

Houston County Commissioners Meeting
November 21, 2017
Warner Robins, Georgia

The Houston County Board of Commissioners met in a regular session at 6:00 p.m. on Tuesday November 21, 2017 at the Houston County Annex in Warner Robins, Georgia with Chairman Stalnaker presiding and Commissioners Walker, Robinson, Thomson, and McMichael present. Also present were County Attorney Tom Hall, Director of Administration Barry Holland, Director of Operations Robbie Dunbar, Director of Purchasing Mark Baker, Director of Personnel Ken Carter, Chief Building Inspector Tim Andrews, 21st Century Partnership Director of Strategy Dan Rhoades, Jim Taylor, Walton and Becky Wood, and James Erdmanczyk.

Commissioner Walker gave the Invocation.

TSgt. Hazel Evans, US Air Force (ret.) led the audience in the Pledge of Allegiance and briefed the Board on her military service. She was accompanied to the meeting by her two sons and daughter. Upon retiring she and her family decided to make Houston County their home enjoying the community and her church family at Southside Baptist. She remarked that she really enjoyed the total force concept utilized at Robins which includes active duty military, Reserves, Guard and the civilian workforce.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the minutes from the meeting of November 7, 2017.

County Attorney Tom Hall presented a first reading of an amendment to Section 2-36(a) of the Code of Ordinances wherein the time of the Board meetings will be changed from 10:00 am to 9:00 am which will reflect the actual time that the Board currently meets in Perry on the first Tuesday of each month. A second reading will be held at the December 4, 2017 meeting after which the Board may take action.

Mr. Walker presented a request from the State Court Clerk to contract with a new vendor, Court Collections Bureau, for services effective January 1, 2018. Court Collections Bureau will charge a lesser fee (29% versus 40%) to the client. Notice has been given on the current contract with Pioneer Collection Agency.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve the award of a Debt Collection Services Agreement between the State Court Clerk's office and Court Collections Bureau, Inc. of Lake City, FL for the term beginning January 1, 2018 and ending December 31, 2018.

Mr. Walker presented a request for the purchase of software for two court reporters. The Board approved the purchase of laptops at the November 7, 2017 meeting. Although the cost of the laptops included the operating system and standard software it did not include the specialized court reporting software and the new steno masks. The Law Library has agreed to reimburse the County for the entire amount.

Motion by Mr. Walker, second by Mr. Thomson and carried unanimously by all to approve the purchase of software for two court reporters at the Superior Court from Advantage Software of Stuart, FL at a total cost of \$10,642. The Law Library

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Fund will reimburse the County for the entire amount. The Comptroller is authorized to make the necessary budget adjustments.

Chairman Stalnaker asked if the laptops approved at the November 7th Board meeting had been ordered.

Mr. Holland replied that the order was delayed until this action on the software purchase could be addressed.

Mr. Thomson presented a request from Sheriff Talton for the disbursement of the \$450 allotted clothing allowance for eligible individuals in the department. This is a budgeted expense.

Motion by Mr. Thomson, second by Mr. Walker and carried unanimously by all to authorize the disbursement of a \$450. clothing allowance to those twenty-seven Sheriff's Department personnel identified in a memorandum from Sheriff Talton dated November 13, 2017. Total disbursement is \$12,150.

Mr. Thomson presented a request from the Engineering Department that would extend the cul-de-sac bond for one year on Section 1, Phase 1 of McCarley Downs subdivision giving the contractor adequate opportunity to extend McCarley Downs Drive.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the extension of the cul-de-sac bond (SunMark Letter of Credit #210230-2) for one year on Section 1, Phase 1 of McCarley Downs subdivision. If the bond extension is not received by November 29, 2017 Houston County Public Works will draw this bond and contract the work.

Chairman Stalnaker asked Mr. Dunbar if the County had to draw this bond and complete the work was the right of way available?

Mr. Dunbar replied that there was no platted right of way and that the developer owned the property at this moment.

Chairman Stalnaker thought that the County needed to protect itself by requiring temporary cul-de-sacs to be platted. He asked if such a change would be implemented with an ordinance amendment or just a policy change.

Mr. Andrews and County Attorney Hall both agreed that it could be accomplished with just a policy change.

Chairman Stalnaker asked that a proposal for such a policy change be brought to the Board at the next meeting.

Mr. Thomson presented a request for approval on contracting with Triple Point Engineering for services. All Category 1 dams now require the development of an Emergency Action Plan to meet new Georgia Environmental Protection Division rules for safe dams. Our original submission of a simplified inundation map in July

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of this year has been reviewed by EPD and was deemed unacceptable. In order to meet guidelines a full dam break analysis must be performed. Staff recommends Triple Point Engineering.

Motion by Mr. Thomson, second by Ms. Robinson and carried unanimously by all to authorize Chairman Stalnaker signing an engineering services contract with Triple Point Engineering of Macon to provide a full dam break analysis and inundation map for Houston Lake Dam in the amount of \$6,000.

Chairman Stalnaker pointed out that the EPD's determination that the County's original simplified inundation map submittal as unacceptable was not a failure on the County's part but rather a change by the State of Georgia which required additional information. He expressed his displeasure at this change and indicated that he intends to address the matter with the EPD in the near future.

Mr. Dunbar agreed that this was an unfunded mandate from the State and that the County had followed the State's model when submitting the Emergency Action Plan.

Mr. Thomson presented a request from Public Works staff for approval of the purchase of a back-up generator at the Houston Lake Water Treatment Plant. Anderson Power Services maintains generators at other Houston County Water System plants and has quoted the equipment cost including installation at \$125,595.40.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the purchase and installation of one 500KW Generac generator at the Houston Lake Water Treatment Plant from Anderson Power Services of Winston, GA in the amount of \$125,595.40. Water System Capital funds will purchase this equipment.

Chairman Stalnaker explained that this purchase was not bid due to the fact that Anderson Power Services currently services and maintains all other emergency back-up generators at other Houston County water treatment plants. He further explained that in the aftermath of Hurricane Irma this area serviced by the Houston Lake plant fell to dangerously low levels due to power outages. This purchase will be the first of a number of emergency generators that the County will need to install at other unprotected plants.

Mr. McMichael presented a request from the Public Building staff recommending entering into a preventative maintenance agreement with Anderson Power for County back-up generators. The required semi-annual preventative maintenance is performed quarterly on the Detention Center and Courthouse generators while all others are performed on a semi-annual basis. Any additional repairs necessary will be verified and approved by County personnel and then charged a labor rate of \$90 per hour plus required parts and fluids. Since the technician is local there would be no travel charges incurred.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to authorize Chairman Stalnaker signing a preventative maintenance agreement for generators with Anderson Power Services of Douglasville, GA in the total amount of \$25,070 which breaks down as follows: \$12,620 Water Fund; \$11,380 General Fund; \$1,070 Solid Waste Fund.

Chairman Stalnaker stated that the agreement would cover existing generators at locations including the Landfill; the Public Works office building; the Piney Grove, Woodard Road and Lakeview Water Treatment Plants; the County Annex building; the Detention Center; and the County Courthouse.

Mr. McMichael presented a request to enter into a professional services contract for roof replacement projects. Staff recommends award to Edifice Consulting. Edifice will provide design, bidding, procurement and construction administration services for a fee of 10% of the construction cost but not to exceed \$21,000.

Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of a professional services contract for roof replacement projects at the Houston County Public Works and the Houston County Public Buildings and Water Department administration building to Edifice Consulting, Inc., of Byron in an amount not to exceed \$21,000. This project is funded by the 2012 SPLOST.

Mr. McMichael presented a request for approval of a bid for the sealcoating and restriping of the parking lots at the Houston County Public Works and the Health Department. Three vendors responded and staff recommends award to low bidder Mid-State Striping for a total of \$8,000.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve the award of the sealcoating and restriping of parking lots at the Public Works and the Health Department project to Mid-State Striping, Inc. of Macon for a total amount of \$8,000. This project is funded by the 2001 SPLOST.

Motion by Ms. Robinson, second by Mr. Thomson and carried unanimously by all to approve the re-appointment of the following:

Dr. Perry Melvin	Airport Authority	01/01/18 to 12/31/19
Bill Fowler	Board of Tax Assessors	01/01/18 to 12/31/20
Dr. James Whitaker	Board of Health	01/01/18 to 12/31/23

Ms. Robinson presented a request for Chairman Stalnaker to sign documents necessary to accept Criminal Justice Coordinating Council continuation of the Victims of Crime Act grant funds. The funds for both the District Attorney's office and the Solicitor-General's office will allow for the continuance of the Victim Assistance Program in both the State Court and the Superior Court.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to authorize Chairman Stalnaker signing all documents necessary to accept \$137,284 of federal Victims of Crime Act (VOCA) grant funds to be administered by the Solicitor-General and \$119,061 to be administered by the District Attorney for the continuance of the Victim Assistance Program in Houston County State Court and Superior Court.

Motion by Ms. Robinson, second by Mr. McMichael and carried unanimously by all to approve the payment of the bills totaling \$7,184,012.75.

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Commissioner Robinson commented that the County's annual payment into the ACCG pension trust for its employees accounted for roughly \$5.2 million of the nearly \$7.2 million total.

Chairman Stalnaker commented that the County is paying 100% of the recommended contribution so that the pension fund remains properly funded.

Chairman Stalnaker made an announcement to remind everyone that the next Board meeting would be held on Monday, December 4th at 9:00 am at the Courthouse. He also announced that the County would observe the Thanksgiving holiday on Thursday, November 23rd and Friday, November 24th and that Christmas holidays observed would be Monday, December 25th and Tuesday, December 26th followed by Monday, January 1st for New Years.

Chairman Stalnaker opened the meeting for public comments.

James Erdmanczyk, 123 S. 3rd Street, Apartment 9, Warner Robins commented about the recent municipal elections and how those votes were important as they relate to many of the cities programs and objectives.

Milton Thomas, 3325 Hwy. 341, Hawkinsville spoke of Houston County's history and commented that he looks forward to future growth and development in the Haynesville community. He stressed the importance of open dialog between residents and government officials and thanked Chairman Stalnaker and the Board for their openness and for their service to the community.

Dan Rhoades, Director of Strategy for the 21st Century Partnership gave a brief summary of the Partnership's efforts as they address the long-term viability and sustainability of Robins Air Force Base and its various missions. Among other things, he mentioned the recent announcement that Northrop-Grumman has landed a contract to continue to provide logistics support for the J-STARS fleet and also mentioned the passage of the annual defense bill by Congress.

Chairman Stalnaker asked Mr. Rhoades to comment on Robins AFB need for workers.

Mr. Rhoades explained that some 550 jobs needed to be filled at Robins with a large portion of them involving various engineering disciplines as well as positions such as aircraft mechanics and painters. He also mentioned that Robins Aero Club was an excellent community source for those seeking to become licensed pilots.

Jim Taylor commented that he is excited about the direction that the 21st Century Partnership is taking and mentioned the recent confirmation of former Robin's commander Bob McMahon as Assistant Secretary of Defense for Logistics and Materiel Readiness. He also commented that this is Warner Robins Building Supply's 70th year in business and that October was the best month in the company's history leading them to be optimistic about the building industry and the economy.

There being no further comments the meeting continued.

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Chairman Stalnaker opened the meeting for commissioners' comments.

Chairman Stalnaker wished everyone a Happy Thanksgiving. He then commended Community Planner Jake Cox for his work with the County's United Way campaign. The County has exceeded its goal by 27% through pledges from our employees and elected officials. He thanked everyone for their generosity during the campaign.

Ms. Robinson thanked everyone for coming to the meeting, wished everyone a Happy Thanksgiving and reminded everyone to keep the less fortunate among us in our thoughts.

Mr. Walker thanked everyone for coming, wished everyone a Happy Thanksgiving and stated that we have an A+ county because of our employees.

Mr. Thomson reminded Mr. Thomas that the County put the 'S' back in Haynesville some fifteen years ago during a Board meeting held at the church.

Mr. McMichael said that he was glad to see Mr. and Mrs. Wood back and wished everyone a Happy Thanksgiving.

Chairman Stalnaker thanked the Sheriff's deputy for providing security for the meeting and hoped and that he and every other law enforcement officer stayed safe over the holidays as they protect and serve our community.

Motion to Adjourn by Mr. Walker, second by Mr. McMichael and carried unanimously by all. Meeting adjourned.

Barry Holland
Director of Administration

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

**Houston County Commissioners Meeting
November 21, 2017
Warner Robins, Georgia**

The Houston County Board of Commissioners met in a special called meeting at 5:00 p.m. on Tuesday November 21, 2017 at the Houston County Annex in Warner Robins, Georgia with Chairman Stalnaker presiding and Commissioners Walker, Robinson, Thomson, and McMichael present. Also present were County Attorney Tom Hall, Director of Administration Barry Holland, Utilities Superintendent Dan Walker, Utilities Supervisor Jeff Chandler, Director of Purchasing Mark Baker, Director of Personnel Ken Carter, John David Smith (and wife), Dale and Ginny Newberry, James Saxon, and Walton and Becky Wood.

Chairman Stalnaker opened the meeting and stated that a decision from the Board on this termination appeal hearing would be forthcoming within 10 days and that Mr. Smith would be notified of the decision via certified mail.

Chairman Stalnaker then recognized Director of Personnel Ken Carter.

Mr. Carter presented information on the termination of Mr. John David Smith from the Water Department. Mr. Carter briefed the Board on the events that led up to Mr. Smith's termination on October 31, 2017, including a one-day suspension following an incident February 28, 2017 where he was captured on camera running through a school bus stop sign in his County vehicle and a recent incident October 17, 2017 where he was at fault in a vehicular accident in his County vehicle. Since both incidents are considered Group II offenses as acute safety violations and occurred within a twelve-month period the recommendation per County policy is termination.

Chairman Stalnaker asked Mr. Carter if there were any other actions noted in Mr. Smith's personnel file and if there were any evaluations.

Mr. Carter stated that there were no other actions noted other than a verbal warning for a seatbelt violation. He was unsure if there were any evaluations present in the file without reviewing the file.

Chairman Stalnaker asked the Commissioners if they had any questions of Mr. Carter. There were none at this time. The Chairman then recognized Mr. Smith's supervisor Jeff Chandler.

Mr. Chandler commented that the termination was pursuant to the County's written policies and procedures but that Mr. Smith had presented no other issues during his employment.

Chairman Stalnaker asked Mr. Carter and/or Mr. Chandler to explain the nine-day gap between the second incident and the actual termination of Mr. Smith.

Mr. Carter explained that most of that time frame was waiting for the Georgia State Patrol to finalize their report. Upon receipt of the report Mr. Carter then had to confer with Mr. Chandler about what action would be appropriate.

Chairman Stalnaker then recognized John David Smith.

Mr. Smith addressed the Board regarding his termination. Mr. Smith passed out pictures to the Board of his County vehicle after the recent accident and of some maintenance items concerning the broken driver's side mirror and a hole worn through the floorboard mat. He thanked the Board for their willingness to listen to his side of the story and remarked that he has thoroughly enjoyed his two and a half years of employment.

Explaining the first incident regarding the school bus violation Mr. Smith stated that he had received a call concerning his wife being in an accident and was on the phone with his supervisor at the time and neglected to pay attention to his driving. As for the second and most recent incident where he was involved in an at-fault vehicular accident Mr. Smith contended that the broken side view mirror and hole in the floor covering of the truck contributed to the accident. He felt that this incident should not be considered a Group II offense.

Chairman Stalnaker asked if a citation was issued to Mr. Smith for the school bus incident.

Mr. Carter explained that the Sheriff's Department gave the County the option of handling the disciplinary matter themselves or having the citation issued. Mr. Smith received a written reprimand and was given a one-day suspension and the citation was not issued.

Chairman Stalnaker asked Mr. Smith how fast he was traveling when he had the vehicular accident recently.

Mr. Smith thought that he was traveling between 30 and 35 mph but was able to brake the car to maybe 10 mph at the point of impact with the other vehicle. Mr. Smith contends that his boot caught in the floorboard covering hole and that slowed his reaction reaching the brake. He stated that the vehicle was drivable after the accident and that he went to Alpha-Med for the required drug screen after which he returned to work. Mr. Smith stated that he was not injured in the accident. The other driver complained of neck and back pain at the scene.

Commissioner McMichael asked Mr. Smith to clarify the circumstances involving the wreck.

Mr. Smith stated that he turned back to clear the turning lane of traffic before moving over because his mirror was broken and that when he turned around the light had turned yellow and the driver in front of him slammed on her brakes at which time he swerved but impacted the right rear of her vehicle with his vehicle.

Commissioner McMichael asked Mr. Smith if he was on any medications that would possibly affect his driving. Mr. Smith replied that he was not.

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Commissioner Thomson asked Mr. Smith to clarify that there was no driver's side mirror at the time of the crash.

Mr. Smith replied that it was broken about two and a half weeks earlier and had not been fixed by the maintenance shop.

Commissioner Thomson asked whether Mr. Smith thought the mirror was the cause of the accident.

Mr. Smith replied that it certainly contributed to it.

Commissioner Walker asked Mr. Smith to clarify the speed at which he was traveling on Moody Road before the accident.

Mr. Smith said that he was driving 30 to 35 mph in what he believes to be a 45-mph zone.

Chairman Stalnaker asked if there was anyone else who wished to offer testimony on Mr. Smith's behalf.

Dale Newberry, 212 Kingsway Drive, Warner Robins spoke on behalf of Mr. Smith, his step-son, and commented that as a former County department head he could certainly appreciate County policy but thought that in this case it was not necessarily black and white. He thought that the circumstances of the second incident, the at-fault vehicular accident, mitigated the offense to something less than a Group II. He asked the Board to please keep an open mind while deliberating.

James Saxon, 5526 Neal Drive, Macon spoken on behalf of Mr. Smith, his nephew, and stated that he was a good employee who really enjoyed the benefits and security that County employment provides.

Chairman Stalnaker asked Mr. Chandler to elaborate on the truck's condition.

Mr. Chandler explained that each driver fills out a truck maintenance sheet every Friday to record any defects on the vehicle.

Chairman Stalnaker asked whether the broken mirror and hole in the floorboard covering were recorded on the maintenance logs.

Mr. Chandler replied that he had not researched the logs and would do so by tomorrow.

Chairman Stalnaker asked the Board if there were any additional questions. There were none.

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Chairman Stalnaker then reiterated that a decision from the Board would be forthcoming in the next 10 days likely at the regularly scheduled December 4th Board meeting and then adjourned the meeting.

Barry Holland
Director of Administration

Chairman

Commissioner

Commissioner

Commissioner

Commissioner