

Houston County Commissioners Meeting

Warner Robins, Georgia | May 19, 2026 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Robinson

Invocation – Pastor Anthony Hayes

St. James CME Church

Approval of Minutes from May 5, 2026

New Business

- 1. Amendment to Houston County Code of Ordinances – County Attorney Tom Hall**
- 2. Amendment to the Houston County Code of Ordinances – County Attorney Tom Hall**
- 3. Annexation (City of Perry) – Commissioner Gottwals**
- 4. Annexation (City of Warner Robins) – Commissioner Gottwals**
- 5. Sales Contract (Echeconnee Creek Project) – Commissioner Gottwals**
- 6. Approval of a Grant – Commissioner Robinson**
- 7. Surplus – Commissioner Robinson**
- 8. Personnel Request (District Attorney’s Office) – Commissioner Robinson**
- 9. Change Order (Bonaire Elevated Tank) – Commissioner Talton**
- 10. Bid Approval (Vehicle Maintenance) – Commissioner Talton**
- 11. Service Agreement (Bear Branch Road) – Commissioner Talton**
- 12. Purchase Request (Water System Flow Meter) – Commissioner Byrd**
- 13. Change Order (Water System Improvements to Serve Cemex)– Commissioner Byrd**
- 14. Approval of Bills – Commissioner Byrd**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Amendment to Houston County Code of Ordinances – County Attorney Tom Hall

County Attorney Tom Hall will conduct the first reading of a proposed amendment to the Houston County Code of Ordinances. The proposed amendment will add a new article to Chapter 19 Other Business Operations titled Article IV Vape Shops. The article is attached to this motion as Exhibit “A”. This is a first reading only no action will be taken by the Board, nor will there be a public hearing regarding the proposed amendment.

A second reading and public hearing will be held at the June 2, 2026, 9:00 am Board of Commissioners meeting to be held in the Commissioners Boardroom, Houston County Courthouse, 201 N Perry Parkway, Perry, Georgia at which time a public hearing will be held, and then action will be taken by the Board.

2. Amendment to the Houston County Code of Ordinances – County Attorney Tom Hall

County Attorney Tom Hall will conduct the first reading of proposed amendments to the Houston County Code of Ordinances. The proposed amendments will make numerous changes to Chapter 6 Alcoholic Beverages. A copy of the proposed amendments is attached to this motion as Exhibit “A”. This is a first reading only. No action will be taken by the Board, nor will there be a public hearing regarding the proposed amendment.

A second reading and public hearing will be held at the June 2, 2026, 9:00 am Board of Commissioners meeting to be held in the Commissioners Boardroom, at the Houston County Courthouse, 201 N Perry Parkway, Perry, Georgia at which time a public hearing will be held, and then action will be taken by the Board.

3. Annexation (City of Perry) – Commissioner Gottwals

This request from the City of Perry is for annexation of property containing 35.59 acres located on Kings Chapel Road.

Motion by _____, second by _____ and carried _____ to

concur

non-concur

with the City of Perry request to annex 35.59 acres on Kings Chapel Road known as Tax Parcel 000820 016000 with a zoning change from County RAG to Perry R3 with the following stipulations:

- The parcel's connection to Kings Chapel Road is not suitable for subdivision access, and additional access to Kings Chapel will not be approved without appropriate changes.
- The County's water system cannot currently support additional customers on this parcel, and water service will be from the City of Perry.

4. Annexation (City of Warner Robins) – Commissioner Gottwals

This request from the City of Warner Robins is for annexation of property containing 13.53 acres located at 2717 HWY 127, and 727 Old Perry Road.

Motion by _____, second by _____ and carried _____ to

concur

non-concur

with the City of Warner Robins request to annex 13.53 acres located at 2717 HWY 127, and 727 Old Perry Road, known as Tax Parcels 001050 085000, and 001050 038000 with no zoning change with the following notations:

- Any approval of the project should include coordination regarding fire protection, emergency access, and service delivery to ensure adequate public safety coverage consistent with applicable ISO standards and county service capabilities.

5. Sales Contract (Echeconnee Creek Project) – Commissioner Gottwals

Houston County has been approved for the Georgia Outdoor Stewardship Grant (GOSP) to fund the Echeconnee Creek Park in north Houston County. Efforts have been made recently to expand the footprint of the park to include the adjoining property located at 10115 Hawkinsville Road. This request is to enter a sales contract to purchase the property.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

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authorize

entering into a sales contract with Ms. Kenia Hernandez, in the amount of \$300,000, to purchase the property at 10115 Hawkinsville Road, also known as:

All that tract or parcel of land situate, lying and being in Land Lot 205 of the Fifth Land District of Houston County, Georgia, and being more particularly described and shown on a plat prepared by Tamplin & Sherrill, Inc. and recorded in Plat Book 16, Page 4, Clerk's Office, Houston Superior Court, said lot having a frontage of 125.8 feet on the westerly line of Georgia Highway 247 and extending back therefrom in a westerly direction a distance of 363.0 feet along its northerly line adjacent to property of John C. Phillips and having a measurement of 168.3 feet along its rear line adjacent to the right of way of the Georgia Southern and Florida Railroad Company.

This purchase will be funded by the 2018 SPLOST.



Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, Georgia 31088
478-542-2115
478-923-5697 (fax)
From the desk of Jake Cox

Memorandum

To: Robbie Dunbar
From: Jake Cox *jc*
Date: May 8, 2026
Re: Hernandez Property Purchase Request

Mr. Dunbar:

Houston County has been approved for the Georgia Outdoor Stewardship Grant (GOSP) to fund the Echeconnee Creek Park in north Houston County.

Efforts have been made recently to expand the footprint of the Park to include the adjoining property owned by Kenia Hernandez located at 10115 Hawkinsville Road. An offer by the County has been made to the property owner which has recently been accepted by them in the amount of \$300,000.

I am requesting Board approval to enter into a purchasing agreement with Ms. Hernandez to purchase her property at 101115 Hawkinsville Road for expansion of the future Echeconnee Creek Park.

A map showing both parcels is attached with County owned property being listed and the parcel to be purchased shown in light blue.

The signed purchase agreement by Kennia Hernandez is also included.

6. Approval of a Grant – Commissioner Robinson

This request is for approval to accept the Services, Training, Officers, and Prosecutors (STOP) Violence Against Women Formula Grant. This grant, administered by the U.S. Department of Justice Office on Violence Against Women, aims to strengthen the criminal justice response to sexual assault, domestic violence, dating violence, and stalking, while supporting victim services.

Motion by _____, second by _____ and carried _____ to

approve

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accepting STOP Violence Against Women Formula Grant AW-VAWA-25-060-062. This grant is in the amount of \$64,842 with matching funds of \$21,614 for a total of \$86,456, and has an award period of July 1, 2025, through June 30, 2027.



Houston County Board of Commissioners

200 Carl Vinson Parkway
Warner Robins, Georgia 31088
478-542-2115
478-923-5697 (fax)

Memorandum

To: Chairman Perdue
From: Jake Cox *Jc*
Date: May 6, 2026
Re: District Attorney Grant

This is a request for the Board to approve and accept the DA's STOP (Services, Training, Officers, and Prosecutors) Violence Against Women Formula Grant in the amount of \$86,456. This is a federal grant with grant number 16.588.

The award period of this grant will be July 1, 2025 – June 30, 2027.

Federal grant number 16.588 refers to the **STOP (Services, Training, Officers, and Prosecutors) Violence Against Women Formula Grant Program**, administered by the U.S. Department of Justice (DOJ) Office on Violence Against Women (OVW). The program aims to strengthen the criminal justice response to sexual assault, domestic violence, dating violence, and stalking, while supporting victim services.

The grant subaward number is AW-VAWA-25-060-062

7. Surplus – Commissioner Robinson

This request is to declare items surplus to be sold on GovDeals.

Motion by _____, second by _____ and carried _____ to

approve

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authorize

declaring the following items surplus and sell them on GovDeals:

- **2015 Ford F-350 Cab & Chassis**
- **2017 Kubota M6-131 Tractor**
- **2017 Microplex F40 green bar printer**



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
DATE: May 1, 2026

Approval is requested to declare the following surplus to be sold on GovDeals:

-2015 Ford F-350 Cab & Chasis with 205,671 miles with a transmission malfunction, slips.

-2017 Kubota M6-131 Tractor with 4563.6 hours and a bad transmission & no radiator.

-2017 Microplex f40 green bar printer with 356,701 prints made, is no longer used by the County.

8. Personnel Request (District Attorney's Office) – Commissioner Robinson

This request is to fill the vacant Secretary position in the District Attorney's Office.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

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hiring Aleisa Turner to fill the vacant Secretary position in the District Attorney's Office at a Grade 8 Step C effective May 20, 2026. Personnel has reviewed her qualifications and confirms that she meets the criteria 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: May 4, 2026
Re: Request for Step Increase

District Attorney Eric Edwards requests approval to hire Aleisa Turner for the vacant Secretary position in the District Attorney's Office. Based on Ms. Turner's prior experience Mr. Edwards is requesting to hire at Grade 8, Step C.

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

Please consider this request effective May 20, 2026.

9. Change Order (Bonaire Elevated Tank) – Commissioner Talton

This request is for approval of a change order on the Bonaire Elevated Tank project. The cost of the change order is within the ARPA budget for this project, and the extended timeline continues to meet ARPA deadlines.

Motion by _____, second by _____ and carried _____ to

approve

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change order #1 for the Bonaire Elevated Tank project in the amount of \$171,100. This change order for a lighting package will increase the contract price from \$6,470,000 to \$6,641,100 and extend the contract time by 42 days. This project, including the change order, is funded through ARPA 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*

Date: May 11, 2026

Re: Change Order No. 1 – Bonaire Elevated Tank

Staff and our consultant requests approval for Change Order No. 1 of \$171,100.00 for a lighting package for the above project. This change includes the addition of four aluminum light poles, each equipped with two spotlights, to provide illumination for the tank. **This will increase the original contract price from \$6,470,000.00 to \$6,641,100.00 and extend the contract time by 42 days.** This increase will be paid by remaining ARPA funds. Thanks for your consideration.

10. Bid Approval (Vehicle Maintenance) – Commissioner Talton

This request is for approval of a bid for the County vehicle fleet services.

Motion by _____, second by _____ and carried _____ to

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the bid from Jeff Smith Ford, of Byron, Georgia, with the lowest overall cost in all categories, to provide fleet vehicle services for a period of one year, with an option for a second year.



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: Vehicle Maintenance Bid
DATE: May 1, 2026

The Purchasing Department solicited bids for vehicle fleet services. Responses were evaluated by averaging pricing across all service categories and vehicle classifications to identify the most cost-effective vendor overall.

VENDOR RANKING (LOWEST TO HIGHEST AVERAGE COST)

1. Jeff Smith Ford (Byron)
Average Price: ~\$115
Lowest overall cost across all categories
2. Five Star Ford
Average Price: ~\$125
Competitive and consistent pricing
3. Calhoun Automotive
Average Price: ~\$128
Moderate pricing with some competitive areas
4. ASX (Auto Service Xperts)
Average Price: ~\$133
Slightly above average overall
5. Phil Brannen Ford

Average Price: ~\$180

Higher pricing across multiple categories

6. Chancy Auto

Average Price: ~\$187

Highest overall pricing

RECOMMENDED VENDOR: Jeff Smith Ford of Byron for providing the lowest average cost overall, maximizing value across the full fleet as well as aligning with the County's goal of providing a fiscally responsible system for the purchase of materials and services necessary for effective operations.

11. Service Agreement (Bear Branch Road) – Commissioner Talton

This request is for approval to enter an agreement with Saunders Engineering Consultants, Inc. for construction plans.

Motion by _____, second by _____ and carried _____ to

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an agreement with Saunders Engineering Consultants, Inc., of Centerville, Georgia, in the amount of \$11,000, for construction plans for a right turn lane on Bear Branch Road at SR 127. This work will be funded by the 2018 SPLOST, with a 5-month timeline for plan completion.



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

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

MEMORANDUM

To: Houston County Board of Commissioners

From: Brian Jones, Director of Operations

Date: Monday, May 4, 2026

CC: Ronnie Heald, County Engineer

RE: Intersection Improvements for SR 127 at Bear Branch Road

The Engineering Department requests permission to enter into an agreement with **Saunders Engineering Consultant, Inc.**, to complete construction plans for a right turn lane on Bear Branch Road at SR 127. Saunders Engineering is a local firm that has provided engineering services for the County on numerous projects. Please find accompanying this memo, for your reference, a copy of Mr. Saunders' proposal. The fee for the work would be **\$11,000** and require 5 months to prepare the plans for the notice to proceed. The work will be funded using the 2018 SPLOST.

I appreciate your consideration of the request.

12. Purchase Request (Water System Flow Meter) – Commissioner Byrd

This request is for approval to purchase a flow meter for the Quail Run Water Treatment Plant to replace the current flow meter, which has failed.

Motion by _____, second by _____ and carried _____ to

approve

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the purchase of one new 12-inch Badger Mag Meter flow meter, from J.K. Duren Company of Roswell, Georgia, in the amount of \$8,512.50. Funding for this purchase will be from the Water Department General Supplies.



Houston County Public Works

Memorandum

Office

2018 Kings Chapel Road
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478-987-4280
FAX 478-988-8007

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County Engineer

Travis McLendon
Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Houston County Board of Commissioners

From: Terry Dietsch, Utilities Director

TDO BJ

Date: May 1, 2026

Re: Purchase Request- Water System Flow Meter

This request is for approval for the purchase of a flow meter for the Quail Run Water Treatment Plant. The existing meter has failed and needs replaced to restore proper operation.

Three quotes were received for this flow meter:

- Badger- \$ 8,512.50
- McCrometer - \$ 8,726.00
- Krohne - \$14,570.00

It is recommended that the Badger meter be selected for \$8,512.50 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.

13. Change Order (Water System Improvements to Serve Cemex)– Commissioner Byrd

This request is for approval of the final adjusting change order on the Water System Improvements to Serve Cemex project. This project was funded by ARPA and helped increase fire service at Cemex.

Motion by _____, second by _____ and carried _____ to

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change order #2 with John R. Walker, Inc., of Macon, Georgia, to reduce the final contract price by \$132,529.80, bringing the final total to \$1,944,227.09.



Houston County Public Works

Memorandum

Office

2018 Kings Chapel Road
Perry, Georgia 31069
478-987-4280
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Roads Superintendent

Christopher Stoner
Fire Chief / EMA Director

To: Houston County Board of Commissioners

From: Terry Dietsch, Utilities Director *TJD BJ*

Date: May 1, 2026

Re: Change Order No. 2(Final Adjusting) – Water System Improvements to Serve Cemex

Staff and our consultant requests approval for Change Order No. 2 (final adjusting) for the above project. This change order reflects a reduction of \$132,529.80, based on final quantities installed, and the project has been completed. **The total contract will be \$1,944,227.09.** This project was funded by ARPA. Thanks for your consideration.

14. Approval of Bills – Commissioner Byrd

Summary of bills by fund:

General Fund (100)	\$1,000,759.67
Drug Abuse Treatment & Educ (212)	\$15,149.83
Opioid Fund (213)	\$3,229.33
Emergency 911 Telephone Fund (215)	\$27,612.57
American Rescue Plan Act (230)	\$125,256.50
Fire District Fund (270)	\$31,032.33
2006 SPLOST Fund (320)	\$100,000.00
2018 SPLOST Fund (320)	\$399,986.42
2024 SPLOST Fund (320)	\$25,910.16
Water Fund (505)	\$273,416.14
Solid Waste Fund (540)	\$703,956.29
Total	\$2,706,309.24

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$2,706,309.24.