

# **Houston County Commissioners Meeting**

Warner Robins, Georgia | July 22, 2025 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Robinson

Invocation – Commissioner Talton

Approval of Minutes from the July 8, 2025 meeting.

New Business

- 1. Memorandum of Understanding (Juvenile Court) – Commissioner Robinson**
- 2. Memorandum of Agreement (Accountability Court) – Commissioner Robinson**
- 3. Service Contract (Detention Center) – Commissioner Robinson**
- 4. Change Order (Rescue Trucks) – Commissioner Talton**
- 5. Bid Approval (Dodge Chargers) – Commissioner Talton**
- 6. Rate Adjustment (Landfill) - Commissioner Talton**
- 7. Personnel Request (Landfill) – Commissioner Gottwals**
- 8. Personnel Request– Commissioner Gottwals**
- 9. Bid Approval (LMIG) – Commissioner Byrd**
- 10. Bad Debt Write-Off (Utility System) Commissioner Byrd**
- 11. Approval of Bills – Commissioner Byrd**

Commissioner Comments

Motion for Adjournment

*Please note there is no open Public Comment Period at the July 22 Meeting.*

# **1. Memorandum of Understanding (Juvenile Court) – Commissioner Robinson**

This request is for approval to support a Family Treatment Court (FTC) within the Juvenile Court. Family Treatment Court is designed to provide participants with the opportunity to address substance abuse while working through dependency issues with children at home. FTC participants are required to follow all rules, the FTC contract, the DFCS case plan, and follow all instructions given in court by the Judge.

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

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**signing of a Memorandum of Understanding (MOU) with the Juvenile Court to support the Family Treatment Court. As part of this agreement, Houston County will provide a one-time payment of \$89,000 from the Opioid Settlement Fund.**

## MEMORANDUM

**TO:** Chairman & Commissioners  
**FROM:** Jacob Cox, Community Planner  
**DATE:** July 15, 2025 JC  
**RE:** Juvenile Court Opioid Proposal

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Commissioners:

Director of Administration Robbie Dunbar has received a proposal from Dekesha Bridgeforth and Judge Monica Wilburn for a Family Treatment Court (FTC) program that will assist families being impacted by opioid abuse in Houston County.

*Family Treatment Court* (FTC) is designed to provide participants with the opportunity to address substance abuse while working through dependency issues with children at home. FTC participants are required to follow all rules, the FTC contract, and DFCS case plan and follow all instructions given in court by the Judge.

FTC is a unique program where participants become part of a team including the Judge, Special Assistant Attorney General (SAAG), FTC Coordinator, FTC Parent Attorney, FTC Child Attorney, FTC staff, surveillance officer, treatment professionals, and the Department of Child and Family Services (DFCS) case managers and staff. FTC provides support through judicial supervision, case management assistance, urinalysis testing, incentives and sanctions.

The program includes individual or group therapy sessions and participation in sober support meetings. Residential substance abuse disorder treatment and detoxification may be part of the program through DFCS state approved services providers as well. The program approaches the family in a holistic manner with all parties being part of the process and taking part in this program.

The proposal requests funding support from the Houston County Commissioners using opioid settlement dollars in the amount of \$89,000.00 and has plans to seek long-term sustainability through:

- State agency and Community Service Board collaboration for eligible treatment services
- State Accountability Court grants
- Substance Abuse Prevention Grants and cost-sharing agreements
- Donor support and partnerships with local foundations
- Clergy collaboration for in-kind resources (space, outreach)

## **2. Memorandum of Agreement (Accountability Court) – Commissioner Robinson**

This request is to enter into an agreement for therapy services in the Accountability Court.

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

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**signing of a Memorandum of Agreement with Nettie Floyd for the provision of therapy services in the Accountability Court. Under this agreement, Ms. Floyd will invoice the County monthly for services rendered at the following rates:**

- **\$117.00 for each 1.5 hour group therapy session**
- **\$67.50 for each staffing attended**
- **\$56.25 for every 30 minutes of assessment**
- **\$75.00 for each individual client session**

FROM: Katie Barrs

TO: Houston County Board of Commissioners

SUBJECT: Contract for Services

Please consider this contract attached for services for the Accountability Court Program. We are asking for this therapist to provide services for Court participants. Thank you for your consideration.

Katie Barrs/July 3, 2025

### **3. Service Contract (Detention Center) – Commissioner Robinson**

This request from the Houston County Sheriff's Office is to enter a food service contract to provide meals at the Detention Center.

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

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**signing of a Food Service Agreement with Kellwell Food Management, Inc., of Beattyville, Kentucky, for the purpose of managing and implementing a food service program to provide meals for the inmates, professional staff, and visitors of the Detention Center. The cost of the contract will be based on a pricing scale determined by the number of meals provided.**

**W.H. Rape, Jr.**  
*Chief Deputy*

**Colonel Tommy Jackson**  
*Chief Administrator*

**Major Brian Blanton**  
*Jail Administrator*

**Captain Mikki Quinones**  
*911 Emergency Services*

*Matthew L. Moulton*  
*Sheriff, Houston County*  
202 CARL VINSON PARKWAY  
WARNER ROBINS, GEORGIA 31088  
478-542-2125 FAX 478-328-1544

**Captain Clay Chambers**  
*Patrol/Traffic Division*

**Captain Nate Noler**  
*Investigations Division*

**Captain Ricky Harlowe**  
*Warrants/Civil Division*

**Captain Randy Banks**  
*Juvenile Division*

To: Chairman Dan Perdue  
From: Major Brian Blanton  
Ref.: Food Service Contract  
Date: July 16, 2025

The Houston County Sheriff's Office Detention Center would like to enter into a contract with Kellwell Food Services to provide employee and inmate meals. The cost of this contract was approved in the 2025 – 2026 proposed budget. We will be terminating our current contract with Summit Food Services.

Cc: Sheriff Matt Moulton  
Houston County Commissioners

#### **4. Change Order (Rescue Trucks) – Commissioner Talton**

This request is for approval of a change order on the two rescue trucks ordered in 2024.

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

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**change order #2 with Rosenbauer of Decatur, Alabama, in the amount of \$975 per truck bringing the total vehicle price to \$506,129 per truck. This purchase will be paid for using ARPA and SPLOST funds, with this change order being funded by the 2018 SPLOST. There will be no additional time to the delivery schedule.**



# Memo



**To:** Vanessa Zimmerman, Purchasing Director  
**From:** Christopher Stoner, Chief *CRS*  
**cc:** Brain Jones, Director of Operations  
**Date:** July 14, 2025  
**Re:** Rescue Truck Change Orders

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Rosenbauer has begun reviewing and quality checking the production files for the 2 Rescue trucks ordered in 2024. During this review it was discovered that a few small components such as flanges, brackets, and a shelf divider were needed but overlooked on the previous change order. Attached is the change order for these items to be added to the production.

The total increase of this change order is \$975 per truck bringing the total vehicle price to \$506,129.

By completing this change order during the pre-construction phase, no additional time is added to the delivery schedule.

Thank you for your consideration of these changes.

## **5. Bid Approval (Dodge Chargers) – Commissioner Talton**

This request is for approval of a bid on two new Dodge Chargers.

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

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**the bid from Premier Chrysler Dodge Jeep Ram of Troy, AL in the amount of \$55,000 each for two new 2023 Dodge Chargers for use in the Sheriff's Department. This purchase for the total amount of \$110,000 will be funded using 2018 SPLOST funds.**



# 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:** Chargers for ICE

**DATE:** July 3, 2025

The Sheriff's Department requested two (2) New 2023 Dodge Chargers for the performance of the V8 engines no longer produced. They are to replace a 2019 Dodge Charger PPV (Maint# 890) and a 2020 Chevrolet Tahoe PPV (Maint# 840). The Sheriff's Department was able to locate them at Premier Chrysler Dodge Jeep Ram out of Troy, AL. The total cost of \$110,000.00 will be charged to 320-3300-54.2200. SPLOST 2018

Company	Cost
Premier Chrysler Dodge Jeep Ram of Troy, AL	\$55,000.00 each
Alm Chrysler Dodge Jeep Ram of Perry, GA	No Stock
Five Star Chrysler Dodge Jeep Ram FIAT of Warner Robins, GA	No Stock

## **6. Rate Adjustment (Landfill) - Commissioner Talton**

This request from Public Works is for the adjustment of fees at the Landfill.

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

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**implementing a residential contracted municipal solid waste rate for curbside collection of \$26.97 and a gate rate of \$30.97 for all other commercial municipal solid waste. Also, to increase the host fee from \$4.00 to \$5.00 per ton for all out-of-county waste.**



# 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 *TJO*

**Date:** May 21, 2025

**Re:** Landfill Disposal Cost

Our Solid Waste consultants, Atlantic Coast Consulting, Inc. performed a rate study and cost analyses on our disposal fees for the Landfill. The cost analyses included three categories: **annual operations, capital construction and site improvements, and closure/ post closure care.** The study determined we need to adjust our fees to fund the necessary categories and to meet future obligations.

Public Works is requesting consideration to implement a **residential contracted municipal solid waste rate for curbside collection of \$26.97 and a gate rate of \$30.97 for all other commercial municipal solid waste.** The host fee is also proposed to increase from \$4.00 to \$5.00 per ton for all out of the county waste. Proposed rates would be effective for the first billing cycle after July 1, 2025 and would be adjusted annually there after according to the consumer price index for sewer, water and trash.

## 7. Personnel Request (Landfill) – Commissioner Gottwals

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

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

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**hiring Jeffery Coker to fill the vacant Heavy Equipment Operator position at a grade 13, Step B effective July 23, 2025.**



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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: July 8, 2025  
Re: Request to hire – Landfill

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Terry Dietsch is requesting approval to hire Jeffery Coker for the vacant Heavy Equipment Operator position at the Landfill. Based on Mr. Coker's prior experience, Mr. Dietsch is recommending that he be hired at Grade 13, Step B.

I have reviewed Mr. Coker's qualifications and confirm that he meets the criteria for placement at the B step.

Please consider this request for a hire effective July 23, 2025. Let me know if additional information is needed to support this request.

## 8. Personnel Request– Commissioner Gottwals

This request is for a one-step increase for Steven Franklin, Water Treatment Operator, in recognition of his recent achievement in obtaining his Georgia Water Treatment Operator Class 2 License. Although a Class 3 License is the minimum requirement for his position, Mr. Franklin's higher level certification, Class 2 License, provides enhanced coverage beyond current regulatory requirements, supporting continuity of operations during absences or emergencies.

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

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a one-step increase for Mr. Steven Franklin, effective August 4, 2025.





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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: July 7, 2025  
Re: Request for Step Increase for Certification

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Terry Dietsch is requesting approval for a one-step increase for Steven Franklin, Water Treatment Operator, in recognition of his recent achievement in obtaining his Georgia Water Treatment Operator Class 2 License.

Although a Class 3 License is the minimum requirement for Mr. Franklin's current position, he voluntarily pursued and successfully obtained the more advanced Class 2 License. This higher-level certification demonstrates his initiative and commitment to professional growth. It also strengthens the operational capacity of the water treatment team by expanding the number of staff qualified to operate at higher treatment levels, thereby increasing flexibility in staffing and plant operations.

Additionally, Mr. Franklin's Class 2 License provides enhanced coverage beyond current regulatory requirements, supporting continuity of operations during absences or emergencies.

We respectfully request approval to advance Mr. Franklin by one step within his current grade, moving him to **Grade 13, Step E**, effective **August 4, 2025**.

Please let us know if any further information is needed to support this request.

## 9. Bid Approval (LMIG) – Commissioner Byrd

This request is for approval of a bid for the 2025 Joint Local Maintenance & Improvement Grant (LMIG) Road Project. The bid amount represents a joint bid for LMIG projects for Byron, Centerville, Perry, Warner Robins, and Houston County.

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

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the bid from C.W. Matthews Contracting Company of Bolingbroke, GA, in the total amount of \$7,347,216.01. The portion of this bid allocated for work on roads in unincorporated Houston County is \$2,949,280.94, which will be funded through LMIG (Local Maintenance and Improvement Grant), LRA (Local Road Assistance), and 2018 SPLOST funds.



# 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

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

## MEMORANDUM

**Date:** July 8, 2025

**To:** Houston County Board of Commissioners

**From:** Ronnie Heald, County Engineer *REH BJ*

**Re:** Bid Recommendation for 2025 Joint Local Maintenance & Improvement Grant (LMIG)  
Road Project

Please consider this request to accept the bid for the above-referenced project. Bids were received on Friday, June 13, 2025. Listed below is a summary of the results:

Bidder	Bid Amount
<b>C. W. Matthews Contracting Co.</b>	<b>\$7,347,216.01</b>
Reeves Const. Co.	\$7,691,489.20
Reames and Son Const.	\$7,839,363.20

Engineering recommends awarding the contract to **C. W. Matthews Contracting Company** as the lowest bidder. The bid amount represents a joint bid for LMIG projects for Byron, Centerville, Perry, Warner Robins, and Houston County. The portion of this bid for the unincorporated Houston County roads is **\$2,949,280.94** to be paid for with LMIG, LRA, and 2018 SPLOST funds.

## 10. Bad Debt Write Off (Utility System) Commissioner Byrd

This request is for the write-off of bad debt in the Water Fund and Solid Waste Fund for FY 25.

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

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The write-off of \$23,344.93 of bad debt in the Water Fund and \$28,290.98 (\$27,482.58 for Collections and \$800.40 for Disposal) of bad debt in the Solid Waste Fund for FY25. These amounts are less than 1% of all revenues collected in these departments, and efforts will be made to continue to collect this bad debt.



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
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FAX 478-988-8007

Brian Jones, PE  
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Travis McLendon  
Roads Superintendent

Christopher Stoner  
Fire Chief / EMA Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utilities Director

*TJD BCJ*

**Date:** July 10, 2025

**Re:** Uncollected Debt Fiscal Year 2024-2025

Public Works request the uncollected debt for this past fiscal year 2024-2025 to be written off for the following departments.

Department	Bad Debt	Revenue
505- Water	\$23,344.93	\$9.3M
540-4520 Collection	\$27,482.58	\$6M
540-4530 Disposal	\$808.40	\$8M

**The total amount of uncollected debt for the Houston County Utility System is \$50,827.51.** Each Department had less than 1% of uncollected debt to write off. Every effort will continue to collect the bad debt. Our goal is no debt to write off.

## 11. Approval of Bills – Commissioner Byrd

Summary of bills by fund:

General Fund (100)	\$ 1,127,498.52
Drug Abuse Treatment & Education (212)	\$ 2,575.44
Opioid Fund (231)	\$16,000.00
Emergency 911 Telephone Fund (215)	\$ 32,324.30
American Rescue Plan Act (230)	\$ 934,500.60
Fire District Fund (270)	\$ 63,923.70
2006 SPLOST Fund (320)	\$ 312.00
2012 SPLOST Fund (320)	\$ 47,479.63
2018 SPLOST Fund (320)	\$ 395,653.65
Water Fund (505)	\$ 174,856.31
Solid Waste Fund (540)	\$ 500,203.97
Internal Service Fund (600)	\$ 26,182.19
<b>Total</b>	<b>\$ 3,321,510.31</b>

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

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the payment of the bills totaling \$ 3,321,510.31.