

Houston County Commissioners Meeting

Perry, Georgia | October 7, 2025 | 9:00 A.M.

Call to Order

Invocation – Commissioner Byrd

Pledge of Allegiance – Commissioner Talton

Proclamation Presentation – Houston County 4-H

Swana Presentation – Terry Dietsch

Airport Status Update - Jim Marquardt

Approval of Minutes from the September 16, 2025 Meeting

New Business

- 1. Public Hearing (Special Exception Applications) – Commissioner Robinson**
- 2. Quote Approval (HVAC at Courthouse) – Commissioner Robinson**
- 3. Speed Ordinance Update – Commissioner Byrd**
- 4. Change Order (Davidson Road Paving Project) – Commissioner Byrd**
- 5. Personnel Request (Magistrate Court) – Commissioner Gottwals**
- 6. Personnel Request (Poll Workers) – Commissioner Gottwals**
- 7. Bid Approval (Superior Court Benches) – Commissioner Talton**
- 8. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Public Hearing (Special Exception Applications) – Commissioner Robinson

			Recommendation	Vote
#2873	Joseph Blake III	Pet Boarding	Tabled	Unanimous
#2874	Roger & Lucinda Hines	Virtual Consulting	Approval	Unanimous
#2875	John & Christine Thompson	Bookkeeping	Approval	Unanimous
#2876	Joseph Lancaster	Electrical Contractor	Approval	Unanimous
#2877	Isaac Brown	Land Variance / does not require Board action		
#2878	Randy & Robins Matthews	Gifts & Accessories	Approval	Unanimous
#2879	ReAnna Hartley	Crafts & Accessoried		
#2880	Christopher & Kathleen Hoffman	Farms Services & Sale of Commodities raised on the premises	Approval	Unanimous
#2881	Christopher Guest	Pool Services	Approval	Unanimous
#2882	Nelia Banks	Handyman	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:

#2874	Roger & Lucinda Hines	Virtual Consulting
#2875	John & Christine Thompson	Bookkeeping
#2876	Joseph Lancaster	Electrical Contractor
#2878	Randy & Robins Matthews	Gifts & Accessories
#2879	ReAnna Hartley	Crafts & Accessories
#2880	Christopher & Kathleen Hoffman	Farms Services & Sale of Commodities raised on the premises
#2881	Christopher Guest	Pool Services
#2882	Nelia Banks	Handyman

and also, to Table the following Special Exception Applications:

#2873	Joseph Blake III	Pet Boarding
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2. Quote Approval (HVAC at Courthouse) – Commissioner Robinson

This request is for approval of a quote for the replacement of 2 PIU boxes for the HVAC system at the Courthouse.

Motion by _____, second by _____ and carried _____ to

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the quote from Hamlin Air Conditioning and Sheet Metal, Inc., of Macon, Georgia in the amount of \$29,950 for the replacement of 2 PIU boxes for the HVAC system in the Superior Court at the Houston County Courthouse. This project will be funded from the 2018 SPLOST and has an estimated completion of twelve weeks.



Houston County Public Works

MEMO

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: Brian Jones

From: Michael Phillips *MP BJ*

Date: 9/23/2025

Re: Replacement of PIU boxes at Courthouse

Please consider this recommendation to award the replacement of 2 PIU boxes for the HVAC system at the Superior Courthouse to Hamlin Air Conditioning and Sheet Metal, INC. for \$29,950.00. Multiple contractors were given the opportunity to bid on this, but this is the only one we received. This will be funded out of the 2018 Splost. This job is very invasive to the Judges' Chambers. We currently cannot control heat or cooling in half of Courtroom 1 and in the Court Reporter's office.

3. Speed Ordinance Update – Commissioner Byrd

This request from Public Works is for approval to update the speed ordinance assigned to the State Routes and County Roads within the County’s jurisdiction. This is required as part of the permit process to allow the Houston County Sheriff’s Office to utilize radar detection equipment for speed control.

Motion by _____, second by _____ and carried _____ to

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the updates to the Houston County Speed Zone Ordinance.



Houston County Public Works

MEMORANDUM

Office

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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

REH *BJ*

Date: September 19, 2025

CC: Brian Jones, Director of Operations
Major Clay Chambers, Houston County Sheriff Office

RE: Houston County Speed Zone Ordinance

Houston County Public Works is submitting a request for signatures to update the speed ordinance that is assigned to the State Routes and County Roads within the County's jurisdiction. This document is required as part of the permit process to allow the Houston County Sheriff Office to utilize radar detection equipment for speed control.

Attached are the revised road list for signatures and a separate list detailing the roads that have been updated.

4. Change Order (Davidson Road Paving Project) – Commissioner Byrd

This request is for approval of Change Order #1 on the Davidson Road Paving Project.

Motion by _____, second by _____ and carried _____ to

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Change Order #1 on the Davidson Road Paving Project, from Reeves Construction Company of Macon, Georgia, in the amount of \$34,696.58, bringing the total contract amount to \$1,127,941.89. This change order, which provides for suitable subgrade preparation for paving, will increase the contract time by 30 days, resulting in a revised total contract duration of 273 days.



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Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer 

Date: Wednesday, September 24, 2025

RE: Change Order Recommendation for Davidson Road Paving
Bid # 25-01

Please consider this request to provide a change order # 1 for the Davidson Road Paving project. The increase of \$34,696.58 is due to unsuitable subgrade soils encountered during the grading phase of the work, less savings on some contact pay items. The roadway elevations were revised between stations 17+00 and 26+00 to fill sufficiently to bridge over the poor soil and provide an acceptable subgrade.

5. Personnel Request (Magistrate Court) – Commissioner Gottwals

The request to fill the vacant Deputy Clerk position in the Magistrate Court.

Motion by _____, second by _____ and carried _____ to

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hiring Kacie Piper to fill the vacant Deputy Clerk position at the Magistrate Court at a Grade 14 Step C effective October 13, 2025. Personnel staff have reviewed Ms. Piper's qualifications, and she meets 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: September 22, 2025
Re: Request to hire – Magistrate Court

Judge Sammons is requesting approval to hire Kacie Piper for the vacant Deputy Clerk position in the Magistrate Court. Based on Ms. Piper's prior experience, Judge Sammons is requesting that she be hired at Grade 14, Step C.

I have reviewed Ms. Piper's qualifications and confirm that she meets the criteria for placement at the C step.

Please consider this request for a hire effective October 13, 2025. Let me know if additional information is needed to support this request.

6. Personnel Request (Poll Workers) – Commissioner Gottwals

This request is to hire poll workers for the November 4, 2025 Special Election.

Motion by _____, second by _____ and carried _____ to

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hiring the following poll workers for the November 4, 2025 Public Service Commissioner (PSC) Special Election/ESPLOST/Municipalities (Centerville, Perry, Warner Robins):

		AMOUNT	TOTAL
17	Managers (Precinct)	175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
38	Clerks	115.00	4,370.00
89	Training	25.00	2,225.00
5	Training (Backup Workers)	25.00	125.00
5	Janitors -Schools	15.50	77.50
2	Janitors	25.00	50.00
77	BMD (Ballot Marking Device)	2.00	154.00
0	Election Supply Load Out Help	75.00	0.00
2	Election Night Equipment Return Help	75.00	150.00
3	Election Night Check-In Clerks	75.00	225.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
0	Ballot Scan Clerk	0	0
	TOTAL		14,941.50

BOARD OF ELECTIONS

HOUSTON COUNTY GOVERNMENT BUILDING
2030 KINGS CHAPEL ROAD
POST OFFICE BOX 945
PERRY, GA 31069

478-987-1973

FAX 478-988-0699

TO: Houston County Commissioners

FROM: Debra Presswood
Registration/Election Supervisor

RE: Election Workers – Special Election-PSC/ESPLOST/Municipalities (Centerville,
Perry, Warner Robins)

DATE: September 15, 2025

=====

The Board of Elections requests hiring the following election day workers for the November 4, 2025 Public Service Commissioner (PSC) Special Election/ESPLOST/Municipalities (Centerville, Perry, Warner Robins).

		AMOUNT	TOTAL
17	Managers (Precinct)	175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
38	Clerks	115.00	4,370.00
89	Training	25.00	2,225.00
5	Training (Backup Workers)	25.00	125.00
5	Janitors -Schools	15.50	77.50
2	Janitors	25.00	50.00
77	BMD (Ballot Marking Device)	2.00	154.00
0	Election Supply Load Out Help	75.00	0
2	Election Night Equipment Return Help	75.00	150.00
3	Election Night Check-In Clerks	75.00	225.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
0	Ballot Scan Clerk	100.00	0
	TOTAL		14,941.50

7. Bid Approval (Superior Court Benches) – Commissioner Talton

This request is for approval of a bid to replace benches in the Superior Courtroom number one.

Motion by _____, second by _____ and carried _____ to

☐ approve ☐ disapprove ☐ table

the bid from GCI Manufacturing of Decatur, Georgia, in the amount of \$36,677, to replace all the benches in Superior Courtroom Number 1. This purchase will be funded by Public Buildings and has an estimated delivery date of twelve weeks.



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Travis McLendon
Roads Superintendent

Terry Dietsch
Utility Director

To: Brian Jones

From: Michael Phillips *MP* *BJ*

Date: 9/23/2025

Re: Replacement of benches in Courtroom 1 at Superior Courthouse

Please consider this recommendation to award the replacement of the courtroom benches Superior Courtroom number 1 to GCI-Manufacturing for \$36,677.00. Multiple contractors were given the opportunity to bid on this, but this is the only one we received. Multiple benches in the courtroom have broken beyond repair and are original to the building. This will replace all the benches in that courtroom.

8. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$1,821,457.47
Drug Abuse Treatment & Education (212)	\$ 9,189.78
Emergency 911 Telephone Fund (215)	\$73,098.57
American Rescue Plan Act (230)	\$8,780.82
Fire District Fund (270)	\$90,781.54
2006 SPLOST Fund (320)	\$78,218.57
2012 SPLOST Fund (320)	\$14,998.60
2018 SPLOST Fund (320)	\$306,273.15
2024 SPLOST (320)	\$1,262,441.28
Water Fund (505)	\$223,560.19
Solid Waste Fund (540)	\$494,103.00
Internal Service Fund (600)	\$92,954.15
Total	\$4,475,857.12

Motion by _____, second by _____ and carried _____ to

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the payment of the bills totaling \$ 4,475,857.12.