

**Houston County Commissioners Meeting**  
**May 16, 2017**  
**Warner Robins, Georgia**

The Houston County Board of Commissioners met in a regular session at 6:00 p.m. on Tuesday May 16, 2017 at the Houston County Annex in Warner Robins, Georgia with Chairman Stalnaker presiding and Commissioners Walker, Robinson, McMichael and Thomson present. Also present were County Attorney Tom Hall, Director of Administration Barry Holland, Director of Personnel Ken Carter, Director of Purchasing Mark Baker, Director of Operations Robbie Dunbar, Fire/HEMA Chief Jimmy Williams, County Engineer Brian Jones, Traffic Engineer Ken Robinson, Senior Animal Control Officer Alan Smith, BOE Director of Community and School Relations Beth McLaughlin, James Erdmanczyk, and Flint Energies Senior VP Jimmy Autry.

Commissioner Thomson led the audience in the Invocation.

SSgt. D.J. Hathaway, USAF (ret.) led the audience in the Pledge of Allegiance and detailed his military career. He began his 6-year service in the Air Force in April of 1983 as a security police officer. Separating from the Air Force in 1989 he joined the Air Force Reserves where he served as a supervisor medical technician. In 1994 he separated from the Air Force Reserves and joined the New York Air National Guard where he served as a security police supervisor and training NCO until 1996. During his reserve duties from 1990 to 1996 he was also a police sergeant on the DeWitt (Syracuse) New York Police Department. SSgt. Hathaway had many overseas tours during his service including multiple tours to Iraq and Afghanistan, Korea, Kosovo and East Africa. In 1996 he became a special agent in the FBI serving in many different capacities mostly in the Washington D.C. metro area. Leaving the FBI earlier this year, he currently is the Executive VP of Operations and Training for the Guardian Center in Perry. Although having only been in this area for a few months he remarked that this is the most welcoming and supportive community that he has ever experienced.

Mr. McMichael left the meeting at 6:15 p.m. to tend to a personal emergency.

Chairman Stalnaker recognized the valedictorians and salutatorians of each high school and introduced Board of Education Community & School Relations Director Beth McLaughlin. Ms. McLaughlin introduced principals of each school and they in turn called up each student so that they could be recognized. The students are: from Northside High - Valedictorian Nicholas A. Wong and Salutatorian Emma E. Rowland; Perry High - Valedictorian Dawson R. Dooley and Salutatorian Anthony Chandler Evans; Warner Robins High - Valedictorian Raphael Paolo Francisco and Salutatorian Rebecca Kathryn Walde; Westfield High - Valedictorian George Branham Culpepper and Salutatorian Joshua Todd Kinnebrew.

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The students from Veteran's High and Houston County High were unable to attend due to a scheduling conflict but were also recognized. From Veteran's High - Valedictorian Charlotte Pilcher and Salutatorian Ashley Bishop; and from Houston County High - Valedictorian Nevedha Soundappan and Salutatorian Tucker H. Mercier. After pictures were taken by media and parents each student was presented with a portfolio and a pen and pencil set by Chairman Stalnaker from the citizens of Houston County.

Mr. McMichael returned to the meeting at 6:40 p.m.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the minutes of the May 2, 2017 meeting.

County Attorney Tom Hall presented a second reading of an amendment to the Houston County Code of Ordinances adopting the Access Management and Encroachment Control Manual in order to supplement and replace portions of Chapter 54 - Streets, Sidewalks and Other Public Places by adding Sec. 54-40 to Article II and adding Sec. 54-90 to Article IV.

He explained that the purpose of the adoption is to include more current construction materials, methods and accepted guidance documents concerning how developments would access the County right-of-way. He then briefly covered the highpoints which include guidelines regarding turn lanes, access on curb and guttered streets, raised medians, signing and pavement marking; limiting special encroachments including landscaping and grading; driveway maintenance being the responsibility of the property owner; requiring bonds, letters of credits, etc. based on the scope of construction; requiring traffic studies where application will impact traffic; prohibition of headwalls on roadways where the speed limit is above 30 mph; requiring safety end sections on all side drains inside the clear zone; requiring permits for new drives and modifications to existing drives; and, application costs for residential and commercial permits to be set at \$50 and \$75 respectively.

The first reading of this amendment was held at the May 2, 2017 Board meeting.

Chairman Stalnaker opened the meeting for a public hearing.

As there were no public comments the meeting continued.

Motion by Mr. Thomson, Second by Mr. McMichael.

After the second and before calling for the vote, Chairman Stalnaker commented that the changes enacted by the amendment are definitely needed but that there may be some level of pushback by developers in the future. He then outlined several areas which he either wanted to highlight for the Board or recommended that the Board may want to revise before considering adoption. Those highlights

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included from Page 9 Section 2A-1 possibly changing the requirement to file for a permit in person to making an e-file option available as well as an online payment option; from Page 11 Section 2E concerning the added expense to developers by requiring traffic impact studies; from Page 14 3D-1 concerning the prohibition of County arterial or collector roads being used as a subdivision street with individual lot driveways; from Page 21 Section 4D-2 concerning the use of curb and gutter adjacent to a travel lane on a road with posted speed limits above 45 MPH. Chairman Stalnaker thought the 45 MPH speed limit too low and suggested that 55 MPH would be more appropriate. From Page 22 Section 4G-2 concerning the pavement thickness of roadways and subdivision entrances; and finally, from Page 30 Section 6C-5 prohibiting headwalls on roadways where the posted speed limit is above 30 MPH.

Chairman Stalnaker then asked if the Commissioners wanted to make any changes to the amendment before adoption.

Ms. Robinson confirmed that changes could be made tonight before action was taken and then suggested that the language from Page 9 Section 2A-1 be changed to include the e-file and online payment options.

Mr. Walker had no comments or recommendations for change.

Mr. McMichael had no recommendations for change but did thank both County Engineer Brian Jones and staff for their efforts.

Director of Operations Robbie Dunbar agreed that the e-file and online payment options should be included and also felt that the 45 MPH speed limit could be raised to 55 MPH. He commented that staff was currently working on compiling a master list of roads with classifications assigned to each.

Chairman Stalnaker thanked both Brian Jones and Ken Robinson for their efforts putting together this comprehensive document.

Mr. Dunbar commented that former traffic engineer Johnny Brooks also played a major role in this effort.

Mr. Thomson amended his motion to include changing the speed limit change from 45 MPH to 55 MPH in Section 4D-2 and adding language to include the e-file and online payment options to Section 2A-1. Upon Mr. Thomson making that amended motion, Mr. McMichael made the second and it carried unanimously by all to approve the modified amendment to the Houston County Code of Ordinances by adding two new sections to Chapter 54 – Streets, Sidewalks and Other Public Places, the first section will be added to Article II. – Driveway Pipe Installations and titles Sec. 54-40. – Incorporations of the Access Management and Encroachment Control Manual and the second section will be added to Article IV. – Guidelines for Driveway Access from Contiguous Property onto State Highways and onto Arterial and Collector Roads and titles Sec. 54-90 – Incorporation of the Access Management and Encroachment Control Manual and they shall read as follows:

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Chapter 54. – Streets, Sidewalks and other Public Places

Article II. – Driveway Pipe Installations

Sec. 54-40. – Incorporation of the Access Management and Encroachment Control Manual.

The Access Management and Encroachment Control Manual is hereby incorporated herein in its entirety in order to supplement and replace portions of this Article – II. – Driveway Pipe Installations.

Chapter 54. – Streets, Sidewalks and Other Public Places

Article IV. – Guidelines for Driveway Access from Contiguous Property Onto State Highways and Onto Arterial and Collector Roads.

Sec. 54-90. – Incorporation of the Access Management and Encroachment Control Manual

The Access Management and Encroachment Control Manual is hereby incorporated herein in its entirety in order to supplement and replace portions of this Article IV. – Guidelines for Driveway Access from Contiguous Property Onto State Highways and Onto Arterial and Collector Roads.

After the motion, Chairman Stalnaker asked if there was consensus on the effective date and also whether there should be consideration given to grandfathering certain developments that may already be in progress. The consensus was that Public Works staff should bring a recommendation to the Board at the next meeting so that action could be taken on those two issues.

Mr. Thomson presented a request for an encroachment funds disbursement to the Central Georgia Joint Development Authority for land acquisition.

Motion by Mr. Thomson, second by Ms. Robinson and carried unanimously by all to approve the disbursement of encroachment funds for land acquisition purposes in the amount of \$1,050,000 to the Central Georgia Joint Development Authority (CGJDA).

Mr. Walker presented a request for the selection of Brentwood Services Administrators as the County's Workers Comp Third Party Administrator (TPA).

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve the selection of Brentwood Services Administrators, Inc. as the County's third party administrator for Workers' Compensation Claims effective July 1, 2017 and to authorize Chairman Stalnaker signing all contract documents.

Mr. McMichael commended Ken Carter for his efforts.

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Chairman Stalnaker asked Mr. Carter if the cost of the TPA's contract was the same as the current provider's contract and also if we expected to realize savings on our future Workers Comp claims.

Mr. Carter said that the cost is virtually the same and that he does anticipate future savings.

Mr. Walker presented a request from staff for repairs of the courthouse main entrance. The ceramic tile needs to be replaced as it is cracking and failing. After considering multiple repair options staff is recommending the complete removal of that tile and replacement with a stamped and colored concrete.

Motion by Mr. Walker, second by Mr. Thomson and carried unanimously by all to approve the award of the ceramic tile demolition and stamped concrete replacement project at the main entrance of the courthouse to International City Builders of Warner Robins in the amount of \$54,350. This is a SPLOST funded project.

Mr. McMichael presented a request for approval on emergency storm drain repair at Brighton Drive in Bradford Subdivision. Three contractors responded with staff recommending award to low bidder Le Clay, Inc.

Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of the emergency storm drain repair project at Brighton Drive in Bradford subdivision to Le Clay, Inc. of Perry in the amount of \$66,850. Storm Drainage (Dept. 4250) will fund this project.

Mr. McMichael presented a request from the Engineering Department for approval of a bid on one new extended cab pick-up truck. Four vendors responded with purchasing recommending award to the low bidder Wade Ford for a new 2017 Ford F-150.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the award of one new 2017 Ford F-150 extended cab pick-up truck for use in the Engineering Department to Wade Ford of Smyrna, GA in the amount of \$23,597. This vehicle purchase is funded by HOST fees.

Mr. McMichael presented a request for approval of a bid on a new compactor for use at the Landfill. Two vendors responded with Purchasing and Public Works staff recommending award to Yancey Brothers due to the fact that the Tana manufacturer does not have a service location located within the state of Georgia. An older model CAT compactor will be traded in at a \$50,000 value and a total machine warranty will be purchased for \$37,200. Total cost after trade-in and warranty purchase is \$668,194.

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Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of one new 2017 CAT-826K compactor for use at the Landfill to Yancey Brothers of Macon in the total amount of \$668,194. This cost includes the trade-in of one 2001 model CAT-826G compactor (M# 609) valued at \$50,000 and the purchase of a total machine warranty (5 years or 10,000 hours) for \$37,200. Solid Waste Capital funds will be used to purchase this equipment.

Chairman Stalnaker confirmed that the expected delivery of the machine was between 12 and 16 weeks and then recognized the Yancey Brothers reps that were in attendance. Chairman Stalnaker also briefly described the compactors function at the Landfill as it is used to compress the waste in the cell.

Ms. Robinson presented a request for approval of Board appointments. Mr. Thomas Philpot is coming to the end of his term on the DFCS Board and Mr. Dave Borghelli is coming to the end of his term on the Region 5 EMS Council. Both have indicated their willingness to continue serving on their respective boards.

In addition, Ms. Lee Dixon has resigned her Board position with the Region 5 EMS Council. Her term would end June 30, 2017. Ms. Brenda Kosar has been recommended as her replacement. Also, Ms. Robin Engle has resigned her position with the Library Board and Ms. Shannon McNeal has been recommended as her replacement. Ms. McNeal would serve the remainder of Ms. Engle's unexpired term.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to approve the following Board appointments:

DFACS Board:	Thomas Philpot	7/1/2017 to 6/30/2022
Region 5 EMS:	Dave Borghelli	7/1/2017 to 6/30/2020
	Brenda Kosar	7/1/2017 to 6/30/2020
Library Board:	Shannon McNeal	6/1/2017 to 2/01/2020

Ms. Robinson presented a request for approval from the Fire Department to hold its annual "Family Portrait Fundraiser" for 2017 beginning mid-May through the end of November. They propose to use Fire and Rescue Support Team (FIRST) to conduct the door to door sales and Cody Hensleigh Photography to take the pictures. With approval from the Board, Chief Williams will sign contracts with both FIRST and Cody Hensleigh Photography. The County attorney has reviewed both contracts.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to approve the Fire Department's proposed 2017 Family Portrait Fundraiser to be held between May 17<sup>th</sup> and November 30<sup>th</sup>. Chief Williams is authorized to sign all contracts.

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Motion by Ms. Robinson, second by Mr. McMichael and carried unanimously by all to approve the payment of the bills totaling \$970,240.51.

Chairman Stalnaker explained that the Board would be entering into an Executive Session after the public comment and Commissioners comment period.

Chairman Stalnaker opened the meeting for public comments.

Carolette Redd, 135 Whitley Drive, Warner Robins stated that she is the neighborhood watch administrator for the Pike Acres / Echeconnee Heights subdivisions. She and some of her fellow residents had attended a meeting several months ago and spoke to the Board about derelict and abandoned properties within their subdivisions. She stated that although there has been some progress made by the County on a few properties there does not seem to be any further action being taken. She presented pictures of many of these properties and asked the Board to please take further action.

At Chairman Stalnaker's direction, Mr. Holland and Mr. Hall briefly explained what actions had taken place to this point.

Chairman Stalnaker stated that more action needs to be taken and pledged that staff and the Board would work diligently to remediate the offending properties.

James Erdmanczyk, 123 S. 3<sup>rd</sup> Street, Apartment 9, Warner Robins presented the Board with a copy of the press release from Coliseum Medical Center announcing their newly appointed medical director of emergency medicine and asked when Houston Healthcare might be doing the same.

Mr. McMichael, who is currently the chair of the Hospital Authority, responded that he did not know.

There being no further comments the meeting continued.

Chairman Stalnaker opened the meeting for Commissioners comments.

Mr. Thomson thanked everyone for attending the meeting especially the valedictorians and salutatorians.

Ms. Robinson and Mr. Walker both also thanked everyone for attending and participating in the meeting.

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Chairman Stalnaker briefed the Board about the FY18 budget requests and the fact that we are currently \$1.8 million short of revenues to cover the requested expenditures. Thankfully this figure is before separating out whatever may be covered by the SPLOST. It would appear that we will still be approximately \$500,000 out after identifying all SPLOST eligible equipment, vehicles and improvements so there will be a need for further reductions to balance the budget. He further explained that although there are multiple requests for additional personnel throughout the County there will not be any way to fund these requests in FY18. He is committed to not pulling funds from the reserves to balance the budget and further will not overestimate revenues either. Although the tax digest is showing improvement it is not believed that it will improve to the level needed to fund additional requests.

Mr. McMichael apologized for having to briefly leave the meeting earlier.

There being no further comments the meeting continued.

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

There was no action taken upon returning to the regular meeting.

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

\_\_\_\_\_  
Barry Holland  
Director of Administration

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Chairman

\_\_\_\_\_  
Commissioner

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Commissioner

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Commissioner

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Commissioner



**EXECUTIVE SESSION AFFIDAVIT**

STATE OF GEORGIA  
COUNTY OF HOUSTON

**AFFIDAVIT OF PRESIDING OFFICER**

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

1.

The Houston County Board of Commissioners met in a duly advertised meeting on May 16, 2017.

2.

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

3.

The executive session was called to order at 7:57 p.m.

4.

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

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

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

  X   Discussion or voting on:

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

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

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

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

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

- X Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);
- \_\_\_\_\_ Interviewing candidates for executive positions as provided in O.C.G.A. § 50-14-3(b)(2);
- \_\_\_\_\_ Other (describe the exemption to the open meetings law): \_\_\_\_\_ as provided in (insert the citation to the legal authority exempting the topic) \_\_\_\_\_.

5.

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

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

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

6.

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

This \_\_\_\_\_ day of May, 2017.

\_\_\_\_\_  
Tommy Stalnaker, Chairman  
Houston County Board of Commissioners

Sworn to and subscribed  
before me this \_\_\_\_\_ day of  
May, 2017.

\_\_\_\_\_  
Notary Public  
My commission expires:  
\_\_\_\_\_