Houston County Commissioners Meeting

Perry, Georgia | March 7, 2023 | 9:00 A.M.

Call to Order

Invocation - Commissioner Byrd

Pledge of Allegiance – Lieutenant Tyler Smith *Air Force Sustainment Center - Contracting*

Approval of Minutes from February 21, 2023

New Business

- 1. Public Hearing on Special Exception Applications Commissioner Byrd
- 2. Personnel Request (Assistant Public Defender) Commissioner Byrd
- 3. City of Warner Robins Annexation Request Commissioner Gottwals
- 4. Board Appointment Commissioner Gottwals
- 5. Bid Approval (Margie Dr. and Osigian Blvd.) Commissioner Talton
- 6. Davidson Road Paving Proposal Commissioner Talton
- 7. Intergovernmental Agreement (City of Centerville) Commissioner Robinson
- 8. Abandonment of Right-of-Way (Old Perry Road) Commissioner Robinson
- 9. Approval of Bills Commissioner Robinson

Public Comments

Commissioner Comments

Motion for Adjournment

1. Public Hearing on Special Exception Applications – Commissioner Byrd

				Recommendation	Vote	
#2655	Candace Wilder	Vintage Furnitu	re & Collections	Withdrawn		
#2658	Adriana Gilbert	Internet Sales (1	Internet Sales (Natural Body Care)		Unanimous	
#2659	Josh Young	Telehealth & M	obile Health Services	Approved	Unanimous	
#2660	Douglas Omli	Internet Sales (Construction Products)	Approved	Unanimous	
#2661	Ben & Ansley Bailey	Occupational T	herapy	Approved	Unanimous	
#2664	Billie Cook	Off-Site Plant &	z Produce Sales	Approved	Unanimous	
#2665	Darin Farrow	Lawn Care		Approved	Unanimous	
#2666	Brian Wood	Diesel Repair		Approved	Unanimous	
#2667	Austin Gilmore	Home Healthca	re	Approved	Unanimous	
#2668	Aaron Hopkins	Heating & Air S	Service	Approved	Unanimous	
Motion by						
	#2658 Adriana Gil #2659 Josh Young			oile Health Services		
	†2660 Douglas Om		Internet Sales (Construction Products) Occupational Therapy			
#2661 Ben & Ansley Bailey #2664 Billie Cook		еу ванеу	Occupational Therapy Off-Site Plant & Produce Sales			
#2665 Darin Farrow			Lawn Care			
	#2666 Brian Wood Diesel Repair		~			
			Home Healthcare	rvice		
#2668 Aaron Hopkins Heating & Air Service and to						
approve disapprove table						

application #2663, Lee Wingate DBA Win DW, LLC, Rezoning Property on Gilbert Road from R-AG to R-1. Planning & Zoning approved to suspend unanimously, pending results of a Development of Regional Impact (DRI) report from the Middle GA Regional Commission.

Special Exception Summary

Application	Applicant	Location	Proposed Use	Z & A Recommendation/Comments
2655	Candace Wilder	104 Bellwood Court	Vintage Furniture & Collectibles	*Withdrawn
2658	Adriana Gilbert	1050 Chattahoochee Dr.	Natural Body Care (Internet Sales)	Approved unanimously
2659	Josh Young	659 Old Perry Road	Telehealth & Mobile Health Services	Approved unanimously, subject to compliance with all state and local agency requirements
2660	Douglas Omli	108 Gardenia Way	Construction Products (Internet Sales)	Approved unanimously
2661	Ben & Ansley Bailey	107 Horseshoe Bend Blvd.	Occupational Therapy	Approved unanimously
2664	Billie Cook	106 N. Amanda Place	Off-site Plant and Produce Sales	Approved unanimously
2665	Darin Farrow	204 Misty Valley Lane	Lawn Care	Approved unanimously, with the condition to allow the use of a 8 ft x 10 ft open trailer for the business
2666	Brian Wood	314 Hwy 26 W	Diesel Repair	Approved unanimously
2667	Austin Gilmore	113 Ruzic Drive	Home Healthcare	Approved unanimously
2668	Aaron Hopkins	207 Echeconnee Lane	Heating & Air Service	Approved unanimously, with the condition to allow the use of a 6 ft x 10 ft trailer for the business
				*Withdrawn by the applicant at the hearing. No further action required.

Re-Zoning Summary

Application	Applicant	Location	Proposed Use	P & Z Recommendation/Comments
2663	Lee Wingate DBA Win DW LLC	Gilbert Road	R-1	Approved to suspend unanimously, pending results of a Development of Regional Impact (DRI) report from the Middle Georgia Regional Commission

2. Personnel Request (Assistant Public Defender) – Commissioner Byrd

Public Defender Sara Meyers is requesting approval to fill the vacant Assistant Public Defender position. The request is to rehire Matthew Pollard for the vacant Assistant Public Defender position a Grade 30 (C) Step. Personnel has reviewed his experience and concurs with hiring at this step.

Motion by	, second by	and carried	to
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the hiring of Matthew Pollard at the 30 (C) step to fill the vacant Assistant Public Defender Position with the Public Defender's Office.



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:

February 9, 2023

Re:

Matthew Pollard – Assistant Public Defender

Sara Meyers is requesting to rehire Matthew Pollard for the vacant Assistant Public Defender position at Grade 30 Step C. I have reviewed his experience and request approval to hire at Grade 30 (C) step effective March 6, 2023.

3. City of Warner Robins Annexation Request – Commissioner Gottwals

The City of Warner Robins, along with Elohim Investments, LLC, owner of 9.51 acres located at the northeast and southeast corners of N Houston Road and Northlake Drive and the southeast corner of Johnson Road and N Houston Road requests annexation of this property into the City of Warner Robins.

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a request by the City of Warner Robins to annex 9.51 acres of land more particularly described as Tax Parcels 000960 054000, 000960 050000, 000960 024000 and 000960 051000.

CITY OF WARNER ROBINS

GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943 "A CITY OF CHARACTER"

01/31/2023

Houston County Board of Commissioners 200 Carl Vinson Parkway Warner Robins, GA 31088



MAYOR LaRhonda W. Patrick

MEMBERS OF COUNCIL

Post 1
Derek Mack
Post 2
Charlie Bibb
Post 3
Keith Lauritsen
Post 4
Kevin Lashley
Post 5
Clifford Holmes, Jr.
Post 6
Larry Curtis, Jr.

CITY CLERK Mandy Stella

CITY ATTORNEY
Julia Bowen Mize

Re: Initiation of Annexation Pursuant to the 100% Application Method to the City of Warner Robins –properties, including all right-of-ways, together totaling 9.51 acres, located at the northeast and southeast corners of N Houston Road and Northlake Drive AND the southeast corner of Johnson Road and N Houston Road, also known as tax parcels [000960 054000], [000960 050000], [000960 024000], and [000960 051000].

Dear Commissioners:

Notice is hereby given, pursuant to O.C.G.A. §36-36-6, that the City of Warner Robins, Georgia, has accepted a petition for annexation, pursuant to O.C.G.A. §36-36-20, et seq. (Article II or 100% Application Method). The owner of this property, who has filed a written request for annexation is Elohim Investments, LLC. As required by law, a copy of the application showing the legal description is attached. A tax map showing the boundaries of the proposed annexed area is attached as Exhibit "A". The present zoning is C-2 [General Commercial District] [County], for parcels A, B, and C, and the proposed zoning and land use for parcels B and C upon annexation is R-4 [Multi-Family Residential District] [City], and the proposed zoning and land use for parcel A is R-3 [General Residential District] [City] under the zoning ordinance of the City of Warner Robins. The present zoning for parcel D is R-3 [General Residential District] [County], and the proposed zoning and land use for this tract upon annexation is R-4 [Multi-Family Residential District] [City], under the zoning ordinance of the City of Warner Robins.

Respectfully,

City of Warner Robins, Georgia

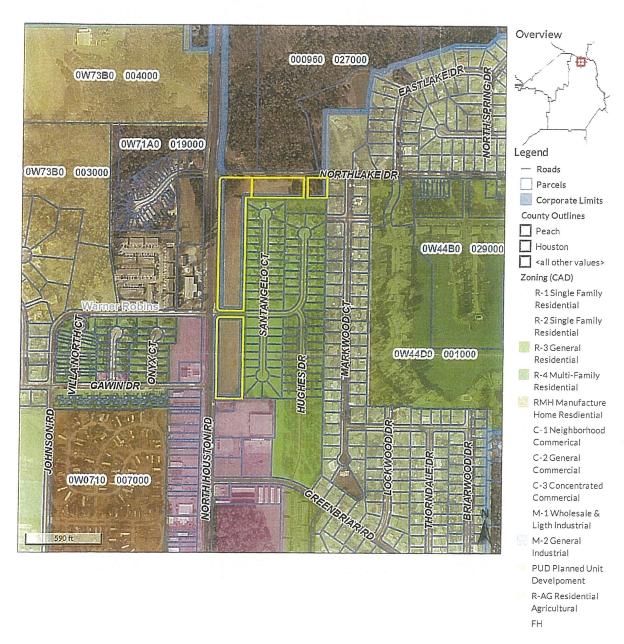
LaRhonda W. Patrick, Mayor For the Mayor and Council

cc: Robbie Dunbar, County Administrator

Julia Mize, City Attorney

700 WATSON BLVD • P.O. Box 8629 • WARNER ROBINS, GEORGIA 31095

(478) 293-1000 • FAX (478) 929-1124 • www.wrga.gov



Date created: 1/31/2023 Last Data Uploaded: 1/31/2023 8:39:18 AM

Developed by Schneider

CERTIFIED WAYLE

City of Warner Robins ITY OF WARNER ROBINS
Planning and Zoning
700 Watson Blyel, GA 37000 ATSON BLVD - POST OFFICE BOX 8629
WARNER ROBINS, GA 31095

9414 7266 9904 2121 7717 34 RETURN RECEIPT REQUESTED

Houston County Board of Commissioners 200 Carl Vinson Pkwy.
Warner Robins, GA 31088

DEGEOVE N FEB 1 0 2023

ZIP 31093 \$ 008, 100 02 4W 0000360509FEB 07 2023

4. Board Appointment – Commissioner Gottwals Motion by _______, second by ______ and carried _______ to approve disapprove table authorize the appointment of Stephen Thublin to the Tax Assessors Board fulfilling the unexpired

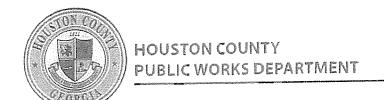
term of Brian Jones for a term to begin 3/07/2023 and to end 12/31/2024.

5. Bid Approval (Margie Dr. and Osigian Blvd.) – Commissioner Talton

The Public Works Department solicited bids for intersection improvements at Margie Drive and Osigian Boulevard. Two bids were received with the lowest bid of \$765,886.75 coming from McLeroy, Inc. of Zebulon, Ga. The Engineering Department recommends the selection of MCleroy, Inc. to perform this work at their bid price of \$765,886.75.

Motion by	, second by	and carried	to	
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McLeroy, Inc. performing the construction of intersection improvements at Margie Drive and Osigian Boulevard at a cost of \$765,886.75 with funds for the project coming from the 2018 SPLOST. The construction time is 90 calendar days after notice to proceed. The execution of this contract is contingent upon the execution of the intergovernmental agreement by the City of Warner Robins.



2018 Kings Chapel Road Perry, Georgia 31069 (478) 987-4280 • Fax (478) 988-8007

MEMORANDUM

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer

Cc: Brian Jones, Director of Operations

Date: Wednesday, January 25, 2023

RE: Bid Recommendation for 2018 SPLOST Road Improvement Project

Margie Drive and Osigian Boulevard Intersection Improvements

(CW18-05C, Bid No. 23-08)

Please consider this request to accept a bid for the above referenced project. Bids were received on Thursday, January 12. 2023. Listed below is a summary of the unit cost bids.

BidderAmount of BidMcLeroy, Inc.\$765,886.75Griffin Grading and Concrete, LLC\$1,466,640.13

Based on the evaluation scores, the Engineering Department recommends the selection of McLeroy, Inc. to perform the construction at the cost of \$765,886.75. This project is to be funded by the 2018 SPLOST.

The construction time is 90 calendar days after notice to proceed

6. Davidson Road Paving Proposal - Commissioner Talton

The Engineering Department is requesting permission to enter into an agreement with Saunders Engineering Consultants, Inc. to provide engineering services to improve Davidson Road from the end of the existing pavement to the end of Davidson Road for a total project length of .50 miles.

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the Engineering Department entering into an agreement with Saunders Engineering Consultants of Centerville, Ga to provide engineering services for the improvement of Davidson Road through grading and paving. Fee for the work will be \$22,000 and the time for the design will be 7 months from the Notice to Proceed. Funding for the design of this project will be paid from Account 100-#4100-52.1200, Professional Services.



Houston County Public Works

Office

2018 Kings Chapel Road Репу, Georgia 31069 478-987-4280 FAX 478-988-8007

Brian Jones, PE Director of Operations

> Jordan Kelley 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: Ronnie Heald, County Engineer

Date: Friday, February 3, 2023

CC: Brian Jones, Director of Operations

RE: Davidson Road Improvement

The Engineering Department requests permission to enter into an agreement with Saunders Engineering Consultants, Inc., to provide engineering services to improve Davison Road. Davison Road will be graded and paved from end of existing pavement to the end of road as shown on County Tax map. The fee for the work would be \$22,200 and the time for the design would be 7 months from the Notice to Proceed.

I appreciate your consideration of this request.

EXHIBIT'A'



7. Intergovernmental Agreement (City of Centerville) – Commissioner Robinson

This	is ar	ı intergo	vernmental	agreement	requesting	the	Houston	County	Board	of E	lections
cond	luct a	all election	ons for or in	n the City o	f Centervill	le.					

Motion by	, second by	and carried	to
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the signing of an Intergovernmental Agreement between the City of Centerville, Houston County and the Houston County Board of Elections requesting the Board of Elections conduct any and all municipal elections held for or in the City of Centerville. This Intergovernmental Agreement will cover the 2023 election year only expiring on December 31, 2023.

INTERGOVERNMENTAL AGREEMENT FOR CONDUCT OF CITY OF CENTERVILLE ELECTIONS

FOR GOOD AND VALUABLE CONSIDERATIONS, the CITY OF CENTERVILLE, GEORGIA (municipal governing authority), hereinafter "the City", the HOUSTON COUNTY BOARD OF COMMISSIONERS (county governing authority), hereinafter "the County", and the HOUSTON COUNTY BOARD OF ELECTIONS, hereinafter "the Board of Elections" agree as follows:

I.

In accordance with O.C.G.A. § 21-2-45(c), the City hereby requests the County as governing authority of the county and the Board of Elections to conduct any and all municipal elections held for or in the City of Centerville. The Board of Elections shall perform all duties as election superintendent, with exceptions noted. The City agrees to furnish to the Board of Elections, at or before the agreed-upon deadline, any and all documents necessary for the Board of Elections to conduct said elections. The City in accordance with O.C.G.A § 21-2-224(e), shall be responsible for reviewing and certifying the city voter's list and notifying the Board of Elections of any coding errors in city districts or challenge(s) to voter's qualifications. The City Attorney, working in conjunction with the County Attorney, shall serve as legal counsel to the Board of Elections concerning municipal election matters. The costs associated with such representation shall be borne solely by the City.

2.

The Parties agree that elections shall be conducted in accord with provisions of the Constitution of Georgia, the Georgia Election Code, Rules of the State Election Board and the City Charter, together with any future amendments.

3.

Pursuant to O.C.G.A. § 21-2-70.1 and 21-2-380.1, the City of Centerville hereby appoints Houston County Board of Elections as Election Superintendent and Absentee Ballot Clerk for the City's municipal elections hereinafter, "City Elections Superintendent". All early voting for City elections will be conducted at Houston Health Pavilion Conference Center, 233 North Houston Road, Warner Robins, Georgia 31093.

Intergovernmental Agreement
Houston County/City of Centerville
Conduct of Elections
Page 2 of 5

4.

Pursuant to O.C.G.A. § 21-2-131(a)(1)(A), the City shall be responsible for fixing and publishing notice of the election and the qualifying fees for each office before February 1 of each year in which a municipal election is held and at least 35 days prior to any special election.

5.

The City Election Superintendent appoints Krista Bedingfield as Qualifying Officer and she shall be responsible for qualifying and accepting Notice of Candidacy and Affidavit along with qualifying fees. Qualifying will be conducted at Centerville City Hall. Qualifying will be conducted by the City between 8:30 A.M. on Monday, August 21, 2023, and 4:30 P.M. on Wednesday, August 23, 2023. Qualifying fees collected shall be the property of the City. In the event of a challenge to a candidate's qualifications, the City Elections Superintendent and the Qualifying Officer, in conjunction with counsel from the City Attorney, shall hear such challenge. In the event a lawsuit is filed, the City Attorney, working in conjunction with the County Attorney, shall provide counsel and legal representation to the Board and its employees. The costs associated with such representation shall be borne solely by the City.

6.

The City Qualifying Officer pursuant to the Georgia Government Transparency and Campaign Finance Act of 2010, (hereinafter "the Act") shall be responsible for notifying the Georgia Government Transparency and Campaign Finance Commission of qualified candidates and information so requested about such candidates. The City Clerk or Chief Executive Officer shall be responsible for performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for any and all reports filed by the candidates/officials or committees in conjunction with any City Election. In the event of changes to the Act, this contract may be amended, in writing, with the parties thereto observing the same formalities utilized in the codification of this agreement.

Intergovernmental Agreement
Houston County/City of Centerville
Conduct of Elections
Page 3 of 5

7.

If required, in the future, the City shall be responsible for submissions to the U.S. Department of Justice regarding changes in the election process to include but not be limited to the redrawing of council district lines and changes in voting equipment. The Board of Elections shall be responsible for any necessary submissions to the U.S. Department of Justice regarding changes in voting location(s). The current voting location(s) are currently set by the City. The City shall make said location(s) available as necessary. The City shall be responsible for costs associated with the mailing of new voter ID cards for the purpose of notifying voters of their new council district and/or voting location (if applicable), pursuant to the provisions outlined in O.C.G.A. § 21-2-226 (e) and (g).

8.

The Board of Elections shall be responsible for providing election materials, securing of poll workers, contract workers, and temporary workers as needed to facilitate the early voting, absentee voting, and the election process. The Board of Elections shall also be responsible for the logic and accuracy testing on the voting equipment utilized. The City will be responsible for ensuring the security of voting equipment while on location.

The City shall be responsible for and remit payment for all invoices and expenses which are incurred in the conduct of the election including, but not limited to, the cost of advertising, poll workers, poll worker training, contract/temporary labor for Logic and Accuracy (L&A)) testing of Ballot Marking Device (hereinafter, "BMD") and Poll Pads units, contract/temporary labor for early in person voting, mail absentee ballots, transportation of BMD units, Scanner Units, Uninterrupted Power Supply units to and from polling location, programming, technical, and site support. In addition, the City shall reimburse to the County, wages of full and part-time staff (not to exceed one week + Election Day). The City shall pay .35 (thirty-five cents) per registered voter. The Registration/Election Supervisor will receive thirty percent (30%) of the .35 (thirty-five cents) per registered voter and the remaining funds will be divided equally between full-time employees. The funds shall be paid directly to the staff, to include the Registration/Election Supervisor, for overtime, the time spent in the preparation and the conduct of each election.

Intergovernmental Agreement
Houston County/City of Centerville
Conduct of Elections
Page 4 of 5

All invoices and expenses will be forwarded directly to the City for payment. The City shall also be responsible for cost incurred for required training, as outlined in O.C.G.A. § 21-2-100 (a) and (d).

In accordance with O.C.G.A. § 21-2-285, in the event no election is held, the City will pay only those costs associated up to the notice of election cancellation running in the legal organ of the county and certification to the Elections Division of the office of The Secretary of State of Georgia.

9.

Pursuant to O.C.G.A. § 21-2-300(e) the City wishes to contract with the County and Board of Elections for the use of voting equipment, worker cards, and technician keys. Once equipment passes Logic and Accuracy testing, all costs of repairs and shipping shall become the sole expense of the City.

10.

After the close of the polls, all memory cards and election supplies are to be transported directly to the Board of Elections office in the Houston County Government Building located at 2030 Kings Chapel Road, Perry, Georgia 31069. Votes will be tabulated, and absentee ballots counted and entered into the Election Management server for accumulation. The server shall remain located at the Board of Elections office. Consolidation and certification of the election will take place at the Board of Elections office. A copy of the certification and election results will be forwarded to the City Clerk. The Board of Elections will also be responsible for the forwarding of documents and certification to the Elections division of the Office of the Secretary of State of Georgia.

11.

The City agrees to cooperate with both the County and the Board of Elections, their agents and employees regarding any claim(s) (including but not limited to, challenges, contests etc.) losses or expenses incurred (including but not limited to, attorney fees and court fees) relating to the holding of the City's elections.

Intergovernmental Agreement Houston County/City of Centerville Conduct of Elections Page 5 of 5

12.

The contract terms will cover the 2023 election year only expiring on December 31, 2023.

In WITNESS WHEREOF, the City, the County and Board of Elections hereunto agree:

CITY OF CENTERVILLE, GEORGIA	
By: John Harley, Mayor	Date: $2-21-2023$
Attest: Krista Bedingfield, City Clerk	Date: 0-01-2003
HOUSTON COUNTY BOARD OF COMMISSIONED	RS
	_
By: Dan Perdue, Chairman	Date:
Attest: Robbie Dunbar, Director of Administration	Date:
HOUSTON COUNTY BOARD OF ELECTIONS	
By: Dr. Henry Childs, Chairman	Date:
Attest: Debra Presswood,	Date:
Registration/Election Supervisor	

8. Abandonment of Right-of-Way (Old Perry Road) – Commissioner Robinson

Robert and Cassie Thompson, owners of 371 Old Perry Road submitted an application requesting the abandonment of a portion of an 80′ county right-of-way known as the original Old Perry Road. The portion of right-of-way subject to the request is adjacent to their property. Pursuant to O.C.G.A. § 32-7-2(b)(1) all property owners with property that sits upon the right-of-way were notified that a public hearing regarding this request would be held today and notice of the public hearing for the purpose of discussing the abandonment was advertised in the Houston Home Journal once a week for two weeks.

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The Board of Commissioners signing the Resolution and the Deeds of Abandonment abandoning the portion of the 80' right-of-way known as the original Old Perry Road the portion of right-of-way to be abandoned is more particularly described as follows:

All that tract or parcel of land situate, lying and being in Land Lot 11 of the Eleventh (11th) Land District of Houston County, Georgia, being known as the original portion of Old Perry Road more particularly describe as the original portion of Old Perry Road an 80' right-of-way, starting at the point it is adjacent to Tract "F-1" according to a Plat of Survey prepared by Terry M. Scarborough, Dated January 17, 1992, and recorded in Plat Book 41, Page 154, Clerk's Office, Houston Superior Court, then ending at the point the original portion of Old Perry Road right-of-way abuts the new paved portion of Old Perry Road right-of-way.

This conveyance is subject to any easements for drainage or utilities presently existing within the above described property.

All structures built on the adjacent property must maintain a distance of 40' from the right-of-way being abandoned.

9. Approval of Bills – Commissioner Robinson

Summary of bills by fund:

General Fund (100)	\$1,546,475.65
Emergency 911 Telephone Fund (215)	\$68,045.69
American Rescue Plan Act (230)	\$298,182.33
Fire District Fund (270)	\$112,062.66
2006 SPLOST Fund (320)	\$0
2012 SPLOST Fund (320)	\$246,434.83
2018 SPLOST Fund (320)	\$1,380,482.48
Water Fund (505)	\$420,417.41
Solid Waste Fund (540)	\$468,428,.04
Total	\$4,540,529.09

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the payment of the bills totaling \$4,540,529.09