

# Houston County Commissioners Meeting

Perry, Georgia | May 5, 2026 | 9:00 A.M.

Call to Order

Invocation – Commissioner Talton

Pledge of Allegiance – Commissioner Gottwals

Military Speaker - Capt. Melissa Hunter  
*413th Flight Test Group*

Proclamations

*Salvation Army Week Proclamation*

*Public Works Appreciation Week Proclamation*

Reports & Updates

*Quarterly Financial Report – Chief Financial Officer Danyelle George*

*Library Update – Ms. Judith Malone*

Approval of Minutes from April 21, 2026 meeting

New Business

- 1. Special Exception Applications – Commissioner Talton**
- 2. Amendment (Comprehensive Land Development Regulation) – Commissioner Talton**
- 3. Intergovernmental Agreement (Joint Development Authority) – Commissioner Byrd**
- 4. Approval of a Quote (Well Pump) – Commissioner Byrd**
- 5. Utility Agreement (Georgia Department of Transportation) – Commissioner Byrd**
- 6. Personnel Request (Cooperative Extension Contract) – Commissioner Gottwals**
- 7. Personnel Request (Accounting) – Commissioner Gottwals**
- 8. Personnel Request (Fire Department) – Commissioner Gottwals**
- 9. Personnel Request (Workers' Compensation TPA) – Commissioner Robinson**
- 10. Approval of Bills – Commissioner Robinson**

Public Comments

Commissioner Comments

Motion for Adjournment



## **2. Amendment (Comprehensive Land Development Regulation) – Commissioner Talton**

This request is to make amendments to the Comprehensive Land Development Regulation For Houston County.

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

approve

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table

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The following amendments to the Comprehensive Land Development Regulation For Houston County:

- Adding the word "modular" to Section 32. Specific Definitions subsection (42) Home, Industrialized.
- Adding new language to Section 81. Minimum Lot Area and Lot Width and Maximum Lot Coverage, Subsection R-1 Single- Family.
- Changing "shall" to "may" and adding the language "or open ditch" to Section 152. Special Classification of Streets for Construction, Subsection 152.2. Class II Street.

**AMENDMENT  
THE COMPREHENSIVE LAND DEVELOPMENT REGULATION  
FOR HOUSTON COUNTY**

The Comprehensive Land Development Regulation for Houston County shall be amended by changing the following sections to said regulation:

**Adding the word “modular” to Section 32. Specific Definitions subsection (42) Home, Industrialized, which shall read as follows:**

42. **Home, Manufactured (Modular)**: A dwelling manufactured in accordance with the Georgia Industrialized Building Act (O.C.G.A. Title 8, Chapter 2, Article 2, Part 1) and the Rules of the Commissioner of the Georgia Department of Community Affairs issued pursuant thereto. State approved buildings meet the State Building and Construction Codes and bear an insignia of Approval issued by the Commissioner.

**Adding new language <new language is italicized for reference> to Section 81. Minimum Lot Area and Lot Width and Maximum Lot Coverage, Subsection R-1 Single-Family, and shall read as follows:**

| <b><u>R-1 Single-Family</u></b>                        | <b>Minimum<br/>Lot Area<br/>(Square ft)</b> | <b>Maximum Lot<br/>Width (ft) at<br/>Building Line</b> | <b>Maximum Lot<br/>Coverage<br/>(percent)</b> |
|--|---|--|---|
| All permitted Uses                                     |   |  |   |
| Septic Tank and Open Ditch                             | 21,780 to 32,670(1)                         | 200  | 25  |
| Septic Tank with Curb & Gutter                         | 21,780 to 32,670(1)                         | 100  | 25  |
| Sewer with Curb & Gutter                               | 14,000                                      | 90   | 25  |
| <i>Septic Tank with Open Ditch<br/>Class II Street</i> | <i>21, 780 to 32,670(1)</i>                 | <i>150</i>   | <i>25</i>                                     |

**Changing “shall” to “may” and adding the language “or open ditch” to Section 152. Special Classification of Streets for Construction, Subsection 152.2. Class II Street, which shall read as follows:**

**152.2. Class II Street.** A Class II Street may be paved, curbed, and guttered or open ditch if the lots fronting on the street have less than 200 feet frontage. Furthermore, curb and gutter shall be required in any area if the soil composition warrants such action. This action

shall be based upon (1) the recommendation of the County Engineer or County Engineering Firm, and (2) the written approval of the local Planning & Zoning Board.

**SO APPROVED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**BOARD OF COMMISSIONERS  
OF HOUSTON COUNTY**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

So recommended by the Houston County Planning and Zoning Board, this 12<sup>th</sup> day of April, 2026.

Yannay C. Grant  
Vice Chairman

### **3. Intergovernmental Agreement (Joint Development Authority) – Commissioner Byrd**

This request is for approval to join the Mid-Georgia Gateway Joint Development Authority and to enter into an Intergovernmental Agreement with Macon-Bibb County and Peach County.

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

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**Houston County becoming a member of the Mid-Georgia Gateway Joint Development Authority for the purpose of marketing the mega-site in Peach County and pursuing an industrial tenant for the property. Also, Houston County participate in the Revenue Sharing Agreement for the Authority.**

#### **4. Approval of a Quote (Well Pump) – Commissioner Byrd**

This request is for approval of a quote for the purchase of a well pump, for the Hwy 96 local well, that is to replace the existing unit that is working at a reduced pumping volume.

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

approve

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**the quote from Green’s Water Wells, of Gray Georgia, for a Flowserve 14EMM 4 Stage Vertical Turbine pump, in the amount of \$29,250. Funding will come from the Water Department General Supplies and has a two-to-three-week lead time for the pump.**



# 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:** April 23, 2026

**Re:** Purchase Request- Water System Well Pump

This request is for approval for the purchase of a well pump for the Hwy 96 local well. The existing unit is experiencing a reduction in pumping volume and a replacement is necessary to restore proper operation.

Three quotes were received for this well pump:

- Flowserve - \$29,250.00
- Simflo - \$43,700.00
- Peerless - \$95,700.00

**It is recommended that the Flowserve pump be selected for \$29,250 based on cost effectiveness and suitability for operational needs. Funding for this expenditure will be provided from account 505-4400-53.1100. Thank you for your consideration.**

## **5. Utility Agreement (Georgia Department of Transportation) – Commissioner Byrd**

This request is for approval to enter into a utility agreement for the relocation of water facilities for the Georgia Department of Transportation Project to Widen SR 96 E. of Old Hawkinsville Road to W. of SR 87.

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

approve

disapprove

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authorize

**entering a utility agreement with the Georgia Department of Transportation in the amount of \$206,040 to be paid in two equal installments of \$103,020, one in June of 2026 and one in June of 2027.**

**This amount represents 50% of the total cost associated with the relocation of Houston County’s water facilities required for the Georgia Department of Transportation project to widen SR 96, extending from east of Old Hawkinsville Road to west of SR 87.**



# Houston County Public Works

## Memorandum

### Office

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Director of Operations

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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:** Terry Dietsch, Utilities Director

*TJD BJ*

**Date:** April 28, 2026

**Re:** Utility Agreement – Georgia Department of Transportation Project to Widen SR 96 E. of Old Hawkinsville Road to W. of SR 87 in Houston/Twiggs Counties

This request is for consideration for the chairman to enter a standard utility agreement for the water facilities relocation for the above-mentioned project. Pre-let estimates for this project is \$412,080.00. Public Works requested utility aid and the Georgia Department of Transportation will bear 50% of the cost with Houston County. Houston County's total estimated cost for this project will be \$206,040.00 to be paid in two equal installments of \$103,020.00, one in June 2026 and one in June 2027. This will be funded from 505-4400-54.1150. Thank you for your consideration.

## **6. Personnel Request (Cooperative Extension Contract) – Commissioner Gottwals**

This request is for approval to renew the payment agreement with the Board of Regents of the University System of Georgia on behalf of the University of Georgia Cooperative Extension Service.

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

**approve**

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**authorize**

**the signing of the renewal of the payment agreement with the Board of Regents of the University System of Georgia on behalf of the University of Georgia Cooperative Extension Service for the FY 2027 year.**



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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: April 22, 2026  
Re: Cooperative Extension Contract

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The County Extension Service employees are paid through quarterly invoices from UGA for the County's portion of salaries, rather than through the County payroll system. It is time to renew this payment agreement for FY 2027.

The attached agreement and cost breakdown have been reviewed, and approval is requested to authorize Chairman Perdue or Director of Operations Robbie Dunbar to execute the agreement with UGA Extension for quarterly invoice payments of the County's share of Extension employee salaries.

## **7. Personnel Request (Accounting) – Commissioner Gottwals**

This request is for a step increase for Jessica Mitchell, who has attained her Local Government Finance Officer Level I Certification. Although not required for her current position, this certification enhances the County's financial expertise.

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

**approve**

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**authorize**

**a one-step increase for Jessica Mitchell effective May 11, 2026.**



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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: April 27, 2026  
Re: Request for Step Increase

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Danyelle George requests approval of a one-step increase for Jessica Mitchell upon her attainment of the Local Government Finance Officer Level I Certification. Although not required for her current position, this certification enhances the County's financial expertise.

Please consider this request effective May 11, 2026.

## **8. Personnel Request (Fire Department) – Commissioner Gottwals**

This request is to fill a vacant Firefighter position in the Fire Department.

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

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**the hiring of Dustin Talley to fill the vacant Firefighter position in the Fire Department at a Grade 16, Step C, effective May 11, 2026. The Personnel Department has reviewed his qualifications, and he meets the criteria for the increase.**



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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: April 27, 2026  
Re: Request for Step Increase

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Chief Stoner requests approval to hire Dustin Talley for the vacant Firefighter position in the Fire Department. Based on Mr. Talley's prior experience, certifications, and leadership training, Chief Stoner is requesting to hire at Grade 16, Step C.

I have reviewed Mr. Talley's qualifications and confirm that he meets the criteria for placement at the C Step.

Please consider this request effective May 11, 2026.

## **9. Personnel Request (Workers' Compensation TPA) – Commissioner Robinson**

The current Workers' Compensation Third-Party Administrator (TPA) contract expires on June 30, 2026. In February, a Request for Qualifications (RFQ) was issued to several TPAs, including the County's current provider. A review of the qualifications was done, and a recommendation was made. This request is to approve the selection of the TPA.

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

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authorize

**the selection of Georgia Administrative Services, Inc. as the County's Workers' Compensation Third Party Administrator, and for the signing of the necessary paperwork to proceed with the transition and implementation.**



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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: April 22, 2026  
Re: Workers' Compensation Third Party Administrator

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The current Workers' Compensation Third Party Administrator (TPA) contract expires June 30, 2026. In February, a Request for Qualifications (RFQ) was issued to several TPAs, including the County's current provider.

Attached is a summary of the proposals received. Full submissions are available upon request.

After a structured review of the qualifications and overall service offerings, Georgia Administrative Services, Inc. was determined to provide the best overall fit and value for the County's current needs.

It is recommended that the Board approve the selection of Georgia Administrative Services, Inc. as the County's Workers' Compensation TPA and authorize the Chairman or his designee, including the Director of Personnel, to execute the necessary agreements and proceed with transition and implementation.

## 10. Approval of Bills – Commissioner Robinson

Summary of bills by fund:

|                                    |                       |
|------------------------------------|-----------------------|
| General Fund (100)                 | \$1,745,127.65        |
| Drug Abuse Treatment & Educ (212)  | \$1,457.88            |
| Emergency 911 Telephone Fund (215) | \$41,766.39           |
| Fire District Fund (270)           | \$33,420.70           |
| 2006 SPLOST Fund (320)             | \$3,000,000.00        |
| 2018 SPLOST Fund (320)             | \$475,181.19          |
| 2024 SPLOST (320)                  | \$1,316,725.62        |
| Water Fund (505)                   | \$197,263.54          |
| Solid Waste Fund (540)             | \$391,219.65          |
| Internal Service Fund (600)        | \$31,902.19           |
| <b>Total</b>                       | <b>\$7,234,064.81</b> |

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

approve

disapprove

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authorize

the payment of the bills totaling \$ 7,234,064.81.