

# Houston County Commissioners Meeting

Warner Robins, Georgia | March 21, 2023 | 5:00 P.M.

Call to Order

Invocation – Dr. Levi Rozier

*Senior Pastor, Harvest Builders Worship Center*

Pledge of Allegiance – Commissioner Byrd

Proclamation – Houston County Safe Digging Month

Approval of Minutes from March 7, 2023

New Business

1. **Solid Waste Collection Personnel Request (Equipment Operator) – Commissioner Robinson**
2. **911 Center Remediation – Commissioner Robinson**
3. **Personnel Request (Senior Accountant) – Commissioner Gottwals**
4. **Approval of a Bid (Kubota RTV) – Commissioner Gottwals**
5. **Approval of Bid (Landscape Contract) – Commissioner Gottwals**
6. **Intergovernmental Agreement (City of Perry) – Commissioner Talton**
7. **Solid Waste Collection Service Agreement Amendment – Commissioner Talton**
8. **Landfill Tipping Fees Increase – Commissioner Byrd**
9. **Intergovernmental Agreement (City of Warner Robins) – Commissioner Byrd**
10. **Approval of Bills – Commissioner Byrd**

Public Comments

Commissioner Comments

11. **Executive Session for Attorney-Client per O.C.G.A. § 50-14-2(1) – Commissioner Robinson**

Motion for Adjournment



## A Proclamation Recognizing April as Safe Digging Month in Houston County

**WHEREAS**, thousands of times each year, the underground infrastructure in Georgia is damaged by those who do not have underground lines located prior to digging, resulting in service interruption, environmental damage and threats to public safety, and;

**WHEREAS**, in 2005, the Federal Communications Commission designated 811 to provide contractors and homeowners a simple number to contact utility operators to request the location of underground lines at the intended dig site, and;

**WHEREAS**, the Houston County Utility Coordinating Committee, a stakeholder-driven organization dedicated to the prevention of damage to underground utilities in Georgia, promotes the National 811 Notification System and Georgia 811 in an effort to reduce these damages, and;

**WHEREAS**, damage prevention is a shared responsibility; by using safe digging practices, the contractors and homeowners of Houston County can save time, money and help keep our infrastructure safe and connected.

**NOW THEREFORE, BE IT PROCLAIMED** by the Houston County Board of Commissioners that the month of April 2023 is proclaimed Safe Digging Month in Houston County and that all contractors and homeowners throughout Houston County are encouraged to always contact 811 before digging - because safe digging is no accident.

**SO PROCLAIMED** this 21<sup>st</sup> day of March 2023

Attested By:

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Robbie Dunbar  
Director of Administration

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Dan Perdue, Chairman

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Gail Robinson

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Mark Byrd

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Tal Talton

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Shane Gottwals

**Houston County Commissioners Meeting**  
**March 7, 2023**  
**Perry, Georgia**

The Houston County Board of Commissioners met in regular session at 9:00 a.m. on Tuesday March 7, 2023, at the Houston County Courthouse in Perry, Georgia, with Chairman Perdue presiding and Commissioners Byrd, Gottwals, Robinson, and Talton present. Also present were County Attorney Tom Hall, Director of Administration Robbie Dunbar, Director of Operations Brian Jones, Director of Personnel Ken Carter, Director of Purchasing Mark Baker, Community Planner Jake Cox, Chief Building Inspector Tim Andrews, Utilities Superintendent Terry Dietsch, Chief Tax Assessor James Moore, Deputy Chief Tax Assessor Amanda Clark and Solicitor Amy Smith.

Commissioner Byrd led the Invocation.

Military speaker, Lt. Tyler Smith, who works with the Air Force Sustainment Center in Contracting, spoke of his military career. Lt. Smith, a native of California, enlisted in the USAF and began his military career as a SERE (Survival, Evasion, Resistance & Escape) instructor. He then became a water survivor instructor teaching aviators how to escape from aircraft that crash into a body of water. He applied to Officer Candidate School in 2018-2019 and after completing this training and schooling, received his commission. Lt. Smith spoke of the great experience he and his wife Sophia, who was present with him at the meeting, have had since coming to Houston County. He expressed his appreciation for the terrific partnership between Robins and the local community. All Commissioners expressed their appreciation for Lt. Smith and his wife Sophia attending the meeting, speaking about his military career and for his service to our nation and thanked him for his work to help save taxpayer dollars by watching the dollars being spent.

Motion by Mr. Talton, second by Mr. Byrd and carried unanimously by all to approve the minutes from the meeting of February 21, 2023.

Chief Building Inspector Tim Andrews presented Special Exception Applications #2655 - #2668 and rezoning application #2663 and advised that application #2655 had been withdrawn by the applicant.

County Attorney Tom Hall made a blanket statement for the benefit of all applicants for Special Exceptions for home occupations that even if the Board of Commissioners approves an application, neighborhood covenants may still impose certain restrictions upon or against home occupation businesses. The actions taken by the Board will not change any provision within the covenant that prohibits any commercial or business activity.

Chairman Perdue opened a Public Hearing on the presented Special Exception Applications.

Special Exception Application #2658 was present, there was no opposition.  
Special Exception Application #2659 was present, there was no opposition.  
Special Exception Application #2660 was present, there was no opposition.  
Special Exception Application #2661 was present, there was no opposition.  
Special Exception Application #2664 was present, there was no opposition.  
Special Exception Application #2665 was present, there was no opposition.  
Special Exception Application #2666 was present, there was no opposition.  
Special Exception Application #2667 was present, there was no opposition.  
Special Exception Application #2668 was present, there was no opposition.

As there were no comments, Chairman Perdue closed the Public Hearing and reopened the regular portion of the meeting.

Motion by Mr. Byrd, second by Ms. Robinson and carried unanimously by all to approve the following applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report

#2658	Adriana Gilbert	Internet Sales (Natural Body Care)
#2659	Josh Young	Telehealth & Mobile Health Services
#2660	Douglas Omli	Internet Sales (Construction Products)
#2661	Ben & Ansley Bailey	Occupational Therapy
#2664	Billie Cook	Off-Site Plant & Produce Sales
#2665	Darin Farrow	Lawn Care
#2666	Brian Wood	Diesel Repair
#2667	Austin Gilmore	Home Healthcare
#2668	Aaron Hopkins	Heating & Air Service

and to table application #2663 by Lee Wingate DBA Win DW, LLC rezoning property on Gilbert Road from R-AG to R-1. Planning & Zoning approved to suspend unanimously pending results of the DRI (Development of Regional Impact) report from the Middle GA Regional Commission:

Mr. Andrews advised all applicants on the next step in the process which would be obtaining their business licenses through the Commissioner's office.

Mr. Byrd presented a personnel request by the Public Defender's Office to hire Matthew Pollard at a Grade 30 (C) step.

Motion by Mr. Byrd, second by Mr. Gottwals and carried unanimously by all to approve the hiring of Matthew Pollard at a Grade 30 (C) step for the vacant Assistant Public Defender position with the Public Defender's Office.

Mr. Gottwals presented a request from the City of Warner Robins, along with Elohim Investments, LLC, for the annexation of 9.51 acres located at the northeast and southeast corners of N Houston Road and Northlake Drive and the southeast corner of Johnson Road and N Houston Road.

Motion by Mr. Gottwals, second by Mr. Byrd and carried unanimously by all to concur with a request by the City of Warner Robins to annex 9.51 acres of land more particularly described as Tax Parcels 000960 054000, 000960 050000, 000960 024000 and 000960 051000, contingent on the City of Warner Robins annexing Northlake Drive into the City of Warner Robins.

Commissioner Byrd expressed his appreciation to County staff for their involvement on this agenda item.

Mr. Gottwals presented a request by the Tax Assessors to appoint Stephen Thublin to the Tax Assessors Board.

Motion by Mr. Gottwals, second by Mr. Talton and carried unanimously by all to approve the appointment of Stephen Thublin to the Tax Assessors Board fulfilling the unexpired term of Brian Jones for a term to begin 3/07/2023 and to end 12/31/2024.

Chairman Perdue expressed that Mr. Thublin will be an asset to the Board based on his experience. Mr. Byrd expressed his appreciation to Mr. Jones for his service to the community while on the Board.

Houston County Commissioners Meeting Continued from Page 203

Mr. Talton presented a request by the Public Works Department for intersection improvements at Margie Drive and Osigian Boulevard. Two bids were received with the lowest bid coming from McLeroy, Inc. of Zebulon, Ga.

Motion by Mr. Talton, second by Ms. Robinson and carried unanimously by all to table Agenda Item #5 until an Intergovernmental Agreement (IGA) can be finalized between the City of Warner Robins and Houston County on this intersection improvement and returned to the County.

Mr. Dunbar advised that the current bid by McLeroy, Inc. is good for 60 days and will expire on March 12<sup>th</sup>.

Mr. Talton presented a request by the Engineering Department to enter into an agreement with Saunders Engineering Consultants, Inc. to provide engineering services for the improvement of Davidson Road. Total project length will be .50 miles from the end of the existing pavement to the end of Davidson Road.

Motion by Mr. Talton, second by Mr. Gottwals and carried unanimously to approve the Engineering Department entering into an agreement with Saunders Engineering Consultants of Centerville, Ga to provide engineering services for the improvement of Davidson Road through grading and paving. Fee for the work will be \$22,200 and the time for the design will be 7 months from the Notice to Proceed. Funding for the design of this project will be paid from Account 100-#4100-52.1200, Professional Services.

Commissioner Talton and Chairman Perdue mentioned that this improvement on Davidson Road had been planned previously and both were happy to see the first step in the process begin.

Ms. Robinson presented an intergovernmental agreement requesting the Houston County Board of Elections conduct all elections for or in the City of Centerville.

Motion by Ms. Robinson, second by Mr. Talton and carried unanimously by all to approve an Intergovernmental Agreement between the City of Centerville, Houston County and the Houston County Board of Elections for the Board of Elections conducting any and all municipal elections held for or in the City of Centerville. This Intergovernmental Agreement will cover the 2023 election year only expiring on December 31, 2023.

Commissioner Byrd expressed his belief that this is another example of cooperation among the governments in Houston County with Houston County citizens benefitting financially from intergovernmental agreements such as this.

Ms. Robinson presented an abandonment of right-of-way application by Robert and Cassie Thompson, owners of 371 Old Perry Road, requesting the abandonment of a portion of an 80 foot-county right-of-way known as the original Old Perry Road. The portion of right-of-way subject to the request is adjacent to their property. Pursuant to O.C.G.A. § 32-7-2(b)(1), all property owners with property that sits upon the right-of-way were notified that a public hearing regarding this request would be held today and notice of the public hearing for the purpose of discussing the abandonment was advertised in the Houston Home Journal once a week for two weeks.

Chairman Perdue opened a Public Hearing on the abandonment of right-of-way request on Old Perry Road.

Utilities Superintendent Terry Dietsch advised that there is a 16" water main to remain in a utility easement as part of the abandonment as reflected in the deeds and plat.

Chairman Perdue closed the Public Hearing and reopened the regular portion of the meeting.

Motion by Ms. Robinson, second by Mr. Byrd and carried unanimously to approve of the Board of Commissioners signing the Resolution and the Deeds of Abandonment abandoning the portion of the 80' right-of-way known as the original Old Perry Road the portion of right-of-way to be abandoned is more particularly described as follows:

All that tract or parcel of land situate, lying and being in Land Lot 11 of the Eleventh (11th) Land District of Houston County, Georgia, being known as the original portion of Old Perry Road more particularly describe as the original portion of Old Perry Road an 80' right-of-way, starting at the point it is adjacent to Tract "F-1" according to a Plat of Survey prepared by Terry M. Scarborough, Dated January 17, 1992, and recorded in Plat Book 41, Page 154, Clerk's Office, Houston Superior Court, then ending at the point the original portion of Old Perry Road right-of-way abuts the new paved portion of Old Perry Road right-of-way.

This conveyance is subject to any easements for drainage or utilities presently existing within the above-described property.

All structures built on the adjacent property must maintain a distance of 40' from the right-of-way being abandoned.

Motion by Ms. Robinson, second by Mr. Talton and carried unanimously by all to approve the payment of the bills totaling \$4,540,529.09.

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

Roland Berry invited Chairman Perdue and all the Commissioners and those in attendance to a Rotary Club of Warner Robins roast of Dr. Mark Scott, Superintendent of Houston County Schools. The event will take place at the Wellston Center on the evening of Thursday, April 20<sup>th</sup>. This is a fundraiser for the Rotary Club and allows them to continue their civic work in the community.

Commissioner Byrd thanked Mr. Berry for attending the meeting and informing the Board of this event.

Chairman Perdue advised that he has already purchased two tickets for he and his wife to attend.

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

With no further comments, Chairman Perdue closed the regular portion of the meeting and opened Commissioners Comments.

Commissioner Byrd expressed the many community activities of late that the Board had been invited to participate in which included the Robins Regional Chamber Eggs and Issues breakfast where the focus was County government, the Board of Education's Monument Dedication to the Houston High, the City of Warner Robins Black History Month event, Read Across America activity and most recently the State of the Base luncheon by the Robins Regional Chamber – this Board and its members have been active in the community.

Commissioner Talton expressed how glad he was to see all the businesses being approved and the growth in Houston County.

Commissioner Robinson thanked everyone for attending and commented on the wide variety of home occupations that were approved.

Houston County Commissioners Meeting Continued from Page 205

Commissioner Gottwals expressed his appreciation to the quick response by Houston County Sheriff's Department personnel to an incident that occurred in his neighborhood. He spoke about the quick response by the deputies and their work to solve the situation.

Chairman Perdue thanked everyone for attending and expressed how great it was to hear how well Robins Air Force Base is doing presently with a continued bright future ahead with new missions anticipated to come.

Motion to adjourn by Mr. Talton, second by Mr. Gottwals and carried unanimously by all, meeting adjourned.

\_\_\_\_\_  
Robbie Dunbar  
Director of Administration

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

# **1. Solid Waste Disposal Personnel Request (Equipment Operator) – Commissioner Robinson**

Terry Dietsch, Utilities Engineer, is requesting approval to fill the vacant Equipment Operator position at the Landfill. The request is to hire Melvin Freeman at the Grade 10 (C) Step. Personnel has reviewed his experience and recommends hiring at this step.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the hiring of Melvin Freeman at the Grade 10 (C) step to fill the vacant Equipment Operator Position at the Landfill effective March 21, 2023.**





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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: March 7, 2023  
Re: Melvin Freeman – Equipment Operator

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Terry Dietsch is requesting to hire Melvin Freeman for the vacant Equipment Operator position at the Landfill. Based on Mr. Freeman's experience, Mr. Dietsch is requesting to hire at Grade 10 (C). I have reviewed his experience and request approval to hire at the 10 (C) step effective March 21, 2023.



# Houston County Public Works

## Office

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

Brian Jones, PE  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

## Memo

**To:** Ken Carter, Director of Personnel

**From:** Terry Dietsch, Utility Director

A handwritten signature in blue ink, appearing to read "Terry Dietsch".

**Date:** March 6, 2023

**Re:** Equipment Operator

Please consider this request to hire Melvin Freeman as an equipment operator for the Landfill. He posses a CDL license and has 10 years' experience. I request he start as a 10C. If approval his start date will be March 20, 2023. Thank you.

## 2. 911 Center Emergency Remediation – Commissioner Robinson

Public Buildings staff requests approval of a proposal from ICB Construction Group for remediation work to take place at the Houston County 911 Center.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

the signing of a proposal from ICB Construction Group for \$246,016.00 for remediation work at the 911 Center. This project will be funded by E911 Reserve Funds.



# Houston County Public Works

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Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Engineer

## MEMO

To: Houston County Board of Commissioners

From: Michael Phillips, Facilities Superintendent *MP BJ*

Date: March 10, 2023

Re: Emergency Procurement- 911 Remediation

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Public Buildings staff requests permission for emergency remediation of the Houston County 911 Center from **ICB Construction Group** for \$246,016.00. Emergency procurement is necessary at this time as the water intrusion into the building has increased exponentially in the past few months, requiring immediate excavation of the front of the building. This project will be funded by E911 Reserve Funds.

Thank you for your consideration of this request.

Attachment: Proposal from ICB Construction Group



March 8, 2023

Michael Phillips  
Houston County Board of Commissioners  
2020 Kings Chapel Road  
Perry, Georgia 31069

REF: Houston County 911 Center Emergency Remediation

Dear Mr. Phillips,

As requested, we are pleased to provide the following pricing for the Emergency Remediation at the Houston County 911 Center:

**Summary of Scope of Work:**

1. Demolition of Existing Brick and Reinstallation of New Brick.
2. Provide new Stucco Band between the New Brick Veneer and Existing Stucco.
3. Provide New Stucco Base Coat on the existing Walls including Fiberglass Mesh and Synthetic Finish Coat.
4. Provide Waterproofing at Excavated Brick Veneer Areas, and Air Barrier System behind Brick Veneer.
5. Provide all necessary Grading, and Removal/Replacement of Sidewalk as required.
6. Provide Storm Sewer as required.
7. Repair Damaged Electrical Ground Wires.

<b>Total Price</b>	<b>\$246,016.00</b>
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**\*\*Please note price is valid through the close of business on March 15, 2023.**

Sincerely,

A handwritten signature in blue ink, appearing to read "Kenna Scragg".

Kenna Scragg  
President  
ICB Construction Group

### **3. Personnel Request (Senior Accountant) – Commissioner Gottwals**

The Accounting Department is requesting to hire Will Davis for the vacant Senior Accountant position in the Accounting Department.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

Approve

Disapprove

table

authorize

**to approve hiring Will Davis for the vacant Senior Accountant Position in the Accounting Department at a Grade 28 (B) with approval to increase one step upon the completion of the Level 1 Governmental Finance Officer Certification and one step upon completing the Level 2 Governmental Finance Officer Certification offered by the Carl Vinson Institute of Government. This position was initially budgeted to hire at a Grade 28 (D).**



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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: March 15, 2023  
Re: Senior Accountant Hire

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Danyelle George is requesting to hire Will Davis for the vacant Senior Accountant position in the Accounting Department. When the position was approved, it was budgeted to hire at Grade 28 (D). It is requested to hire Mr. Davis at Grade 28 (B) with approval to increase one step when Mr. Davis completes the Level 1 Governmental Finance Officer Certification offered by the Carl Vinson Institute of Government (CVIOG) and an additional one step increase when completing the Level 2 Governmental Finance Officer Certification also offered by CVIOG. Please consider this request.

#### **4. Approval of a Bid (Kubota RTV) – Commissioner Gottwals**

The Purchasing Department is requesting approval of a bid for one new in-stock RTV. Purchasing recommends the purchase of this in-stock vehicle due to the lead times and availability of this type of vehicle.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the purchase of an in-stock Kubota RTV-X900WL-A from Mason Tractor Company of Perry at a cost of \$20,673.92 to be used by the Landfill. The cost of the RTV will be charged to account 540-11.7500 (Solid Waste Capital Fund) and will replace a 2006 RTV currently in inventory (#622).**





**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:** Robbie Dunbar  
**DATE:** March 10, 2023  
**SUBJECT:** Purchase of One (1) 2023 Kubota RTV-X900WL-A

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The Purchasing Department located one (1) new in-stock side by side at Mason Tractor Company. This RTV will be used by the Landfill.

The Purchasing Department recommends that the Houston County Board of Commissioners go forward and purchase the in-stock vehicle from Mason Tractor Company due to lead times. The cost of \$20,673.92 will be charged to account 540-11.7500. This unit will replace a 2006 RTV currently in inventory (#622).



# Mason Tractor Company



P.O. Box 458  
Blue Ridge, GA 30513  
(706) 632-3777

P.O. Box 166  
Cumming, GA 30028  
(770) 887-6119

1374 Hwy 76 West  
Hiawassee, GA 30546  
(706) 970-3077

P.O. Box 2589  
McDonough, GA 30253  
(770) 957-3370

P.O. Box 2623  
Norcross, GA 30091  
(770) 582-0377

P.O. Box 810  
Perry, GA 30169  
(478) 987 1173

1275 Carrollton Villa Rica  
Hwy  
Villa Rica, GA 30180  
(678) 952-2037

Name	HOUSTON COUNTY		All quotes are only valid through the last day of the quote date month and may only be extended with approval from salesman.	Date	1/1/2021	
Address				Salesman	HOLDEN TROUT	
Cell/LL	MARK BAKER - 4789738326			Email	<a href="mailto:DETROUT@MASONTRACTORCO.COM">DETROUT@MASONTRACTORCO.COM</a>	
Email	<a href="mailto:MBAKER@HOUSTONCOUNTYGA.ORG">MBAKER@HOUSTONCOUNTYGA.ORG</a>			Cell	4785089973	
N/U	Description	Serial	Stock	Cash	Finance	
N	2023 KUBOTA RTV-X900WL-A W/ ATV TIRES 4WD			\$ 20,673.92		
	SPRAY IN BED LINER			\$ -	\$ -	
	CANOPY HARD TOP			\$ -	\$ -	
	VYNIL DOOR KIT			\$ -	\$ -	
	FRONT WINDSHEILD WITH WIPER			\$ -	\$ -	
	AMBER STROBE LIGHT W/ WIRING HARNESS			\$ -	\$ -	
	REAR VIEW MIRROR			\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
Customer Signature		Yes	No	<b>SUBTOTAL</b>		<b>\$20,673.92</b>
<u>X</u>		<input type="checkbox"/>	<input type="checkbox"/>	Insurance		<b>\$0.00</b>
**Disclaimer: Total figure on Finance column does not include UCC1 Filing Doc fee, Insurance, Down Payment or Extended Warranty - Those costs are determined on the finance quote or contract.		<input type="checkbox"/>	<input type="checkbox"/>	Sales Tax		<b>\$0.00</b>
		See Page 2 for Trade In		<b>TOTAL</b>		<b>\$20,673.92</b>
						<b>\$0.00</b>

## 5. Approval of Bid (Landscape Contract) – Commissioner Gottwals

Public works staff solicited bids for three landscape maintenance contracts covering multiple sites for County owned or maintained property. Bids were received from Dixie Lawn & Landscaping, Inc. in the total amount of \$234,272 and Paulk Landscaping, Inc. in the total amount of \$313,440 with no bids received from Unique Landscaping, LLC.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

Approve

Disapprove

table

authorize

**a landscape grounds maintenance agreement with Dixie Lawn & Landscaping, Inc. for County Public Buildings sites in the bid amount of \$162,072, Water Department Facilities in the bid amount of \$54,900 and Storm Water Maintenance Facilities in the bid amount of \$17,300 for a 12-month mowing season with an option for two additional growing season extensions. Funds to cover the Public Buildings landscape grounds maintenance of 10 sites will be funded from Dept. #1565, Government Buildings, account number 100-1565-52.2200. Funds to cover the Water Department Facilities lawn maintenance of 24 sites will be funded from Dept. #4400, Water Fund, account number 505-4400-52.2200. Funds to cover the Storm Water Management Facilities lawn maintenance, currently 3 sites will be funded from Dept. #4320, Storm Water Management, account number 505-4320-52.2200.**



# Houston County Public Works

## MEMORANDUM

### 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

**To:** Houston County Board of Commissioners

**From:** Brian Jones, Director of Operations *BJ*

**Date:** Tuesday, March 14, 2023

**RE:** Landscape Grounds Maintenance for Public Buildings, Water Department Facilities and Storm Water Management Facilities

On March 8, 2023, bids were solicited for three landscape maintenance contracts. There were three bidders for the contracts. The projects were as follows:

1. Public Buildings landscape grounds maintenance, 10 sites (funded from Dept. #1565, Government Buildings).
2. Water Department Facilities lawn maintenance, 24 sites (funded from Dept. #4400, Water Fund).
3. Storm Water Management Facilities lawn maintenance, currently 3 sites (funded from Dept. #4320, Storm Water Management).

The bid amount is for a 12-month mowing season, with an option for two (2) additional growing season extensions. Construction of residential subdivisions in the unincorporated areas of the County will result in new storm water facilities and, subsequently, in additional fee for their maintenance. The results of the bids were as follows:

	Dixie Lawn & Landscaping, Inc.	Paulk Landscaping, Inc.	Unique Landscaping LLC
Public Buildings sites	\$162,072	\$177,900	no response
Water Dept. Facilities	\$54,900	\$111,540	no response
Storm Water Maintenance Facilities	\$17,300	\$24,000	no response

Public Works staff recommends entering into agreements with Dixie Lawn & Landscaping, Inc., for Public Buildings Sites for \$162,072 per year, Water Department Facilities for \$54,900 per year, and Storm Water Maintenance Facilities for \$17,300 per year.



1000 Coley Station Road  
Cochran, GA 31014  
Office: (478) 934-4146  
Fax: (478) 934-9600



8341 Grace Road  
Macon, Ga. 31216  
Office: (478) 254-8580  
Fax: (478) 254-8581

## Houston County Public Works Department

### Re: Landscape Grounds Maintenance Proposal 03-08-2023

The following proposal is to include all equipment, materials and labor per this request for proposal as stated on the owner's scope sheet.

Exceptions: LawnCare (Weed & Feed Spray), Mulch, Irrigation Repairs to be upon request

**The Following Properties are broken down as part of an entire proposal / per a full 12-Month Calendar Year with no less than 39 Site Services per year.**

- Courthouse / Detention Center-201 & 203 Perry Parkway... \$45,000.00
- Government Bulding-2030 Kings Chapel Rd, Perry... \$14,100.00
- Purchasing Warehouse / Purchasing-2020 Kings Chapel Rd. Perry... \$16,200.00
- Public Works-2018 Kings Chapel Rd Perry... \$9,900.00
- Houston Lake Dam... \$16,200.00
- Old Station 5-410 Lake Joy Rd... \$10,200.00
- Magistrate Court-89 Cohen Walker Road Dr. WR, Ga... \$11,400.00
- Health Department-98 Cohen Walker Dr. WR, Ga... \$14,100.00
- Drivers' License-198 Carl Vinson Parkway WR, Ga.,  
911-200B Carl Vinson Parkway. WR, Ga.  
Annex-200 Carl Vinson Parkway WR, Ga.  
Old St. Court-202 Carl Vinson Parkway WR, Ga.  
Juvenile-206 Carl Vinson Parkway WR, Ga.  
HEMA-204 Carl Vinson Parkway WR, Ga... \$40,800.00

**Total as Proposed for a 12-Month Year: \$177,900.00**

**Level Billing per Month: \$14,825.00**

Warmly,  
Casey Paulk / President  
Paulk Landscaping, Inc.

***Remember at Paulk Landscaping: WE RETURN PHONE CALLS!!!***

[www.paulklandscaping.com](http://www.paulklandscaping.com)



Dixie Lawn & Landscaping Inc.  
3810 Roddy Rd  
Cochran, GA 31014  
Office: 478-934-3838  
Fax: 478-934-3880

## PROPOSAL

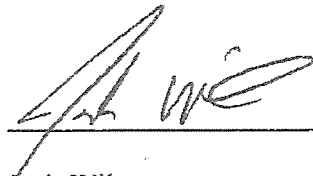
Date: 3-9-23  
Property: Houston County  
2018 Kings Chapel Rd.  
Perry, GA

Project: Commercial Landscape Maintenance Bid

(39 visits) Properties – Weekly April-Sept. & Bi-weekly October-March

	Monthly \$	Annual \$
Houston County Annex Property	2970.00	\$35,640.00
Houston County Government Building	1024.00	\$12,288.00
Houston County Health Dept.	1090.00	\$13,080.00
Houston Lake Dam Area	1284.00	\$15,408.00
Houston County Magistrate Court	910.00	\$10,920.00
Houston County Public Works	845.00	\$10,140.00
Houston County Purchasing Dept.	1098.00	\$13,176.00
Houston County Superior Court	3335.00	\$40,020.00
Houston Lake Rd. (bed maintenance)	750.00	\$9,000.00
Old Fire Station (Lake Joy)	200.00	\$2400.00
<b>Property Maintenance Total:</b>	<b>\$13,506.00</b>	<b>\$162,072.00</b>

Dixie Lawn & Landscaping Inc. agrees on a 3-year contract for all above properties. This is based upon satisfactory work to be completed.



Josh Wilson  
Cell: 478-599-0596  
Email: jw1dixieland@yahoo.com

\_\_\_\_\_  
Customer Representative

1000 Coley Station Road  
Cochran, GA 31014  
Office: (478) 934-4146  
Fax: (478) 934-9600



8341 Grace Road  
Macon, Ga. 31216  
Office: (478) 254-8580  
Fax: (478) 254-8581

## Houston County Water Department

### Re: WWTF Grounds Maintenance Proposal 03-08-2023

The following proposal is to include all equipment, materials and labor per this request for proposal as stated on the owner's scope sheet.

Exceptions: LawnCare (Weed & Feed Spray), Mulch, Irrigation Repairs to be upon request

**The Following Properties are broken down as part of an entire proposal / per a full 12-Month Calendar Year with no less than 26 Site Services per year. (Every other week)**

- Lakeview Water Plant-5.15 Acres...\$8,450.00
- Woodard Road Water Plant-1.00 Acre...\$3,900.00
- Feagin Mill Water Plant-1.44 Acres...\$5,200.00
- Sandefur Water Plant-.92 Acre...\$3,900.00
- Quail Run Water Plant-1.50 Acres...\$5,200.00
- Dunbar Water Plant-1.15 Acres...\$3,900.00
- Elberta Water Plant-.53 Acre...\$2,600.00
- Houston Lake Water Plant-.79 Acre...\$2,600.00
- Hwy 96 Water Plant-1.20 Acres...\$3,900.00
- Hwy 96 Remote Well-.95 Acre...\$3,900.00
- Piney Grove Water Plant-4.19 Acres...\$7,800.00
- Piney Grove Remote Well-1.18 Acres...\$3,900.00
- Tidwell Remote Well-.91 Acre...\$3,900.00
- Moody Road Elevate Tank-.80 Acre...\$3,510.00
- East Bonaire Elevate Tank-1.0 Acre...\$3,900.00
- Haynesville Water Plant-.51 Acre...\$2,600.00
- Haynesville Elevate Tank-.06 Acre...\$1,950.00
- Pyles Road Elevated Tank-.822 Acre...\$3,250.00
- Elko Water Plant-.11 Acre...\$1,950.00
- Henderson Water Plant-.42 Acre...\$2,600.00
- West Henderson Water Plant-3.72 Acres...\$7,150.00
- Bear Branch Water Plant-6.5 Acres...\$10,790.00
- Bear Branch Remote Well-6.4 Acres...\$10,790.00
- Houston Lake Remote Well-1.00 Acre...\$3,900.00

**Total as Proposed for a 12-Month Year: \$111,540.00**  
**Level Billing per Month: \$9,295.00**

Warmly,  
Casey Paulk / President  
Paulk Landscaping, Inc.

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Dixie Lawn & Landscaping Inc.  
 3810 Roddy Rd  
 Cochran, GA 31014  
 Office: 478-934-3838  
 Fax: 478-934-3880

**PROPOSAL**

Date: 2-7-23  
 Property: Houston County  
 2018 Kings Chapel Rd.  
 Perry, GA  
 Project: Water Plant Landscape Maintenance Bid

**(18 visits) – Weekly March-October**

	Per Cut \$	18 visit Total \$
Lakeview Water Plant – 1601 Feagin Mill Rd.	300.00	\$5400.00
Woodard Rd. Water Plant – Woodard Rd	100.00	\$1800.00
Feagin Mill Water Plant – Feagin Mill Rd.	100.00	\$1800.00
Sandefur Water Plant – 150 Heard Rd.	75.00	\$1350.00
Quail Run Water Plant – 127 Water Dr.	100.00	\$1800.00
Dunbar Water Plant – 100 Vinson Ct.	100.00	\$1800.00
Elberta Water Plant – Elberta Rd.	75.00	\$1350.00
Houston Lake Water Plant – 1500 B Houston Lake Blvd.	75.00	\$1350.00
Hwy 96 Water Plant – Hwy 96	100.00	\$1800.00
Hwy 96 Remote Well – Jerry Barker Dr.	75.00	\$1350.00
Piney Grove Water Plant – 109 Crabapple Ln	250.00	\$4500.00
Piney Grove Remote Well – 106 Hedgerow Ln	100.00	\$1800.00
Tidwell Remote Well – McKensie Rd.	75.00	\$1350.00
Moody Rd. Elevated Tank – 3215 Moody Rd.	75.00	\$1350.00
East Bonaire Elevated Tank – Ammons	75.00	\$1350.00
Haynesville Water Plant - 650 Grovania Rd.	50.00	\$900.00
Haynesville Elevated Tank – 813 Grovania Rd.	50.00	\$900.00
Pyles Rd. Elevated Tank -	75.00	\$1350.00
Elko Water Plant - 307 Railroad Ave.	50.00	\$900.00
Henderson Water Plant – 2708 S Hwy 41	50.00	\$900.00
West Henderson Water Plant – Hodge Rd.	225.00	\$4050.00
Bear Branch Water Plant – 200 Carl Vinson Pkwy	400.00	\$7200.00
Bear Branch Remote Well – 134 Bear Branch Rd.	400.00	\$7200.00
Houston Lake Remote Well – Dunbar Rd.	75.00	\$1350.00
<b>Property Maintenance Total:</b>	<b>3,050.00</b>	<b>\$54,900.00</b>

**Service Includes:**  
 Cutting all turf areas  
 Weed eat around all fences & obstacles  
 Pick up/remove trash & debris  
 Spray roundup along fences  
 Blow off all curbs, hard surfaces & entrances

**I recommend invoicing for the work completed at the end of each month.  
\$6,862.50 per month March - October**

Josh Wilson  
 Cell: 478-599-0596  
 Email: [jwldixieland@yahoo.com](mailto:jwldixieland@yahoo.com)

1000 Coley Station Road  
Cochran, GA 31014  
Office: (478) 934-4146  
Fax: (478) 934-9600



8341 Grace Road  
Macon, Ga. 31216  
Office: (478) 254-8580  
Fax: (478) 254-8581

## Houston County Water Department

### Re: Stormwater / Detention Pond Grounds Maintenance Proposal 03-08-2023

The following proposal is to include all equipment, materials and labor per this request for proposal as stated on the owner's scope sheet.

Exceptions: LawnCare (Weed & Feed Spray), Mulch, Irrigation Repairs to be upon request

**The Following Properties are broken down as part of an entire proposal / per a full 12-Month Calendar Year. We have priced this as a Per Cut Service with a minimum of 12 Site Services per year.**

- Forestbrooke & Stratford Hills Subdivisions pond...\$1,250.00 / Site Service
- McCarley Downs Subdivision pond...\$500.00 / Site Service
- Harley Farms Subdivision pond...\$250.00 / Site Service

Warmly,  
Casey Paulk / President  
Paulk Landscaping, Inc.

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**[www.paulklandscaping.com](http://www.paulklandscaping.com)**



Dixie Lawn & Landscaping Inc.  
3810 Roddy Rd  
Cochran, GA 31014  
Office: 478-934-3838  
Fax: 478-934-3880

## PROPOSAL

Date: 3-10-23

Property: Houston County  
2018 Kings Chapel Rd.  
Perry, GA

Project: Stormwater Management Landscape Maintenance Bid

Service Frequency: (12 visits) – monthly all year

Service Includes: Cutting all turf areas  
Weed eat around all fences & obstacles  
Pick up/remove trash & debris within retention pond areas  
Spray roundup along fences

Forestbrooke & Stratford Hills, Detention Pond	\$1,000.00 per month	\$12,000.00 Annually
McCarley Downs Subdivision, Detention Pond	\$291.66 per month	\$3500.00 Annually
Harley Farms Subdivision, Water Quality Device	\$150.00 per month	\$1800.00 Annually

**Total Bid: \$1,441.66 per month \$17,300.00 Annually**

### Additional Items

Pine Straw (purchase & installation) priced at owners request  
Bark mulch (purchase & installation) Price will vary upon square footage  
➤ Recommended Bi-annually: Recommended to put out 2 times per year  
(this service can be performed annually, bi-annually, or only at property owner's request)

Seasonal Color: Select Areas (Bi-annual, Fall & Spring) Prices will vary upon plant selection

---

Josh Wilson  
Cell: 478-599-0596  
Email: jwldixieland@yahoo.com

## **6. Intergovernmental Agreement (City of Perry) – Commissioner Talton**

This is an intergovernmental agreement requesting the Houston County Board of Elections conduct all elections for, or in, the City of Perry.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

Approve

Disapprove

table

authorize

**the signing of an Intergovernmental Agreement between the City of Perry, Houston County and the Houston County Board of Elections requesting the Board of Elections conduct any and all municipal elections held for, or in, the City of Perry. This Intergovernmental Agreement will cover the 2023 election year only expiring on December 31, 2023.**

STATE OF GEORGIA  
COUNTY OF HOUSTON

INTERGOVERNMENTAL AGREEMENT  
FOR CONDUCT OF CITY OF PERRY ELECTIONS

FOR GOOD AND VALUABLE CONSIDERATIONS, the CITY OF PERRY, GEORGIA (municipal governing authority), hereinafter "the City", the HOUSTON COUNTY BOARD OF COMMISSIONERS (county governing authority), hereinafter "the County", and the HOUSTON COUNTY BOARD OF ELECTIONS, hereinafter "the Board of Elections" agree as follows:

1.

In accordance with O.C.G.A. § 21-2-45(c), the City hereby requests the County as governing authority of the county and the Board of Elections to conduct any and all municipal elections held for or in the City of Perry. The Board of Elections shall perform all duties as election superintendent, with exceptions noted. The City agrees to furnish to the Board of Elections, at or before the agreed-upon deadline, any and all documents necessary for the Board of Elections to conduct said elections. The City in accordance with O.C.G.A. § 21-2-224(e), shall be responsible for reviewing and certifying the City's voters list and notifying the Board of Elections of any coding errors in city districts or challenge(s) to any voter's qualifications. The City Attorney, working in conjunction with the County Attorney, shall serve as legal counsel to the Board of Elections concerning municipal election matters. The costs associated with such representation shall be borne solely by the City.

2.

The Parties agree that elections shall be conducted in accord with provisions of the Constitution of Georgia, the Georgia Election Code, Rules of the State Election Board and the City Charter, together with any future amendments.

3.

Pursuant to O.C.G.A. § 21-2-70.1 and 21-2-380.1, the City of Perry hereby appoints Houston County Board of Elections as Election Superintendent and Absentee Ballot Clerk for the City's municipal elections hereinafter, "City Elections Superintendent". All early voting for City elections will be conducted at the Houston County Board of Elections, 2030 Kings Chapel Road, Perry, Georgia 31069.

4.

Pursuant to O.C.G.A. § 21-2-131(a)(1)(A), the City shall be responsible for fixing and publishing notice of the election and the qualifying fees for each office before February 1 of each year in which a municipal election is held and at least 35 days prior to any special election.

5.

The City Election Superintendent appoints Annie Warren as Qualifying Officer and she shall be responsible for qualifying and accepting Notice of Candidacy and Affidavit along with qualifying fees. Qualifying will be conducted at Perry City Hall. Qualifying will be conducted by the City between 8:30 A.M. on Monday, August 21, 2023, and 4:30 P.M. on Wednesday, August 23, 2023. Qualifying fees collected shall be the property of the City. In the event of a challenge to a candidate's qualifications, the City Elections Superintendent and the Qualifying Officer, in conjunction with counsel from the City Attorney, shall hear such challenge. In the event a lawsuit is filed, the City Attorney, working in conjunction with the County Attorney, shall provide counsel and legal representation to the Board and its employees. The costs associated with such representation shall be borne solely by the City.

6.

The City Qualifying Officer pursuant to the Georgia Government Transparency and Campaign Finance Act of 2010, (hereinafter "the Act") shall be responsible for notifying the Georgia Government Transparency and Campaign Finance Commission of qualified candidates and information so requested about such candidates. The City Clerk or Chief Executive Officer shall be responsible for performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for any and all reports filed by the candidates/officials or committees in conjunction with any City Election. In the event of changes to the Act, this contract may be amended, in writing, with the parties thereto observing the same formalities utilized in the codification of this agreement.

7.

If required, in the future, the City shall be responsible for submissions to the U.S. Department of Justice regarding changes in the election process to include but not be limited to the redrawing of council district lines and changes in voting equipment. The Board of Elections shall be responsible for any necessary submissions to the U.S. Department of Justice regarding changes in voting location(s). The current voting location(s) are currently set by the City. The City shall make said location(s) available as necessary. The City shall be responsible for costs associated with the mailing of new voter ID cards for the purpose of notifying voters of their new council district and/or voting location (if applicable), pursuant to the provisions outlined in O.C.G.A. § 21-2-226 (e) and (g).

8.

The Board of Elections shall be responsible for providing election materials, securing of poll workers, contract workers, and temporary workers as needed to facilitate the early voting, absentee voting, and the election process. The Board of Elections shall also be responsible for the logic and accuracy testing on the voting equipment utilized.

The City shall be responsible for and remit payment for all invoices and expenses which are incurred in the conduct of the election including, but not limited to, the cost of advertising, poll workers, poll worker training, contract/temporary labor for Logic and Accuracy (L&A) testing of Ballot Marking Device (hereinafter, "BMD") and Poll Pads units, contract/temporary labor for early in person voting, mail absentee ballots, transportation of BMD units, Scanner Units, Uninterrupted Power Supply units to and from polling location, programming, technical, and site support. In addition, the City shall reimburse to the County, wages of full and part-time staff (not to exceed one week + Election Day). The City shall pay .35 (thirty-five cents) per registered voter. The Registration/Election Supervisor will receive thirty percent (30%) of the .35 (thirty-five cents) per registered voter and the remaining funds will be divided equally between full-time employees. The funds shall be paid directly to the staff, to include the Registration/Election Supervisor, for overtime, the time spent in the preparation and the conduct of each election.

All invoices and expenses will be forwarded directly to the City for payment. The City shall also be responsible for cost incurred for required training, as outlined in O.C.G.A. § 21-2-100 (a) and (d).

In accordance with O.C.G.A. § 21-2-285, in the event no election is held, the City will pay only those costs associated up to the notice of election cancellation running in the legal organ of the county and certification to the Elections Division of the office of The Secretary of State of Georgia.

**9.**

Pursuant to O.C.G.A. § 21-2-300(e) the City wishes to contract with the County and Board of Elections for the use of voting equipment, worker cards, and technician keys. Once equipment passes Logic and Accuracy testing, all costs of repairs and shipping shall become the sole expense of the City.

**10.**

After the close of the polls, all memory cards and election supplies are to be transported directly to the Board of Elections office in the Houston County Government Building located at 2030 Kings Chapel Road, Perry, Georgia 31069. Votes will be tabulated, and absentee ballots counted and entered into the Election Management server for accumulation. The server shall remain located at the Board of Elections office. Consolidation and certification of the election will take place at the Board of Elections office. A copy of the certification and election results will be forwarded to the City Clerk. The Board of Elections will also be responsible for the forwarding of documents and certification to the Elections division of the Office of the Secretary of State of Georgia.

**11.**

The City agrees to cooperate with both the County and the Board of Elections, their agents and employees regarding any claim(s) (including but not limited to, challenges, contests etc.) losses or expenses incurred (including but not limited to, attorney fees and court fees) relating to the holding of the City's elections.



12.

The contract terms will cover the 2023 election year only expiring on December 31, 2023.

In WITNESS WHEREOF, the City, the County and Board of Elections hereunto agree:

**CITY OF PERRY, GEORGIA**

By:   
Randall Walker, Mayor

Date: 3/8/2023

Attest:   
Annie Warren, City Clerk

Date: 3/8/2023

**HOUSTON COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Dan Perdue, Chairman

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Robbie Dunbar, Director of Administration

Date: \_\_\_\_\_

**HOUSTON COUNTY BOARD OF ELECTIONS**

By: \_\_\_\_\_  
Dr. Henry Childs, Chairman

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Debra Presswood,  
Registration/Election Supervisor

Date: \_\_\_\_\_

## **7. Solid Waste Collection Service Agreement Amendment – Commissioner Talton**

The Public Works Department is seeking approval for an Amendment to the *2019 Solid Waste Collection Service Agreement* with Georgia Waste Systems, LLC resulting in an increase in curbside collection fees.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the signing of the Amendment to the Solid Waste Collection Service Agreement between Houston County and Georgia Waste Systems, LLC to amend certain terms of the 2019 agreement to include a monthly increase for customers from \$13.00 to \$21.95 per month with an annual cost adjustment. According to the agreement there will be no reduction of services and an effective date on the first billing cycle on April 5, 2023.**



# Houston County Public Works

## Office

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

Brian Jones, PE  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

## Memo

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director *T&D BJ*

**Date:** March 7, 2023

**Re:** Solid Waste Collection

Public Works staff request consideration to amend the solid waste collection service agreement. The original contract was executed in 2019 and was for a length of 5 years, with two additional years as options. Since that time, there have been significant increases in costs that far outpace those anticipated when the contract was developed. The County's solid waste collection contractor, Georgia Waste Systems, LLC., is operating at a loss under the current rates. Procuring a new contract for this service will result in much higher rates given typical agreements with other governments.

Favorable approval of attached amendment will result in an increase to the curbside collection fees to the customers from \$13.00 to \$21.95 per month with an annual cost adjustment. There will be no reduction of services and an effective date on the first billing cycle on April 5, 2023.

**AMENDMENT TO SOLID WASTE  
COLLECTION SERVICE AGREEMENT**

This Amendment made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023 (hereinafter referred to as “Amendment”), by and between Houston County, Georgia, whose address is 200 Carl Vinson Parkway, Warner Robins, Georgia, 31088, (hereinafter referred to as “County”) and Georgia Waste Systems, LLC, successor in interest to Advanced Disposal Services, Macon LLC whose business address is 108 Highway 247 Spur, Kathleen, Georgia 31047, (hereinafter referred to as “Contractor”).

WITNESSETH:

WHEREAS, the Contractor and the County entered into a Solid Waste Collection Services Agreement on February 5, 2019, (hereinafter referred to as “2019 Agreement”), regarding Contractor collecting Solid Waste and Recyclable Materials in Houston County, Georgia; and

WHEREAS, the County wishes to amend certain terms and clarify other terms of the 2019 Agreement;

NOW THEREFORE this Addendum is made and entered into the Parties hereto mutually covenanting and agreeing as follows:

1.

The original Exhibit “A” in the 2019 Agreement is hereby deleted in its entirety and the new Exhibit “A” attached to this Amendment shall be its replacement.

2.

Section 3.02(a) of the 2019 Agreement, is amended by adding the following language at the end of the paragraph: All roll-out carts needing replaced due to normal wear and tear or damage must be replaced by Contractor either on the day of service for customer requesting replacement or within 7 days of request for replacement. The time frame for the replacement of damaged roll-out carts must not exceed 10 days of the request for replacement or Contractor will be in default.

3.

Section 3.02(a) of the 2019 Agreement, is amended by adding the following language after the sentence reading “The Contractor shall have the responsibility to provide carts for new services and the pick-up of carts from discontinued services.”: **The Contactor shall also have the responsibility to provide carts needing to be replaced due to a missing cart.** (Boldness for emphasis of new sentence only.). Then the following sentence shall remain: “These deliveries and pick-ups must be made within 48 hours of a request or Contractor will be in default.”

4.

All software updates referenced in Sections 4.08 and 4.05 shall be completed by May 1, 2023.

5.

Section 10.00 is hereby deleted, and the following is substituted: The term shall be three (3) years starting from April 1, 2023. Either Party may terminate this Agreement by giving written notice of termination one (1) year prior to the requested termination date.

6.

On or after April 1, 2023 anytime the County assists contractor with yard waste collection the fee to the Contractor shall be one hundred fifty and 00/100 dollars (\$150.00) per hour for each county collection vehicle, including the operator, assigned to assist with yard waste collection.

7.

All other terms and conditions of the 2019 Agreement remain the same and are in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Addendum to be executed in their names and on their behalf by themselves and their respective officers duly authorized, on the day and year first above written.

SIGNED, SEALED AND  
DELIVERED in the  
presence of:

GEORGIA WASTE SYSTEMS, LLC

\_\_\_\_\_  
Witness

BY: \_\_\_\_\_  
Tracey Shrader  
President

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_  
(Notary Seal)

SIGNED, SEALED AND  
DELIVERED in the  
presence of:

HOUSTON COUNTY

\_\_\_\_\_  
Witness

BY: \_\_\_\_\_  
Dan Perdue  
Chairman, Board of  
Commissioners of  
Houston County

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_  
(Notary Seal)

## EXHIBIT "A"

### RATE OF COMPENSATION

The Rate of Compensation to the Contractor shall be Twenty-One and 95/100 Dollars, (\$21.95) per month per residential household starting the first billing cycle on April 5, 2023.

The Compensation payable by the County to the Contractor shall be annually adjusted by the same percentage as the Consumer Price Index for Water, Sewer, and Trash CPI, Not Seasonally Adjusted, All Areas, WST CPI ("C.P.I.") shall have increased during the most recently available preceding twelve months. In the event the U.S. Department of Labor, Bureau of Labor Statistics ceases to publish the C.P.I., the parties hereto agree to substitute another equally authoritative measure of change in the purchasing power of the U.S. dollar as may be then available so as to carry out the intent of this provision. The initial CPI rate adjustment shall take effect in April 2024 and rate adjustments for succeeding contract years shall take effect beginning on County's April billing cycle during each succeeding year throughout the term hereof. CPI shall be capped at 7% each year.

The fee for an extra roll-out container shall remain five dollars and 50/100 (\$5.50).

#### Section 3.01 E Exhibit

E.		RATE IN \$ PER CUBIC YARD FOR COLLECTION AND DISPOSAL OF ADDITIONAL YARD WASTE FROM DISASTER THAT IS REIMBURSED BY FEMA
	1 <sup>st</sup> Year	\$10.00
	2 <sup>nd</sup> Year	\$10.25
	3 <sup>rd</sup> Year	\$10.51
	4 <sup>th</sup> Year	\$10.77
	5 <sup>th</sup> Year	\$11.04
	6 <sup>th</sup> Year (Option Year)	\$11.31
	7 <sup>th</sup> Year (Option Year)	\$11.60

## 8. Landfill Tipping Fees Increase – Commissioner Byrd

The Houston County Landfill, as an enterprise fund, relies on revenue generated from tipping fees to pay the majority of its expenses. Tipping fees at the Houston County landfill have remained unchanged for over 25 years. Other sources of revenue (timber sales and landfill gas sales) are not sufficiently reliable to fund or cover operating expenses at the landfill. Public Works staff are requesting changes be considered to the landfill tipping fees to reflect increases of \$2 per ton for municipal solid waste, \$3 per ton for construction and demolition debris, \$2 per ton in host fees for out-of-county waste, and the addition of a \$5 scale fee for cash/check customers.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the increase in landfill charges as stated with an effective date being the first billing cycle after July 1, 2023. An annual cost adjustment based on the consumer price index for all *urban consumers, US city average for water, sewer, and trash not seasonally adjusted* would also be levied.**



# Houston County Public Works

## Memo

### Office

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

Brian Jones, PE  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director

Handwritten initials "BJ" and "TD" in blue ink.

**Date:** March 10, 2023

**Re:** Landfill Tipping Fees

Public Works staff and our consultants, Atlantic Coast Consulting, request consideration to increase the tipping fees charged at the Landfill. The Houston County Landfill, as an enterprise fund, relies on revenue generated from these tipping fees to pay the majority of its expenses. Tipping fees at the Landfill have remained unchanged for the past 25 years, and, without the other sources of revenue, the Landfill would not have the funds to cover operating expenses. These other sources ( such as timber sales and landfill gas sales ) are not sufficiently reliable to fund or operate a solid waste disposal facility. It is our recommendation that the following changes be considered to the landfill tipping fees.

1. Increase all commodities for municipal solid waste by \$2 per ton.
2. Increase all commodities for construction & demolition by \$3 per ton.
3. Increase host fees ( surcharge for out-of-county waste) by \$2 per ton.
4. Add a \$5 scale fee for cash/check customers.

A proposed rate schedule is attached for your consideration. Effective date would be the first billing cycle after July 1, 2023, with an annual cost adjustment based on the consumer Price Index for all Urban Consumers, U.S. City Average for Water, Sewer, and Trash, not seasonally adjusted.



**IN COUNTY PRICES PER TON**

01	MSW/TRASH	\$ 22.50
02	TIRES	\$ 202.00
03	SLUDGE	\$ 37.50
04	W.R./ PERRY SLUDGE	\$ 25.50
05	ASBESTOS	\$ 37.50
06A	WOOD/ YARD WASTE	\$ 18.00
06B	METAL/APPLIANCE	\$ 18.00
06C	OTHER RECYCLABLES	\$ 18.00
07	SPECIAL WASTE	*AS DETERMINED PER CIRCUMSTANCES
08	PROFILE WASTE	\$ 37.50
09	C&D MATERIAL CHIPPED/GROUND YARD	\$ 18.50
10	WASTE	\$ 8.00

D1	MSW LANDFILL
D2	C & D LANDFILL
D3	WOOD RECYCLING
D4	METAL/APPLIANCES
D5	TIRE RECYCLING

**OUT OF COUNTY PRICES PER TON**

51	MSW/TRASH	\$ 26.50
52	TIRES	\$ 206.00
53	SLUDGE	\$ 41.50
54A	WOOD/ YARD WASTE	\$ 22.00
54B	METAL/APPLIANCE	\$ 22.00
54C	OTHER RECYCLABLES	\$ 22.00
55	SPECIAL WASTE	*AS DETERMINED PER CIRCUMSTANCES
56	PROFILE WASTE	\$ 41.50
57	ASBESTOS	\$ 41.50
59	C&D MATERIAL CHIPPED/GROUND YARD	\$ 22.50
60	WASTE	\$ 12.00

## 9. Intergovernmental Agreement (City of Warner Robins) – Commissioner Byrd

This is an intergovernmental agreement requesting the Houston County Board of Elections conduct all elections for, or in, the City of Warner Robins.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

Approve

Disapprove

table

authorize

**the signing of an Intergovernmental Agreement between the City of Warner Robins, Houston County and the Houston County Board of Elections requesting the Board of Elections conduct any and all municipal elections held for, or in, the City of Warner Robins. This Intergovernmental Agreement will cover the 2023 election year only expiring on December 31, 2023.**

STATE OF GEORGIA  
COUNTY OF HOUSTON

INTERGOVERNMENTAL AGREEMENT  
FOR CONDUCT OF CITY OF WARNER ROBINS ELECTIONS

FOR GOOD AND VALUABLE CONSIDERATIONS, the CITY OF WARNER ROBINS, GEORGIA (municipal governing authority), hereinafter "the City", the HOUSTON COUNTY BOARD OF COMMISSIONERS (county governing authority), hereinafter "the County", and the HOUSTON COUNTY BOARD OF ELECTIONS, hereinafter "the Board of Elections" agree as follows:

1.

In accordance with O.C.G.A. § 21-2-45(c), the City hereby requests the County as governing authority of the county and the Board of Elections to conduct any and all municipal elections held for or in the City of Warner Robins. The Board of Elections shall perform all duties as election superintendent, with exceptions noted. The City agrees to furnish to the Board of Elections, at or before the agreed-upon deadline, any and all documents necessary for the Board of Elections to conduct said elections. The City in accordance with O.C.G.A. § 21-2-224(e), shall be responsible for reviewing and certifying the City's voters list and notifying the Board of Elections of any coding errors in city districts or challenge(s) to any voter's qualifications. The City Attorney, working in conjunction with the County Attorney, shall serve as legal counsel to the Board of Elections concerning municipal election matters. The costs associated with such representation shall be borne solely by the City.

2.

The Parties agree that elections shall be conducted in accord with provisions of the Constitution of Georgia, the Georgia Election Code, Rules of the State Election Board and the City Charter, together with any future amendments.

3.

Pursuant to O.C.G.A. § 21-2-70.1 and 21-2-380.1, the City of Warner Robins hereby appoints Houston County Board of Elections as Election Superintendent and Absentee Ballot Clerk for the City's municipal elections hereinafter, "City Elections Superintendent". All early voting for City elections will be conducted at Houston Health Pavilion Conference Center, 233 North Houston Road, Warner Robins, Georgia 31093.

**4.**

Pursuant to O.C.G.A. § 21-2-131(a)(1)(A), the City shall be responsible for fixing and publishing notice of the election and the qualifying fees for each office before February 1 of each year in which a municipal election is held and at least 35 days prior to any special election.

**5.**

The City Election Superintendent appoints Keyiera Ezell as Qualifying Officer and she shall be responsible for qualifying and accepting Notice of Candidacy and Affidavit along with qualifying fees. Qualifying will be conducted at Warner Robins City Hall. Qualifying will be conducted by the City between 8:30 A.M. on Monday, August 21, 2023, and 4:30 P.M. on Friday, August 25, 2023. Qualifying fees collected shall be the property of the City. In the event of a challenge to a candidate's qualifications, the City Elections Superintendent and the Qualifying Officer, in conjunction with counsel from the City Attorney, shall hear such challenge. In the event a lawsuit is filed, the City Attorney, working in conjunction with the County Attorney, shall provide counsel and legal representation to the Board and its employees. The costs associated with such representation shall be borne solely by the City.

**6.**

The City Qualifying Officer pursuant to the Georgia Government Transparency and Campaign Finance Act of 2010, (hereinafter "the Act") shall be responsible for notifying the Georgia Government Transparency and Campaign Finance Commission of qualified candidates and information so requested about such candidates. The City Clerk or Chief Executive Officer shall be responsible for performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for any and all reports filed by the candidates/officials or committees in conjunction with any City Election. In the event of changes to the Act, this contract may be amended, in writing, with the parties thereto observing the same formalities utilized in the codification of this agreement.

7.

If required, in the future, the City shall be responsible for submissions to the U.S. Department of Justice regarding changes in the election process to include but not be limited to the redrawing of council district lines and changes in voting equipment. The Board of Elections shall be responsible for any necessary submissions to the U.S. Department of Justice regarding changes in voting location(s). The current voting location(s) are currently set by the City. The City shall make said location(s) available as necessary. The City shall be responsible for costs associated with the mailing of new voter ID cards for the purpose of notifying voters of their new council district and/or voting location (if applicable), pursuant to the provisions outlined in O.C.G.A. § 21-2-226 (e) and (g).

8.

The Board of Elections shall be responsible for providing election materials, securing of poll workers, contract workers, and temporary workers as needed to facilitate the early voting, absentee voting, and the election process. The Board of Elections shall also be responsible for the logic and accuracy testing on the voting equipment utilized. The City will be responsible for ensuring the security of voting equipment while on location.

The City shall be responsible for and remit payment for all invoices and expenses which are incurred in the conduct of the election including, but not limited to, the cost of advertising, poll workers, poll worker training, contract/temporary labor for Logic and Accuracy (L&A) testing of Ballot Marking Device (hereinafter, "BMD") and Poll Pads units, contract/temporary labor for early in person voting, mail absentee ballots, transportation of BMD units, Scanner Units, Uninterrupted Power Supply units to and from polling location, programming, technical, and site support. In addition, the City shall reimburse to the County, wages of full and part-time staff (not to exceed one week + Election Day). The City shall pay .35 (thirty-five cents) per registered voter. The Registration/Election Supervisor will receive thirty percent (30%) of the .35 (thirty-five cents) per registered voter and the remaining funds will be divided equally between full-time employees. The funds shall be paid directly to the staff, to include the Registration/Election Supervisor, for overtime, the time spent in the preparation and the conduct of each election.

All invoices and expenses will be forwarded directly to the City for payment. The City shall also be responsible for cost incurred for required training, as outlined in O.C.G.A. § 21-2-100 (a) and (d).

In accordance with O.C.G.A. § 21-2-285, in the event no election is held, the City will pay only those costs associated up to the notice of election cancellation running in the legal organ of the county and certification to the Elections Division of the office of The Secretary of State of Georgia.

**9.**

Pursuant to O.C.G.A. § 21-2-300(e) the City wishes to contract with the County and Board of Elections for the use of voting equipment, worker cards, and technician keys. Once equipment passes Logic and Accuracy testing, all costs of repairs and shipping shall become the sole expense of the City.

**10.**

After the close of the polls, all memory cards and election supplies are to be transported directly to the Board of Elections office in the Houston County Government Building located at 2030 Kings Chapel Road, Perry, Georgia 31069. Votes will be tabulated, and absentee ballots counted and entered into the Election Management server for accumulation. The server shall remain located at the Board of Elections office. Consolidation and certification of the election will take place at the Board of Elections office. A copy of the certification and election results will be forwarded to the City Clerk. The Board of Elections will also be responsible for the forwarding of documents and certification to the Elections division of the Office of the Secretary of State of Georgia.

**11.**

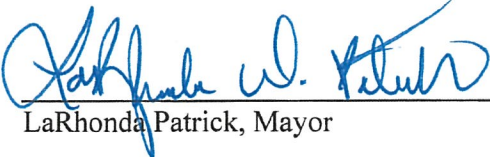
The City agrees to cooperate with both the County and the Board of Elections, their agents and employees regarding any claim(s) (including but not limited to, challenges, contests etc.) losses or expenses incurred (including but not limited to, attorney fees and court fees) relating to the holding of the City's elections.

12.

The contract terms will cover the 2023 election year only expiring on December 31, 2023.

In WITNESS WHEREOF, the City, the County and Board of Elections hereunto agree:

**CITY OF WARNER ROBINS, GEORGIA**

By:   
LaRhonda Patrick, Mayor

Date: March 6, 2023

Attest:   
Mandy Stella, City Clerk

Date: March 9, 2023

**HOUSTON COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Dan Perdue, Chairman

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Robbie Dunbar, Director of Administration

Date: \_\_\_\_\_

**HOUSTON COUNTY BOARD OF ELECTIONS**

By: \_\_\_\_\_  
Dr. Henry Childs, Chairman

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Debra Presswood,  
Registration/Election Supervisor

Date: \_\_\_\_\_

## 10. Approval of Bills – Commissioner Byrd

Summary of bills by fund:

General Fund (100)	\$608,137.73
Emergency 911 Telephone Fund (215)	\$10,498.24
American Rescue Plan Act (230)	\$582,913.30
Fire District Fund (270)	\$691,933.55
2006 SPLOST Fund (320)	\$911.80
2012 SPLOST Fund (320)	\$487,828.02
2018 SPLOST Fund (320)	\$1,226,845.35
Water Fund (505)	\$93,211.12
Solid Waste Fund (540)	\$381,124.55
<b>Total</b>	<b>\$4,083,403.66</b>

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

the payment of the bills totaling \$4,083,403.66