

# Houston County Commissioners Meeting

Perry, Georgia | April 7, 2026 | 9:00 A.M.

Call to Order

Invocation – Commissioner Gottwals

Pledge of Allegiance – Commissioner Byrd

Phyllis Bynum-Grace Recognition

Proclamation – National Donate Life Month

Approval of Minutes from March 17, 2026 meeting

New Business

- 1. Special Exception Applications – Commissioner Robinson**
- 2. Public Hearing (Rezoning Application) – Commissioner Robinson**
- 3. Approval of a Quote (MIS) – Commissioner Robinson**
- 4. Independence Day Sponsorship – Commissioner Byrd**
- 5. Contract Addendum (Court Reporter) – Commissioner Byrd**
- 6. Personnel Request (Public Defender) – Commissioner Byrd**
- 7. Personnel Request (Juvenile Court) – Commissioner Gottwals**
- 8. Personnel Request (Roads & Bridges) – Commissioner Gottwals**
- 9. Personnel Request (Poll Workers) – Commissioner Gottwals**
- 10. Water Connection Fees – Commissioner Talton**
- 11. Memorandum of Understanding (City of Centerville) – Commissioner Talton**
- 12. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment



## National Donate Life Month Proclamation

WHEREAS, one of the most meaningful gifts that a human being can bestow upon another is the gift of life; and

WHEREAS, more than 100,000 men, women, and children await lifesaving or life-enhancing organ transplants, of which nearly 3,000 reside in Georgia; and

WHEREAS, 49,064 a record number of transplants, occurred in the calendar year 2025 thanks to the generosity of 23,789 deceased and living donors, of which 1,676 transplant patients and 679 deceased and living donors, also a record number, were from Georgia and more than 2.5 million people throughout the country and in Georgia benefit annually from tissue transplantation thanks to thousands of tissue donors; and

WHEREAS, the need for organ, eye, and tissue donation remains critical as a new patient is added to the national waiting list for an organ transplant every 8 minutes and millions more could experience improved quality of life through tissue transplantation and the critical donor shortage remains a public health crisis as an average of 13 people die daily due to the lack of available organs; and

WHEREAS, organ, eye, and tissue donation can provide families the comfort of knowing the gift of donated organs and tissue endows another person with renewed hope for a healthy life and donating life through organ, eye, and tissue donation is the ultimate act of generosity and kindness Houston County citizens can perform; and

WHEREAS, nearly than 3.8 million Georgians have already registered their decision to give the Gift of Life at [www.donatelifegeorgia.org](http://www.donatelifegeorgia.org), when getting or renewing their driver license or state identification card at a driver license office, or when getting a hunting or fishing license through the Department of Natural Resources.

NOW, THEREFORE, the Houston County Board of Commissioners hereby proclaims April 2026 as **DONATE LIFE MONTH** in Houston County, to honor all those who made the decision to give the gift of life, to focus attention on the extreme need for organ, eye and tissue donation, to encourage all residents to take action and sign up on Georgia's Donor Registry at [www.donatelifegeorgia.org](http://www.donatelifegeorgia.org), to discuss the miracle of transplantation as a family, and to make a family commitment to organ, eye, and tissue donation

So proclaimed this 7<sup>th</sup> day of April 2026

Attested By:

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Robbie Dunbar  
Director of Administration

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Dan Perdue, Chairman

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Gail Robinson

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Mark Byrd

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Tal Talton

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Shane Gottwals

# 1. Special Exception Applications – Commissioner Robinson

			Recommendation	Vote
#2907	Tyler & Hannah Mackey	Dumpster Rental	Approval	Unanimous
#2910	Lee D. Ramirez Alvarado	Taxi Service	Denial	Unanimous
#2913	Melissa Stone	Mobile Mechanic	Approval	Unanimous
#2914	James & Ashley McMahon	Telehealth	Approval	Unanimous
#2915	Paul & Melissa Clark	Lawn Care	Approval	Unanimous
#2916	Leslie Sannerman	Cleaning	Approval	Unanimous
#2917	Bryan Ulloa	Woodworking & Crafts	Approval	Unanimous
#2921	Kristie Whisler	Handmade Jewelry & Home Décor	Approval	Unanimous
#2922	Alfredo R. Batista Sauri for Gran Comision Inc.	Church	Approval	Unanimous
#2924	Valerie Martin	Web Design & Business Marketing	Approval	Unanimous
#2925	John Rich III	Speciality Firearms Sales (Broker)	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:

#2907	Tyler & Hannah Mackey	Dumpster Rental
#2913	Melissa Stone	Mobile Mechanic
#2914	James & Ashley McMahon	Telehealth
#2915	Paul & Melissa Clark	Lawn Care
#2916	Leslie Sannerman	Cleaning
#2917	Bryan Ulloa	Woodworking & Crafts
#2921	Kristie Whisler	Handmade Jewelry & Home Décor
#2922	Alfredo R. Batista Sauri for Gran Comision Inc.	Church
#2924	Valerie Martin	Web Design & Business Marketing
#2925	John Rich III	Specialty Firearms Sales (Broker)

**and to**

**approve**     **disapprove**     **table**

**the following Special Exception Application:**

#2910    Lee D. Ramirez Alvarado    Taxi Service

## 2. Public Hearing (Rezoning Application) – Commissioner Robinson

			<b>Recommendation</b>	<b>Vote</b>
<b>#2918</b>	SKI Development LLC	Elko Road Rezoning R-AG to R-1	Approval	Unanimous
<b>#2920</b>	Stone Field Estates LLC	Highway 41 S Rezoning R-AG to R-1	Approval	Unanimous

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

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**the Rezoning Applications #2918 and #2920 as recommended by the Houston County Planning Commission.**

### **3. Approval of a Quote (MIS) – Commissioner Robinson**

This request from MIS is for approval of a quote for routine network infrastructure upgrades at multiple County facilities.

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

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**a quote from CNP Technologies in the amount of \$150,409.95 to replace end-of-life network switches and upgrade infrastructure. This project, funded by the 2018 SPLOST, is a FY26 budgeted project.**



**Houston County Board of Commissioners**

*Management Information Systems*

**Will Davis, Director**

200 Carl Vinson Parkway  
Warner Robins, GA 31093  
Phone: 478-542-2030

**MEMORANDUM**

**To:** Houston County Board of Commissioners

**From:** Will Davis – Director of Management Information Systems

**Date:** 03/31/2025

**Re:** Quote Approval – Network Upgrades

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Staff recommends approval of routine network infrastructure upgrades at multiple County facilities to replace end-of-life network switches and ensure continued reliability and security. The project includes the deployment of enterprise-grade network equipment and associated installation services by CNP Technologies across various departments and locations, as outlined in the attached quote.

The total cost of the project is \$150,409.95 and funded by the 2018 SPLOST. This project is included in the County's 5-Year Capital Improvement Plan (CIP) and appropriated in the FY2026 budget.

Will Davis

A handwritten signature in black ink, appearing to read "Will Davis", written over a horizontal line.

## 4. Independence Day Sponsorship – Commissioner Byrd

This request is for approval of sponsorships for the City of Centerville, the City of Perry, and the City of Warner Robins in support of the America 250 Celebrations. This milestone commemorates the 250th anniversary of the founding of the United States. The proposed sponsorships will enhance community participation, strengthen local engagement, and promote tourism across the region.

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

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**the following sponsorships for America 250 Celebrations:**

<b>City of Centerville</b>	<b>Liberty Title Sponsor</b>	<b>\$10,000</b>
<b>City of Perry</b>	<b>Presenting Sponsor</b>	<b>\$15,000</b>
<b>City of Warner Robins</b>	<b>Main Stage Partnership</b>	<b>\$15,000</b>



**Houston County Board of Commissioners**

**Coby Sandefur**

200 Carl Vinson Parkway  
Warner Robins, GA 31093  
Phone: 478-542-2115

**MEMORANDUM**

**To:** Houston County Board of Commissioners

**From:** Coby Sandefur – Projects Coordinator

**Date:** 03/26/2026

**Re:** Independence Sponsorships

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The year 2026 marks the 250th anniversary of the founding of the United States, commonly referred to as America 250. This historic milestone presents an opportunity for communities across the nation to celebrate the country's history, heritage, and culture through coordinated events and programs.

Municipalities within Houston County may plan local events and activities to commemorate this occasion. A coordinated effort at the county level would enhance participation, strengthen community engagement, and promote regional tourism.

Requesting approval to sponsor Centerville as a Liberty Title Sponsor for \$10,000.



**Houston County Board of Commissioners**

**Coby Sandefur**

200 Carl Vinson Parkway  
Warner Robins, GA 31093  
Phone: 478-542-2115

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Municipalities within Houston County may plan local events and activities to commemorate this occasion. A coordinated effort at the county level would enhance participation, strengthen community engagement, and promote regional tourism.

Requesting approval to sponsor the City of Perry as a Presenting Sponsor for \$15,000.



**Houston County Board of Commissioners**

**Coby Sandefur**

200 Carl Vinson Parkway  
Warner Robins, GA 31093  
Phone: 478-542-2115

**MEMORANDUM**

**To:** Houston County Board of Commissioners

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**Date:** 03/26/2026

**Re:** Independence Sponsorships

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Municipalities within Houston County may plan local events and activities to commemorate this occasion. A coordinated effort at the county level would enhance participation, strengthen community engagement, and promote regional tourism.

Requesting approval to sponsor Warner Robins as a Main Stage Sponsor for \$15,000.

## 5. Contract Addendum (Court Reporter) – Commissioner Byrd

This request is for approval of a second addendum to the Employment Contract between the Board of Commissioners of Houston County and Courtney Bridges dated June 3, 2025.

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

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**signing the second addendum to the Employee Contract allowing Ms. Emery Sims to provide court reporting services for Judge Amy Smith, with payment instalments of \$5,791.66 for the services rendered for the month of May and \$5,791.74 for the month of June.**

## **6. Personnel Request (Public Defender) – Commissioner Byrd**

This request is for approval to fill the vacant Legal Secretary position in the Public Defender's Office.

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

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**hiring Mechelle McMullen to fill the vacant Legal Secretary position in the Public Defender's Office at a Grade 13, Step D effective April 8, 2026. Personnel staff have reviewed her qualifications and confirm that she meets the criteria for the D Step.**



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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: March 24, 2026  
Re: Request to Hire – Public Defender

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Sara Meyers requests approval to hire Mechelle McMullen for the vacant Legal Secretary position in the Public Defender's Office. Based on Ms. McMullen's prior experience, Ms. Meyers would like to hire her at Grade 13, Step D.

I have reviewed Ms. McMullen's qualifications and confirm that she meets the criteria for placement at the D Step.

Please consider this request effective April 8, 2026.

## **7. Personnel Request (Juvenile Court) – Commissioner Gottwals**

This request is to fill the vacant Deputy Clerk position in the Juvenile Court.

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

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**hiring Jennifer Phillips to fill the vacant Deputy Clerk position in the Juvenile Court at a Grade 14 Step B effective April 8, 2026. Personnel staff have reviewed her qualifications, and she meets the criteria for the B step placement.**



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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: March 18, 2026  
Re: Request to Hire – Juvenile Court

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Judge Willburn is requesting approval to hire Jennifer Phillips for the vacant Deputy Clerk position in the Juvenile Court. Based on Ms. Phillips's prior experience, Judge Wilburn would like to hire her at Grade 14, Step B.

I have reviewed Ms. Phillips's qualifications and confirm that she meets the criteria for placement at the B Step.

Please consider this request effective April 8, 2026.

## 8. Personnel Request (Roads & Bridges) – Commissioner Gottwals

This request is for a one-step increase for four Public Works employees who obtained their Class A Commercial Driver's Licenses (CDL). Although a Class A CDL is not required for their current positions, it benefits the County by adding qualified operators and providing greater flexibility for field operations.

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

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**a one-step increase for the following employees who have obtained their Class A Commercial Driver's Licenses:**

- Daniel Pitzer
- James Bryant
- Larry Jolly
- Gordon Moncrief



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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: March 23, 2026  
Re: Request for Step Increase

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Brain Jones is requesting a one-step increase for the following employees who obtained their Class A Commercial Driver's Licenses.

- Daniel Pitzer
- James Bryant
- Larry Jolly
- Gordon Moncrief

Although a Class A CDL is not required for their current positions, it benefits the County by adding qualified operators and providing greater flexibility for field operations.

Please consider this request effective April 13, 2026.

## 9. Personnel Request (Poll Workers) – Commissioner Gottwals

This request is to hire election day workers for the May 19, 2026 General Primary / Nonpartisan / Special Election.

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

approve

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hiring the following election day workers for the May 19, 2026 General Primary / Nonpartisan / Special Election:

		AMOUNT	TOTAL
17	Managers (Precinct)	\$175.00	\$2,975.00
34	Assistant Managers (Precinct)	\$125.00	\$4,250.00
112	Clerks	\$115.00	\$12,880.00
163	Training	\$25.00	\$4,075.00
5	Training (Backup Workers)	\$25.00	\$125.00
3	Janitors -Schools	\$15.50	\$46.50
1	Janitor	\$25.00	\$25.00
306	BMD (Ballot Marking Device)	\$2.00	\$612.00
1	Election Supply Load Out Help	\$75.00	\$75.00
3	Election Night Equipment Return Help	\$75.00	\$225.00
2	Election Night Check-In Clerks	\$75.00	\$150.00
17	Supply pick-up / return supplies (Managers)	\$10.00	\$170.00
17	Cell Phones	\$10.00	\$170.00
1	Ballot Scan Clerk	\$100.00	\$100.00
	<b>TOTAL</b>		<b>\$25, 878.50</b>

# 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 – General Primary/Nonpartisan/Special Election

DATE: April 07, 2026

=====  
The Board of Elections requests hiring the following election day workers for the May 19, 2026  
General Primary/Nonpartisan/Special Election.

		AMOUNT	TOTAL
17	Managers (Precinct)	175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
112	Clerks	115.00	12,880.00
163	Training	25.00	4,075.00
5	Training (Backup Workers)	25.00	125.00
3	Janitors -Schools	15.50	46.50
1	Janitors	25.00	25.00
306	BMD (Ballot Marking Device)	2.00	612.00
1	Election Supply Load Out Help	75.00	75.00
3	Election Night Equipment Return Help	75.00	225.00
2	Election Night Check-In Clerks	75.00	150.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
1	Ballot Scan Clerk	100.00	100.00
	<b>TOTAL</b>		<b>25,878.50</b>

## 10. Water Connection Fees – Commissioner Talton

This request is for approval of changes to the water connection fees to help meet demands and expansions of the County water system.

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

approve

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the following changes to the water connection fees:

Year Effective	1-inch Meter	2-inch Meter	4-inch Meter	6-inch Meter	8-inch Meter
2026	\$2,500	\$5,500	\$8,500	\$11,500	\$14,500
2027	\$3,500	\$6,500	\$9,500	\$12,500	\$15,500
2028	\$4,800	\$7,800	\$10,800	\$13,800	\$16,800
2029	\$6,500	\$9,500	\$12,500	\$15,500	\$18,500

- Connection fees for meters larger than 8 inches and all industrial accounts will be assessed after application and determined on an individual basis by Public Works.
- County will furnish and install 1-inch and 2-inch meters for residential Houston County accounts only. All other meters will be the responsibility of the owner to furnish and install.
- The crossing of highways/roads and other factors may increase costs to owner, as determined by Public Works.
- Transition meters will not be assessed a fee. Fees will be assessed for all downstream meters or customers.
- Meters serving commercial accounts will be assessed based on the number of units served, as determined by Public Works.
- A cut-on fee of \$200 will be charged for opening an account served by existing meters.



# 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

Date: March 27, 2026

Re: Connection Fees - Water System

The Public Works Department requests consideration for the following connection fees to be charged to meet the demands and expansion of our water system.

Year Effective	1-inch Meter	2-inch Meter	4-inch Meter	6-inch Meter	8-inch Meter
2026	\$2,500	\$5,500	\$8,500	\$11,500	\$14,500
2027	\$3,500	\$6,500	\$9,500	\$12,500	\$15,500
2028	\$4,800	\$7,800	\$10,800	\$13,800	\$16,800
2029	\$6,500	\$9,500	\$12,500	\$15,500	\$18,500

- Connection fees for meters larger than 8 inches and all industrial accounts will be assessed after application and determined on an individual basis by Public Works.
- County will furnish and install 1-inch and 2-inch meters for residential Houston County accounts only. All other meters will be the responsibility of the owner to furnish and install.
- The crossing of highways/roads and other factors may increase costs to owner, as determined by Public Works.
- Transition meters will not be assessed a fee. Fees will be assessed for all downstream meters or customers.
- Meters serving commercial accounts will be assessed based on the number of units served, as determined by Public Works.
- A cut-on fee of \$200 will be charged for opening an account served by existing meters.

Thank you for your support and consideration of this request.

## **11. Memorandum of Understanding (City of Centerville) – Commissioner Talton**

This request is for approval of a Memorandum of Understanding between Houston County and the City of Centerville for the purposes of a partnership to perform necessary repairs and improvements to Carl Vinson Parkway. The project will begin at the northerly portion of Carl Vinson Parkway where it intersects Watson Boulevard and end at 943 Carl Vinson Parkway.

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

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**entering a Memorandum of Agreement with the City of Centerville for repairs to Carl Vinson Parkway with the following terms:**

**The City of Centerville will contribute 100% of their 2026 LMIG allocation, in the amount of \$122,736.76, plus an amount equal to 30% of the 2026 LMIG match allocation \$36,821.03 for a total amount of \$159,557.79. The County will contribute 100% of the remaining cost necessary to complete the Project using funds from their 2018 Countywide SPLOST funds.**

## 12. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$2,216,051.54
Drug Abuse Treatment & Edu. (212)	\$10,739.42
Opioid Fund (213)	\$3,830.00
Emergency 911 Telephone Fund (215)	\$63,795.78
American Rescue Plan Act (230)	\$225,620.25
Fire District Fund (270)	\$103,725.14
2018 SPLOST Fund (320)	\$146,214.41
2024 SPLOST (320)	\$1,208,021.64
Water Fund (505)	\$555,841.42
Solid Waste Fund (540)	\$346,047.60
Internal Service Fund (600)	\$58,220.69
<b>Total</b>	<b>\$4,938,107.89</b>

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

approve

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the payment of the bills totaling \$4,938,107.89.