

Houston County Commissioners Meeting

Warner Robins, Georgia | May 16, 2023 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Talton

Invocation – Dr. Rev. Kevin D. Clotfelter

Assoc. Pastor at Centerville United Methodist Church, Co-Founder of Living Water Ministries

Check Presentation – United Way Staff

Approval of Minutes from May 2, 2023

New Business

- 1. Flint Right of Way Easement (Health Department) – Commissioner Talton**
- 2. Change Order (Elberta Road Phase 1) – Commissioner Talton**
- 3. Change Order (911 Center Emergency Remediation) – Commissioner Gottwals**
- 4. Funds Distribution (Development Authority) – Commissioner Gottwals**
- 5. Consulting Agreement (R.K. Shah & Associates, Inc.) - Commissioner Gottwals**
- 6. Juvenile Court Access Agreements (CASA & Piedmont) – Commissioner Robinson**
- 7. Inmate Work Detail Agreement – Commissioner Robinson**
- 8. Board Appointments (Region 5 EMS Council) -Commissioner Robinson**
- 9. Water Purchase Request (City of Warner Robins) – Commissioner Byrd**
- 10. Annexation (City of Warner Robins) – Commissioner Byrd**
- 11. Approval of Bills – Commissioner Byrd**

Public Comments

Commissioner Comments

Motion for Adjournment

1. Flint Right of Way Easement (Health Department) – Commissioner Talton

This request from Flint Energies is for an Underground Easement at Cohen Walker and Snellgrove Drive for the Health Department project. Personnel have reviewed the request and concur with the request.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of the Underground Easement at Cohen Walker and Snellgrove Drive for the Health Department project.

2. Change Order (Elberta Road Phase 1) – Commissioner Talton

Public Works is requesting approval of Change Order #1 on the Elberta Road Phase 1 Improvements Project. After the start of the project, it was discovered that the 72-inch pipe under Elberta Road had structural compromises and needs to be replaced. The contractor, C.W. Matthews Contracting Company of Marietta Georgia, prepared a cost to replace the compromised pipe with a 72-inch reinforced concrete pipe and submitted a change order in the amount of \$191,659.84 with no additional contract time requested. This replacement of the pipe will require Elberta Road to be closed for the work. The City of Warner Robins has approved the closure.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of Change Order #1 on the Elberta Road Phase 1 Improvements Project with C.W. Matthews Contracting Company of Marietta Georgia in the amount of \$191,659.84 bringing the total cost to \$7,903,839.84 with no additional contract time. This part of the project will be paid for with 2012 SPLOST funds.



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

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 *RJH*

Date: Friday, May 5, 2023

C: Brian Jones, Director of Operations *BJ*

RE: **Elberta Road Phase 1 Improvements (CW12-04, Bid No. 22-03)
Contract Change Order No. 1**

Please consider this request to approve **Change Order No. 1** to the above referenced project. During the design phase of the project, a 72-inch corrugated metal pipe under Elberta Road was found to have structurally compromised areas. It was decided by staff and the Warner Robins Engineering Department to repair the pipe with spin-cast concrete in an effort to manage costs. The rehabilitation was performed outside and prior to the SPLOST work.

After the road project began, it was discovered that the integrity of the pipe was continuing to decline and would require replacement. The Contractor, C. W. Matthews, was asked to prepare a cost to replace the pipe with a 72-inch reinforced concrete pipe. The additional work will require an increase in the contract amount of **\$191,659.84** and **no additional days** in the contract time.

To install the pipe, Elberta Road will be closed at the location of the work for three days, and traffic detoured using local city streets. The City of Warner Robins was informed of this requirement and approved the closure.

I appreciate your time and consideration of this request.

Attachments:

1. C.W. Matthews proposal to replace 72" stormwater pipe
2. Change Order No. 1 Form
3. Letter from Mayor Patrick approving road closure

3. Change Order (911 Center Emergency Remediation) – Commissioner Gottwals

Public Works is requesting approval of Change Order #1 on the 911 Center Emergency Remediation Project. This change is for landscaping, irrigation and grounding rod replacement, which was not included in the original proposal. This increase of \$19,712 will complete the exterior portion of the remediation and bring the total cost of the project to \$265,728.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of Change Order #1 on the 911 Center Emergency Remediation Project with ICB Construction Group of Macon, Georgia in the amount of \$19,712 bringing the total cost to \$265,728 with no additional contract time. This part of the project will be paid for with E-911 Communication Reserve Funds.



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

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

To: Houston County Board of Commissioners

From: Michael Phillips, Facilities Superintendent 

Date: 5/10/2023

Re: 911 Center Emergency Remediation C.O. #1

Please consider approving the attached Change Order #1 in the amount of **\$19,712.00** for the **911 Center Emergency Remediation**.

This change order is for landscaping, irrigation, and grounding rod replacement, which was not part of the original proposal. This work will complete the exterior portion of the remediation but does not include any interior work. This will bring the cost of the agreement with ICB to \$265,728.00. This proposal will be funded out of the E-911 Communications budget.

4. Funds Distribution (Development Authority) – Commissioner Gottwals

This is a request to distribute \$1m of the General Fund Balance and \$560,540.17 of Project SOAP proceeds to the Development Authority of Houston County. These funds will be used to reduce their debt and to help with large maintenance projects at their Park Place Properties.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the distribution of \$1,000,000 from General Fund Balance and \$560,540.17 of Project SOAP proceeds to the Development Authority of Houston County.

5. Consulting Agreement (R.K. Shah & Associates, Inc.) - Commissioner Gottwals

The Engineering Department is requesting permission to enter into an agreement with R. K. Shah & Associates, Inc. of Suwanee, Georgia, to complete a construction plan for the intersection improvement project at the South Houston Lake Road / Smithville Church Road intersection. The cost of this design part of the project will be \$82,000 with a time of 6 – 9 months from the Notice to Proceed.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of the agreement with R. K. Shah & Associates, Inc. of Suwanee, Georgia, in the amount of \$82,000 with a time of 6 – 9 months from the Notice to Proceed. Funds for this portion of the project will be paid from 2018 SPLOST.



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

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

Date: Friday, May 5, 2023

CC: Brian Jones, Director of Operations *BJ*

RE: Intersection Improvement Project of S Houston Lake Road at Smithville Church Road

The engineering department requests permission to enter into an agreement with **R. K. Shah & Associates, Inc.**, to complete construction plans for the S Houston Lake Road and Smithville Church Road intersection improvement project. Please find accompanying this memo, for your reference, a copy of Mr. Shah's proposal. The fee for the work would be **\$82,000**, and the time for the design would be 6 to 9 months from the Notice to Proceed. This project will be funded with the proceeds from the 2018 SPLOST.

I appreciate your consideration of this request.

6. Juvenile Court Access Agreements (CASA & Piedmont) – Commissioner Robinson

These agreements grant access to the Juvenile Justice Building located at 206 Carl Vinson Parkway, Warner Robins to Court Appointed Special Advocates (CASA) and Piedmont Counseling Services after normal business hours. This access is granted for the purpose of counseling, and the coordination of rooms and times will be done through the Juvenile Court Judge's Office.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of agreements with CASA and Piedmont Counseling Services for the use of the Juvenile Justice Building after normal business hours for the purpose of counseling.

7. Inmate Work Detail Agreement – Commissioner Robinson

The Public Works Department is requesting approval to continue our partnership with the Georgia Department of Corrections for five McEver Inmate Work Details. The term of this agreement will be July 1, 2023 through June 30, 2024. The cost for the five details will not exceed \$246,590.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the signing of the McEver Inmate Work Detail Agreement with a term starting July 1, 2023 and ending June 30, 2024. The cost for the five details will not exceed \$246,590.



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

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

Memo

To: Houston County Board of Commissioners
From: Brian Jones, Director of Operations *BJ*
Date: May 05, 2022
Re: Work Detail Agreement for FY 24

Staff would like for the Board of Commissioners to consider the attached agreement to continue our partnership with the **Georgia Department of Corrections** for 5 work details. The cost for the 5 details will not exceed **\$246,590**.

Thank you for your consideration of this request.

Attachments: Work Detail Agreement

8. Board Appointments (Region 5 EMS Council) - Commissioner Robinson

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

**The following reappointments to the Region 5 EMS Council for a term to start July 1, 2023
and end June 30, 2026:**

Brenda Kosar

Dave Borghelli

9. Water Purchase Request (City of Warner Robins) – Commissioner Byrd

The City of Warner Robins is requesting that the commercial development located on Highway 96 just west of 810 Hwy 96 also known as Tax Parcel #000780 336000 be added to the Water Use Agreement between the Houston County Board of Commissioners and the City of Warner Robins.

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the addition of the commercial development located on Highway 96 just west of 810 Hwy 96 also known as Tax Parcel #000780 336000 be added to the Water Use Agreement. This addition is contingent upon the developer posting a bond covering more than 125% of the construction cost for the work performed on the Houston County Water System.



Houston County Public Works

Memorandum

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County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Utility Director

To: Houston County Commissioners

From: Terry Dietsch, Utility Director

A handwritten signature in blue ink that reads "Terry Dietsch B)".

Date: April 24, 2023

Re: Water Purchase Request from City of Warner Robins

Please consider the attached request from the City of Warner Robins to serve a commercial development under our city/county water purchase agreement.

The commercial development is located on Highway 96 just west of 810 Hwy 96 or more specifically parcel ID 000780 336000. This will be the future location of Century Market Plaza Phase 3.

The development has been reviewed by the Water Department to verify flow and pressures. There is an adequate water supply to meet the needs of this development.

In keeping with the Water Use Agreement between the Houston County Board of Commissioners and the City of Warner Robins please consider favorably contingent upon the developer posting a bond covering more than 125 percent of the construction cost for work performed on the Houston County Water System.

Thank you for your consideration.

10. Annexation (City of Warner Robins) – Commissioner Byrd

This annexation request from the City of Warner Robins is for property located at 110 Timberlane Ave. The property is contiguous to the Warner Robins city limits and does not create an unincorporated island, however, the contiguous property is through an adjoining back yard on Great Oak Way.

Motion by _____, second by _____ and carried _____ to

concur

non-concur

with the City of Warner Robins annexation request for property located at 110 Timberlane Ave. also known as Tax Parcel # 00076D 062000 with the stipulations any County utilities remain with the County. The property is currently zoned County R-1 and the proposed zoning is City R-1.

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

03/29/2023



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

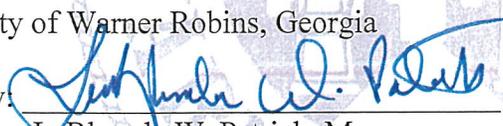
Re: Initiation of Annexation Pursuant to the 100% Application Method to the City of Warner Robins – property totaling .69 acres, located at 110 Timberlane Ave., also known as tax parcel, [00076D 062000]

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 Brian and Laura Trent, who has filed a written request for annexation is, 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 R-1 [Single Family Residential District], [County], and the proposed zoning upon annexation is R-1 [Single Family Residential District], [City], under the zoning ordinance of the City of Warner Robins.

Respectfully,

City of Warner Robins, Georgia

By: 

LaRhonda W. Patrick, Mayor
For the Mayor and Council

cc: Robbie Dunbar, County Administrator
Julia Mize, City Attorney

11. Approval of Bills – Commissioner Byrd

Summary of bills by fund:

General Fund (100)	\$336,848.40
Emergency 911 Telephone Fund (215)	\$224,009.52
American Rescue Plan Act (230)	\$755,959.29
Fire District Fund (270)	\$45,660.07
2006 SPLOST Fund (320)	\$1,422.90
2012 SPLOST Fund (320)	\$2,522.90
2018 SPLOST Fund (320)	\$1,803,540.16
Water Fund (505)	\$506,751.43
Solid Waste Fund (540)	\$223,420.94
Total	\$3,900,135.61

Motion by _____, second by _____ and carried _____ to

approve

disapprove

table

authorize

the payment of the bills totaling \$3,900,135.61