

Houston County Commissioners Meeting

Perry, Georgia | June 3, 2025 | 9:00 A.M.

Call to Order

Invocation – Commissioner Robinson

Pledge of Allegiance – Commissioner Talton

Military Speaker – SSgt Ashli Miles

472nd Electronic Combat Squadron, formerly the 18th Airborne Command and Control Squadron

Approval of Minutes from May 20, 2025

New Business

1. **Special Exception Applications – Commissioner Robinson**
2. **Public Hearing (FY26 Budget) – Chairman Perdue**
3. **Professional Service Proposal (Saunders Engineering Consultants, Inc.) – Commissioner Robinson**
4. **Contract Addendum (Dixie Lawn & Landscaping Inc.) – Commissioner Byrd**
5. **Work Detail Agreement (Georgia Department of Corrections) – Commissioner Byrd**
6. **Employment Contracts (Court Reporter) – Commissioner Gottwals**
7. **Independent Contractor Agreements (Attorney) – Commissioner Byrd**
8. **Inventory (Surplus) – Commissioner Talton**
9. **Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Special Exception Applications – Commissioner Robinson

			Recommendation	Vote
#2845	Victor Primas	Home Care and Assistance	Approval	Unanimous
#2847	Lindsey Hayes	Nurse Staffing Agency	Approval	Unanimous
#2849	David Furtney	Residential & Commercial Painting	Approval	Unanimous
#2850	Nicholas & Megan Andrus	Personal Training Business	Approval	Unanimous
#2851	Jacob & Daniela McCullough	Non-Emergency Ambulance	Approval	Unanimous
#2852	John & Miliscent Turner	Photography Business	Approval	Unanimous
#2853	Alvin Striggles	Framing Contractor	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:

#2845	Victor Primas	Home Care and Assistance
#2847	Lindsey Hayes	Nurse Staffing Agency
#2849	David Furtney	Residential & Commercial Painting
#2850	Nicholas & Megan Andrus	Personal Training Business
#2851	Jacob & Daniela McCullough	Non-Emergency Ambulance
#2852	John & Miliscent Turner	Photography Business
#2853	Alvin Striggles	Framing Contractor

2. Public Hearing (FY26 Budget) – Chairman Perdue

Chairman Perdue will give an overview of the proposed FY26 budget at which time a Public Hearing will be held so that any persons wishing to be heard on the FY26 proposed budget may appear before the Board.

The Board will formally adopt the FY26 budget at the meeting on Tuesday, June 17, 2025, at 5:00 p.m. in the Commissioners' Boardroom at the County Annex, located at 200 Carl Vinson Parkway, Warner Robins, Georgia.

3. Professional Service Proposal (Saunders Engineering Consultants, Inc.) – Commissioner Robinson

This request is for a professional services agreement for Dunbar Road Drainage Improvements.
Motion by _____, second by _____ and carried _____ to

☐ approve

☐ disapprove

☐ table

☐ authorize

entering a professional services agreement with Saunders Engineering Consultants, Inc., of Centerville, Georgia, for the study and evaluation of the drainage along a portion of Dunbar Road. This study, for \$16,000, will be funded by Public Works Professional Services.



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

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

MEMORANDUM

To: Houston County Board of Commissioners

From: Ronnie Heald *RH BJ*

CC: Brian Jones

Date: May 27, 2025

RE: Agreement to evaluate the drainage of Mr. Anderson's property along Dunbar Road

The Engineering Department requests permission to enter into an agreement with Saunders Engineering Consultants, Inc, to evaluate the drainage along a portion of Dunbar Road. The cost of the work is **\$16,000**, and it is expected to be completed within 5 months.

This will be funded by Public Works Professional Services (4100-52.1200)

I appreciate your consideration in this matter.

4. Contract Addendum (Dixie Lawn & Landscaping Inc.) – Commissioner Byrd

This request is to approve an addendum to the Water Department's current agreement with Dixie Lawn & Landscaping Inc.

Motion by _____, second by _____ and carried _____ to

☐

approve

☐

disapprove

☐

table

☐

authorize

the addendum to the Water Department's Dixie Lawn & Landscaping Inc. agreement, increasing the scope of services at the Henderson Water Treatment Plant for an additional \$180 per visit.



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 BJ

Date: May 7, 2025

Re: Addendum – Dixie Lawn & Landscaping, Inc.

Public Works is requesting consideration for an addendum to the current agreement with Dixie Lawn & Landscaping, Inc. This addendum adds the additional property for the Henderson Water Treatment Plant to our current agreement for landscape maintenance. The attached proposal is for 18 visits for \$180.00 per visit and a total of \$3240.00 per year.

5. Work Detail Agreement (Georgia Department of Corrections) – Commissioner Byrd

This request is to approve the FY26 Work Detail Agreement with the Georgia Department of Corrections.

Motion by _____, second by _____ and carried _____ to

☐

approve

☐

disapprove

☐

table

☐

authorize

signing a Work Detail Agreement with the Georgia Department of Corrections for 5 work details at a cost not to exceed \$271,249. This agreement will be funded as follows: 2 crews from Solid Waste Collections; 2 crews from the Water Department; and 1 crew from Solid Waste Disposal.



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: Brian Jones, Director of Operations

A handwritten signature in blue ink, appearing to be "BJ", is written over the name "Brian Jones" in the "From:" line.

Date: May 27, 2025

RE: Department of Corrections Work Detail Agreements for FY 2026

Staff would like for the Board of Commissioners to consider the attached agreement to continue our partnership with the Georgia Department of Corrections for 5 work details. The cost for the 5 details will not exceed \$271,249.00.

Funding will be provided from the Water Department (505-4400-521200 for 2 crews), Solid Waste Collections (540-4520-521200 for 2 crews), and Solid Waste Disposal (540-4530-521200 for 1 crew).

I appreciate your valuable time and consideration of this request.

6. Employment Contracts (Court Reporters) – Commissioner Gottwals

This request is for the approval of four court reporter contracts for the Superior Court.

Motion by _____, second by _____ and carried _____ to

☐

approve

☐

disapprove

☐

table

☐

authorize

the signing of the Superior Court FY26 court reporter employment contracts, each in the amount of \$69,500 for Courtney Bridges, Joy Malone, Connie Montgomery, and Wendy Nelson.



**The Superior Court
Houston Judicial Circuit**

CHAMBERS OF
JUDGE AMY E. SMITH

HOUSTON COUNTY COURTHOUSE
201 N. PERRY PARKWAY
PERRY, GEORGIA 31069
478-218-4890
FAX: 218-4895

May 27, 2025

County Attorney's Office
Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, GA 31088

RE: FY2026 Employment Contract for Courtney Bridges

Dear Mr. Hall,

The contract for my Court Reporter Courtney Bridges is up for renewal for the 2026 fiscal year. I have reviewed and discussed this contract with Mrs. Bridges, and we have both signed the proposed contract which I have attached. Please place this matter on the upcoming agenda at your earliest convenience.

Should you have any additional questions or concerns, please feel free to contact my assistant, Emery Sims (esims@houstoncountyga.gov) at 478-218-4980.

Sincerely,

Judge Amy E. Smith

AES/es



*The Superior Court
Houston Judicial Circuit*

HOUSTON COUNTY COURTHOUSE
201 N. PERRY PARKWAY
PERRY, GEORGIA 31069
478-218-4840
Fax: 478-218-4845

CHAMBERS OF
JUDGE G.E. BO ADAMS

May 8, 2025

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

RE: Court Report Contract Renewal

Dear Commissioners of Houston County:

I hope this letter finds each of you doing well. I am respectfully requesting the board to consider renewing the contract of my court reporter, Joy Malone, for the 2025-2026 fiscal year. She has been our court reporter since I started in January of 2017, and we are pleased to have her.

Please let me know if you have any questions or need anything further from me.

Very truly yours,

G.E. Bo Adams
Judge, Superior Court
Houston Judicial Circuit



The Superior Court Houston Judicial Circuit

CHAMBERS OF
JUDGE KATHERINE K. LUMSDEN

HOUSTON COUNTY COURTHOUSE
201 NORTH PERRY PARKWAY
PERRY, GEORGIA 31069
478-218-4860
478-218-4862 Fax

To: Houston County Board of Commissioners

From: Judge Katherine K. Lumsden

Date: May 8, 2025

Attached is the FY2026 Employment Contract for court reporter Connie Montgomery. Connie has been an excellent Court Reporter and is an essential part of our court and has been for many years. Please consider renewing her contract for the upcoming fiscal year. Thank you in advance for your consideration.

MEMO

To: Houston County Board of Commissioners
Fr: Chief Judge Edward D. Lukemire
Date: May 6, 2025
Subject: FY 26 Court Reporter Contract for Wendy Nelson

Attached is the FY2026 Employment Contract for court reporter Wendy Nelson. Wendy has been an excellent certified court reporter for the county for many years. Please consider renewing her contract again for the upcoming fiscal year.

7. Independent Contractor Agreements (Attorney) – Commissioner Byrd

This request is to renew the Independent Contractor Agreements with four attorneys who provide legal representation in cases where the Houston County Public Defender’s Office has a conflict of interest.

Motion by _____, second by _____ and carried _____ to

☐ **approve**

☐ **disapprove**

☐ **table**

☐ **authorize**

the signing of the FY26 Independent Contract Agreements, each in the amount of \$90,000, for Jeffrey L. Grube, Sasha Riedel Knight, Matthew Pollard, and Jonathan Perry Waters.

MEMORANDUM

TO: Board of Commissioners
FROM: Superior Court Judges 
DATE: May 22, 2025
RE: Independent Contractor Renewal

Indigent Defense Coordinator Savannah Camp, on behalf of the Superior Court Judges, requests the renewal of the Independent Contractor Agreement for Attorneys, Jeffrey Grube, Sasha Knight, Jonathan Waters, and Matthew Pollard for the next fiscal year. Proof of insurance has been submitted to the Commissioners' Office and W9 Forms have been provided to the accounting department.

Please consider placing this renewal request on the next agenda date.

Thank you.

8. Inventory (Surplus) – Commissioner Talton

This request is for the finalizing of the inventory remaining in the warehouse.

Motion by _____, second by _____ and carried _____ to

☐ approve

☐ disapprove

☐ table

☐ authorize

the write-off of \$9,842.73; \$7,039.71 in surplus items, \$1,011.77 in expired supplies, and a \$1,791.25 variance between inventory and the General Ledger. Also, to declare the following items surplus as they were back-ups to equipment that the County no longer owns:

- 30HP 3 Phase Motor (2013)
- 50HP 3 Phase Motor (2004)
- Three 25HP Water Pumps (rebuilt in 2009 & 2011)
- Eight 5' Cubicle Walls



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: Purchasing Supply Warehouse

DATE: May 27, 2025

In finalizing the balance of the inventory remaining in the warehouse, approval is requested to declare \$7039.71 surplus, which includes paper towels, filters, rain suits, and rubber boots. The rainsuits & rubber boots will be donated to Mc Ever Detention Center, and the filters and paper towels will be sold on GovDeals. It is also requested that \$2803.02 be written off due to expired supplies and a variance between inventory and the G/L. Therefore, a total write-off of \$9842.73, will ensure a zero balance.

In addition, approval is requested to declare the following surplus:

Eight 5' Cubicle Walls

A 30HP 3 Phase Motor (2013)

A 50HP 3 Phase Motor (2004)

And Three 25HP Water Pumps (rebuilt in 2009 & 2011)

(These items were back-ups to equipment that we no longer have.)

9. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$853,441.59
Drug Abuse Treatment & Educ (212)	\$2,060.72
Emergency 911 Telephone Fund (215)	\$21,119.26
Fire District Fund (270)	\$32,716.28
2012 SPLOST Fund (320)	\$6,101.85
2018 SPLOST Fund (320)	\$147,582.84
2024 SPLOST Fund (320)	\$1,261,086.10
Water Fund (505)	\$160,395.41
Solid Waste Fund (540)	\$457,311.67
Total	\$2,941,815.72

Motion by _____, second by _____ and carried _____ to

☐

approve

☐

disapprove

☐

table

☐

authorize

the payment of the bills totaling \$2,941,815.72.