

Houston County Commissioners Meeting

Perry, Georgia | August 5, 2025 | 9:00 A.M.

Call to Order

Invocation – Commissioner Gottwals

Pledge of Allegiance – Commissioner Talton

Military Speaker – Col. Sandra Bonney

461st Air Control Wing Commander

Approval of Minutes from July 22, 2025 meeting

New Business

- 1. Special Exception Applications – Commissioner Byrd**
- 2. Publix Opioid Settlement – Commissioner Byrd**
- 3. Service Agreement (Saunders Engineering Consultants, Inc.) – Commissioner Byrd**
- 4. Change Order (Fire Engines) – Commissioner Robinson**
- 5. Utility Service Deposits – Commissioner Robinson**
- 6. Bid Approval (Truck) – Commissioner Robinson**
- 7. Approval of a Proposal (HEMA Warehouse project) – Commissioner Gottwals**
- 8. Bid Approval (Two Utility Tractors) – Commissioner Gottwals**
- 9. Personnel Request (Water Department) – Commissioner Gottwals**
- 10. Real Estate Purchase (HWY 127) - Commissioner Talton**
- 11. Surplus – Commissioner Talton**
- 12. Contract for Services (Roof Repair Detention Center) – Commissioner Talton**
- 13. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Special Exception Applications – Commissioner Byrd

			Recommendation	Vote
#2861	Holly Moss	Food Truck Business	Tabled	Unanimous
#2862	Justin & Heather Perkins	Car Rental Business	Approval	Unanimous
#2863	Hugh Morris Jr	Heating & Air Conditioning	Approval	Unanimous
#2864	Cristian Gutu	Custom Wood Pictures	Approval	Unanimous
#2865	Brandon & Sarah Graham	Residential Cleaning	Tabled	Unanimous
#2867	Cameron & Angela Andrews	Mobile Home Hardship	Approval	Unanimous
#2868	Emanuel & Jeniker McBride	Daycare	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:

#2862	Justin & Heather Perkins	Car Rental Business
#2863	Hugh Morris Jr	Heating & Air Conditioning
#2864	Cristian Gutu	Custom Wood Pictures
#2867	Cameron & Angela Andrews	Mobile Home Hardship
#2868	Emanuel & Jeniker McBride	Daycare

and also to table the following Special Exception Applications:

#2861	Holly Moss	Food Truck Business
#2865	Brandon & Sarah Graham	Residential Cleaning

2. Publix Opioid Settlement – Commissioner Byrd

Outside counsel representing Houston County in the national opioid case has presented an offer of settlement from Publix, one of the Defendants. Publix chose not to be part of the global settlement and is individually settling with each Plaintiff.

Motion by _____, second by _____ and carried _____ to

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the acceptance of an individual net settlement offer of \$56,250.00 from Publix as part of the opioid litigation in which Houston County is a Plaintiff.

MEMORANDUM

TO: Board of Commissioners

FROM: Tom Hall 

DATE: July 28, 2025

RE: Publix Opioid Settlement

As part of the opioid litigation Houston County is a Plaintiff and as recommended by our outside counsel, please consider accepting the settlement amount of \$56,250.00. This amount is after outside attorney fees are paid and are not part of the global settlement but are part of an individual settlement with Publix.

3. Service Agreement (Saunders Engineering Consultants, Inc.) – Commissioner Byrd

This request is to enter into an agreement for engineering services for St. Patrick's Drive Extension.

Motion by _____, second by _____ and carried _____ to

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entering into an agreement with Saunders Engineering Consultants, Inc., of Centerville, Georgia, in the amount of \$593,000. The scope of work shall include surveying, a traffic study, and an environmental study necessary to meet the requirements for GDOT funding. The project is estimated to take 10 months to complete and will be funded by the 2024 SPLOST.



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

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

To: Houston County Board of Commissioners

From: Ronnie Heald *REH BJ*

CC: Brian Jones

Date: July 28, 2025

RE: Agreement for Engineering Services
St. Patrick's Drive Extension

The Engineering Department requests permission to enter into an agreement for engineering services for St. Patrick's Drive Extension with **Saunders Engineering Consultants, Inc.**, for **\$593,000.00**. This work will include surveying, a Traffic Study, and an Environmental Study to meet the requirements for GDOT funding. The project is estimated to take 10 months to complete, and these fees will be funded by the 2024 SPLOST.

Thank you for your consideration.

4. Change Order (Fire Engines) – Commissioner Robinson

The request is for approval of the final change order on the two new custom fire engines approved at the November 1, 2022 meeting.

Motion by _____, second by _____ and carried _____ to

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the final change order on the two new fire engines, reducing the total cost of each truck by \$3,828. This adjustment brings the final price to \$773,275 per truck, for a total cost of \$1,546,550. One truck will be paid for using 2018 SPLOST funds, and the other will be paid for out of the Fire fund.

Memo



To: Vanessa Zimmerman, Purchasing Director
From: Christopher Stoner, Chief *CRS*
cc: Brain Jones, Director of Operations
Date: July 24, 2025
Re: Bid # 23-09 Final Change Order

After a long waiting period we have finally received the completed invoice on the new custom Engines built by Rosenbauer on Bid # 23-09. This final invoice reflects several "factory" change orders and a credit adjustment for the late penalty clause in our contract. The factory change orders were made by Rosenbauer during the construction of the trucks due to items being mandatory by NFPA requirements or functionality of the truck. All change orders and final prices have been reviewed by the HCFD Apparatus Committee and found to be appropriate.

Change Order	Price per Truck	Total Price
Change Orders 4, 5, & 6	\$0.00	\$0.00
Change Order 7	-\$359.00	-\$718.00
Change Order 8	\$3,993.00	\$7,986.00
Change Order 9	\$2,940.00	\$5,880.00
Penalty Adjustment	-\$19,400.00	-\$38,800.00
Totals	-\$12,826.00	-\$25,652.00

The total cost per truck after the change orders and adjustment is \$773,275.00.

For reference, the original approved price of each truck was \$777,103.00 prior to the preconstruction change orders. The final price is a cost reduction of \$3,828.00 per truck based on the originally approved price.

It is requested that these changes be approved, and Accounting make necessary changes in line-item budget to issue a check based on the attached invoices. Check will be presented to NAFECO/Rosenbauer South Dakota upon physical delivery of the completed trucks. Delivery estimate is between August 5, 2025, and August 8, 2025.

Original funding for these trucks was approved from line item 270-3500-54.2200.

Thank you for your consideration of this request.

5. Utility Service Deposits – Commissioner Robinson

The Board of Commissioners amended Houston County Code of Ordinances Section 68-38 on May 15th, 2001, to discontinue the collection of customer deposits. We are recommending that all outstanding water deposits paid prior to July 1, 2001 be credited to active customer accounts. Any remaining balance upon discontinuance of water service will be refunded to the customer in accordance with Houston County Code of Ordinances Section 68-51.

Motion by _____, second by _____ and carried _____ to

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authorize

crediting deposits collected before July 1, 2001 back to current residential water accounts.



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

A handwritten signature in blue ink, appearing to read "TJ Dietsch", followed by a large, stylized "B" or "J" mark.

Date: July 28, 2025

Re: Water Account Deposits

More than 20 years ago a deposit was required to open a residential water account. The deposit was held until your final bill. Presently a deposit is not required for a residential account. Public Works staff request permission to apply balances from water deposits as credits to corresponding accounts. **There is a total of \$198,425 to be returned as credit for 4,853 customers.**

Our water department is in the process of utility billing program upgrade, and this will be greatly appreciated.

6. Bid Approval (Truck) – Commissioner Robinson

This request is for approval of a bid for one new half-ton pickup truck for use in the Warrants Division of the Sheriff's Office. This truck will replace a 2019 Dodge Ram with high mileage.

Motion by _____, second by _____ and carried _____ to

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the bid on one new Ford F-150 from Phil Brannen Ford of Perry, Georgia in the amount of \$51,272. This truck will be funded by 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 Board of Commissioners
FROM: Vanessa Zimmerman
CC: Robbie Dunbar
DATE: July 29, 2025
SUBJECT: Purchase of Two (2) New John Deere 5105M 4WD Utility Tractors
(Bid # 26-02)

The Purchasing Department solicited prices for Two (2) New 4WD Utility Tractors in July for the Houston County Roads & Bridges Department.

It is recommended that the Houston County Board of Commissioners order the Two (2) new units from Lasseter Tractor Co. with the Extended Warranty for \$86,831.00 each. The lead time is 6 months. They will replace 2017 Kubota 4WD (maint# 510) with 44,563.4 hours and a 2018 Kubota 2WD (maint# 518) with 4563.4 hours and a bad transmission. \$173,662.00 will be charged to the 2018 SPLOST account 320-4200-54.2500.

<u>Company</u>	<u>Details</u>	<u>Expected Delivery Date</u>	<u>Amount Each</u>	<u>Extended Warranty Each</u>
Lasseter Tractor of Unadilla, GA	2026 John Deere 5105M Tractor	Late January 2026 to Early February 2026	\$ 79,500.00	72 Mos/5000 Hrs Comprehensive \$7331.00
Atlantic & Southern of Tifton, GA	Massy Ferguson 5M115D	February 2026 to March 2026	\$ 87,494.00	60 Mos/4000 Hrs Ultimate w/\$250 Ded. \$12,990.00
Atlantic & Southern of Tifton, GA	Massy Ferguson 5M115D	One (1) in-stock, others February 2026	\$ 98,173.00	60 Mos/4000 Hrs Ultimate w/\$250 Ded. \$7900.00
Atlantic & Southern of Tifton, GA	Fendt 211VG3	15-Mar-26	\$118,692.00	60 Mos/4000 Hrs Ultimate w/\$250 Ded. \$8270.00

7. Approval of a Proposal (HEMA Warehouse project) – Commissioner Gottwals

This request is to award the Design-Build services for the HEMA Warehouse project. Six proposals were received and were thoroughly evaluated and scored according to various relevant criteria.

Motion by _____, second by _____ and carried _____ to

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authorize

the award of the Design-Build services for the HEMA Warehouse project to Parrish Construction Group Inc., of Perry, Georgia.



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
Date: July 28, 2025
Re: Design-Build Services- HEMA Warehouse

Please consider this request to award the Design-Build services for the HEMA Warehouse project.

Proposals were received on Tuesday, July 22, 2025, from ICB Construction Group, Turner Construction Management LLC, Renfroe Construction, Allstate Construction, and Parrish Construction Group, Inc. The proposals were thoroughly evaluated and scored according to various relevant criteria. The selection committee recommends awarding the project to Parrish Construction Group Inc.

Thank you for your consideration of this request.

8. Bid Approval (Two Utility Tractors) – Commissioner Gottwals

This request is for approval of a bid on two New 4WD Utility Tractors. They will replace a 2017 Kubota 4WD and a 2018 Kubota 2WD with a bad transmission.

Motion by _____, second by _____ and carried _____ to

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the bid from Lasseter Tractor Co., Inc., with the Extended Warranty, for \$86,831 per tractor for a total of \$173,662. The lead time on these tractors is six months. 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 Board of Commissioners
FROM: Vanessa Zimmerman
CC: Robbie Dunbar
DATE: July 29, 2025
SUBJECT: Purchase of Two (2) New John Deere 5105M 4WD Utility Tractors
(Bid # 26-02)

The Purchasing Department solicited prices for Two (2) New 4WD Utility Tractors in July for the Houston County Roads & Bridges Department.

It is recommended that the Houston County Board of Commissioners order the Two (2) new units from Lasseter Tractor Co. with the Extended Warranty for \$86,831.00 each. The lead time is 6 months. They will replace 2017 Kubota 4WD (maint# 510) with 44,563.4 hours and a 2018 Kubota 2WD (maint# 518) with 4563.4 hours and a bad transmission. \$173,662.00 will be charged to the 2018 SPLOST account 320-4200-54.2500.

<u>Company</u>	<u>Details</u>	<u>Expected Delivery Date</u>	<u>Amount Each</u>	<u>Extended Warranty Each</u>
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Atlantic & Southern of Tifton, GA	Fendt 211VG3	15-Mar-26	\$118,692.00	60 Mos/4000 Hrs Ultimate w/\$250 Ded. \$8270.00

9. Personnel Request (Water Department) – Commissioner Gottwals

This request is for approval of a one-step increase for Matthew Scott, Lab Analyst II, in recognition of his recent achievement in obtaining his Georgia Water Treatment Operator Class 3 License.

Motion by _____, second by _____ and carried _____ to

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Authorize

a one-step increase for Matthew Scott moving him to a Grade 17 step D effective August 18, 2025.



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: July 28, 2025
Re: Request for Step Increase for Certification

Terry Dietsch is requesting approval for a one-step increase for Matthew Scott, Lab Analyst II, in recognition of his recent achievement in obtaining his Georgia Water Treatment Operator Class 3 License.

While a Lab Permit License meets the minimum requirement for Mr. Scott's current position, he voluntarily pursued and successfully obtained the Class 3 License, which qualifies him to also serve as an operator. This accomplishment reflects his initiative and commitment to professional growth. Additionally, it enhances the operational capacity of the water treatment team by expanding the number of staff qualified to perform operator duties, thereby increasing flexibility in staffing and plant operations.

We respectfully request approval to advance Mr. Scott by one step within his current grade, moving him to Grade 17, Step D, effective August 18, 2025.

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

10. Real Estate Purchase (HWY 127) - Commissioner Talton

Houston County would like to purchase the 5.67 acres of land owned by the Houston County Hospital Authority on Highway 127 adjacent to the OrthoGeorgia Physical Therapy location. This property will be used as a new well site.

Motion by _____, second by _____ and carried _____ to

☐ **approve**

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the Chairman to sign any and all documents for the purchase of the 5.67 acres of land on Highway 127 for a purchase price of \$300,000.00 and the closing costs associated with the purchase of the land. Purchase price and closing cost will be paid from the Water Department Capital Funds.



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: July 28, 2025

Re: Land Purchase- Water Department

Please consider the purchase of 5.67 acres of property for the Georgia Highway 127 production well site from The Hospital Authority of Houston County for the sum of \$300,000.

Our Water Department consultants, Carter & Sloope, recommend this property for a future production well and treatment plant. There was a test well drilled at this location and samples taken were excellent water quality. Property will be purchased from Water Department capital funds. Thank you for consideration.

11. Surplus – Commissioner Talton

This request from the Purchasing Department is to declare items surplus.

Motion by _____, second by _____ and carried _____ to

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declaring the following surplus for sale on GovDeals:

- 26 Dell desktops without hard drives
- 8 Dell laptops without hard drives

also to declare the following surplus for disposal:

- 1 TOPCON Heavy Equipment Laser Level
- 2 TOPCON Laser Levels
- 4 Maxon Radios & Accessories
- 57 Desktop Phones
- 7 Chairs



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: Surplus Items
DATE: July 29, 2025

Approval is requested to declare the following surplus for sale on GovDeals:

- 26 Dell desktops without hard drives, that have been replaced
- 8 Dell laptops without hard drives, that have been replaced

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

- 1 TOPCON Heavy Equipment Laser Level, that is irreparable
- 2 TOPCON Laser Levels, that is irreparable
- 4 Maxon Radios & Accessories, that are obsolete
- 57 Desktop Phones, that have been replaced with a new system and no longer of use to the County.
- 7 Chairs with "torn fabric"

12. Contract for Services (Roof Repair Detention Center) – Commissioner Talton

This request is for approval of professional services for project administration of the roof repair project at the Houston County Detention Center.

Motion by _____, second by _____ and carried _____ to

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authorize

the proposal from Merik Consulting, Inc., of Byron, Georgia, with a consulting fee of 6% of the contract total and a 4% fee for project administration. This project is estimated at \$58,000 and will be funded from 2018 SPLOST.



Houston County Public Works

Office

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Perry, Georgia 31069
478-987-4280
FAX 478-988-8007

Brian Jones, PE
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Facilities Superintendent

Christopher Stoner
Fire Chief/ EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Utility Director

MEMO

To: Houston County Board of Commissioners

From: Michael Phillips *MP*

Date: 7/24/2025

Re: Roof Repairs at the Houston County Detention Center

Please find the attached proposal from Merik Consulting, Inc. for the Houston County roof repairs consulting fee of 6% of the contract total and 4% for project administration. The budget estimate for the project is \$58,000.00. The project will be funded out of the 2018 SPLOST. We are requesting roof repairs due to several roof leaks spread throughout the building. Pending the results of the proposals, we would like to reserve the right to refuse any or all bids.

Thank you for your consideration of this request.

Attachments- Proposal from Merik Consulting, Inc.

13. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$1,235,646.70
Drug Abuse Treatment & Education (212)	\$2,393.93
Emergency 911 Telephone Fund (215)	\$40,208.94
Fire District Fund (270)	\$800,311.66
2006 SPLOST Fund (320)	\$3,617.80
2012 SPLOST Fund (320)	\$7,707.25
2018 SPLOST Fund (320)	\$851,158.70
2024 SPLOST (320)	\$1,303,569.49
Water Fund (505)	\$131,240.09
Solid Waste Fund (540)	\$316,386.48
Total	\$4,692,241.04

Motion by _____, second by _____ and carried _____ to

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the payment of the bills totaling \$4,692.241.04.