

# Houston County Commissioners Meeting

Perry, Georgia | November 7, 2023 | 9:00 A.M.

Call to Order

Invocation – Commissioner Robinson

Pledge of Allegiance – Commissioner Gottwals

Military Speaker – Colonel Deedrick Reese  
*Installation & 78th Air Base Wing Commander*

Approval of Minutes from October 17, 2023 meeting

New Business

- 1. Public Hearing on Special Exception Application – Commissioner Gottwals**
- 2. Personnel Request (Landfill) – Commissioner Gottwals**
- 3. Annexation (City of Warner Robins) – Commissioner Byrd**
- 4. Water Conservation Plan – Commissioner Byrd**
- 5. Board Appointment – Commissioner Robinson**
- 6. Bid Approval (2023 Cargo Van) – Commissioner Robinson**
- 7. Change Order (GCCS Expansion) – Commissioner Robinson**
- 8. Change Order (Water System Improvement Phase II Gilbert Road) – Commissioner Talton**
- 9. Bid Approval (Smoke Rise Dr. Culvert Repair) – Commissioner Talton**
- 10. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

# 1. Public Hearing on Special Exception Application – Commissioner Gottwals

			<b>Recommendation</b>	<b>Vote</b>
#2719	Karena Zaloudek	Handywoman Business	Approval	Unanimous
#2722	Delbert & April Golden	Clothing & Accessories (Internet Sales)	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:

#2719	Karena Zaloudek	Handywoman Business
#2722	Delbert & April Golden	Clothing & Accessories (Internet Sales)

## **2. Personnel Request (Landfill) – Commissioner Gottwals**

This request is to fill the vacant Equipment Operator position at the Landfill.

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

**approve**

**disapprove**

**table**

**authorize**

**hiring Russell Damon to fill the vacant Equipment Operator position at the Landfill at a Grade 10 Step C effective November 8, 2023.**



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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: October 17, 2023  
Re: Request to hire Russell Damon – Equipment Operator

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Terry Dietsch is requesting to hire Russell Damon for the vacant Equipment Operator position at the Landfill. Based on Mr. Damon's experience, Mr. Dietsch would like to hire at grade 10 step C. I have reviewed the qualifications and Mr. Damon does meet the requirements for the C step.

Please consider this request to hire effective November 8, 2023.

### **3. Annexation (City of Warner Robins) – Commissioner Byrd**

**This request from the City of Warner Robins is to annex property located at W. Wrasling Way. This annexation clears up an unincorporated island.**

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

**concur**

**nonconcur**

—

**the annexation of property located on W. Wrasling Way containing 1.15 acres, also known as Tax Parcel 00077D 11A000. This property is zoned County C-2 and proposed zoning is City C-2.**

**CITY OF WARNER ROBINS**  
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943  
"A CITY OF CHARACTER"

10/10/2023

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

**MAYOR**  
LaRhonda W. Patrick

**MEMBERS OF  
COUNCIL**

**Post 1**  
Derek Mack  
**Post 2**  
Charlie Bibb  
**Post 3**  
Keith Lauritsen  
**Post 4**  
Kevin Lashley  
**Post 5**  
Clifford Holmes, Jr.  
**Post 6**  
Larry Curtis, Jr.

**CITY CLERK**  
Mandy Stella

**CITY ATTORNEY**  
Julia Bowen Mize


Re: Initiation of Annexation Pursuant to the 100% Application Method to the City of Warner Robins – property totaling 1.15 acres, located at W Wrasling Way., also known as tax parcel, [ 00077D 11A000]

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 RCS Unlimited Properties, who has filed a written request for annexation is, 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 is C-2 [General Commercial District] [City], under the zoning ordinance of the City of Warner Robins.

Respectfully,

City of Warner Robins, Georgia

By:   
LaRhonda W. Patrick, Mayor  
For the Mayor and Council

cc: Robbie Dunbar, County Administrator  
Julia Mize, City Attorney

## 4. Water Conservation Plan – Commissioner Byrd

The Georgia Environmental Protection Division (EPD) requires a Water Conservation Plan to be adopted as part of the groundwater withdrawal permit process. The County is in the process of updating our permit for the Feagin Mill/Elberta/Dunbar System. Carter & Sloope, our water consultants, have recommended the adoption of the Water Conservation Plan by the Houston County Board of Commissioners.

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

approve

disapprove

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authorize

the signing of a resolution adopting the Water Conservation Plan.

## 5. Board Appointments – Commissioner Robinson

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

approve

disapprove

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authorize

The following board appointments:

**Brian Wise to the Mental Health Developmental Disabilities & Addictive Diseases Advisory Council Region 6 Department of Behavioral Health and Developmental Disabilities Advisory Committee (MHDDAD/Region 6 DBHDDAC) for a term to start 11/7/2023 and end 11/4/2025.**

**Michael Chaloult to the Adjustments & Appeals Board for a term to start 11/7/2023 and end 11/1/2024.**

**Jarett Davis to the Adjustments & Appeals Board for a term to start 11/7/2023 and end 7/6/2025.**





# 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

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  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director

A handwritten signature in blue ink, appearing to read "TJ Dietsch".

**Date:** October 18, 2023

**Re:** Water Conservation Plan

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Please consider adopting the *Water Conservation Plan* presented. The Georgia Environmental Protection Division (EPD) requires a Water Conservation Plan to be adopted as part of the withdrawal permit process. We are in the process of updating our permit for the Feagin Mill, Elberta and Dunbar system. It is recommended by our water consultants, Carter & Sloope, to have this Water Conservation Plan adopted by the Houston County Board of Commissioners per meeting resolution. Thank you for your consideration.

## RESOLUTION

**WHEREAS**, the Board of Commissioners of Houston County, Georgia by and through the Water Department, will need to increase their water withdraw permit to provide treated water to the rapidly growing area of **Houston County, Georgia**; and

**WHEREAS**, the Board of Commissioners of Houston County, Georgia desires to take the first step to enable the Water Department to increase their water withdraw permit by adopting a Water Conservation Plan that is in accordance with Chapter 391-3-2-.04 (11) of the GADNR-EPD Groundwater Use Rule and the United States Environmental Protection Agency (EPA) Water Conservation Plan Guidelines.

**NOW, THEREFORE, BE IT RESOLVED** by the Houston County Board of Commissioners that the proposed Water Conservation Plan for The Houston County Board of Commissioners attached to this Resolution, is hereby approved and adopted.

This 7<sup>th</sup> day of November, 2023.

ATTEST:

HOUSTON COUNTY BOARD OF  
COMMISSIONERS

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

\_\_\_\_\_  
Chairman Dan Perdue

\_\_\_\_\_  
Commissioner Mark Byrd

\_\_\_\_\_  
Commissioner Shane Gottwals

\_\_\_\_\_  
Commissioner Gail Robinson

\_\_\_\_\_  
Commissioner Tal Talton

## **6. Bid Approval (2023 Cargo Van) – Commissioner Robinson**

This request is for approval of a bid on a 2023 Chevrolet Cargo Van.

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

approve

disapprove

table

authorize

**the bid on one new 2023 Chevrolet 3500 Extended Cargo Van from Hamby Automotive of Perry, Georgia, for use in the Warrants Division. This purchase in the amount of \$43,553 will be paid for by the 2018 SPLOST.**



**HOUSTON COUNTY BOARD OF COMMISSIONERS  
PURCHASING DEPARTMENT**

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

**VANESSA ZIMMERMAN**  
DIRECTOR OF PURCHASING

## **M E M O R A N D U M**

**TO:** Houston County Board of Commissioners  
**FROM:** Vanessa Zimmerman  
**CC:** Robbie Dunbar  
**DATE:** October 31, 2023  
**SUBJECT:** Purchase of One (1) New 2023 Chevrolet 3500 Extended Cargo Van

The Purchasing Department solicited prices for One (1) new Extended Cargo Van in October 2023. The vehicle will be used by HCSO Warrants Division.

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the vehicle from Hamby Automotive in Perry, GA, who provided a bid price of \$43,553.00. The cost of the vehicle is a SPLOST 2018 funded and will be charged to 320-3300-54.2200.

**Company**

**Bid Amount**

<b>Hamby Automotive</b>	<b>\$43,553.00</b>
<b>Hardy Family Fleet</b>	<b>\$45,250.00</b>
<b>Brannen Motors</b>	<b>No bid</b>

## **7. Change Order (GCCS Expansion) – Commissioner Robinson**

**This request is for approval of the final adjusting change order for the expansion of the gas collection and control system for Phase V of the Landfill. Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

approve

disapprove

table

authorize

**Change Order No. 1 for a decrease in the contract price with Blue Flame Crew, LLC of Naperville, IL for the 2022 Gas Collection and Control System Expansion at the Landfill. This decrease, in the amount of \$27,225, will lower the contract amount from \$621,830 to \$594,605.**



# Houston County Public Works

## Memorandum

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Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director

TJD BJ

**Date:** October 18, 2023

**Re:** 2022 GCCS Expansion – Contract Change Order

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Please consider the attached Change Order No. 1 for a **decrease** in the contract price of **\$27,225.00** for the *2022 Gas Collection and Control System Expansion* at the Landfill. This change order represents the expansion of the gas system on Phase V of the Landfill as required by the air regulations and our permit to insure adequate coverage of our gas collection system. This change order represents a decrease in the total contract amount from **\$621,830.00 to \$594,605.00**. Please consider this request for this final adjusting change order.

## 8. Change Order (Water System Improvement Phase II Gilbert Road) – Commissioner Talton

This request is for approval of the final adjusting change order for the *Water System Improvement Phase II to serve Gilbert Road* contract.

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

approve

disapprove

table

authorize

**Change Order No. 1 for a decrease in the contract price with John R. Walker, Inc. of Macon, Georgia for work on the *Water System Improvement Phase II to serve Gilbert Road* project. This decrease, in the amount of \$20,536.92, will lower the contracted price of \$937,305.32 to \$916,768.40.**



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Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director

TZO BJ

**Date:** October 27, 2023

**Re:** Change Order No. 1- Water System Improvements Phase II to Serve Gilbert Road

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Please consider this final adjusting Change Order No.1 for the *Water System Improvements Phase II to Serve Gilbert Road*. The decrease in the contract price of **\$20,536.92** is from a reduction in quantities installed on this project. This final adjusting Change Order represents a decrease in the total contract amount from **\$937,305.32** to **\$916,768.40**. Thank you for your consideration.



## **9. Bid Approval (Smoke Rise Dr. Culvert Repair) – Commissioner Talton**

This request is for repair of failing culverts on Smoke Rise Dr. found by the GDOT's inspection of the County's bridges.

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

approve

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table

authorize

**the award of a contract to Utility Asset Management, Inc. of Butler, Georgia for repair work on the Smoke Rise Dr. culverts in the amount of \$60,000. This project will be paid for by the Storm Drainage Budget.**



# Houston County Public Works

## MEMORANDUM

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Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Ronnie Heald *RJH* *BG*

**CC:** Brian Jones

**Date:** October 4, 2023

**RE:** Smoke Rise Culverts Repair

During GDOT's inspection of county bridges, it was found that the culverts on Smoke Rise are failing due to rusted inverts. GDOT notified Public Works about the condition of the culverts and requested a plan of action. Public Works received the following bids for the placement of new concrete inverts and centrifugally cast concrete lining of the pipes.

Utility Asset Management, Inc.	\$60,000.00
Enviro Trenchless	\$120,000.00

We request to award the contract to **Utility Asset Management, Inc** to perform the repair for **\$60,000.00** to be paid for from the storm water funds (100-4250-52.200).

## 10. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$1,922,736.78
Drug Abuse Treatment & Educ (212)	\$4,698.66
Emergency 911 Telephone Fund (215)	\$80,188.87
American Rescue Plan Act (230)	\$372,199.80
Fire District Fund (270)	\$135,500.89
2006 SPLOST Fund (320)	\$17.50
2012 SPLOST Fund (320)	\$168,817.73
2018 SPLOST Fund (320)	\$2,024,252.56
Water Fund (505)	\$283,277.16
Solid Waste Fund (540)	\$442,754.62
<b>Total</b>	<b>\$5,434,444.57</b>

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

approve

disapprove

table

authorize

the payment of the bills totaling \$5,434,444.57