

Houston County Commissioners Meeting

Perry, Georgia | May 6, 2025 | 9:00 A.M.

Call to Order

Invocation – Commissioner Byrd

Pledge of Allegiance – Commissioner Gottwals

Military Speaker – Col. William DeWalt
Commander, 413th Flight Test Group

Special Presentation – Salvation Army

Approval of Minutes from April 22, 2025

New Business

- 1. Special Exception Applications – Commissioner Talton**
- 2. First Reading (Short-Term Rental Ordinance) – Tom Hall**
- 3. First Reading (Lodging Tax Ordinance) – Tom Hall**
- 4. Approval of Resolution (Lodging Tax) – Commissioner Talton**
- 5. Professional Service Proposal (SP Design Group) – Commissioner Talton**
- 6. Intergovernmental Agreement (Infrastructure) – Commissioner Byrd**
- 7. Local Road Assistance Road Administration Funding List – Commissioner Byrd**
- 8. 2025 LMIG Safety Action Plan – Commissioner Gottwals**
- 9. Quote Approval (Tyler Technologies) – Commissioner Gottwals**
- 10. Memorandum of Understanding (Mental Health Matters of Middle Georgia)– Commissioner Robinson**
- 11. Bid Approval (Chevrolet Silverado)– Commissioner Robinson**
- 12. Approval of Bills – Commissioner Robinson**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Special Exception Applications – Commissioner Talton

			Recommendation	Vote
#2844	Cherrise Pierce	Massage Therapy	Approval	Unanimous
#2845	Victor Primas	Home Care and Assistance	Table	Unanimous
#2846	Ron Bartholomew	Gas Appliance Service Technician	Approval	Unanimous
#2847	Lindsey Hayes	Nurse Staffing Agency	Table	Unanimous
#2848	Jacob Batten	Pressure Washing	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:

#2844	Cherrise Pierce	Massage Therapy
#2846	Ron Bartholomew	Gas Appliance Service Technician
#2848	Jacob Batten	Pressure Washing

And to

approve disapprove table

the following Special Exception Applications:

#2845	Victor Primas	Home Care and Assistance
#2847	Lindsey Hayes	Nurse Staffing Agency

2. First Reading (Short-Term Rental Ordinance) – Tom Hall

County Attorney Tom Hall will conduct the first reading of a proposed amendment to the Houston County Code of Ordinances. The proposed amendment will add a new article to Chapter 19 titled Article III – Short-Term Rentals to the Code of Ordinances. The article is attached to this motion as Exhibit “A”. This is a first reading only no action will be taken by the Board, nor will there be a public hearing regarding the proposed amendment.

A second reading and public hearing will be held at the May 20, 2025, 5:00 pm Board of Commissioners meeting to be held in the Commissioners Boardroom, County Annex, 200 Carl Vinson Parkway, Warner Robins, Georgia at which time a public hearing will be held, and then action will be taken by the Board.

3. First Reading (Lodging Tax Ordinance) – Tom Hall

County Attorney Tom Hall will conduct the first reading of a proposed amendment to the Houston County Code of Ordinances. The proposed amendment will add a new article to Chapter 58 titled Article V – Lodging Tax to the Code of Ordinances. The article is attached to this motion as Exhibit “A”. This is a first reading only no action will be taken by the Board, nor will there be a public hearing regarding the proposed amendment.

A second reading and public hearing will be held at the May 20, 2025, 5:00 pm Board of Commissioners meeting to be held in the Commissioners Boardroom, County Annex, 200 Carl Vinson Parkway, Warner Robins, Georgia at which time a public hearing will be held, and then action will be taken by the Board.

4. Approval of Resolution (Lodging Tax) – Commissioner Talton

This request is for approval of a Resolution to levy and collect a lodging tax.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of a Resolution to levy and collect a lodging tax pursuant to O.C.G.A. 48-13-51(a)(3) in the unincorporated area of Houston County, Georgia.

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF HOUSTON COUNTY
TO LEVY AND COLLECT A LODGING TAX PURSUANT TO O.C.G.A. 48-13-51(a)(3)
IN THE UNINCORPORATED AREA OF HOUSTON COUNTY, GEORGIA**

WHEREAS, Houston County is a duly created and validly existing political subdivision of the State of Georgia under the Constitution and laws of the state of Georgia and governed by the Houston County Board of Commissioners, and;

WHEREAS, the Houston County Board of Commissioners, the governing body of the county, under the Constitution and Laws of Georgia may enact an excise tax on the use of lodging within the boundaries of Houston County, and has determined that it is in the best interests of the citizens of Houston County to enact such excise tax for the promotion of tourism, conventions, and trade shows within the County, and;

BE IT RESOLVED, the Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision, and;

BE IT FURTHER RESOLVED, the Board of Commissioners of Houston County, Georgia, will present to the Board for adoption a tax ordinance to establish the Houston County, Georgia Lodging Tax Ordinance, pursuant to O.C.G.A. § 48-13-51(a)(3) with the following terms:

1. The rate of the tax shall be 5 percent of the charge for the furnishing for value to the public of any room or rooms, lodgings, or accommodations furnished by any person or legal entity operating within said County a hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which rooms, lodgings, or accommodations are regularly or periodically furnished for value.

2. The proceeds of the lodging tax shall be allocated as follows:

a. Of the 5% lodging tax collected, 3% shall be allocated for the purpose of promoting tourism, conventions and trade shows within Houston County under agreement with the Museum of Aviation Foundation, Inc. and the Georgia Agricultural Exposition Authority;

b. Of the 5% lodging tax collected, 2% shall be allocated to the General Fund of Houston County.

BE IT FURTHER RESOLVED that any and all resolutions or parts of resolutions, or policies or ordinances in conflict with this Resolution shall be, and they, to the extent of such conflict are, hereby repealed, and;

BE IT FINALLY RESOLVED that it is the express intention of the Board of Commissioners that each independent provision of this Resolution should be adopted, and that the Board would have adopted each such independent provision even if the others had not been adopted; therefore, in the event that a court of competent jurisdiction finds any of the aforementioned to be unlawful, invalid or unenforceable, that it is the intent of the Board of Commissioners that the offending provision be severed, and that all lawful provisions remain in force.

This _____ day of _____, 2025.

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

5. Professional Service Proposal (SP Design Group) – Commissioner Talton

This request is to approve a proposal for professional services related to the Houston County Records Storage Study.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the proposal from SP Design Group of Macon, Georgia, in the amount of \$5,662, for professional services in the study of utilization of the existing Records Storage Facility and the adjacent Receiving Warehouse for record storage and retention.

6. Intergovernmental Agreement (Infrastructure) – Commissioner Byrd

This request from Public Works is for approval of an updated Infrastructure Intergovernmental Agreement for the management of the county water system.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of an Infrastructure Intergovernmental Agreement between Houston County, the City of Centerville, the City of Perry, and the City of Warner Robins.



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*

Date: April 24, 2025

Re: Infrastructure Intergovernmental Agreement

Public Works is requesting consideration to update the current Infrastructure Agreement. An updated version of the Infrastructure Agreement is attached for your review and consideration. This agreement is vital to the management of our water system and reflects the growth and impacts of annexations from our cities. The prior agreement was last updated in 2016. Thank you for your consideration.

7. Local Road Assistance Road Administration Funding List – Commissioner Byrd

This request from Public Works is for the application and road list for the 2025 Local Road Assistance (LRA) grant. There are no matching funds required by this grant. Upon approval by the Board, the grant application and road list will be sent to the Georgia Department of Transportation for review.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the application of the following list of roads for the 2025 LRA grant:

ROAD NAME	BEGINNING	ENDING	LENGTH (MILES)	DESCRIPTION OF WORK
Old Perry Rd	SR 96	Woodard Rd.	1.94	Base Repair/Resurface
Patton Drive	Heritage Dr	Dead End	0.41	Resurface
Waterfront Way	Fairground Rd	Dead End	0.53	Resurface
River West Rd	Thompson Mill Rd	River West Rd	0.91	Base Repair/Resurface
Loblolly Dr	Old Hickory Dr	Old Hickory Dr	0.49	Resurface
Langston Rd	US 41	West of Lake Joy	1.37	Resurface
4 th St (Lashley Sub.)	County Rd	3 rd Ave	0.31	Base Repair/Resurface
		Total Miles	5.96	



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

Christopher Stoner
Fire Chief/ EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer *RJH*

Date: April 22, 2025

CC: Brian Jones, Director of Operations
Travis McLendon, Road & Bridges Superintendent

RE: 2025 Local Road Assistance Administration Funding

Please find attached the proposed roads for the 2025 Local Road Assistance (LRA) Administration Funding List. Upon approval by the Board of Commissioners, the list will be submitted to the Georgia Department of Transportation (GDOT) for review. LRA funds will require NO match. Grant allocation is shown below:

GDOT 2025 LRA Allocation for Unincorporated Houston County	\$1,207,618.56
---	----------------

If approved by the Board of Commissioners, we will make an application to GDOT for grant funding. If the application is approved by GDOT, Houston County Public Works will administer the project.

Thank you for your consideration of this request.

Proposed 2025 LRA Routes

Houston County

Road Name	Beginning	Ending	Length (Miles)	Description of Work	Project Let Date
Old Perry Road	SR 96	Woodard Road	1.94	Base Repair/Resurface	June 2025
Patton Drive	Heritage Drive	Dead End	0.41	Resurface	June 2025
Waterfront Way	Fairground Road	Dead End	0.53	Resurface	June 2025
River West Road	Thompson Mill Rd	River West Road	0.91	Base Repair/Resurface	June 2025
Loblolly Drive	Old Hickory Drive	Old Hickory Drive	0.49	Resurface	June 2025
Langston Road	US 41	West of Lake Joy Rd	1.37	Resurface	June 2025
4th Street (Lashley Sub)	County Road	3rd Ave	0.31	Base Repair/Resurface	June 2025

Total Miles= 5.96

8. 2025 LMIG Safety Action Plan – Commissioner Gottwals

This request from Public Works is for the application and road list for the 2025 LMIG Safety Action Program (SAP). The grant is for \$415, 000 from GDOT and requires a 30% match of at least \$214,500 from the County to fully expend the grant. Upon approval by the Board, the grant application and road list will be sent to the Georgia Department of Transportation for review.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the application of the following list of roads for the 2025 LMIG Safety Action Program. The matching funds by the County will come from the 2018 SPLOST.

Road Name	Beginning	Ending	Length (Miles)	Description of Work
Elko Rd	Dooly Co Line	Perry City Limit	10.18	Striping & RPM'S
Sandy Run Rd	WR City Limit	SR 247	1.46	Striping & RPM'S
Dunbar Rd	East of Gen. Lee	Elberta Rd	2.70	Striping & RPM'S
Bear Branch Rd	SR 127	SR 247	3.41	Striping & RPM'S
Arena Rd	SR 127	US 341	4.39	Striping & RPM'S
Hatcher Rd	Tharpe Rd	Leverett Rd	2.01	Striping & RPM'S
Story Rd	Dunbar Rd	Elberta Rd	1.39	Striping & RPM'S
White Rd	US 41	Peach Co. Line	1.14	Striping & RPM'S
Hunt Rd	Lake Joy Rd	Houston Lake Rd	1.89	Striping & RPM'S
Kersey Rd	US 41	Felton Rd	5.53	Striping & RPM'S
Felton Rd	Us 41	Dead End	2.91	Striping & RPM'S
		Total Miles	37.01	



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

Christopher Stoner
Fire Chief/ EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer *RJH*

Date: April 28, 2025

CC: Brian Jones, Director of Operations
Travis McLendon, Road & Bridges Superintendent

RE: 2025 LMIG Safety Action Program (SAP)

Please find attached the proposed roads for the 2025 LMIG Safety Action Program (SAP). Upon approval by the Board of Commissioners, the list will be sent to the Georgia Department of Transportation for review. The estimated costs to perform the work will meet or exceed the minimum requirement of 30% matching funds by Houston County. Grant allocation and match requirements are shown below:

GDOT 2025 LMIG SAP Allocation for Unincorporated Houston County	\$415,000.00
Minimum Mandatory Match (30%)	\$124,500.00

If approved by the Board of Commissioners, we will make an application to GDOT for grant funding. If the application is approved by GDOT, Houston County Public Works will administer the project.

Thank you for your consideration of this request.

Proposed 2025 SAP Routes

Houston County

Road Name	Beginning	Ending	Length (Miles)	Description of Work
Elko Road	Dooly Co Line	Perry City Limits	10.18	Striping and RPM's
Sandy Run Road	WR City Limit	SR 247	1.46	Striping and RPM's
Dunbar Road	East of Gen. Lee	Elberta Road	2.70	Striping and RPM's
Bear Branch Road	SR 127	SR 247	3.41	Striping and RPM's
Arena Roa	SR 127	US 341	4.39	Striping and RPM's
Hatcher Road	Tharpe Road	Leverett Road	2.01	Striping and RPM's
Story Road	Dunbar Road	Elberta Road	1.39	Striping and RPM's
White Road	US 41	Peach Co. Line	1.14	Striping and RPM's
Hunt Road	Lake Joy Road	Houston Lk Road	1.89	Striping and RPM's
Kersey Road	US 41	Felton Road	5.53	Striping and RPM's
Felton Road	US 41	Dead End	2.91	Striping and RPM's

Total Miles= 37.01

9. Quote Approval (Tyler Technologies) – Commissioner Gottwals

This request is for approval of a training proposal from Tyler Technologies for the Building Inspection Department. The training is for Rebecca Kidd, who has taken on responsibility for managing the department's permitting software system. This training will enable her to support the system more effectively, troubleshoot issues in-house, and implement improvements, reducing reliance on outside support and strengthening the County's internal capabilities.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the quote from Tyler Technologies, in the amount of \$10,200, for system administrator training.

MEMORANDUM

To: Robbie Dunbar
From: Timothy Andrews, Chief Building Official
Date: April 17, 2025
Re: Tyler Training (see attached)



This is to request the funding for system administrator training with Tyler Technologies for Rebecca Kidd. The training will allow for more in-house problem solving and the expansion of our online permitting. The total will come to \$10,200.

10. Memorandum of Understanding (Mental Health Matters of Middle Georgia)– Commissioner Robinson

This request is for approval of a Memorandum of Understanding for the education and assistance of the community, including first responders, regarding the awareness about opioid addiction, available opioid treatment resources, and developing opioid harm education strategies through Mental Health Matters of Middle GA.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of a Memorandum of Understanding with Mental Health Matters of Middle Georgia, of Warner Robins Georgia, in the amount of \$96,000. This will be funded by the opioid settlement fund.



Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, Georgia 31088
478-542-2115
478-923-5697 (fax)

Memorandum

To: Chairman Perdue & Commissioners
From: Jake Cox *JC*
Date: April 29, 2025
Re: Mental Health Matters of Middle Georgia

Mental Health Matters of Middle GA is requesting funding from the opioid litigation settlement to help address the opioid epidemic's impact in Houston County.

The organization's mission is to advocate for those suffering from mental illness, reduce stigma, improve access to care, and educate the community, including first responders. These funds will allow the organization to implement comprehensive, evidence-based solutions that will save lives, enhance program accountability, and provide equitable access to care.

Focus areas include:

- A community education and awareness campaign
- Development of a comprehensive provider directory
- Data collection and outreach coordination
- Equitable access to treatment and justice-involved outreach

The total requested for this initiative is \$96,000 which will be paid from the opioid settlement fund.

11. Bid Approval (Chevrolet Silverado)– Commissioner Robinson

This request is for the approval of a bid on one new 2025 Chevrolet Silverado 1500 for use in the Fire Department. This vehicle will replace Chief Stoner’s Tahoe which will be passed down to the new Training Chief.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the bid on from Hardy Automotive Group of Dallas, Georgia, in the amount of \$59,991 for one new 2025 Chevrolet Silverado 1500 4wd Crew Cab RST. This purchase will be funded by the 2018 SPLOST.



Houston County Commissioners

Purchasing Department

Director of Purchasing

Vanessa Zimmerman

Office

200 Carl Vinson Parkway
Warner Robins, GA 31088

478-236-1700

MEMORANDUM

TO: Houston County Commissioners
FROM: Vanessa Zimmerman
CC: Robbie Dunbar
SUBJECT: Truck for the Fire Department
DATE: April 30, 2025

The Fire Department needs an additional 4WD truck for a new training position. Purchasing was able to locate, and recommend, that the Houston County Board of Commissioners purchase a 2025 Chevrolet Silverado 1500 4WD Crew Cab RST from Hardy Automotive Group of Dallas, GA. They are a State of Georgia contracted vendor, and the quote of \$59,991.00, will be charged to the 320-3500-54.2200. SPLOST 2018

(Chief Stoner will receive the new truck and pass down his Tahoe to the new Training Chief position.)

12. Approval of Bills – Commissioner Robinson

Summary of bills by fund:

General Fund (100)	\$1,353,972.49
Drug Abuse Treatment & Educ (212)	\$8,024.30
Emergency 911 Telephone Fund (215)	\$31,921.31
American Rescue Plan Act (230)	\$434,946.60
Fire District Fund (270)	\$30,392.21
2006 SPLOST Fund (320)	\$213,044.99
2012 SPLOST Fund (320)	\$5,483.35
2018 SPLOST Fund (320)	\$166,099.91
2024 SPLOST Fund (320)	\$1,264,650.82
Water Fund (505)	\$306,332.52
Solid Waste Fund (540)	\$333,257.74
Total	\$4,148,126.24

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$4,148,126.24.