

**Houston County Commissioners Meeting  
June 21, 2016  
Warner Robins, Georgia**

The Houston County Board of Commissioners met in regular session at 6:00 p.m. on Tuesday, June 21, 2016 at the Houston County Annex building in Warner Robins, Georgia with Chairman Stalnaker presiding and Commissioners Walker, McMichael, Thomson and Robinson present. Also present were Director of Administration Barry Holland, County Attorney Tom Hall, Director of Operations Robbie Dunbar, Personnel Director Ken Carter, Chief Building Inspector Tim Andrews, Fire/HEMA Chief Jimmy Williams, Community Planner Jacob Cox, MGRC Executive Director Ralph Nix, MGRC Deputy Director Brent Lanford, MGRC Deputy Director Laura Mathis, Jeff Grube, Walt and Becky Wood.

Commissioner Walker led the audience in the Invocation.

SSgt. Jeff Sohler, USMC (ret.) led the audience in the Pledge of Allegiance and detailed his 12-year military career. During his service he achieved the rank of staff sergeant as a Motor Transport Maintenance Chief and served in such places as Okinawa, Japan; North Carolina; Texas; and Georgia. After retiring in September of 2001, he moved to Houston County and now works as a mechanic at the Macon Harley Davidson dealership.

Chairman Stalnaker recognized retiring Middle Georgia Regional Commission Executive Director Ralph Nix, presenting him with a resolution of appreciation along with several small gifts on behalf of the citizens of Houston County for his 43 years of exceptional service to an eleven county area which includes Houston County.

Chairman Stalnaker recognized the Houston County High School 2016 GHSA 5-A State baseball champions, head coach Jason Brett, assistant coach Jared Allen, and Principal Dr. Douglas Rizer. After reading and presenting a resolution congratulating the school and team on their accomplishment, Chairman Stalnaker presented them with T-shirts specially made to commemorate the championship.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the minutes of the June 7, 2016 Board of Commissioners meeting.

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Mr. Walker presented a request to hire Mr. Jevari Rumph to fill the vacant position of Animal Control Officer. Mr. Rumph does have experience above the minimum requirement to qualify for a B-step.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve the hire of Mr. Jevari Rumph for the position of Animal Control Officer at Grade 11-B effective June 22, 2016.

Mr. Walker presented a new travel policy that has been developed in an effort to provide proper guidelines for all County employees, members of advisory boards, elected and appointed officials who may travel on County business. Establishment of these procedures will ensure that all travel expenses incurred will be accomplished in the most efficient and cost effective manner.

Motion by Mr. Walker, second by Mr. Thomson and carried unanimously by all to approve the adoption of the Houston County Travel Policy and Procedures Manual effective July 1, 2016.

Mr. Walker presented a request for approval of a bid for the Houston Lake Road water tank property drainage improvements. Bids were solicited with two bids received and the Engineering Department recommends award to the low bidder LeClay Construction, Inc. for \$36,538.50.

Motion by Mr. Walker, second by Mr. McMichael and carried unanimously by all to approve the award of the Houston Lake Road water tank property drainage improvements to LeClay Construction, Inc. of Perry in the amount of \$36,538.50.

Mr. Thomson presented a request by the City of Perry for annexation of two lots located at the corner of Hwy 41 and Mack Thompson Road totaling 5.3 acres. Tract 13 (3.03 acres) is currently zoned C-1 and Tract 14 (2.27 acres) is currently zoned R-AG. The proposed zoning for both tracts upon annexation is C-2 General Commercial District for retail development.

Motion by Mr. Thomson, second by Ms. Robinson and carried unanimously by all to concur with a City of Perry annexation request for property located at Mack Thompson Road being Tract 13 (Tax Parcel 00030A-012000) containing 3.03 acres and Tract 14 (Tax Parcel 00030A-013000) containing 2.27 acres.

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Mr. Thomson presented a list submitted by Public Works for consideration by the Georgia Department of Transportation on the 2017 LMIG (Local Maintenance and Improvement Grant) funding. If approved by the Board, Public Works will proceed with the application.

Chairman Stalnaker remarked that there have been additional funds made available for the State which has enabled the County to submit a much larger list of roads this year.

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the proposed 2017 LMIG priority list to be submitted to Georgia D.O.T. The estimated grant funding would total \$767,424.82 and the 30% mandatory match for the County at \$230,227.45. The road names, mileage and priority ranking are as follows:

|    |                  |            |    |                     |            |
|----|------------------|------------|----|---------------------|------------|
| 1  | Wheelus Street   | 0.55 miles | 17 | Wellston Drive      | 0.27 miles |
| 2  | Heard Road       | 0.59 miles | 18 | Jennifer Lane       | 0.52 miles |
| 3  | Brittany Drive   | 0.87 miles | 19 | Kristle Lane        | 0.32 miles |
| 4  | Van Dorn Court   | 0.21 miles | 20 | Santa Fe Trail      | 0.21 miles |
| 5  | Gleneagle Drive  | 1.05 miles | 21 | Stewart Drive       | 0.81 miles |
| 6  | Hanover Drive    | 0.71 miles | 22 | Tharpe Drive        | 0.97 miles |
| 7  | Darin Drive      | 0.42 miles | 23 | Kings Crest Blvd.   | 0.41 miles |
| 8  | Muirfield Lane   | 0.34 miles | 24 | Third Street (Elko) | 0.57 miles |
| 9  | Brighton Drive   | 0.85 miles | 25 | Grove Lane          | 0.35 miles |
| 10 | Chisom Trail     | 0.67 miles | 26 | Jasmine Way         | 0.39 miles |
| 11 | Van Drive        | 0.36 miles | 27 | Nichole Court       | 0.24 miles |
| 12 | Williams Drive   | 0.68 miles | 28 | Wiley Way           | 0.39 miles |
| 13 | Plantation Place | 0.21 miles | 29 | Lumpkin Drive       | 0.12 miles |
| 14 | Sleepy Lane      | 0.97 miles | 30 | Stanford Street     | 0.10 miles |
| 15 | Loch Mere Drive  | 0.11 miles | 31 | Crestview Church Rd | 0.33 miles |
| 16 | Sweet Bay Road   | 0.23 miles |    |                     |            |

Mr. Thomson presented contracts between the Department of Corrections and the County for nine inmate work details from the McEver Probation Detention Center and one detail from the Dooly State Prison to be administered by the Public Works department. The contracts have been reviewed by staff and the County attorney.

Motion by Mr. Thomson, second by Mr. Walker and carried unanimously by all to approve Chairman Stalnaker signing a contract with the Georgia Department of Corrections to provide the County with nine inmate work details from the McEver Probation Detention Center at a cost of \$39,500 per detail; and a contract for one inmate work detail from the Dooly State Prison at a cost of \$39,500. The contracts will be effective July 1, 2016 and will expire June 30, 2017. Total cost to the County is \$395,000.

Chairman Stalnaker remarked that these inmate details are very valuable to the County.

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Mr. Thomson presented a request for approval of a bid for the extension of the water line to serve the new Perdue Fire Station. The project includes the extension of the water line approximately 1,000 feet of 8" and 12" water main and will require a jack and bore of both Saddle Creek Road and the 247 Spur. Four bids were received and staff recommends award to low bidder Pyles Plumbing & Utility for \$59,432.50

Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the award of the water line extension to serve the new Perdue Fire Station to Pyles Plumbing & Utility, Inc. of Macon in the amount of \$59,432.50. This is a 2012 SPLOST funded project.

Mr. Thomson explained that the disparity in the bids received was due to an error by the low bidder Pyles Plumbing. Pyles has agreed to honor the bid since it was their mistake not the County's.

Ms. Robinson presented a request to appoint Mr. Alton Mattox to another five-year term on the DFACS Board.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to appoint Mr. Alton Mattox to another five-year term on the DFACS Board beginning July 1, 2016 and ending July 1, 2021.

Ms. Robinson presented a request by the Superior Court to continue the operation of the Mental Health & Veterans Accountability Court using a grant made available through the State of Georgia. The grant, administered by the Criminal Justice Coordinating Council (CJCC), is in the amount of \$116,107 of which \$104,496 are federal grant funds and \$11,611 is the required match from the county.

Motion by Ms. Robinson, second by Mr. Thomson and carried unanimously by all to approve the acceptance of the Mental Health Accountability Court grant (#J17-8-068) in the amount of \$116,107 from the State of Georgia-Criminal

Justice Coordinating Council for the purposes of continuing the Mental Health & Veterans Accountability Court. Of the \$116,107, Houston County's required match is \$11,611. Chairman Stalnaker is authorized to sign all grant documents.

Ms. Robinson presented a request by the Superior Court to continue the contracts with three off-duty Sheriff's personnel to serve as surveillance officers for the Mental Health & Veterans Accountability court. Sheriff Talton has approved each for off-duty employment. Also, they wish to renew the Memorandum of Agreement with the Phoenix Center Behavioral Health Services for the purposes of providing contracted clinical treatment services for the court.

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Motion by Ms. Robinson, second by Mr. Walker and carried unanimously to approve Chairman Stalnaker signing contracts for services with Tamra Gornik, Dave Carrick, and Darron Jones to perform the duties of Accountability Court Surveillance Officers for the period July 1, 2016 thru June 30, 2017; and to sign a Memorandum of Agreement between Houston County and Phoenix Center Behavioral Health Services for the purposes of providing contracted clinical treatment services for the Mental Health and Veterans Accountability Court. The agreement term will cover the period from July 1, 2016 until June 30, 2017. Payment for these services will come from the Mental Health & Veterans Accountability Court grant.

Ms. Robinson presented a request from the Board of Elections to hire poll workers for the July 26, 2016, Non-partisan General Election Runoff.

Motion by Ms. Robinson, second by Mr. Thomson and carried unanimously by all to approve the hiring of poll workers for the upcoming July 26<sup>th</sup> Non-partisan General Election Runoff as follows.

|   | <u>Each</u> | <u>Total</u> |
|---|-------------|--------------|
| 17 Managers (Precinct)<br>2,210.00            | \$130.00    | \$           |
| 34 Assistant Managers (Precinct)<br>3,060.00  | \$ 90.00    | \$           |
| 35 Clerks                                     | \$ 80.00    | \$ 2,800.00  |
| 7 Janitors                                    | \$ 15.50    | \$ 108.50    |
| 3 Janitors                                    | \$ 25.00    | \$ 75.00     |
| 85 TS Units                                   | \$ 3.00     | \$ 255.00    |
| 2 Election Supply Pick-Up<br>100.00           | \$ 50.00    | \$           |
| 2 Election Night Supply return<br>100.00      | \$ 50.00    | \$           |
| 3 Election Night Check In                     | \$ 50.00    | \$ 150.00    |
| 17 Supply Pick Up / Return Supplies<br>170.00 | \$ 10.00    | \$           |
| 17 Cell Phones<br>170.00                      | \$ 10.00    | \$           |
| 3 Optical Scan/DRE Clerks<br><u>300.00</u>    | \$100.00    | <u>\$</u>    |
|   | TOTAL       | \$9,498.50   |

Mr. McMichael presented a request from the City of Warner Robins to annex a piece of property at 237 Fairways Drive in Statham's Landing on behalf of the property owner Mr. James Walker. The 0.74-acre property is currently

zoned PUD and the proposed zoning upon annexation is PUD for residential house. The property is not contiguous as defined by O.C.G.A § 36-36-20(a).

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Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to not concur with a City of Warner Robins annexation request on behalf of property owner James Walker for 237 Fairways Drive in Statham's landing as the property is not contiguous

Mr. McMichael presented a request to approve a bid for gasoline and diesel fuel requirements for the period beginning July 1, 2016 thru June 30, 2017. Eight bids were received and the Purchasing Department recommends award to low bidder Petroleum Traders Corp. of Fort Wayne, IN.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve the award of a bid for gasoline and diesel fuel requirements covering the period beginning July 1, 2016 through June 30, 2017 to Petroleum Traders Corp. of Fort Wayne, IN at -.0233 and -.0156 OPIS markup for gasoline and diesel fuel, respectively.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve the payment of the bills in the amount of \$1,612,332.33.

Chairman Stalnaker then opened a public hearing on the proposed FY17 budget. Initial budget requests indicated that the budget was approximately two million dollars out of balance, which is not uncommon. He briefly explained the lengthy process of how the budget was developed with the Commissioners, elected officials, constitutional officers, department heads, administrative staff and employees all working together to achieve a balanced budget. He related that although there is very little in new revenue, the County is in sound financial shape with no general obligation debt, a healthy eight-month cash reserve and that the proposed budget contains a contingency of over 1.8 million dollars for any unanticipated emergencies should the tax digest return less than anticipated. The County will not use any prior year General Fund Balance to balance the FY17 budget; however, we will use prior year funds for a construction project at the Perry-Houston County Airport. He explained how some current revenues have been negatively impacted by measures taken by the legislature, including the TAVT taxes which are projected to be \$120,000 less in FY17 than they were in FY16, and also the new tax penalty law that is projected to garner \$320,000 less in FY17.

He then gave a detailed presentation highlighting the General Fund Budget, as well as the various enterprise and special revenue funds. The Chairman indicated that the General Fund proposed budget totals \$54,814,021 and projects no millage rate increase (remaining at 9.95 mills) for residents. The

Fire millage is also projected to remain at the current level of 1.18 mills. The millage rate has remained at 9.95 mills for seven years and the Fire Tax has remained at 1.18 mills for ten years. The budget does include a three percent cost of living adjustment for employees; however, merit and longevity pay increases will remain suspended for all county employees.

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Chairman Stalnaker remarked that cost savings realized through excellent budget management by department heads, elected officials, constitutional officers and employees was significant in being able to provide the 3% COLA. Of the \$1.8 million dollars budgeted as contingency, the 3% COLA will absorb a little over \$800,000 leaving just under a million dollars. Although there are many new personnel needs within departments funded by the General Fund any new positions or reclassifications will have to be deferred for future years' consideration.

The total proposed budget of \$107,799,379 is broken down as \$54,814,021 General Fund; \$3,913,058 E911 Fund; \$2,126,984 Fire District Fund; \$21,676,711 SPLOST Fund; \$6,352,642 Water Fund; \$8,075,963 Solid Waste Fund; \$10,160,000 Internal Service Fund; and \$680,000 Special Revenue Funds. Chairman Stalnaker remarked that this is the first time in a number of years that the E911 budget will not need to rely on reserve funds to balance; and that although staff has expressed the need for more personnel at the 911 center, additional personnel cannot be funded at this time. The proposed Fire budget does include funds for 24/7 staffing at the Perdue fire station currently under construction with these funds coming from the 1.18 fire tax on the unincorporated area of the county. There have been no water fee increases in the last nine years and also no increase in the disposal rates at the landfill for the past fourteen years. In conclusion, Chairman Stalnaker emphasized that transparency in government was a very important ideal and commitment made by the entire Board of Commissioners and that the Board has resolved itself to live within its means.

Chairman Stalnaker then asked for any public comments on the proposed FY2017 budget.

Mr. Walton Wood, 426 Sandefur Road, Kathleen commented how much he appreciates the Board and the efforts that they put forth on behalf of the citizens. He also asked everyone to keep Mr. Ansel Peck, who is in the hospital, in their thoughts and prayers.

Director of Operations Robbie Dunbar thanked the Board on behalf of his employees for the 3% COLA, as well as maintaining the current level of benefits and the fully-funded pension plan.

There being no further public comments the floor was opened for commissioners' comments on the FY2017 budget.

Each of the Commissioners expressed their thanks to all involved in the budget process.

Ms. Robinson stated that although she will be out of town and will miss the special-called Board meeting next week to vote on the budget she fully supports the proposed FY2017 budget.

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Mr. McMichael clarified that the 3% COLA did not apply to the four commissioners since they are part-time commissioners.

Chairman Stalnaker thanked Director of Administration Barry Holland, the entire Accounting staff, Director of Personnel Ken Carter and everyone else that played a part in assembling this proposed budget.

Chairman Stalnaker then opened the floor for any public comments concerning issues other than the budget.

There being no comments the meeting continued

Chairman Stalnaker then asked for a motion to enter into Executive Session.

Motion by Mr. Walker, second by Mr. McMichael and carried unanimously by all to enter into Executive Session for Property Acquisition matters per O.C.G.A. § 50-14-3(b)(1); Attorney/Client matters per O.C.G.A. § 50-14-2(1); and Personnel Matters matters per O.C.G.A. § 50-14-3(b)(2).

Upon returning, Chairman Stalnaker reconvened the regular Board meeting with no action taken.

Motion to adjourn by Mr. Walker, second by Mr. Thomson, and carried unanimously by all.

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Barry Holland  
Director of Administration

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Chairman

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Commissioner

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Commissioner

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Commissioner

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Commissioner