



Houston County Board of Commissioners Meeting

Perry, Georgia

November 15, 2022

5:00 p.m.

HOUSTON COUNTY COMMISSIONERS MEETING
Warner Robins, Georgia
November 15, 2022
5:00 P.M.

Call to Order

Turn Off Cell Phones

Invocation - Commissioner Walker

Pledge of Allegiance – Commissioner Walker

Approval of Minutes from November 1, 2022

New Business:

1. Engineering Service Contract (Saunders Engineering / Wilson Dr/Elberta Rd) – Commissioner Walker
2. Approval of 2023 Commissioner's Meeting Schedule – Commissioner Talton
3. Department of Health Presentation (New Fee Schedule) – Commissioner Robinson
4. Property Value and Exchange – Commissioner Byrd
5. Approval of Bills – Commissioner Byrd

Public Comments

Commissioner Comments

Motion for Adjournment

1

The Engineering Department is requesting approval to enter into an agreement with Saunders Engineering Consultants, Inc., to provide engineering services to improve Wilson Drive / Elberta Road. Wilson Drive will be improved from a rural two-lane roadway to a three-lane urban roadway with sidewalks on both sides. The fee for the work would be \$250,000 and the time would be 9 months from the notice to proceed. This project will be funded by 2018 SPLOST funds.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the Engineering Department entering into an agreement with Saunders Engineering Consultants Inc., to provide engineering services to improve Wilson Drive / Elberta Road. The fee for the work would be \$250,000, and the time would be 9 months from the notice to proceed. This project will be funded by 2018 SPLOST funds.



Houston County Public Works

Office

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

Brian Jones, PE
Director of Operations

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Terry Dietsch
Solid Waste Superintendent

MEMORANDUM

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer *RH*

Date: Tuesday, November 2, 2022

CC: Brian Jones, Director of Operations *BJ*

RE: Wilson Drive / Elberta Road Improvement SPLOST CW18-02

The Engineering Department requests permission to enter into an agreement with **Saunders Engineering Consultants, Inc.**, to provide engineering services to improve Wilson Drive / Elberta Road from Houston Lake Road to Carl Vinson Parkway. Wilson Drive will be improved from a rural two-lane roadway to a three-lane urban roadway with sidewalks on both sides. The fee for the work would be **\$250,000** and the time for the design would be 9 months from the Notice to Proceed. This project will be funded by the 2018 SPLOST funds.

I appreciate your consideration of this request.



October 4, 2022

Mr. Ronnie Heald, RLS
Houston County Public Works
2018 Kings Chapel Road
Perry, GA 31069

RE: *Engineering Proposal for Widening Elberta Road/Wilson Road*

Dear Mr. Heald:

Saunders Engineering Consultants, Inc. appreciates this opportunity to submit a proposal for Engineering Services on the subject project. We are excited about being involved in implementing the road improvements outlined in Houston County's Special Purpose Local Option Sales Tax Program.

Saunders Engineering is a *local* engineering firm with its office located on Gunn Road in Centerville. To design and produce plans for this project we will be utilizing software the Georgia Department of Transportation requires, Inroads and Microstation. The project will be designed to the posted speed and be in conformance to AASHTO's Green Book and the Manual on Uniform Traffic Control Devices.

We understand the project will widen Elberta Road/Wilson Road from Houston Lake Road eastward to Carl Vinson Parkway from a rural two-lane roadway to a three lane urban roadway.

The construction plans will include the following sheets:

- Cover Sheet
- Revision Summary Sheet
- General Note Sheet
- Typical Section Sheet
- Summary of Quantity Sheets
- Detailed Estimate
- Plan and Profile Sheets

- Drainage Profiles and Drainage Cross Sections
- Signing and Marking Sheets
- Utility Sheets
- Phased Erosion Control Sheets
- Earthwork Cross Section Sheets
- Right of Way Plans

At your direction, the existing major cross drains will be extended at their current size. No hydrology or hydraulic studies will be performed on the cross drains.

The deliverables for this project will be in accordance with the attached scope of services outline. We proposed to complete final construction plans within 9 months of receipt of your Notice to Proceed with the following schedule

Our fee for the engineering services outlined Roadway Engineering Design Requirements and above will be \$250,000.

We appreciate this opportunity, and look forward to working with you. Should you have any questions please give me a call.

Sincerely,
Saunders Engineering Consultants, Inc.



Rick Saunders, PE

CONFIRMATION OF ASSIGNMENT

Project Name: Elberta/Wilson Road Widening
Project Address: Houston County, Georgia
Saunders Engineering Consultants, Inc. Project Number: Pending

CLIENT:

Name: Mr. Ronnie Heald, RLS
Houston County Public Works
Address: 2018 Kings Chapel Road
Perry, GA 31069

SAUNDERS ENGINEERING CONSULTANTS, INC.

Name: Saunders Engineering Consultants, Inc.
Address: 104 C Gunn Road Centerville, GA 31028
Phone/ Fax: (478) 953-1228; (478) 953-1248 fax
Representative: Rick Saunders, PE


DESCRIPTION OF ASSIGNMENT AND SERVICES

As stated in attached proposal letter dated October 4, 2022

FEE BASIS:

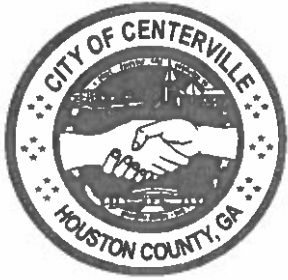
Lump sum due on receipt of invoice

As evidenced by the signatures below, the CLIENT and SAUNDERS ENGINEERING CONSULTANTS, INC., (SEC) agrees to carry out the SERVICES in accordance with the Conditions below:

_____ Authorized Client Representative	<u>Ronnie Heald, RLS</u> Name (Please Print)	_____ Date
 _____ Authorized SEC Representative	<u>Richard B. Saunders, PE</u> Name (Please Print)	<u>10/4/22</u> Date

CONDITIONS:

1. Saunders Engineering Consultants, Inc., will provide services with applicable codes and bylaws and will exercise the standard of care, skill, and diligence required by customarily accepted professional practices and procedure normally provided in the performance of the SERVICES contemplated in this AGREEMENT at the time and the location in which the SERVICES were performed.
2. Fees for SERVICES will be performed at time basis rates unless noted otherwise.
3. Reimbursable expenses are in addition to fees for performance of the Services. An administrative charge will be added to all reimbursable expenses.
4. Invoices for fees and reimbursable expenses are due and payable by the CLIENT within thirty (30) days of the date of the invoice without hold back. Interest on overdue accounts will be charged at the rate of 2% per month. Saunders Engineering Consultants, Inc., reserves the right to discontinue services in the event of non-payment.
5. If the project is suspended for more than thirty (30) calendar days in the aggregate, Saunders Engineering Consultants, Inc. shall be compensated for services performed and charges incurred prior to receipt of notice to suspend and, upon resumption, an equitable adjustment in fees to accommodate the demobilization and remobilization costs.



Governor's All-Star City

* * * *

CITY OF CENTERVILLE

300 East Church Street
Centerville, Georgia 31028-1099
Phone: (478) 953-4734 Fax: (478) 953-4797

JOHN R. HARLEY
MAYOR

Mike Brumfield
Dir of Operations

Krista Bedingfield
City Clerk

Rebecca L. Tydings
City Attorney

**Members
Of
Council**

Robert D. Bird, Jr.
Post 1

Justin Wright
Post 2

J. Micheal Evans
Post 3

Edward D. Armijo
Post 4

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

October 27, 2022

Dear Chairman Stalnaker:

The City of Centerville is aware that Houston County will soon begin the process to improve Wilson Drive in Centerville, as approved in the 2018 SPLOST referendum. The 2018 (and previous) SPLOST project lists have included various county-wide infrastructure projects that are to be carried out within Centerville's jurisdictional boundaries. The upcoming Wilson Drive project is one of those county-wide projects.

The City of Centerville is truly grateful and appreciative of our strong relationship with Houston County. We are very pleased and are looking forward to seeing the upcoming Wilson Drive project begin and move forward to completion. This project will be a welcome enhancement to improved traffic flow and road infrastructure in Centerville.

Again, I appreciate the relationship that makes us able to work so well together on behalf of the citizens of Houston County and the citizens of Centerville.

Sincerely,

John R. Harley, Mayor

cc: Mike Brumfield, Director of Operations

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

The following Commissioner’s Meeting Schedule for 2023:

Courthouse Perry			Annex – Carl Vinson		
January	3, 2023	9:00 a.m.	January	17, 2023	5:00 p.m.
February	7, 2023	9:00 a.m.	February	21, 2023	5:00 p.m.
March	7, 2023	9:00 a.m.	March	21, 2023	5:00 p.m.
April	4, 2023	9:00 a.m.	April	18, 2023	5:00 p.m.
May	2, 2023	9:00 a.m.	May	16, 2023	5:00 p.m.
June	6, 2023	9:00 a.m.	June	20, 2023	5:00 p.m.
July*	5, 2023	9:00 a.m.	July	18, 2023	5:00 p.m.
August	1, 2023	9:00 a.m.	August	15, 2023	5:00 p.m.
September	5, 2023	9:00 a.m.	September	19, 2023	5:00 p.m.
October	3, 2023	9:00 a.m.	October	17, 2023	5:00 p.m.
November	7, 2023	9:00 a.m.	November	21, 2023	5:00 p.m.
December	5, 2023	9:00 a.m.	December	19, 2023	5:00 p.m.

***The Regularly scheduled meeting on July 4th was moved to the 5th due to the holiday**

3

Christine Buffington, Environmental Health County Manager, Houston County Environmental Health Department will be presenting a new fee structure for Food Service Fees.

Motion by _____, second by _____ and carried _____ to

- concur
- non-concur

with the Food Service Fee Proposal presented by Christine Buffington, Environmental Health County Manager for the Houston County Environmental Health Department. The Food Service Fee Proposal is attached hereto as Exhibit "A" to this motion.

4

The County has started the process of exchanging property pursuant to O.C.G.A. §36-9-3(a)(3)(D). An ad was placed in the Houston Home Journal for four consecutive weeks starting October 26th and continuing through November 16th. The first property is Tract 1, currently owned by the Charlie Wilson Estate in Rem, containing 5.21 acres and appraised value is \$104,000. The second property is Tract 2, currently owned by the County, containing 5.21 acres and appraised value of \$104,000.

This exchange of properties will benefit the citizens of Houston County by providing a buffer of land between a new subdivision and the County's closed landfill.

Motion by _____, second by _____ and carried _____ to


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the value and exchange of properties known as Tract 1 currently owned by the Charlie Wilson Estate in Rem, containing 5.21 acres and appraised value is \$104,000, and the second property, Tract 2, currently owned by the County, containing 5.21 acres and appraised value of \$104,000.

This exchange of properties will benefit the citizens of Houston County by providing a buffer of land between a new subdivision and the County's closed landfill.

MEMORANDUM

TO: Robbie

FROM: Tom 

DATE: November 8, 2022

RE: County Exchange of Property for November 15, 2022 Agenda

Robbie,

We have started the process of the County exchanging property pursuant to O.C.G.A. § 36-9-3(a)(3)(D), please see attached a copy of the ad placed in the Houston Home Journal for four consecutive weeks starting October 26th and continuing through to November 16th.

Also attached is a plat of the property that will disposed of by the County and the property the County will obtain through the exchange. Tract 1, currently owned by the Charlie Wilson Estate In Rem and as seen on the plat of survey attached, is the property the County will obtain through the exchange. Tract 2 is the property the County will dispose of through the exchange. Both tracts are equal in size containing 5.21 acres. The appraised value of Tract 1 is \$104,000.00 and the appraised value of Tract 2 is \$104,000.00. The next step is for the Board of Commissioners to be presented with the value of the properties to be exchange and vote on approving the values and the exchange. We hope to have copies of the appraisals prior to the agenda being put together and will get those to you as soon as we receive them.

This exchange of property will benefit the people of Houston County by providing a buffer of land between a new subdivision and the County's closed landfill.

Thank You,

**PUBLIC NOTICE REGARDING
DISPOSAL OF COUNTY
PROPERTY BY EXCHANGE**

Notice is hereby published, in accordance with O.C.G.A. § 36-9-3(a)(3)(D), that, having met all applicable state law requirements, the Houston County Board of Commissioners intend to dispose of approximately 5.21 acre of real property located in Land Lot 10 of the 11th District, Houston County, Georgia (being a portion of Tax Parcel ID# 001260 01C000), by conveying such area to abutting property owner, Johnny B Wilson, as Administrator of the Charlie Wilson Estate In Rem, in exchange for approximately 5.21 acre of real property located in Land Lot 250 of the 10th District, Houston County, Georgia (being a portion of Tax Parcel ID# 001030 015000). O.C.G.A. § 36-9-3(a)(3)(D) authorizes the County to dispose of real property by exchange without the requirement of a sealed bid or auction when the real property so acquired is of equal or greater value than the property previously belonging to the County. This exchange of property is for the County to acquire property for public use. By agreement of the parties, this transaction shall close on or after December 1, 2022.

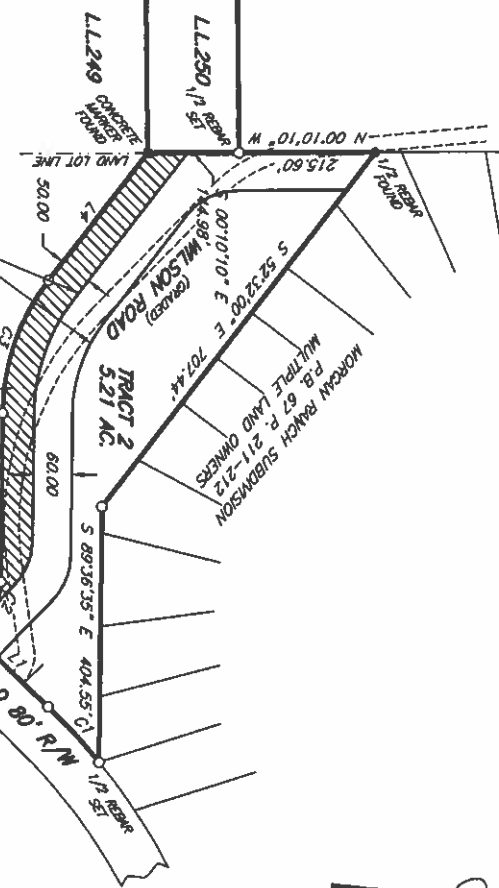
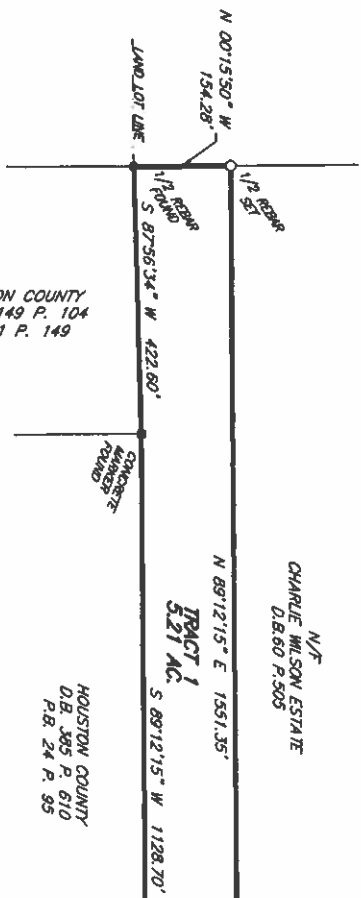
170555 10/26-11/16

Type: GEORGIA STANDARD
 PLATS
 Recorded: 10/13/2022
 10:12:00 AM
 Fee Amt: \$10.00 Page 1 of 1
 Houston, Ga. Clerk Superior C
 BK 83 PG 298

SURVEY FOR:
EPIC ESTATES LLC
 LAND LOT 250, 10TH LAND DISTRICT
 HOUSTON COUNTY, GEORGIA
 SCALE: 1"=200'
 DATE: 07/28/22



HOUSTON COUNTY
 D.B. 3149 P. 104
 P.B. 61 P. 149



LINE	BEARING	DISTANCE
L1	S 43°55'25" W	122.72'
L2	N 46°02'40" W	41.95'
L3	N 69°36'35" W	266.58'
L4	N 52°32'00" W	254.50'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	975.40'	119.25'	119.18'	S 47°25'32" W	70°18"
C2	70.00'	53.23'	51.95'	N 67°49'38" W	43°33'55"
C3	350.00'	226.49'	222.56'	N 71°04'18" W	37°04'38"

THE PROPERTY HEREON LIES COMPLETELY WITHIN A JURISDICTION WHICH DOES NOT REVIEW OR APPROVE ANY PLATS OR THIS TYPE OF PLAT FROM TO RECORDING, REVISION OR THIS PLAT DOES NOT IMPLY APPROVAL OR ANY LEGAL REVISION AND LIABILITY OF THE SURVEYOR OR ANY OTHER PERSONS FOR ANY ERRORS OR OMISSIONS OR THE UNDERSIGNED SURVEYOR'S CERTIFICATE. THE LAND PLAT HEREON WITH THE APPLICABLE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-87.



Joyim H. Evans
 07/28/22
 04 RES 3308

ERROR OF CLOSURE: GREATER THAN 1' IN 10,000
 ANGULAR ERROR: LESS THAN 6" PER ANGLE
 CLOSURE: LESS THAN 6" PER ANGLE
 ADJUSTMENT: 1" = 100,000'
 SURVEYOR: JOYIM H. EVANS
 DATE BY: LABBY GANS 07/28/22
 3294P. FILE: CWLSON-07/28/22

STATEWIDE SURVEYING COMPANY
 521 ETHEL STREET
 DOUGLAS, GEORGIA 31533
 912-384-7723

5

Summary of bills by fund:

• General Fund (100)	\$ 550,305.63
• Emergency 911 Telephone Fund (215)	\$ 183,026.23
• American Rescue Plan Act (230)	\$ 917,454.65
• Fire District Fund (270)	\$ 102,949.70
• 2006 SPLOST Fund (320)	\$ 1,221.25
• 2012 SPLOST Fund (320)	\$ 120,921.64
• 2018 SPLOST Fund (320)	\$1,268,829.01
• Water Fund (505)	\$ 125,713.42
• Solid Waste Fund (540)	\$ <u>216,782.85</u>
Total for all Funds	\$3,487,204.38

Motion by _____, second by _____ and carried _____ to

- approve
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- table
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the payment of the bills totaling \$3,487,204.38