

Houston County Commissioners Meeting

August 15, 2023

Warner Robins, Georgia

The Houston County Board of Commissioners met in regular session at 5:00 pm on Tuesday, August 15, 2023, at the Houston County Annex in Warner Robins, GA, with Chairman Perdue presiding and Commissioners Byrd, Gottwals, and Robinson present. Also present were County Attorney Tom Hall, Director of Administration Robbie Dunbar, Director of Personnel Ken Carter, Director of Animal Control Alan Smith, Chief Financial Officer Danyelle George, Fire/HEMA Chief Stoner, Senior Accountant Will Davis, Director of Operations Brian Jones, Utilities Director Terry Dietsch, Chief Building Inspector Tim Andrews, Coroner James Williams, Captain Quinones, Corporal Amanda Shell and Community Planner Jake Cox.

Commissioner Byrd led those present in the Pledge of Allegiance.

JJ Hefley of Gospel City Church gave the Invocation and spoke of his churches mission which was to multiply disciples. He stated that his church recently sold its property and is now meeting in homes across Houston County but still has a focus of serving the community in the best way that it can.

911 Communications Officer, Corporal Amanda Shell, was recognized by the Board of Commissioners with a Resolution of Appreciation and Recognition. Her actions, providing life-saving CPR while on vacation, saved the life of a drowning victim. Officer Shell was also recognized with an award and Certificate of Appreciation and recognition signed by Sheriff Talton and Chief Rape. Friends and family were present to celebrate with her.

Motion by Ms. Robinson, second by Mr. Byrd to approve the minutes from August 1, 2023, and August 8, 2023. Upon voting, Ms. Robinson, Mr. Byrd, and Mr. Gottwals voted yes. Motion approved.

Motion by Mr. Byrd, second by Mr. Gottwals to approve the following FY23 year-end budget adjustments:

General Fund (100):

Increase Expenditures:

Executive	1300- 51.1100	Regular Employees	\$ 2,300
	1300- 51.1500	Elec/appt	\$ 3,400
	1300- 51.2100	Group Ins	\$ 2,900
	1300- 52.2200	Repair/Mnt	\$ 4,900
	1300- 52.3510	Chrman exp	\$ 2,900
	1300- 52.3600	Dues & Fees	\$ 4,000
	1300- 53.1100	Gen supplies	\$ 9,600
	1300- 53.1270	Gasoline	\$ 3,700
	1300- 54.2200	Vehicles	\$ 17,300
Elections	1400- 51.1200	Temporary Employees	\$ 90,000
Accounting	1512- 51.1100	Regular Employees	\$ 17,000
	1512- 53.1100	Gen supplies	\$ 4,800
Law	1530- 52.1200	Prof services	\$ 423,000
District Attorney	2200- 51.1100	Regular Employees	\$ 43,000
	2200- 52.2200	Repair/Mnt	\$ 103,000
State Court	2300- 52.1200	Prof services	\$ 36,300
Probate Court	2450- 51.1200	Temporary Employees	\$ 5,800
	2450- 52.2200	Repair/Mnt	\$ 5,800
Sheriff-SRO	3320- 51.1100	Regular Employees	\$ 168,000
	3320- 53.1600	Small equipment	\$ 91,000
	3320- 54.2200	Vehicles	\$ 72,000
EMS Ambulance	3600- 53.1270	Gasoline	\$ 66,000
Storm Drainage	4250- 52.2200	Repair/Mnt	\$ 133,000
	4250- 53.1100	Gen supplies	\$ 46,500
Welfare	5452- 52.3900	Other	\$ 400
Economic Development	7520- 57.2000	Other agency	<u>\$1,000,000</u>
		Total	\$2,356,600

Decrease Expenditures:

Public Defender	2800- 51.1100	Regular Employees	\$ 270,000
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Sheriff	3300- 51.1100	Regular Employees	\$ 186,600
Jail Operations	3326- 51.1100	Regular Employees	<u>\$1,900,000</u>
		Total	\$2,356,600
E911 Fund (215)			
Increase Expenditures:	3800- 51.1300	Overtime	\$ 44,000
Increase Revenues:	0000- 33.6003	Warner Robins Rev	\$ 44,000
Fire Fund (270):			
Increase Expenditures:			
	3500-54.1300	Buildings	\$3,067,000
	3500-54.2500	Other Equipment	<u>\$ 238,000</u>
		Total	\$3,305,000
Increase Revenues:	3500-39.1200	Trans In (SWF-Ins Prem Reserves)	\$3,305,000
SPLOST Fund (320):			
Increase Expenditures:			
State Court	2300-54.1300	Buildings	\$2,325,700
Juvenile Court	2600-54.2500	Other Equip	\$ 16,800
Jail Operations	3326-52.2200	Repair/Mnt	\$ 23,370
	3326-54.2500	Other Equip	\$ 529,600
Coroner	3700-54.2200	Vehicles	\$ 40,500
E-911	3800-54.2500	Other Equip	\$ 949,500
Intergov SPLOST	4960-57.1001	Centerville	\$ 110,360
	4960-57.1002	Perry	\$ 210,100
	4960-57.1003	Warner Robins	\$ 1,003,900
Economic Dev	7520-57.2000	Other Agency	\$ 560,550
Airport	7563-57.2000	Other Agency	<u>\$ 102,600</u>
		Total	\$ 5,872,980
Decrease Expenditures:			
Gen Gov't Bldgs/Plant	1565-54.1300	Buildings	\$ 2,697,000
Fire	3500-54.1300	Buildings	<u>\$ 3,175,980</u>
		Total	\$ 5,872,980
Water Fund (505):			
Increase Expenditures:	4400-52.2200	Repair/Mnt	\$ 302,000
Increase Revenues:	0000-34.4214	Kathleen (Water Sales)	\$ 302,000
Solid Waste Fund (540):			
Increase Expenditures:			
Collections	4520-52.1200	Prof services	\$ 62,000
Disposal	4530-52.2200	Repair/Mnt	\$ 240,000
Increase Revenues:	0000-34.4110	Ref coll	\$ 62,000
	0000-34.4150	L/F Fees	\$ 240,000

Upon voting, Mr. Byrd, Mr. Gottwals and Ms. Robinson voted yes. Motion approved.

Mr. Byrd expressed his appreciation to the accounting and senior county staff for all their hard work and mentioned he was looking forward to the audit.

Chairman Perdue echoed Mr. Byrd's sentiments and thanked those in the accounting office and senior county staff for their great work.

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Mr. Byrd presented a request to add Non-Profit Organizations Revenue Support as line item 7 to the Revenue Loss Projects list of the ARPA Budget Plan.

Motion by Mr. Byrd, second by Ms. Robinson to approve the revision to the Revenue Loss Projects of the ARPA Fiscal Recovery Fund FY 2023 Budget as follows:

Revenue Loss Projects

1.	Health Department Addition	\$ 6,000,000
2.	Airport T-Hangers	\$ 1,000,000
3.	Public Safety (LPR) Cameras	\$ 1,000,000
4.	State Court Addition (FFE)	\$ 350,000
5.	State Court Parking Lot Addition	\$ 350,000
6.	911 Water Damage Remediation/Renovation	\$ 400,000
7.	Non-Profit Org. Revenue Support	<u>\$ 105,000</u>
	Current Total	\$9,205,000

Upon voting, Mr. Byrd, Ms. Robinson, and Mr. Gottwals voted yes. Motion approved.

Chairman Perdue commented that nonprofit organizations receiving ARPA funds would be faced with a high level of audit liability. He also stated he is looking forward to supporting Jerome Stephens and the Rebuilding Together Warner Robins organization and commented that this use of ARPA funds was another great way to make a big impact locally.

Mr. Byrd presented a request to designate \$1,000,000 of the \$5,582,121 Personnel Adjustments fund balance to be used for Personnel Professional Development.

Motion by Mr. Byrd, second by Mr. Gottwals to approve the designation of \$1,000,000 of the Personnel Adjustments Funds being designated for use for Personnel Professional Development, and for accounting to make the necessary budget line adjustments. Upon voting, Mr. Byrd, Mr. Gottwals, and Ms. Robinson voted yes. Motion approved.

Chairman Perdue said the Houston County U. class beginning Thursday of this week would be the first class of its type for Houston County employees and would be limited to 14 in the first class and have an increased class size moving forward in successive years. He further mentioned that as a result of this class, further professional development may become available for the graduates.

Mr. Byrd commented that the greatest asset of this county government is our employees, and this class may very well be the greatest tool for employee retention and provide a greater and higher level of service for Houston County residents.

Mr. Byrd presented a request from the City of Perry for the annexation of property located on Main Street containing 22.5 acres.

Chairman Perdue opened the floor for Public Comments.

Sara Wheeler asked various questions she had regarding the appropriateness of this annexation, the County's position regarding the annexation and the requirements regarding what the County looks at regarding annexations.

Chairman Perdue proceeded to address each question and concluded his comments by advising that the County is only in a position of taking a concur or non-concur position regarding annexation requests. He further explained that the County cannot take a non-concur position without a concrete reason otherwise the County would run into an issue with the Georgia Department of Community Affairs (DCA).

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Chairman Perdue, Mr. Byrd and County Attorney Tom Hall each spoke about the ramifications of a vote to concur or to non-concur and how each would affect both the County and the City of Perry.

With no further comments, Chairman Perdue closed public comments and reopened the Commissioners meeting.

Motion by Mr. Byrd, second by Ms. Robinson to concur with the City of Perry annexation request for property located on Main Street, containing 22.5 acres, and also known as Tax Parcel # 000570 008000. The property is currently zoned County R-AG and proposed zoning is City R-3.

Motion by Ms. Robinson, second by Mr. Gottwals to approve the reappointment of the following to boards:

Houston County Development Authority:

Chris Davis 08/10/2023 thru 08/09/2029

Ben Hulbert 08/10/2023 thru 08/09/2029

Marian Fraley 08/10/2023 thru 08/09/2029

Planning & Zoning Board:

Kristina Gibbs 09/07/2023 thru 09/06/2027

Upon voting, Ms. Robinson, Mr. Gottwals and Mr. Byrd voted yes. Motion approved.

Chairman Perdue thanked these citizens who serve on the County Boards for their service to the citizens of Houston County.

Ms. Robinson presented a request from Purchasing to change the approved amount on the purchase of one 2023 Ford F-150 Crew Cab Truck, approved on December 20, 2022, for use in the Engineering Department. Due to lack of a production date, Purchasing has located one at a dealer in Florida available for immediate sale.

Motion by Ms. Robinson, second by Mr. Byrd to approve the purchase of one 2023 Ford F-150 Crew Cab Truck for use in the Engineering Department for the amount of \$45,471, which is an increase of \$4,309 over the amount approved by the board at the December 20, 2022 meeting. These funds will be paid from 2018 SPLOST. Upon voting, Ms. Robinson, Mr. Byrd, and Mr. Gottwals voted yes. Motion approved.

Chairman Perdue expressed his appreciation to Purchasing Director Vanessa Zimmerman, for her work in finding these vehicles for the County.

Ms. Robinson presented a request from Public Buildings for approval of a bid on the Detention Center Generator Replacement Project.

Motion by Ms. Robinson, second by Mr. Gottwals to approve the award of a bid on the Detention Center Generator Replacement Project to Anderson Power Services of Fort Valley, Georgia in the amount of \$185,000. Lead time for the equipment is approximately 52 weeks. This project will be funded by 2012 SPLOST. Upon voting, Ms. Robinson, Mr. Gottwals and Mr. Byrd voted yes. Motion approved.

Chairman Perdue expressed his appreciation to Buildings and Grounds Superintendent Michael Phillips, for his work and effort in keeping this generator working at the Detention Center until a new one can be installed.

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Ms. Robinson presented a request to add 1- Deputy Sheriff position (#223) to the position control effective August 16, 2023.

Motion by Ms. Robinson, second by Mr. Byrd to approve the addition of 1- Deputy Sheriff position to the Houston County Position Control Listing effective August 16, 2023, and to allow accounting to make any necessary budget adjustments. Upon voting, Ms. Robinson, Mr. Byrd, and Mr. Gottwals voted yes. Motion approved.

Chairman Perdue commented that there is a need to add new positions and that efforts would be made to do that with one or two new positions each month until next February. He further commented that the County is able to add these new positions due to the fiscal and budgetary responsibility of Department Heads.

Mr. Gottwals presented a request to add one Elections Systems Tech position (#0180) to the position control effective August 16, 2023.

Motion by Mr. Gottwals, second by Ms. Robinson to approve the addition of one Elections Systems Tech position to the Houston County Position Control Listing and for the Accounting Department to make any necessary budget adjustments. Upon voting, Mr. Gottwals, Ms. Robinson, and Mr. Byrd voted yes. Motion approved.

Mr. Gottwals presented a request for a step increase for Mr. Jason Murphy, a heavy equipment operator at the Landfill, who has obtained his Landfill Operator Certification.

Motion by Mr. Gottwals, second by Mr. Byrd to approve the request to increase Jason Murphy one step within his current pay grade to Grade 13 Step F effective August 21, 2023. Upon voting, Mr. Gottwals, Mr. Byrd, and Ms. Robinson voted yes. Motion approved.

Mr. Gottwals commented that securing these types of certifications is good for the employee, their department and the County.

Chairman Perdue mentioned that having these certifications and other professional credentials is a way to help with future advancement and helps within the department should any shortfalls occur personnel-wise.

Motion by Mr. Gottwals, second by Ms. Robinson to approve the payment of the bills totaling \$2,353,003.30. Upon voting, Mr. Gottwals, Ms. Robinson, and Mr. Byrd voted yes. Motion approved.

Chairman Perdue closed the regular portion of the meeting and opened the floor for Public Comments.

Meg Meheserle spoke about election integrity issues.

Norman Woodard spoke about election integrity issues.

There being no further comments Chairman Perdue closed the Public Comments portion of the meeting.

Chairman Perdue opened the floor for Commissioner Comments.

Mr. Byrd commented about the celebration of Deputy Shell and said it was an honor to serve those who serve the residents of Houston County.

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Ms. Robinson thanked everyone for attending and commented on the great way that the meeting started with the recognition of Deputy Shell for her actions saving a life.

Commissioner Gottwals commented that a common theme of the evening was leadership, both in the invocation to start the meeting and the recognition of Deputy Shell and the leadership action she took for which she was recognized. He spoke about the Perry Youth Leadership program and recognized Scott and Deborah Cox who are the leaders of this program.

Chairman Perdue spoke about the Perry Leadership Program and commented how much of an impact this program has on the high school juniors who go through it. He spoke of the upcoming Houston County U. leadership program for County employees and thanked those residents who came in to share their opinions as well.

Motion by Mr. Gottwals, second by Ms. Robinson to approve entering into Executive Session for Attorney-Client Matters per O.C.G.A. § 50-14-2(1). Upon voting, Mr. Gottwals, Ms. Robinson, and Mr. Byrd voted yes. Motion approved.

Returned from executive session. Chairman Perdue asked County Attorney to give a summary of the executive session.

County Attorney Hall advised that a county business license holder has gone beyond the scope of the special exception for the business they had been approved for and has not complied with requests by the County to cease the unapproved portion of their business operations. As a result, the Commissioners need to approve the filing of an injunction against this individual in Superior Court. This action will cause them to discontinue the unlicensed portion of the business they are currently operating on the property.

Motion by Mr. Gottwals, second by Ms. Robinson to approve the filing of an injunction, in the Superior Court, against a portion of business not approved under a current business license. Upon voting Mr. Gottwals, Ms. Robinson, and Mr. Byrd voted yes. Motion approved.

Motion by Mr. Byrd, second by Ms. Robinson, to adjourn the meeting. Upon voting, Mr. Byrd, Ms. Robinson, and Mr. Gottwals voted yes. Meeting adjourned.

Robbie Dunbar
Director of Administration

Chairman

Commissioner
Commissioner Talton was not
present so he does not sign.
Commissioner

Commissioner

Commissioner

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EXECUTIVE SESSION AFFIDAVIT

STATE OF GEORGIA
COUNTY OF HOUSTON

AFFIDAVIT OF PRESIDING OFFICER

Dan Perdue, Chairman of the Houston County Board of Commissioners, being duly sworn, states under oath that the following is true and accurate to the best of his knowledge and belief:

1.

The Houston County Board of Commissioners met in a duly advertised meeting on August 15, 2023.

2.

During such meeting, the Board voted to go into executive session.

3.

The executive session was called to order at 6:05 p.m.

4.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meeting law:

Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any officers or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1);

Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and (insert the citation to the legal authority making the tax matter confidential) _____;

Discussion or voting on:

Authorizing a settlement as provided in O.C.G.A. § 50-14-3(b)(1)(A);

Authorizing negotiations to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(B);

Authorizing an appraisal as provided in O.C.G.A. § 50-14-3(b)(1)(C);

Entering a contract for the purchase, disposal of, or lease of property as provided in O.C.G.A. § 50-14-3(b)(1)(D);

Entering into an option to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(E);

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_____ Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);

_____ Interviewing candidates for executive positions as provided in O.C.G.A. § 50-14-3(b)(2);

_____ Other (describe the exemption to the open meetings law): _____
_____ as provided in (insert the citation to the legal authority exempting the topic) _____.

5.

_____ During the course of the closed session devoted to exempt topics, an incidental remark regarding a non-exempt topic or an attempt to discuss a non-exempt topic was made.

_____ The attempt was immediately ruled out of order and attempts to discuss same ceased immediately.

_____ The attempt was immediately ruled out of order. However, the comments did not cease, so the closed/executive session was immediately adjourned without discussion or action being taken regarding any non-exempt topic.

6.

Minutes were taken of this meeting and will be filed and held for in camera inspection only.

This _____ day of August 2023.

Dan Perdue, Chairman
Houston County Board of Commissioners

Sworn to and subscribed
before me this ____ day of
August 2023.

Notary Public

My commission expires:
