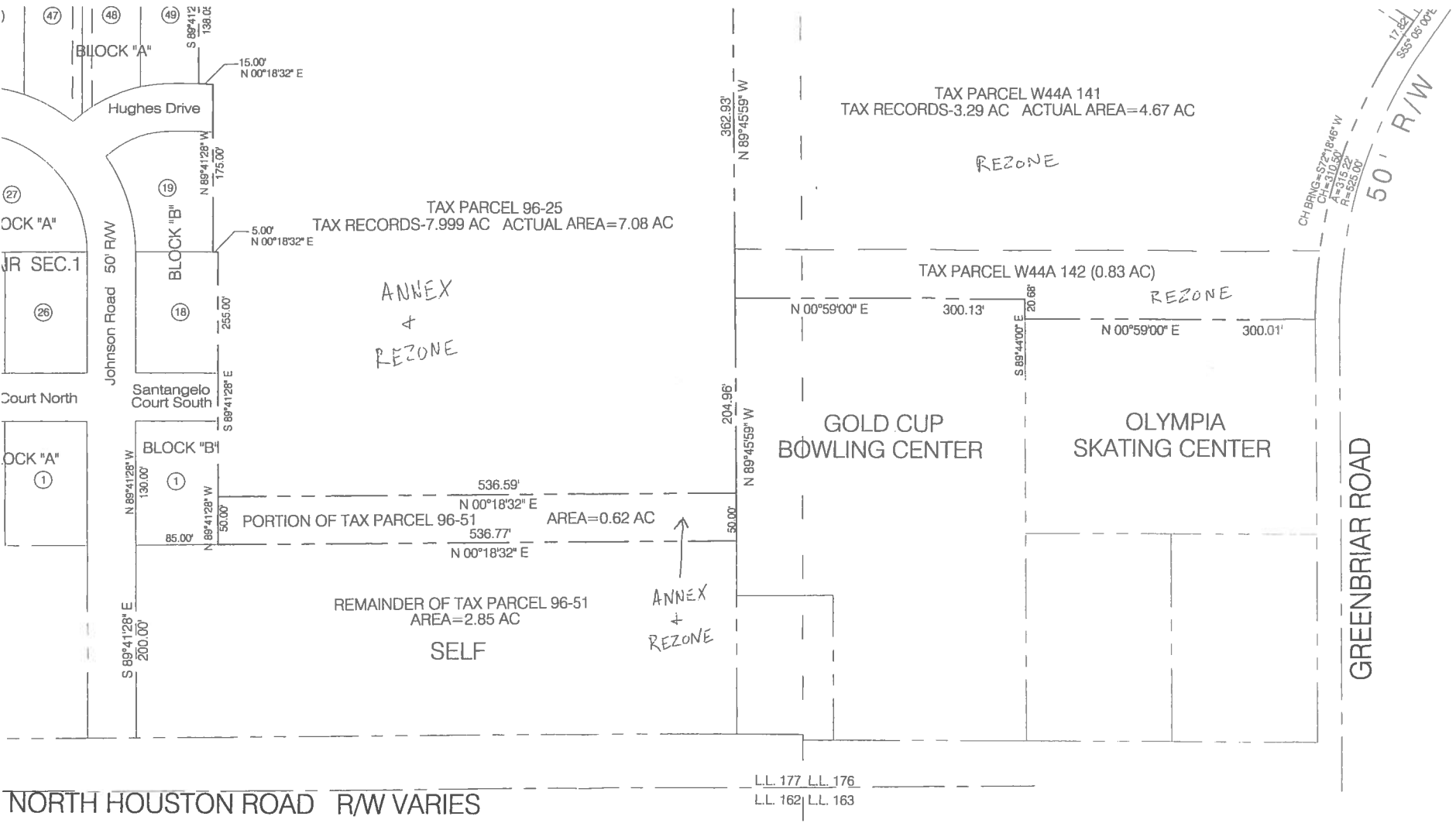
**Legend**  
 Parcels  
 Roads

<b>Parcel ID</b>	000960 025000	<b>Owner</b>	SELF WILLIAM D ESTATE IN REM	<b>Last 2 Sales</b>			
<b>Class Code</b>	Commercial		C/O SHEILA RUCKER	<b>Date</b>	<b>Price</b>	<b>Reason</b>	<b>Qual</b>
<b>Taxing District</b>	County		305 W WHITE RD	10/15/1970	\$52400	LM	Q
	County		BYRON GA 31008	9/23/1969	\$31000	LM	Q
<b>Acres</b>	7.99	<b>Physical Address</b>	HOUSTON RD				
		<b>Assessed Value</b>	Value \$79900				
		<b>Land Value</b>	Value \$79900				
		<b>Improvement Value</b>					
		<b>Accessory Value</b>					



(Note: Not to be used on legal documents)

Date created: 12/13/2018  
 Last Data Uploaded: 12/13/2018 6:05:07 AM

Developed by  **Schneider**  
 GEOSPATIAL



NOTE: THIS PLAT IS TO BE USED FOR REZONING ONLY AND IS NOT TO BE USED FOR THE CONVEYANCE OF PROPERTY.

REZONING PLAT	
FOR	
<b>WILLIAM D. SELF ESTATE</b>	
LAND LOT 176 & 177 HOUSTON COUNTY	10th WARNER ROBINS,
	DATE: 25 OCT 2018 SCALE: 1"=80'
 SURVEYORS & PLANNERS LANDSCAPE ARCHITECTS	



The Board of Education has asked Sheriff Talton to provide two additional school resource officers which would increase the current total of eight officers to ten. Sheriff Talton has agreed under the same terms of the existing agreement whereby the Board of Education will reimburse the County for all salaries, fringe benefits, vehicles and related equipment. The additional two positions would be created as Grade 16-B school resource officers.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**approve the creation of two additional School Resource Officer positions (Position # 222) at a Grade 16-B effective January 4, 2019.**



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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel   
Date: January 3, 2019  
Re: Additional School Resource Officers

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The Board of Education has asked the Sheriff to provide 2 additional School Resource Officers under the agreement that is currently established. This would increase the number of School Resource Officers from 8-10. The Board of Education will reimburse all cost for these officers to include salary, all fringes, and equipment. These 2 additional officers will start at Grade 16-B and will be position number 222.

Please consider this request.

County Attorney Tom Hall will conduct a second reading of an amendment to Section 2-217; of the Code of Ordinances, Houston County, Georgia wherein the appointment of members and terms of office for the Library Board will be amended. The changes made will enable Library Board members to serve an unlimited number of terms and give the Board of Commissioners of Houston County the authority to appoint members to the Library Board that represent the incorporated and the unincorporated areas of Houston County.

The first reading of this proposed amendment to the Houston County Code of Ordinances was held at the December 18, 2018 Houston County Board of Commissioners meeting.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**an amendment to Section 2-217; of the Code of Ordinances, Houston County, Georgia by giving the Board of Commissioners the authority to appoint members to the Library Board that represent the incorporated and the unincorporated areas of Houston County and by permitting Library Board members to serve an unlimited number of terms on the board the section shall read as follows:**

**Sec. 2-217. – Appointment of members; terms of office.**

**The members of the library board shall be appointed by the Houston County Board of Commissioners and will be reflective of all areas of Houston County, incorporated and unincorporated. The term of office shall be three years. Board members shall receive no compensation, but may be reimbursed for expenses incurred in the performance of library business.**

**AMENDMENT TO CODE**

**CODE OF ORDINANCES  
HOUSTON COUNTY, GEORGIA**

BE IT ORDAINED by the Board of Commissioners of Houston County as follows:

That Section 2-217; of the Code of Ordinances, Houston County, Georgia, is hereby amended to read as follows:

Sec. 2-217.-Appointment of members; terms of office.

The members of the library board shall be appointed by the Houston County Board of Commissioners and will be reflective of all areas of the Houston County, incorporated and unincorporated. The term of office shall be three years. Board members shall receive no compensation, but may be reimbursed for expenses incurred in the performance of library business.

BE IT ORDAINED this \_\_\_\_ day of \_\_\_\_\_, 2019, by the Board of Commissioners of Houston County, Georgia.

**BOARD OF COMMISSIONERS  
OF HOUSTON COUNTY**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Staff recommends award of a professional services agreement to ICB Construction Group on the new Lake Joy Fire Station construction project. After an extensive evaluation of both the Request for Qualifications (RFQ) and the subsequent Request for Proposals (RFP), ICB ranked highest amongst all submittals. Based upon an estimated maximum construction cost of \$1.5 million, ICB's proposed fees to provide the construction manager at risk services are \$79,155.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**to award the Lake Joy Fire Station construction project CM-at risk professional services agreement to ICB Construction Group of Macon at a maximum fee of \$79,155 based upon an estimated \$1.5 million construction budget.**



## 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:** Barry Holland

**Date:** December 27, 2018

**Subject:** Bid# 19-09 LAKE JOY FIRE STATION #5 RELOCATION & EMS STATION

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The Houston County Purchasing Department received a total of four responses to our Request for Qualifications for Construction Management (at Risk) firms. The Selection Committee met and short listed two local companies, Allstate and ICB Construction Group. Both vendors were invited to submit Request for Proposals.

After evaluating the information submitted by both contractors utilizing a point system, the committee recommends the Houston County Board of Commissioners contract with ICB Construction Group. The difference in points between the two was very close with ICB ranking higher. Based upon an estimated \$1.5 million maximum construction budget ICB's proposed fees are \$79,155. The cost of the Construction Management will be charged to the 2018 SPLOST against account # 320-3500-54.1300.

All County officials' salaries that are set per guidelines through the state of Georgia must be reviewed for any necessary adjustments at the beginning of each calendar year. The Commissioners, Sheriff, Superior Court Clerk, Probate Judge, Tax Commissioner, Coroner and Magistrate Judges current salaries each exceed the mandated minimum with the state cost of living and longevity requirements taken into account. Only Commissioner Walker is due an adjustment based on term longevity. His current salary is \$15,038.16 and the mandated minimum is \$15,387.89.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the adjustment of Commissioner Walker's salary to reflect the mandated minimum effective on the pay period beginning January 1, 2019.**



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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: January 2, 2019  
Re: County Officials Salaries

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Due to mandatory minimum salary guidelines set by the state of Georgia and local legislation, below are the County Officials that will need to be adjusted beginning January 1, 2019.

Official	Current Salary	Mandated Minimum	Adjustment 1/1/2013	Reason
Commissioner Walker	\$15,038.16	\$15,387.89	\$15,387.89	Term Longevity

The Sheriff, Superior Court Clerk, Probate Judge, Tax Commissioner, Coroner, and Magistrate Judges were all reviewed and the current salary exceeds the mandated minimum with the State Cost of Living and any longevity adjustments. The calculations can be provided if necessary.

Please consider this request to approve these adjustments effective January 1, 2019.



Due to an unforeseen delay at the Ford manufacturing plant, four pursuit utility vehicles (police package Ford Explorer SUVs) that have been on order since early October were not delivered in late-December as scheduled and now delivery has been pushed into the end of March at best. The Sheriff's Department has asked that the order for the vehicles with Wade Ford be cancelled and four Chevy Tahoes be ordered instead from Hardy Chevrolet's stock inventory. The order for the vehicle gun/equipment vaults would remain with Wade Ford since they are already available and can be used in the Tahoes. Ultimately the total cost will be reduced from the original of \$137,824 to \$137,580 a savings of \$244.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the cancellation of the four 2019 Ford Pursuit Utility Vehicles (Explorers) for use in the Patrol Division of the Sheriff's Department from Wade Ford of Smyrna approved at the October 2, 2018 Board meeting with the exception of the four gun/equipment vaults at a unit cost of \$2,000 or a total amount of \$8,000; and to approve the award of four 2019 Chevy Tahoe SUVs for use in the Patrol Division from Hardy Chevrolet at a unit cost of \$32,395 or a total amount of \$129,580.**



**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  
**CC:** Barry Holland  
**DATE:** December 26, 2018  
**SUBJECT:** Purchase of Four (4) New Ford Pursuit Utility Vehicles (Explorers) for Houston County Sheriff's Office (Bid Folder #19-15)

On October 2, 2018, the Houston County Board of Commissioners approved the purchase of Four (4) new Ford Pursuit Utility Vehicles, from Wade Ford, to be used by the Houston County Sheriff's Office/Patrol Division. The purchase price was \$34,456.00 each for four (4) Ford Pursuit Utility Vehicles (Explorers) for a total of \$137,824.00. The cost of the vehicles to be charged to the 2012 SPLOST Account# 320-3300-54.2200.

Delivery, of the vehicles, were to be late-December, however the date was pushed out to the end of March. Due to the delayed delivery, the Purchasing Department, per recommendation from the Sheriff's Department, cancelled the order with Wade Ford and ordered four (4) 2019 Chevrolet Tahoe Pursuits from Hardy Chevrolet at a price of \$32,395.00 each or a total of \$129,580.00 with a delivery in mid-January. Since Wade Ford had already purchased four (4) Cop Boxes for the Explorers (included in the price), we then purchased them, from Wade Ford, for the Tahoes at \$2000.00 each for a total of \$8,000.00. In the end, \$61.00 per vehicle was saved for a total of \$244.00.

Wade Ford Explorers w/cop box	\$137,824.00
Hardy Chevrolet Tahoes w/o cop box	\$129,580.00
Cop Boxes (Wade Ford)	<u>\$ 8,000.00</u>
	<u>\$137,580.00</u>
Savings	\$ 244.00

At their December 18<sup>th</sup> meeting the Board awarded a new solid waste collection contract to Advanced Disposal Services to be effective April 1, 2019 with the understanding that a possible rate increase would have to be considered at the January 8<sup>th</sup> meeting. Staff has recommended that the customer rate per month be established at \$13.00 for a single can service and \$7.00 for each additional can. These new rates would be effective April 1<sup>st</sup> aligning with the new collection contract.

The collection contract that was awarded to Advanced Disposal Services changes our current service from the automatic side loader trucks to a rear loader truck service which is thought to be both a cleaner and more efficient process but also is more expensive. Although our current contract allows for fee exemptions for certain qualifying low income customers, the new contract does not allow for any exemptions and therefore no new exemptions will be granted and any existing exemptions will end through the attrition process.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**to establish a solid waste collection rate of \$13.00 per month for a single can and \$7.00 per month for each additional can effective with the commencement of the new contract with Advanced Disposal Services, Inc. (ADS) on April 1, 2019.**



# Houston County Commissioners

*Serving All of Houston County*

## Office

200 Carl Vinson Parkway  
Warner Robins, GA 31088  
478-542-2115  
FAX 478-923-5697  
[www.houstoncountyga.org](http://www.houstoncountyga.org)

## Commissioners

Tommy Stalnaker  
Chairman

Thomas J. McMichael  
Gail C. Robinson  
Larry Thomson  
H. Jay Walker, III

## Staff

Barry Holland  
Director of  
Administration

K. Thomas Hall  
County Attorney

## MEMORANDUM

**TO: Houston County Board of Commissioners**

**FROM: Robbie Dunbar** *R.D.*

**SUBJECT: Recommendation for Increasing Solid Waste Collection Rate to Unincorporated Houston County Utility Customers**

**DATE: January 3, 2019**

**At the December 18, 2018 Commissioner's meeting, a new solid waste collection contract was awarded to Advanced Disposal Services, Inc. (ADS) to begin new contract service April 1, 2019. The type of collection service will change to rear loading trucks as well as the contract rates changing. Therefore, we recommend the initial monthly rate be established at \$13.00 for a single can and \$7.00 for each additional can.**

**The new rates would be effective beginning on the customer's first billing cycle after April 1, 2019. The rate would be subject to an annual evaluation throughout the seven-year contract.**

**The contract does not allow fee exemptions for customers and any existing exemptions will end through attrition.**

**Again, the new contract provides for a new type of service. Collection will be performed with rear-loader trucks, as opposed to the current automated side-loader trucks. Also, the contract provides for new cart replacement (15%/year) for the customers.**

**Thank you for your consideration of these recommendations.**

**Summary of bills by fund:**

• General Fund (100)	\$1,413,013.78
• Emergency 911 Telephone Fund (215)	\$ 55,330.17
• Fire District Fund (270)	\$ 24,585.59
• 2001 SPLOST Fund (320)	\$ 10,625.00
• 2006 SPLOST Fund (320)	\$ 1,299.94
• 2012 SPLOST Fund (320)	\$ 175,949.37
• 2018 SPLOST Fund (320)	\$ 744,267.06
• Water Fund (505)	\$ 198,128.09
• Solid Waste Fund (540)	\$ 471,926.35
• Internal Service Fund (600)	\$ <u>1,650.00</u>
Total for all Funds	\$3,096,775.35

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the payment of the bills totaling \$3,096,775.35**

Executive Session for Real Estate matters per O.C.G.A. § 50-14-3(b)(1).