



Houston County Board of Commissioners Meeting

Perry Georgia

August 2, 2022

9:00 a.m.

HOUSTON COUNTY COMMISSIONERS MEETING
Perry, Georgia
August 2, 2022
9:00 A.M.

Call to Order

Turn Off Cell Phones

Invocation - Commissioner Robinson

Pledge of Allegiance –Brig. Gen. Jon Eberlan, US Air Force

ACCG Presentation – Dave Wills, Executive Director

ACCG Legislative Award Presentation – Todd Edwards, Deputy Legislative Director

Approval of Minutes from July 19, 2022

Old Business:

1. Public Hearing on Re-Zoning Application #2623 – Commissioner Talton

New Business:

2. Public Hearing on Special Exception Applications #2625 thru #2630 – Commissioner Talton
3. Personnel Request (Computer Network Tech / MIS) – Commissioner Walker
4. Approval of Bid (Commissioners / SUV) – Commissioner Walker
5. Approval of Vehicle Purchase (HCSO / SRT Armored Vehicle) – Commissioner Robinson
6. Change Order (Detention Center HVAC Upgrades / JM Clayton) – Commissioner Robinson
7. Underground Right of Way Easement (Bear Branch Remote Well / Flint) – Commissioner Byrd
8. End of Year Budget Adjustments – Commissioner Byrd
9. Approval of Bills – Commissioner Talton

Public Comments

Commissioner Comments

Motion for Adjournment

Public Hearing on Re-Zoning Application #2623 submitted by Michael Clarke for a 13.73-acre tract located at the intersection of Old Hwy. 96 and Ammons Road. Present zoning is R-1 Single-Family Residential District. Proposed zoning is C-2 General Commercial District. This application was tabled and sent back to Planning & Zoning from the July 5, 2022 Board meeting so that additional information concerning planned driveway access and any necessary buffers to adjoining properties could be presented to Planning & Zoning.

Although Planning & Zoning did meet on July 25, 2022 to reconsider this application, a quorum was not present, and therefore no formal recommendation can be made on this application. However, Planning & Zoning members did convene a meeting on that date to discuss the application with concerned members of the public who were present, and the applicant did submit appropriate documentation concerning the planned driveway access and vegetative buffer for adjoining properties. The planned driveway access has not yet been reviewed and approved by Houston County Public Works staff.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Re-zoning Application #2623 submitted by Michael Clarke.

**APPLICATION FOR RE-ZONING/~~SPECIAL EXCEPTION~~/VARIANCE
HOUSTON COUNTY**

Application No. 2623

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:


1. Name of Applicant Michael Clarke
2. Applicant's Phone Number 478-922-7724
3. Applicant's Mailing Address 253 Carl Vinson Pkwy, Warner Robins, Ga. 31088
4. Property Description LL 21, 11th Land District of Houston County, Georgia, Parcel "C-2" as shown on a plat of survey for Bonaire Land Company LLC, Consisting of 13.73 acres
5. Existing Use Vacant
6. Present Zoning District R-1
7. Proposed Use Re-Zoning for Commercial Use
8. Proposed Zoning District C-2
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

 - A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
 - B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
 - C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

05.13.22
Date


Applicant

Application # 2623

For Official Use Only
(Planning & Zoning Commission)

Houston County Planning and Zoning Commission

Date Filed: May 13, 2022

Date of Notice in Newspaper: June 1 & 8, 2022

Date of Notice being posted on the property: May 27, 2022

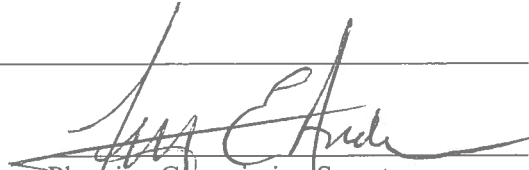
Date of Hearing: June 21, 2022

Fee Paid: \$300 Receipt # 42098

Recommendation of Board of Planning & Zoning:
Approval _____ Denial _____ Tabled X

Comments: Tabled unanimously, for further information on the design of the project to be presented at the next scheduled hearing.

June 21, 2022
Date


Planning Commission Secretary

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: July 5, 2022

Date of Notice in Newspaper: June 1 & 8, 2022

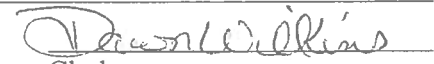
Date of Public Hearing: July 5, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Reason if denied or tabled: No vote or action taken sent back to Planning and zoning

July 5, 2022
Date


Houston County Board of Commissioners Clerk
Meeting Minutes of 7/5/22
Approved _____ Concur _____
Denied _____ Non-concur _____
Tabled _____ Initials [Signature]

Special Exception Summary

| Application | Applicant | Location | Proposed Use | Z & A Recommendation/Comments |
|-------------|----------------------------------|----------------------|-----------------------------|--|
| 2625 | Noe Hernandez & Jasmine Calderon | 307 Little Farm Lane | Framing & Roofing | Approved unanimously, with the condition to allow the use of a 6 ft x 12 ft trailer for the business |
| 2626 | Whitney Bledsoe | Highway 224 | Airstrip | Tabled unanimously, in order to consult with the County Attorney before the next scheduled hearing |
| 2627 | Marcus Wilder | 104 Bellwood Court | Pest Control | Approved unanimously, subject to compliance with any state regulatory agency requirements |
| 2628 | Dewayne Cuffie | 214 Westbury Court | Live Theater Production | Approved unanimously |
| 2629 | Matthew Massee | 4040 Roundtop Circle | Home Healthcare | Approved unanimously, subject to compliance with any state regulatory agency requirements |
| 2630 | Ryan & Alicia Graham | 831 Hwy. 26 E | Restaurant Equipment Repair | Approved unanimously |

**Zoning & Appeals
Recommendation**

| | | <u>Vote</u> | <u>Approval</u> | <u>Denial</u> | <u>Table</u> |
|--|-----------------------------|-------------|-----------------|---------------|--------------|
| #2625 – Noe Hernandez & Jasmine Calderon | Framing & Roofing | Unanimous | X | | |
| #2626 – Whitney Bledsoe | Airstrip | Unanimous | | | X |
| #2627 – Marcus Wilder | Pest Control | Unanimous | X | | |
| #2628 – Dewayne Cuffie | Live Theater Production | Unanimous | X | | |
| #2629 – Matthew Massee | Home Healthcare | Unanimous | X | | |
| #2630 – Ryan & Alicia Graham | Restaurant Equipment Repair | Unanimous | X | | |

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the presented applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report:

- #2625 – Noe Hernandez & Jasmine Calderon Framing & Roofing
- #2627 – Marcus Wilder Pest Control
- #2628 – Dewayne Cuffie Live Theater Production
- #2629 – Matthew Massee Home Healthcare
- #2630 – Ryan & Alicia Graham Restaurant Equipment Repair

and to table and send back to Zoning & Appeals for further consideration:

- #2626 – Whitney Bledsoe Airstrip

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2625

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Noe Hernandez and Jasmine Calderon
2. Applicant's Phone Number 478-952-2023
3. Applicant's Mailing Address 307 Little Farm Lane Kathleen, GA 31047
4. Property Description LL 7, 11th Land District of Houston County, Georgia, Lot 23, Section 4 of Piney Grove Farms Subdivision, consisting of 0.34 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation for a Framing and Roofing Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

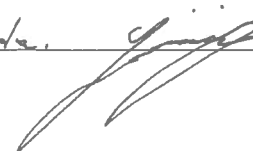
Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

06-07-22

Date

Noe Hernandez

Applicant



Application # 2625

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: June 7, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

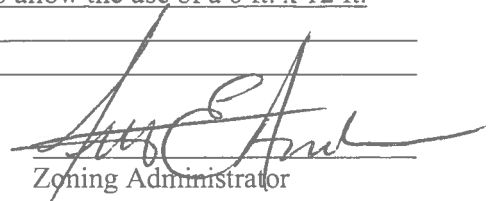
Fee Paid: \$100.00 Receipt # 42100

Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously, with the condition to allow the use of a 6 ft. x 12 ft. trailer for the business.

July 25, 2022
Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

_____ Date

_____ Clerk

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2626

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Whitney Bledsoe
2. Applicant's Phone Number 478-954-8979
3. Applicant's Mailing Address P.O. Box 1079 Perry, GA 31069
4. Property Description LL's 19 & 46, 14th Land District of Houston County, Georgia, as shown on a plat of survey for Franklin Bledsoe, consisting of 10.99 Acres
5. Existing Use Agricultural
6. Present Zoning District R-AG
7. Proposed Use Special Exception for an Airstrip
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

06/08/2022
Date

Whitney Bledsoe
Applicant

Application # 2626

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: June 8, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

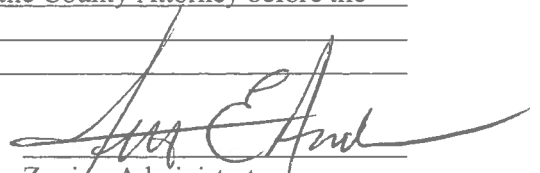
Fee Paid: \$100.00 Receipt # 42101

Recommendation of Board of Zoning & Appeals:

Approval _____ Denial _____ Tabled X

Comments: Tabled unanimously, in order to consult with the County Attorney before the next scheduled hearing.

July 25, 2022
Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

_____ Date

_____ Clerk

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2627

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Marcus Wilder
2. Applicant's Phone Number 478-972-8457
3. Applicant's Mailing Address 104 Bellwood Court Bonaire, GA 31005
4. Property Description LL's 22 & 23, 11th Land District of Houston County, Georgia, Parcel "A" as shown on a plat of survey for Derek L. Childs and Keely Childs Buchanon, consisting of 47.74 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation
for a Pest Control Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

6-22-22

Date



Applicant

Application # 2627

**For Official Use Only
(Zoning and Appeals Commission)**

Houston County Zoning and Appeals Commission

Date Filed: June 22, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

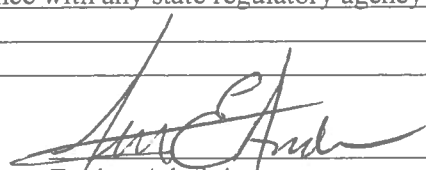
Fee Paid: \$100.00 Receipt # 42102

Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously, subject to compliance with any state regulatory agency requirements.

July 25, 2022
Date


Zoning Administrator

**For Official Use Only
(Houston County Board of Commission)**

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

_____ Date

_____ Clerk

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2628

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

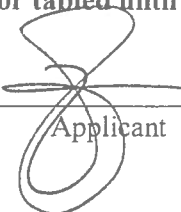
1. Name of Applicant Dewayne Cuffie
2. Applicant's Phone Number 478-206-3422
3. Applicant's Mailing Address 214 Westbury Court Warner Robins, GA 31088
4. Property Description LL 161, 10th Land District of Houston County, Georgia, Lot 13, Block "A", Phase 1 of Mill Pond Plantation Subdivision, consisting of 3.01 Acres
5. Existing Use Residential
6. Present Zoning District R-1
7. Proposed Use Special Exception for a Home Occupation
for a Live Theater Production Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

6/24/2022
Date


Applicant

Application # 2628

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: June 24, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

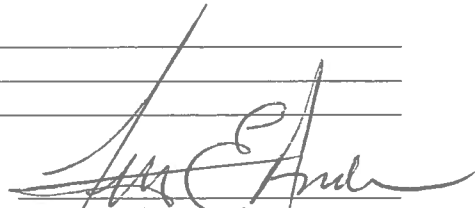
Fee Paid: \$100.00 Receipt # 42103

Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously.

July 25, 2022
Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2629

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Matthew Massee
2. Applicant's Phone Number 478-955-3121
3. Applicant's Mailing Address 4040 Roundtop Circle Perry, GA 31069
4. Property Description LL 108 & 109, 14th Land District of Houston County, Georgia, Lot 41, Phase 1 of Flat Creek Reserve Subdivision, consisting of 2.04 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation
for a Home Healthcare Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

6/28/22
Date

Matthew W. Massee
Applicant

Application # 2629

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: June 28, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

Fee Paid: \$100.00 Receipt # 42104

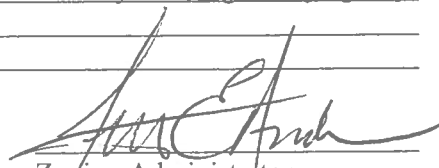
Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously, subject to compliance with any state regulatory agency requirements.

July 25, 2022

Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

**APPLICATION FOR RE-ZONING/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2630

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Ryan and Alicia Graham
2. Applicant's Phone Number 478-550-5078
3. Applicant's Mailing Address 831 Hwy. 26 E Elko, GA 31025
4. Property Description LL 131, 13th Land District of Houston County, Georgia, Parcel 2 as shown on a plat of survey for Highway 26 Land Conservation LLC, consisting of 11 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation for a Restaurant Equipment Repair Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

6.29.22

Date



Applicant

Application # 2630

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: June 29, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Notice being posted on the property: July 8, 2022

Date of Public Hearing: July 25, 2022

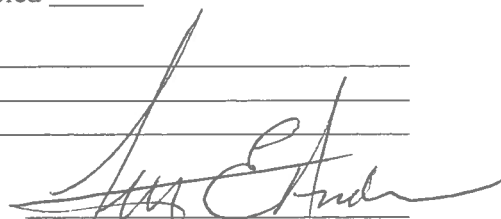
Fee Paid: \$100.00 Receipt # 42105

Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously.

July 25, 2022
Date



Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: August 2, 2022

Date of Notice in Newspaper: July 6 & 13, 2022

Date of Public Hearing: August 2, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

3

MIS Director Gail O'Quinn is requesting permission to hire Richard McKee to fill the vacant Computer Network Technician position at a Grade 15-C. Staff agrees that Mr. McKee possesses the requisite qualifications and experience to qualify for the C-step.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

hiring Richard McKee for the vacant Computer Network Technician position in the MIS Department at a Grade 15-C effective August 3, 2022.



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: July 25, 2022
Re: Computer Network Tech

Gail O'Quinn is requesting to hire Richard McKee for the vacant position of Computer Network Technician. Mrs. O'Quinn is requesting to hire at a Grade 15 step C effective August 3, 2022. I have reviewed Mr. McKee's qualifications and he does meet the requirements for the "C" step. Please consider this request.

Ken Carter

From: Gail OQuinn
Sent: Tuesday, July 19, 2022 10:18 AM
To: Ken Carter
Subject: Richard Mckee - Computer Network Technician

Ken,
As we discussed, I want to hire Richard McKee for the position of Computer Network Technician at Grade/Step 15C.

Please let me know if you have any questions!



Gail O'Quinn
Director IT
Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, Georgia 31088
478 542-2030

HOUSTON COUNTY APPLICATION FOR EMPLOYMENT

It is the policy of Houston County to select new employees and to promote current employees without regard to race, sex, religion, national origin, marital status or disability.

INSTRUCTIONS: You must answer all items on this application fully and accurately. The information that you give will be used in determining your qualifications and rating for employment. If an item does not apply to you, or if there is no information to be given, write the letters "N/A" for Not Applicable. **PRINT IN INK OR TYPE.** A resume may be attached BUT WILL NOT be accepted in lieu of this application. In order to be assured consideration for employment, your application must be received no later than the closing date of the vacancy announcement.

| | |
|---|------------------------|
| Position(s) Desired: (1) Network Technician (2) (3) | Date: 06/29/22 |
| <input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary | Salary Desired: 48,000 |

PERSONAL DATA

| | | | | |
|----------|--------------|---------|----------|------------------------|
| Name: | Last | First | Middle | Social Security Number |
| | McKee | Richard | Allan | |
| Address: | No. & Street | | Apt. No. | City, State, Zip |
| | | | | |

| | |
|---|---|
| Telephone Numbers: Home: Business: | Are you between the ages of 17 and 70? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|

U. S. Citizen or Permanent VISA
 Yes No If no, give work permit number: _____

| | |
|---|---|
| Have you ever been convicted of a crime other than a minor traffic violation? (A conviction does not automatically exclude you from employment consideration) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain on a separate sheet. | Do you have a relative working for the county? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, give name(s) and relationship. |
|---|---|

Have you ever been employed by Houston County? Yes No If yes, give dates, location and job classification: _____

Do you possess a valid motor vehicle Driver's License? Yes No Class C: _____ Lic No.

EDUCATION

| | Name and Location | From Mo/Yr | To Mo/Yr | Highest Grade Completed | Did You Graduate | Type Degree | Major | Date Degree Obtained or To Be Obtained |
|-------------------------------------|-------------------|------------|----------|-------------------------|------------------|-------------|-------|--|
| High School | Houston Co. High | 08-99 | 05-02 | 12th | Y | Tech Pr | IT | 05-02 |
| College(s) (Other if Applicable) | MGTC | 08-02 | 05-03 | 13th | N | IT | IT | 08-04 |
| Graduate School | | | | | | | | |

MILITARY

Branch of U.S. Service: _____ From Mo/Yr: _____ To Mo/Yr: _____ Rank: _____

Major Duties: (Explain on separate sheet) _____

Honorable Discharge: Yes No (If no, explain on separate sheet) _____

Service Schools or special training (Explain on separate sheet) _____

Do you have a Reserve Obligation? Yes No (If yes, please describe) _____

EMPLOYMENT HISTORY: Please provide a complete employment history, listing all positions held, including **military**, part-time, summer, and volunteer. It is most important that you provide exact dates of employment, exact title or position, and detailed description of duties. If you held more than one position with an employer, please treat each position separately. This information will help determine eligibility. If submitting a resume, complete all information except Job Duties.

Were you ever discharged or asked to resign from any position? Yes No May we contact your present employer Yes No

| (Begin with your present or most recent employer) | | | |
|---|--------------------------------------|--|------------------|
| Name of Employer Rome Research Corp. | | Address 421 Ridge St, Rome, NY 13440 | |
| Employment Dates (mo/yr) | Salary <u>48000</u> hrs/wk | Name and Title of Supervisor | Telephone Number |
| from <u>09</u> / <u>19</u> | Starting: \$ <u>19</u> per <u>hr</u> | Chris Frischkron | [REDACTED] |
| to <u>07</u> / <u>22</u> | Present: \$ <u>21</u> per <u>hr</u> | Job Duties | |
| Position Title CST | | Touch labor, software deployments, hardware deployments, customer service, printer setup | |
| Reason for Leaving N/A | | | |
| Name of Employer QuickStop Computers | | Address | |
| Employment Dates (mo/yr) | Salary <u>1200</u> hrs/wk | Name and Title of Supervisor | Telephone Number |
| from <u>10</u> / <u>17</u> | Starting: \$ <u>12</u> per <u>hr</u> | Doug | [REDACTED] |
| to <u>09</u> / <u>19</u> | Present: \$ <u>12</u> per <u>hr</u> | Job Duties | |
| Position Title Computer Repair Tech | | Touch labor, software deployments, hardware deployments, customer service | |
| Reason for Leaving Another Job | | | |
| Name of Employer Canton-Potsdam Hospital | | Address 50 Leroy St, Potsdam, NY 13676 | |
| Employment Dates (mo/yr) | Salary <u>50000</u> hrs/wk | Name and Title of Supervisor | Telephone Number |
| from <u>11</u> / <u>14</u> | Starting: \$ <u>20</u> per <u>hr</u> | Aaron Thopson | [REDACTED] |
| to _____ / _____ | Present: \$ <u>22</u> per <u>hr</u> | Job Duties | |
| Position Title Help Desk | | Touch labor, software deployments, hardware deployments, customer service, printer setup, on-calls | |
| Reason for Leaving Personal | | | |

REFERENCES

List three references (NOT minors, relatives or former employers) who have known you well during the past few years.

| NAME | ADDRESS | OCCUPATION | PHONE NO. | NO. YEARS KNOWN |
|---------------|---------|-----------------------|------------|-----------------|
| Marius Pettit | | UCSO | [REDACTED] | 2 |
| Lynn Shaver | | Middle School Teacher | [REDACTED] | 2 |
| Patrick Smith | | Sys Admin | [REDACTED] | 12 |

CERTIFICATION AND AUTHORIZATION FOR RELEASE OF INFORMATION

I CERTIFY that the information given by me in this application is true and complete to the best of my knowledge knowing that any false information, misrepresentation, or concealment of fact is sufficient grounds for my application to be rejected or, if employed, my employment terminated.

I UNDERSTAND AND AGREE that all information furnished in this application may be verified by the County. I further understand that any offer of employment may be revoked in the event a drug test, given by the County discloses information on me which is considered disqualifying. I hereby authorize all individuals and organizations named or referred to in this application and any law enforcement organization to give the Houston County Government all information relative to my employment, education and character, and hereby release such individuals, organizations, and Houston County from any liability for any claim or damage which may result.

Richard A. McKee Jr. Signature Date 06-29-22

Richard Allan McKee Jr.

SUMMARY

CompTIA Security+ certified Computer Technician with a wide-range of technical skills who focuses on speed and effective communication with a proven track record of customer satisfaction and productivity. Ticket clearance rate in top 1%. Additionally serves as ETOOLS CST, Trainer and SIPR Administrator. Selected by management for monthly award program six times. **Active Secret Clearance.**

EXPERIENCE

Client Support Technician September 2019-Present

Rome Research Corporation, Robins AFB, GA

Contracted for the Department of Defense, provide information security and technical support to military and civilian personnel. Answer questions and assist users with software, operating systems, networking, hardware and printing procedures either remotely or through touch labor. Provide guidance and help to end-users, explaining complex technical terms in easily understood language without condescension.

- Provide technical assistance on computer software or hardware to resolve problems
- Coordinate major hardware or software resolutions with vendors for service
- Service-orientated and able to communicate and interface users, peers, and vendors
- Enters commands, conducts computer diagnostics, and observes system performance to verify accurate operations and identify errors
- Manage high and standard priority service tickets and follow-up on escalated calls to insure timely response
- Fully trained as an ETOOLS CST with the ability to deploy, troubleshoot and configure ETOOLS laptops
- Skilled SIPR Administrator often tasked with teaching the SIPR Admin process to new SIPR administrators
- Respond to telephone calls, e-mails, submit help desk tickets, and face-to-face requests for technical support
- Manage an ongoing program to replace out of warranty equipment, requiring the functions of scheduling, reporting, and problem solutions
- Install, support, monitor, test, maintain, analyze, and troubleshoot computer peripherals, and problems pertaining to LAN
- Install and configure workstations, laptops, and tablets
- Provide recommendations for improvements to the computer environment
- Adhere to departmental procedures, document computer serial numbers, computer names, imaging, and installing specialty software applications
- Manually update systems with security software updates on a regular basis
- Update and maintain database of technical tickets, issues and solutions
- Identify trends in re-occurring issues and develop solutions for long term fixes
- Use online tools and reference materials to research and correct technical issues
- Develop technical requirements and SOPs for new or modified applications
- Analyze and determine optimal hardware and software configurations
- Provide technical guidance in the design, coding, testing, and debugging process
- Design, develop, and implement system security measures providing confidentiality, integrity, availability, authentication, and non-repudiation
- Conduct and manage technical and procedural audits of systems using evaluation tools and configuration standards searched Security Requirement Guides (SRG), Security Technical Implementation Guides (STIG)
- Interpret and apply Federal Information Security Management Act legislation, relevant Federal Regulations, and Departmental security programs and policies
- Assess security gaps, identify technical solutions, and develop effective plans to respond to and document information security incidents

Skills

Adobe
Dreamweaver
eTOOLS
Adobe Photoshop
Adobe After Effects
GIMP
MS Office Suite
Open Office
Custom Windows Disk
Dual Booting Systems
Maintenance CDs
Network setup
WIFI setup
Printer setup
MS Teams
PowerShell

Operating Systems

Linux (Gnome, KDE)
Windows 3.1- Windows 11
DOS

Medical Software

Meditech 6.X
eClinicalworks 9/10
OB TraceVue
Philips Respirationics

Misc.

HTML
Operating Systems installs
Hardware replacements
Software installs
Computer Repair & Builds
Hardware/Software troubleshooting
Backups
Windows Scripts
Linux Scripts
ITSM/remedy
RDP
Dame Ware
Imaging computers
SIPR

Certifications

CompTIA A+
CompTIA Security+

ACTIVE SECURITY CLEARANCE

- Collaborate with senior military and civilian leadership to identify, establish, and maintain security best practices in IT policy and standards development, resource management, systems and application planning, systems administration, information management, and IT customer support
- Foster effective communications with peers and IT management to gather needs and provide information specific to users to support and deliver quality products and services
- Configure, diagnose, reload, utilize, troubleshoot, and repair with desktop client, VPN, and WIFI, and wireless services
- Assist in the development and maintenance portions of information technology system capabilities which support the operation, planning, management, analysis and decision-making functions of the company
- Provide advice, counsel, and/or instruction to employees on both work and administrative matters, and assist in promoting awareness of security issues among management and employees to ensure sound security principles are reflected
- Use analytical and evaluation skills to assess information technology systems and equipment to meet project requirements

Computer Repair Technician May 2014-March 2019
Quickstopcomputers, Byron, GA

- In charge of troubleshooting workstations, servers, inventory and printers; duties performed remotely or touch labor

Information Systems Technician December 2013-December 2014
Canton-Potsdam Hospital, Potsdam, NY

- In charge of troubleshooting workstations, servers, printers, medical software upgrades/installs
- Handled vendor relations, printer computer deployments, server backups, on-calls, cisco phones; duties performed remotely or touch labor

Computer Repair Technician May 2013-December 2013
Dougwoody Installs, Byron, GA

- In charge of troubleshooting workstations, servers, printers, and reporting problems to the help desk support
- Responsible for ordering parts, replacing hardware and inventory
- Duties performed remotely and touch labor

Client Support Technician November 2012-May 2013
Dell Computers, Contracted with the State of Georgia

- Was in charge of troubleshooting workstations, servers, and printers, and reporting problems to the help desk support
- Handled inventory by ordering parts and replacing hardware

Client Support Technician November 2010
Wachovia/Wells Fargo, Americus, GA

- Helped in the bank transition from Wachovia to Wells Fargo
- Responsible for troubleshooting workstations, servers, and printers, and reporting problems to the help desk support

EDUCATION

Information Technology, Micro Computer Specialist December 2004
Middle Georgia Technical College, Warner Robins, GA

Studies focused in application development, computer repair, IT project management, and technical planning. Created working prototypes for numerous web site projects and desktop applications.

The Purchasing Department solicited bids for one new Chevy Tahoe for use in the Commissioner's Office with three dealers submitting bids. Staff recommends award to low bidder Hamby Automotive at a cost of \$57,300.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of one new 2023 Chevrolet Tahoe for use in the Commissioner's Office from Hamby Automotive of Perry in the amount of \$57,300. Approved in the FY23 budget with HOST Fee revenue funding this vehicle purchase.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

2020 KINGS CHAPEL ROAD • PERRY, GEORGIA 31069-2828
(478) 218-4800 • FACSIMILE (478) 218-4805

MARK E. BAKER
PURCHASING AGENT

MEMORANDUM

TO: Houston County Board of Commissioners
FROM: Mark E. Baker
CC: Barry Holland
DATE: July 28, 2022
SUBJECT: New 2023 Chevrolet Tahoe
(Bid #23-06)

The Purchasing Department solicited bids for One (1) New Chevrolet Tahoe 4WD for Chairman Elect, Dan Perdue. It is recommended that the Houston County Board of Commissioners purchase the vehicle from Hamby Automotive. The cost of \$57,300.00 will be charged to account 100-1300-54.2200 (HOST Fees).

| Company | Cost |
|----------------------------|--------------------|
| Hamby Automotive | \$57,300.00 |
| Phil Brannen Ford of Perry | \$59,500.00 |
| Five Star Chevrolet | \$68,595.00 |
| Brannen Motor Company | Unable to Bid |
| Ginn Motor Company | Unable to Bid |

Purchasing is recommending that the Board approve the sole source purchase of a custom-built armored vehicle for use by the Sheriff's SRT team from Lenco Armored Vehicles. Sheriff Talton and DA Kendall have both agreed to provide \$100,000 each toward the purchase of this vehicle.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of one new 2023 Lenco BearCat G3 for use by the Sheriff's SRT team at a unit cost of \$261,034 from Lenco Armored Vehicles of Pittsfield, MA. This vehicle will be funded by the following with \$100,000 DA Forfeiture Funds, \$100,000 Sheriff's Drug Funds, and \$61,034 from the 2018 SPLOST.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

2020 KINGS CHAPEL ROAD • PERRY, GEORGIA 31069-2828
(478) 218-4800 • FACSIMILE (478) 218-4805

MARK E. BAKER
PURCHASING AGENT

M E M O R A N D U M

TO: Houston County Board of Commissioners
FROM: Mark E. Baker
CC: Barry Holland
DATE: July 25, 2022
SUBJECT: Purchase of One (1) New 2023 Armored Vehicle

The Purchasing Department is recommending that the Houston County Board of Commissioners purchase One (1) New 2023 Armored Vehicle needed for the Sheriff's Department from Lenco Armored Vehicles. This is a sole source item. The \$261,034.00 will be charged to 100-3300-54.2200 with \$100,000.00 transferred from the Sheriff's Drug Fund, \$100,000.00 reimbursed by the DA's Forfeited Funds and \$61,034.00 transferred from the 2018 SPLOST account.

attachment



Protecting Our Nation's Defenders

10 Betnr Industrial Drive – Pittsfield, MA 01201
 PH (413) 443-7359 – FAX (413) 445-7865

Quotation: 22065B

Customer Code: HOLGA
 Quotation Date: 7/18/2022
 Lenco Tax ID#: 04-2719777
 Repeat Customer: Yes No

Bill To
 Houston County Sheriff's Office
 202 Carl Vinson Pkwy
 Warner Robins, GA 31088

Ship To
 Customer Pick-Up

| | | |
|-----------------------------|------------------------|---------------------------------------|
| Payment Terms | Shipping Terms | Ship Via |
| Payment Upon Pick-Up | FOB: Pittsfield, MA | Customer Pick-Up |
| Estimated Completion | Inhouse Contact | Inspection & Acceptance |
| 12+ Months ARO (Est.) | Jim Massery | At Lenco's Facility in Pittsfield, MA |

| Item: | Product # | Qty | Unit Price | Extension |
|--|-----------|----------|----------------------|----------------------|
| Lenco BearCat | BC55003 | 1 | \$ 200,704.00 | \$ 200,704.00 |
| Paint Color: Lusterless Urban Green | 100558 | | | |
| LED Lights: All Blue | | | | |
| Options: | | | | |
| BearCat G3 4-Wheel Off-Road Upgrade Pkg w/Run-Flats | BC3WOFFRD | 1 | \$ 34,958.00 | \$ 34,958.00 |
| Rear A/C - Heating System: High Capacity Upgrade | BCIIACUP | 1 | \$ 7,182.00 | \$ 7,182.00 |
| Back up Camera System with Monitor | BCBU | 1 | \$ 2,297.00 | \$ 2,297.00 |
| Radio Prep Package, (1) Max (2) | BCINSRA | 1 | \$ 502.00 | \$ 502.00 |
| Electric Power Mirrors | BCMIR | 1 | \$ 1,508.00 | \$ 1,508.00 |
| Roof Mounted Remote Control Spot Light - LED | BCSLLED | 1 | \$ 1,404.00 | \$ 1,404.00 |
| Hydraulic Front Mounted Receiver with Ram Post and Plate | BCHYDRAM | 1 | \$ 12,479.00 | \$ 12,479.00 |
| BearCat (Configuration Subtotal) | | 1 | \$ 261,034.00 | \$ 261,034.00 |

| | | |
|---------------|--------------------|----------------------|
| Notes: | Subtotal | \$ 261,034.00 |
| | Customer Pick-Up | \$ - |
| | Tax | \$ - |
| | Total Order | \$ 261,034.00 |

WARNING: Information Subject to Export Control Laws
 The written approval of the Directorate of US Defense Trade Controls and Lenco Industries, Inc. must be obtained before reselling, transferring, transshipping or disposing of a defense article to any end user, end use or destination other than as stated on this Lenco quote or the shipper's export declaration in cases where an exemption is claimed under this subchapter ITAR 123.9(A).

Acceptance of this quotation or entering into a purchase agreement with Lenco, the purchaser agrees to Lenco's full Terms and Conditions of Sale, available upon request. This quote will be valid for 90 days.

ACCEPTANCE OF PROPOSAL –

Authorized Signature: _____ Authorized Signature: Jim Massery
 Please Sign and Return Jim Massery

Thank you

Staff recommends acceptance of this change order with JM Clayton Co. on the Jail HVAC Upgrade project which will decrease the contract total by \$12,635 which represents a credit for temporary cooling equipment less additional mobilization of the crane.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Change Order #3 with JM Clayton Co. on the Jail HVAC Upgrades project decreasing the contract price of \$3,220,043 by \$12,635 for an amended contract price of \$3,207,408.




HOUSTON COUNTY BOARD OF COMMISSIONERS

MARK E. BAKER
PURCHASING AGENT

2020 KINGS CHAPEL ROAD * PERRY, GA 31069-2828
TELEPHONE (478) 218-4800 * FACSIMILE (478) 218-4805

MEMORANDUM

To: Houston County Board of Commissioners

From: Mark E. Baker 

Cc: Barry Holland

Date: July 19, 2022

Subject: Change Order #3: Bid# 21-14 Detention Center HVAC Upgrades

In February 2021, the Purchasing Department solicited bids for a project to upgrade the HVAC system for the Detention Center. The Houston County Commissioners awarded the contract to JM Clayton at the March 2, 2021 meeting.

The Houston County Purchasing Department, Public Works Department, and JMA respectfully requests the Commissioners to approve a third Change Order to decrease the contract price in the amount of \$12,635.00. These changes are due to a reallocation of funds not used on a temporary chiller not used during the project.

Attachment: email

AIA® Document G701™ – 2017

Change Order

| | | |
|---|--|--|
| PROJECT: <i>(Name and address)</i> Houston County Jail HVAC Upgrades | CONTRACT INFORMATION: Contract For: General Construction Date: | CHANGE ORDER INFORMATION: Change Order Number: 003 Date: June 28, 2022 |
| OWNER: <i>(Name and address)</i> Houston County Board of Commissioners Carl Vinson Parkway Warner Robins, Georgia 31099 | ARCHITECT: <i>(Name and address)</i> JMA Architecture, Inc. 1002 Main Street Perry, GA 31069 | CONTRACTOR: <i>(Name and address)</i> JM Clayton Co. 98 Avenue H Thomaston, GA 30286 |

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

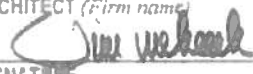

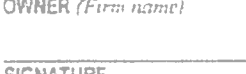
Credit for temporary cooling equipment less additional mobilization of crane.

| | |
|---|-------------------|
| The original Contract Sum was | \$ 3,065,000.00 ✓ |
| The net change by previously authorized Change Orders | \$ 155,043.00 ✓ |
| The Contract Sum prior to this Change Order was | \$ 3,220,043.00 ✓ |
| The Contract Sum will be increased by this Change Order in the amount of: | \$ 112,635.00 |
| The new Contract Sum including this Change Order will be | \$ 3,207,408.00 |

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be Wednesday, May 25, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

| | | |
|--|--|--|
| JMA Architecture, Inc. ARCHITECT <i>(Firm name)</i> | J.M. Clayton Company CONTRACTOR <i>(Firm name)</i> | Houston County Board of Commissioners OWNER <i>(Firm name)</i> |
|  SIGNATURE |  SIGNATURE |  SIGNATURE |
| Jim Mehserle, President PRINTED NAME AND TITLE | Jeff Rabon, Vice President PRINTED NAME AND TITLE | Tommy Stalnaker, Chairman PRINTED NAME AND TITLE |
| June 28, 2022 DATE | July 17, 2022 DATE | DATE |

This proposed 20-foot underground right of way easement is from the service at Bear Branch Road running back to the site of the remote well for the Bear Branch Road Water Treatment Plant.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker to sign the underground right of way easement with Flint Electric Membership Corporation as depicted on Exhibit A and as described on Exhibit B for the underground power line servicing the Bear Branch Road remote well.

Return to:
Flint EMC
Attn: Easement Coordinator
P.O. Box 308
Reynolds, GA 31076-0308

UNDERGROUND RIGHT OF WAY EASEMENT

STATE OF GEORGIA

Work Order

COUNTY OF HOUSTON

Map

THIS AGREEMENT made this _____ day of JULY 2022, between HOUSTON COUNTY BOARD OF COMMISSIONERS, of the County of Houston, State of Georgia, whose address is 200 CARL VINSON PARKWAY, WARNER ROBINS, GA 31088, Party of the First Part (hereinafter called "Owner"), and FLINT ELECTRIC MEMBERSHIP CORPORATION, a Georgia Corporation, Party of the Second Part (hereinafter referred to as "Flint EMC").

WITNESSETH:

That the said Party of the First Part, for and in consideration of One Dollar (\$1.00) and other good and valuable consideration, the receipt whereof is hereby acknowledged, in hand paid at and before the sealing and delivery of these presents, Owner has granted, bargained, sold and conveyed, and by these presents do(es) grant, bargain, sell and convey unto said Flint EMC, its successors and assigns, an easement and right of way to serve property of the Owner or other members of Flint EMC. The easement is generally depicted on Exhibit "A" and is more particularly described on Exhibit "B" attached hereto. Exhibits "A" and "B" are incorporated herein and made a part hereof for all purposes.

Said easement to be used to lay, construct, operate and maintain an electric transmission and/or distribution line or system under the above described lands for the transmission and distribution of electric power, including all wires, cables, handholds, manholes, transformers, transformer enclosures, concrete pads, connection boxes,

ground connections, attachments, equipment, accessories and appurtenances necessary and desirable in connection therewith all of which are hereafter referred to as "Facilities". Transformers and associated equipment may be above ground.

The Facilities erected hereunder shall remain the property of Flint EMC and Flint EMC shall have the right to inspect, rebuild, repair, remove, improve and make such changes, alterations, substitutions and additions in and to its facilities as Flint EMC may from time to time deem advisable, including the right to increase or decrease the number of conduits, wires, cables, handholds, manholes, connection boxes, transformers and transformer enclosures.

Flint EMC shall at all times have the right to keep the easement clear of all buildings, structures or other obstructions and to cut, trim and control the growth by chemical means machinery or otherwise of trees and shrubbery located within ten (10) feet of the center line for underground construction **and, to cut and remove any tree or trees ("Danger Tree(s)") outside the right of way area which, in the opinion of Flint EMC or its representatives, constitutes a hazard to or may endanger the safe and proper operation or maintenance of said lines and system.** The right conferred herein grants to Flint EMC the right to control vegetation that may interfere with or threaten to endanger the operation and maintenance of said line or system (including any control of the growth of other vegetation in the right of way which may incidentally and necessarily result from the means of control employed). All trees and limbs cut by Flint EMC at any time shall remain the property of the Owner. **As used herein, a Danger Tree is a tree whose height plus five feet is equal to or greater than the distance from the base thereof to a point on the ground directly adjacent to the nearest portion of the line or system.** Flint EMC shall have the right to enter Owners premises, outside of the defined easement, to have access to **Danger Trees** and the same shall not constitute a trespass, forcible entry, detainer or other tort.

Flint EMC shall not be liable for, nor bound by, any statement, agreement, or understanding not herein expressed. The undersigned warrant(s) title to the property herein affected with the understanding that Flint EMC is relying upon said warranty in obtaining this easement.

Owner, his successors and assigns may use the land within the easement for any purpose not inconsistent with the right hereby granted, provided such use does not interfere with or endanger the construction, operation or maintenance of Flint EMC's facilities.

For the purpose of constructing, inspecting, maintaining or operation of its facilities, Flint EMC shall have the right of ingress to and egress from the easement over the lands of Owner adjacent to the easement and lying between public and private roads and the easement, such right to be exercised in such manner as shall occasion

the least practicable damage and inconvenience to Owner.

It is specifically agreed that where there is a reference to Owner, the same shall be construed to include the heirs, representatives, successors and assigns, either voluntary or by act of the Parties or involuntary by operation of the law of the same, and shall be held to include the plural if there should be more than one, and shall also include the masculine and feminine sex.

TO HAVE AND TO HOLD the said bargained right of way and easement, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining to the proper use, benefit and in behalf of Flint EMC, its successors and assigns.

Owner will warrant and forever defend the right and title to the above described easement and right of way unto Flint EMC against the lawful claims of Owner and others claiming by, through or under Owner.

IN WITNESS WHEREOF, the said Owner has hereunto set his hand and affixed his seal and delivered these presents, the day and year above written.

**OWNER: HOUSTON COUNTY BOARD
OF COMMISSIONERS**

ATTEST :(if necessary)

By: _____

By: _____

Title: _____

Title: _____

Signed, sealed and delivered
in the presence of:

Witness

Notary Public
My Commission expires: _____
[NOTARIAL SEAL]

EXHIBIT "A"

BEAR BRANCH ROAD
80' R/W

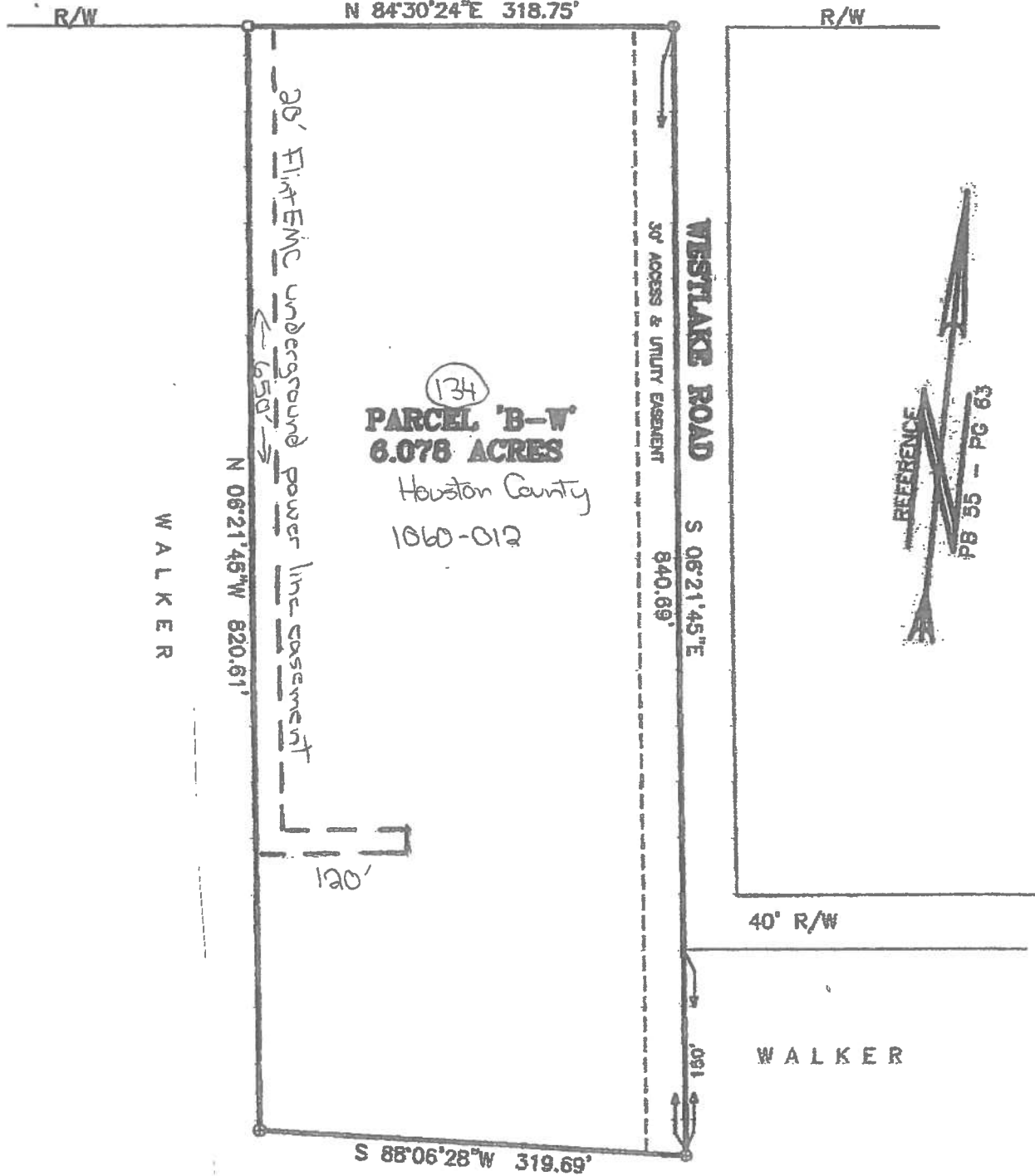


EXHIBIT "B"

All that tract or parcel of land situate, lying and being in Land Lot 244 of the Tenth Land District of Houston County, Georgia, being known and designated as Parcel "B-W", containing 6.078 acres according to a plat of survey for Houston County Commissioners prepared by Lee R. Jones, Surveyor on January 20, 2022, a copy of said plat being of record in Plat Book 83, Page133, Clerk's Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto.

The easement conveyed hereby is a portion of the property described above, as shown on EXHIBIT "A" and is more particularly described as follows:

Commence at the intersection of the west right-of-way of West Lake Road and the south right-of-way of Bear Branch Road;

Thence proceed in a West direction along the south right-of-way of Bear Branch Road about 320 feet, more or less, to a point in the west property line of said property, thence proceed in an East direction along the south right-of-way of Bear Branch Road about 10 feet, more or less, to a point in the south right-of-way of Bear Branch Road, which is the POINT OF BEGINNING;

Said POINT OF BEGINNING shall be the centerline of the easement; thence proceed in a South direction parallel to the west property line of said property about 620 feet, more or less, to a point, thence proceed in an East direction about 120 feet, more or less, to a point, said easement shall be 20 feet of even width, (10 feet on either side of the centerline).

Subject property is more commonly known as:

134 Bear Branch Road
Kathleen, GA 31047
Tax Parcel 1060 012

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table

the following FY2022 year-end budget adjustments:

General Fund (100):

Increase Expenditures:

| | | |
|----------------------------|------------------------------------|---------------------|
| Elections | 1400-51.1200 Temporary Employees | \$ 61,600 |
| | 1400-51.1300 Overtime | \$ 16,300 |
| | 1400-51.2200 Social Security | \$ 5,600 |
| Law | 1530-52.1200 Professional Services | \$ 518,300 |
| MIS | 1535-51.1300 Overtime | \$ 6,700 |
| Audit | 1561-52.1200 Professional Services | \$ 4,600 |
| District Attorney | 2200-52.1200 Professional Services | \$ 206,927 |
| State Court | 2300-51.1200 Temporary Employees | \$ 3,050 |
| | 2300-51.2200 Social Security | \$ 150 |
| | 2300-52.2200 Repairs/Maintenance | \$ 10,000 |
| EMS Ambulance | 3600-53.1270 Gasoline | \$ 74,200 |
| Coroner | 3700-51.1200 Temporary Employees | \$ 19,350 |
| Engineering | 4100-52.1200 Professional Services | \$ 101,800 |
| Highways & Streets – State | 4205-52.2200 Repairs/Maintenance | \$ 1,120,700 |
| Vital Statistics | 5120-52.3900 Other | \$ 450 |
| Agricultural Resources | 7130-51.1200 Temporary Employees | \$ 3,100 |
| | Total | \$ 2,152,827 |

Decrease Expenditures:

| | | |
|-----------------|--------------------------------|--------------|
| Jail Operations | 3326-51.1100 Regular Employees | \$ 1,371,700 |
|-----------------|--------------------------------|--------------|

Increase Revenues:

| | |
|--------------------------------------|------------|
| District Attorney - Forfeiture Funds | \$ 206,927 |
| 100-0000-34.2600 EMS Ambulance | \$ 74,200 |
| 100-0000-33.4311 State Hwy (LMIG) | \$ 500,000 |

Fire Fund (270):

Increase Expenditures:

| | | |
|------|--------------------------|-----------------|
| Fire | 3500-53.1230 Electricity | \$ 5,700 |
| | 3500-55.1100 General | <u>\$ 3,000</u> |
| | Total | \$ 8,700 |

Increase Revenues:

| | | |
|--|---------------------------|-----------------|
| | 270-0000-31.1192 Fire Tax | \$ 8,700 |
|--|---------------------------|-----------------|

SPLOST Fund (320):

Increase Expenditures:

| | | |
|--------------------------|------------------------------|--------------------|
| Executive | 1300-53.1600 Small Equipment | \$ 1,800 |
| | 1300-54.2500 Other Equipment | \$ 8,800 |
| Solicitor State Court | 2320-53.1600 Small Equipment | \$ 1,800 |
| Probate Court | 2450-53.1600 Small Equipment | \$ 1,600 |
| Juvenile Court | 2600-53.1600 Small Equipment | \$ 1,900 |
| Sheriff | 3300-54.2200 Vehicles | \$ 241,900 |
| Intergovernmental SPLOST | 4960-57.1001 Centerville | \$ 146,000 |
| | 4960-57.1002 Perry | \$ 283,000 |
| | 4960-57.1003 Warner Robins | <u>\$1,351,700</u> |
| | Total | \$2,038,500 |

Decrease Expenditures:

| | | |
|--------------------|-----------------------------|--------------------|
| Highways & Streets | 4200-54.1400 Infrastructure | \$2,038,500 |
|--------------------|-----------------------------|--------------------|

Water Fund (505):

Increase Expenditures:

| | | |
|-------|------------------------------------|-------------------|
| Water | 4400-52.1200 Professional Services | \$ 45,600 |
| | 4400-52.2200 Repairs/Maintenance | \$ 156,000 |
| | 4400-52.3200 Communications | \$ 2,800 |
| | 4400-52.3500 Travel | \$ 3,200 |
| | 4400-52.3600 Dues & Fees | \$ 5,400 |
| | 4400-52.3700 Education & Training | \$ 1,300 |
| | 4400-53.1100 General Supplies | \$ 493,000 |
| | 4400-53.1230 Electricity | \$ 51,000 |
| | 4400-53.1270 Gasoline | \$ 31,000 |
| | 4400-53.1600 Small Equipment | \$ 8,500 |
| | 4400-55.1100 General | <u>\$ 52,000</u> |
| | Total | \$ 849,800 |

Increase Revenues:

| | |
|--|-------------------|
| 505-34.4214 Kathleen (Water Sales) | \$ 99,800 |
| 505-34.4216 Sandy Run (Water Sales) | \$ 500,000 |
| 505-34.4218 Houston Lake (Water Sales) | \$ 250,000 |
| Total | \$ 849,800 |

Solid Waste Fund (540):

Increase Expenditures:

| | | |
|----------|---------------------------------------|-------------------|
| Disposal | 4530-52.1200 Professional Services | \$ 52,500 |
| | 4530-52.2110 Disposal (garbage p/u) | \$ 311,700 |
| | 4530-52.2200 Repairs/Maintenance | \$ 125,200 |
| | 4530-52.2320 Rental Equipment | \$ 500 |
| | 4530-52.3100 Ins (Oth Than Empl Bene) | \$ 1,300 |
| | 4530-52.3500 Travel | \$ 200 |
| | 4530-53.1100 General Supplies | \$ 158,600 |
| | 4530-53.1210 Water/Sewerage | \$ 1,400 |
| | 4530-53.1270 Gasoline | \$ 119,100 |
| | 4530-55.1100 General | \$ 9,200 |
| | Total | \$ 779,700 |

Increase Revenues:

| | |
|------------------|------------|
| 34.4150 L/F Fees | \$ 779,700 |
|------------------|------------|

Internal Service Fund (600):

Increase Expenditures:

| | | |
|--------------------------|------------------------------------|-------------|
| Risk Management (Health) | 1555-52.1200 Professional Services | \$1,401,100 |
|--------------------------|------------------------------------|-------------|

Increase Revenues:

| | |
|--|-------------|
| 600-13.3601 Retained Earnings (Health) | \$1,401,100 |
|--|-------------|

Summary of bills by fund:

| | |
|--------------------------------------|----------------------|
| • General Fund (100) | \$1,790,695.99 |
| • Emergency 911 Telephone Fund (215) | \$ 58,331.94 |
| • Fire District Fund (270) | \$ 43,959.10 |
| • 2006 SPLOST Fund (320) | \$ 216.30 |
| • 2012 SPLOST Fund (320) | \$ 249,098.59 |
| • 2018 SPLOST Fund (320) | \$1,305,656.29 |
| • Water Fund (505) | \$ 248,182.85 |
| • Solid Waste Fund (540) | <u>\$ 423,575.88</u> |
| Total for all Funds | \$4,119,716.94 |

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the payment of the bills totaling \$4,119,716.94