

Houston County Commissioners Meeting

Warner Robins, Georgia | August 20, 2024 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Byrd

Invocation – Rabbi Elizabeth Bahar

Temple Beth Israel

Approval of Minutes from August 6, 2024

New Business

- 1. Approval of Quote (Training Room Furniture) – Commissioner Byrd**
- 2. Personnel Request (Landfill) – Commissioner Byrd**
- 3. Annexation (City of Warner Robins) – Commissioner Robinson**
- 4. Annexation (City of Warner Robins) – Commissioner Robinson**
- 5. Public Hearing (Solid Waste Management Plan Consistency Determination) – Commissioner Talton**
- 6. Bid Approval (F-150) – Commissioner Talton**
- 7. Personnel Request (Landfill)- Commissioner Gottwals**
- 8. Approval of Bills – Commissioner Gottwals**
- 9. Executive Session (O.C.G.A. § 50-14-2(1); Attorney-Client)- Commissioner Robinson**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Approval of Quote (Training Room Furniture) – Commissioner Byrd

This request for quote approval is for furniture to be used in the new training room suite at the Houston County Annex.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

approve the quote of \$33,115 from Phillips Furniture Outlet, Inc., of Warner Robins, Georgia. This quote includes furniture for the new annex training room, two new conference rooms, and a new break area. This purchase will be funded by reserve funds.



Houston County Board of Commissioners

200 Carl Vinson Parkway
Warner Robins, GA 31088
Phone: (478) 542-2115
Fax: (478) 923-5697

Jordan Kelley
Project Coordinator

MEMORANDUM

To: Houston County Board of Commissioners
From: Jordan Kelley, Project Coordinator (JK)
Date: August 08, 2024
Re: Furniture Quote- Annex Training Room

This request is for approval of the furniture quote from *Phillips Furniture Outlet, Inc.* for **\$33,115**. This quote includes furniture for the annex training room, 2 new conference rooms, and the new break area. This purchase will be made using reserve funds.

Thank you for your consideration of this request.

2. Personnel Request (Landfill) – Commissioner Byrd

This personnel request is for a step increase for Michael Ray at the Landfill. Although it is not a requirement of his current position, Mr. Ray obtained his Landfill Operator Certification, adding an increased value to the landfill operations by having an additional certified operator on staff.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

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authorize

increasing Heavy Equipment Operator Michael Ray one step within his current pay grade to a Grade 13 Step G effective September 2, 2024. Also, for accounting to make any necessary budget adjustments.



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: August 7, 2024
Re: Step Increase for Certification

Terry Dietsch is requesting Michael Ray, heavy equipment operator, to receive a step increase for obtaining his Landfill Operator Certification. This certification is not a requirement for heavy equipment operators; however, Mr. Ray has chosen to complete this certification and add more value to the landfill. This certification does enhance the landfill by having additional certified operators on site during operations and can allow more flexibility for landfill management. Please consider this request to increase Michael Ray one step within his current pay grade to Grade 13 Step G effective September 2, 2024.

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

This request from the City of Warner Robins is to annex a portion of the property located at 417 Nelson Drive.

Motion by _____, second by _____ and carried _____ to

concur

nonconcur

table

with the annexation to the City of Warner Robins of 1.35 acres of the property located at 417 Nelson Drive, also known as tax parcel 00074E 170000. The current zoning of the property is County R-1, and the proposed zoning is City of Warner Robins C-2.

4. Annexation (City of Warner Robins) – Commissioner Robinson

This request from the City of Warner Robins is to annex 7 properties located near and on South Houston Lake Road.

Motion by _____, second by _____ and carried _____ to

concur

nonconcur

table

with the annexations to the City of Warner Robins of the following properties:

Tax Parcel 00077D 062000 on Wrasling Way, containing 2.33 acres

Tax Parcel 00077D 019000 at 1276 South Houston Lake Road, containing 1.07 acres

Tax parcel 00077D 021000 at 1272 South Houston Lake Road, containing .51 acres

Tax parcel 000770 081000 located on Moran Street, containing .91 acres

Tax parcel 00077D 017000 at 1280 South Houston Lake Road, containing 1.01 acres

Tax parcel 00077D 018000 at 1278 South Houston Lake Road, containing 2.01 acres

Tax parcel 00077D 020000 at 1274 South Houston Lake Road, containing 1.03 acres

with the stipulation that a master meter be installed on the Houston County Water System to be individually metered by the City of Warner Robins and that the City of Warner Robins assume responsibility for maintenance, access control, improvements, and traffic operations on Houston Lake Road and its right-of-way from Cohen Walker Road to Sandy Run Creek at the completion of the County's current resurfacing project. These properties are currently zoned County C-2 and the proposed zoning is City of Warner Robins C-2.

5. Public Hearing (Solid Waste Management Plan Consistency Determination) – Commissioner Talton

This request is to authorize sending EPD a letter confirming that the proposed Construction and Demolition Expansion at the Houston County Landfill is consistent with the County's Solid Waste Management Plan.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

Chairman Perdue signing and sending the consistency determination letter to EPD regarding the proposed expansion of the construction and demolition landfill.



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

Nancy Lancaster
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

Memorandum

To: Houston County Board of Commissioners

From: Terry Dietsch, Utility Director

Date: July 30, 2024

Re: Proposed C&D Landfill Expansion

Public Works staff is requesting a public hearing for our solid waste management plan consistency determination. This public hearing is required by regulation from the Georgia Environmental Protection Division for a major modification to our permit to expand our current construction and demolition landfill. The purpose of this public hearing is to present information and to hear public input for a determination of the expansion project consistency with the County's solid waste management plan. A vote will be required at the second meeting in August for determination of consistency with the solid waste management plan.

6. Bid Approval (F-150) – Commissioner Talton

This request for approval of a bid is for a new Ford F-150 (or like model) with spray-in bedliner and trailer package for the Public Buildings Department.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the purchase of one (1) new in-stock 2023 Ford F-150 V8 Super Crew 4x4 truck with a spray-in bed liner and trailer package from Brannen Motor Company of Unadilla, GA for \$45,000. This purchase will be funded by the 2018 SPLOST.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

200 CARL VINSON PARKWAY • WARNER ROBINS, GA 31088
(478) 236-1700

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: August 14, 2024
RE: Bid Approval- F-150 (or like model)

The Purchasing Department solicited bids for a new in-stock Ford F-150 (or like model) with Spray-in bedliner and trailer package for the Public Buildings Department. A summary of those prices are below.

<u>Company</u>	<u>Bid Amount</u>
Phil Brannen Ford	\$49,195
Hardy Chevrolet	\$49,988
Brannen Motor Company	\$45,000

This request is for approval of the bid from *Brannen Motor Company* for \$45,000. This purchase will be paid for using 2018 SPLOST Funds.

7. Personnel Request (Landfill)- Commissioner Gottwals

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

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the hiring of DeAndrae Blassingame at a grade 13 Step C for the Heavy Equipment Operator position at the Landfill effective August 21, 2024. Also, for accounting to make any necessary budget adjustments. Personnel has reviewed the qualifications, and Mr. Blassingame does meet the requirements for the C Step.



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: August 7, 2024
Re: Request to hire – Landfill

Terry Dietsch is requesting to hire DeAndrae Blassingame for the vacant Heavy Equipment Operator position at the Landfill. Based on Mr. Blassingame's experience, Mr. Dietsch would like to hire at grade 13 step C. I have reviewed the qualifications and Mr. Blassingame does meet the requirements for the C step.

Please consider this request to hire effective August 21, 2024.

8. Approval of Bills – Commissioner Gottwals

Summary of bills by fund:

General Fund (100)	\$ 1,043,038.72
Drug Abuse Treatment & Education (212)	\$ 5,016.29
Emergency 911 Telephone Fund (215)	\$ 25,343.25
Fire District Fund (270)	\$ 18,544.57
2006 SPLOST Fund (320)	\$ 161,115.19
2012 SPLOST Fund (320)	\$ 5,286.97
2018 SPLOST Fund (320)	\$ 1,734,976.76
Water Fund (505)	\$ 175,709.92
Solid Waste Fund (540)	\$ 1,484,190.56
Total	\$ 4,653,222.23

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$4,653,222.23.

9. Executive Session (O.C.G.A. § 50-14-2(1); Attorney-Client)- Commissioner Robinson

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

entering into executive session pertaining to O.C.G.A. § 50-14-2(1); Attorney-Client.