

**Houston County Commissioners Meeting  
October 18, 2016  
Warner Robins, Georgia**

The Houston County Board of Commissioners met in a regular session at 6:00 p.m. on Tuesday October 18, 2016 at the Houston County annex building in Warner Robins, Georgia with Chairman Stalnaker presiding and Commissioners Walker, McMichael, Robinson and Thomson present. Also present were County Attorney Tom Hall, Director of Administration Barry Holland, Director of Operations Robbie Dunbar, Director of Personnel Ken Carter, Director of Purchasing Mark Baker, Fire/HEMA Chief Jimmy Williams, Senior Civil Engineer Van Herrington, Walton and Becky Wood, Ansel Peck, and Advanced Disposal Operations Manager Jeanne Moyer.

Commissioner Robinson led the audience in the Invocation.

MSgt Scott Barfield, USAF led the audience in the Pledge of Allegiance and detailed his 27-year military career. He graduated from Warner Robins High School in 1990 and served in the Army National Guard before transferring service to the Air National Guard. He served first as military police and then with the communications squadron. He was deployed many times during his career including to South Georgia in the aftermath of the 1994 flood, to Japan, Las Vegas, and after the September 11, 2001 attacks spent 20 months in Qatar. He currently is a reserve deputy with the Houston County Sheriff's Department and thanked Sheriff Talton for the opportunity to serve the community and also thanked the Board for their support of the Sheriff's Department.

Chairman Stalnaker presented Dr. Andrea McGee a resolution recognizing her selection by the National Association of Elementary School Principals and the U.S. Department of Education as Georgia's 2016 National Distinguished Principal for Elementary Schools. Dr. McGee was accompanied by her mother Sarah and her father Van Herrington along with her husband Mark, sons Taylor and Andrew, brother Brian, her in-laws and several friends and co-workers. She spoke of the school's commitment to the STEM initiative and the fact that Eagle Springs Elementary was one of only 15 schools in Georgia to achieve the STEM-certified school designation.

Chairman Stalnaker commented that there was one County employee who recently achieved thirty years of service but could not be in attendance for the meeting and therefore would be recognized at a later date under the County's new Employee Service Recognition program.

Motion by Mr. McMichael, second by Mr. Walker and carried unanimously by all to approve the minutes from the meeting of October 4, 2016.

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Mr. Walker presented a request from Brian Jones in the Engineering Department to hire Mr. Blake Studstill to fill the vacant position of Civil Engineer. After review of his qualifications, staff finds that Mr. Studstill does have the necessary experience above the minimum requirement to qualify for the B-step.

Motion by Mr. Walker, second by Mr. Thomson and carried unanimously by all to approve the hire of Mr. Blake Studstill for the position of Civil Engineer at a Grade 25-B effective October 19, 2016.

County Attorney Tom Hall presented a second reading for Amendment to Code of Ordinances concerning Bar Disciplinary Action Reporting. A first reading was held at the October 4, 2016 Board Meeting.

New Requirements created under House Bill 152 which passed during the 2015-2016 legislative session mandate each local government enact an ordinance adopting a policy and implementing a reporting process by which any disciplinary actions taken against bar licensees shall be reported to the Georgia Department of Revenue within 45 days.

The Bar Disciplinary Action Reporting section is proposed under Chapter 6, Article II and titled as Sec. 6-74 in the Houston County Code of Ordinances and is in accordance with O.C.G.A. § 3-3-2.1.

Chairman Stalnaker opened the meeting for a Public Hearing.

There being no comments the meeting continued.

Motion by Mr. Walker, second by Ms. Robinson and carried unanimously by all to approve an amendment to the Houston County Code of Ordinances. The Code of Ordinances, Houston County, Georgia is hereby amended by adding a new section to Chapter 6-Alcoholic Beverages, Article II-Dealers, Division 2-License, titled Sec. 6-74 Bar Disciplinary Action Reporting, which section shall read as follows:

#### Sec. 6-74 Bar Disciplinary Action Reporting

##### 1. Definitions.

As used in this ordinance, the following terms shall be defined in the same manner and in accordance with the provisions of O.C.G.A. § 3-3-2.1 as follows:

(A) "Disciplinary action" means any citation or arrest arising out of the violation of any law, rule, regulation, resolution, or ordinance of a governmental entity relating to the manufacture, distribution, sale, or possession of alcoholic beverages against a licensee, an employee of a licensee, or any person holding a financial interest in the license of the licensee on the premises or place of business of any licensee.

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(B) "Governmental entity" means the United States government, any state government, any local government, and any department, agency, or instrumentality thereof.

(C) "Licensee" means any person issued a license pursuant to this title by a governmental entity to operate a bar.

## 2. Notification and Reporting of Disciplinary Actions.

(a)(1) Pursuant to O.C.G.A. § 3-3-2.1(b)(1), a licensee in Houston County shall be required to notify the Georgia Department of Revenue of the details of any disciplinary action taken against such licensee, including the date such action was taken, the nature of such action, and any other information required by the Georgia Department of Revenue. Such notification shall be reported within 45 days of any officer, department, agency, or instrumentality of the county taking such disciplinary action.

(2) Pursuant to O.C.G.A. § 3-3-2.1(b)(2), the first violation of paragraph (1) of subsection (a) of this section shall be subject to a fine by the state revenue commissioner and a second or subsequent violation within a 3 year period may constitute grounds for suspension, revocation, or cancellation of the license of the licensee.

(b) Pursuant to O.C.G.A. § 3-3-2.1(c), the County Commissioner's Office shall be required to report to the Georgia Department of Revenue any disciplinary action taken against a licensee. Such action shall be reported within 45 days of any officer, department, agency, or instrumentality of the county taking such disciplinary action.

(c) All notification and reporting of disciplinary actions under subsections (a) and (b) of this section shall be made by utilizing the reporting method implemented by rule and regulations of the Georgia Department of Revenue.

## 3. Repealer.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

## 4. Effective Date.

This Ordinance shall become effective on October 19, 2016.

Mr. Thomson presented a request from Election Supervisor Beverly Nable to hire poll workers for the November 8, 2016, General Election.

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Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to approve the hiring of the following poll workers for the upcoming November 8, 2016 General Election:

17 Managers (Precinct)	\$130.00	\$2,210.00
34 Assistant Managers (Precinct)	90.00	3,060.00
90 Clerks	80.00	7,200.00
141 Training	25.00	3,525.00
7 Janitors	15.50	108.50
3 Janitors	25.00	75.00
227 TS Units	3.00	681.00
2 Election Supply Pick Up	50.00	100.00
3 Election Night Supply Return	50.00	150.00
3 Election Night Check In	50.00	150.00
17 supply pick up / return supplies	10.00	170.00
17 cell phones	10.00	170.00
4 Optical Scan Clerks	100.00	400.00
4 DRE Clerks	100.00	400.00
		TOTAL \$18,399.50

Mr. Thomson presented a request for a change order to the Water System Test Well project in Bonaire. This change order will add \$12,654.00 to the existing contract amount of \$55,980.00 and will cover the cost of additional steel casing to help advance the depth of the hole. There will be an additional 45 days added to the original contract time with the new completion date of November 21, 2016.

Motion by Mr. Thomson, second by Mr. Walker and carried unanimously by all to authorize Chairman Stalnaker to sign Change Order #1 with Sam Martin Well Drilling, Inc., on the Water System Test Well project in Bonaire increasing the contract amount by \$12,654.00 from \$55,980.00 to \$68,634.00. The contract time period for completion will increase by 45 days.

Mr. Thomson presented a request to approve a supplemental agreement to an existing contract with Saunders Engineering consultants, Inc., for the Fire Tower Road Project. This supplement is for additional design involved with changing the tie-in to Sewell Road.

Motion by Mr. Thomson, second by Ms. Robinson and carried unanimously by all to authorize Chairman Stalnaker to sign a supplemental agreement with Saunders Engineering for \$4,025.00 for additional design involved with changing the tie-in to Sewell Road. The new contract amount will be \$86,025.00.

Mr. Thomson presented a request to approve a supplemental agreement to the existing contract with R. K. Shah & Associates, Inc., for the US41, Phase2, Project. This supplement is for additional design involving additional storm water analysis to lower the proposed road profile.

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Motion by Mr. Thomson, second by Mr. McMichael and carried unanimously by all to authorize Chairman Stalnaker to sign a supplemental agreement with R. K. Shah & Associates, Inc., for \$3,958.00 for additional design involving additional storm water analysis to lower the proposed road profile on US41. The new contract amount will be \$104,108.00.

Chairman Stalnaker and Robbie Dunbar both indicated that this design change would result in a cost savings later on during the construction phase of the project.

Mr. McMichael presented a request for one new pick-up truck for use in the Warrants Division of the Sheriff's Department. Five bidders responded with staff recommending award to low bidder Allan Vigil Ford in the amount of \$25,695.00.

Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of one new 2017 Ford F-150 crew cab truck for use in the Warrants Division of the Sheriff's Department to Allan Vigil Ford of Morrow, Georgia in the amount of \$25,695.00. This vehicle is funded by SPLOST 2012.

Mr. McMichael presented a request for the Phase 3 Gas Collection and Control System (GCCS) Improvements at the Landfill with three bidders responding. Both county staff and our landfill consultants with Atlantic Coast Consulting recommend award to low bidder B&M Excavating Company. To accommodate increased fill heights, it is necessary to extend the height of the gas extraction equipment.

Motion by Mr. McMichael, second by Ms. Robinson and carried unanimously by all to approve award of the Phase 3 GCCS Improvements project at the Landfill to B&M Excavating company, LLC., of Lawrenceville, Georgia, in the amount of \$59,993.86. This project is funded by Solid Waste Capital Funds.

Mr. McMichael presented a request for a CAL-FLO addition to the Woodard Road water treatment plant. Both staff and our water system consultants with Carter & Sloope recommend award to low bidder Sam Hall & Sons, Inc., in the amount of \$74,900.00. The scope of work includes the demolition, grading, mechanical and construction work necessary for the installation of the CAL-FLO system at the plant.

Motion by Mr. McMichael, second by Mr. Thomson and carried unanimously by all to approve the award of the CAL-FLO addition to the Woodard Road water treatment plant to Sam Hall & Sons, Inc., of Macon in the amount of \$74,900.00. This project is funded by Water Capital Funds.

Ms. Robinson presented a request by Houston County and the City of Warner Robins to offer the property known as 414, 416 and 418 North Fifth Street Warner Robins, Georgia, for sale to the general public through sealed bids. The property was received out of an order from Bankruptcy Court. The County had delinquent property taxes and the City had delinquent property taxes and a nuisance abatement lien.

Motion by Ms. Robinson, second by Mr. Walker and carried unanimously by all to authorize, by resolution, the advertisement and sale of the property located at 414, 416 and 418 North Fifth Street, Warner Robins, Georgia, through sealed bids. Chairman Stalnaker is authorized to sign all documents associated with the sale. The terms of the bid and sale are outlined in the legal ad as follows.

EXHIBIT "B"  
CITY OF WARNER ROBINS  
SALE OF SURPLUS PROPERTY

The City of Warner Robins and Houston County will accept sealed bids for the sale of surplus property located in Houston County, Georgia 414 N. Fifth Street, Warner Robins, Georgia. Legal description is as follows:

That certain tract or parcel of land lying and being in the City of Warner Robins, in the Fifth Land District of Houston County, Georgia and in Land Lot 217 in said District, on the east side of North Fifth Street, composed of three separate lots described as follows:

Lot No. 1 fronts west 42.9 feet on North Fifth Street and extends back in an easterly direction with uniform width from the center line of North Fifth Street a distance of 125 feet and is 46.5 feet across the rear of east line. Reference is hereby made to a plat of survey of said lot recorded in Map Book 4, Page 35, Clerk's Office, Houston Superior Court.

Lot No. 2 fronts west 44.5 feet on North Fifth Street and extends back in an easterly direction with uniform width from the center line of North Fifth Street a distance of 125 feet. Reference is hereby made to a plat of survey of said lot recorded in Map Book 4, Page 35, Clerk's Office, Houston Superior Court.

Lot No. 3 begins on the east line of North Fifth Street at a point 237.4 feet south as measured along the east line of North Fifth Street from the south line of Duke Street; thence running North 88 degrees, 42 minutes 30 second East a distance of 125 feet; thence South 2 degrees and 9 minutes East for 50 feet; thence South 88 degrees 43 minutes 30 seconds West for 125 feet; thence North 2 degrees 9 minutes West for 50 feet to the point of beginning. Said Lot 3 has such shape, metes, bounds, courses and distances as are shown on plat of survey of same made by Theodore W. Waddle, Surveyor, on September 2, 1955, a copy of said plat being of record in Map Book 3, Page 297, Clerk's Office, Houston Superior Court. There is located on said lot a dwelling house.

Said three lots are contiguous forming one body of land which has a frontage on North Fifth Street of 137.4 feet.

Bid Documents, may be obtained on-line at the City's website [www.wrga.gov](http://www.wrga.gov) or by calling the Purchasing Department at (478) 302-5530. Please note that only those bids on the City Bid Forms will be considered. All desired information must be filled out for your bid to receive full consideration. Bids must be typed or printed in ink.

The property will be sold "As-Is" to the highest bidder. The sale of the property, if awarded, will be awarded to the responsible bidder whose bid will be most advantageous to the City of Warner Robins, price and other factors considered. The City will make said determination.

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Sealed Bids will be accepted until the 8<sup>th</sup> day of November, 2016 @ 11:00 a.m., at which time they will be publicly opened and read aloud. The opening will be held in the Purchasing Office, Conference Room, City Hall Complex, 700 Watson Boulevard, Warner Robins, Georgia. Late proposals will not be considered.

Sealed Bid must be addressed and submitted as follows:

UPS, FED-EX or Other Service

City of Warner Robins  
Purchasing Office  
700 Watson Boulevard  
Warner Robins, GA 31093

U.S. POSTAL SERVICE ONLY

City of Warner Robins  
Purchasing Office  
202 N. Davis Drive, PMB 718  
Warner Robins, GA 31093

The "Bid No.: GG-3963 Sale of Surplus Property 414 N. Fifth Street" and bidder's name must be clearly marked on the outside of the envelope.

Payment terms will be accepted in the form of an approved bank certified check or cash. A 10% deposit must be made within 24 hours of the notice of award and the property must be paid for in full within 5 business days after the deposit is made.

The City of Warner Robins reserves the right to reject any and all bids in whole or in part, and to waive all formalities.

If you have any questions, please call (478) 302-5530.

Motion by Ms. Robinson, second by Mr. McMichael and carried unanimously by all to approve the payment of bills totaling \$914,206.98.

Chairman Stalnaker briefed the Board concerning recent discussions with our insurance provider and his concern over the rising costs of health insurance for our employees and dependents. He discussed the necessity for an audit of our current insured members and their dependents. He then asked Ken Carter to give further details on the proposed dependent eligibility verification audit. Mr. Carter explained that the audit will help the County to continue offering affordable benefits to our employees while at the same time minimizing unnecessary cost increases generated by ineligible dependent claims. He explained that approximately 350 of our 650 employees have dependents insured through the County and they each would receive instructions and forms later this week that will explain what is required under the audit. Chairman Stalnaker then asked Mr. Carter to bring to the next Board meeting a draft of a policy to be added to the Personnel Manual that will address consequences and/or penalties if an employee knowingly submits false information concerning dependent eligibility.

Chairman Stalnaker also disclosed that it is very likely a cost increase to each employee for health insurance coverage will have to be considered in next year's fiscal year budget process.

Chairman Stalnaker recognized Advanced Disposal Operations Manager Jeanne Moyer and asked her and Mr. Dunbar to give the Board a briefing on the need for an audit of approved trash containers. Ms. Moyer explained that an audit has not been done since the start of the contract years ago and that they need to obtain

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an accurate count of cans for both billing purposes, and for efficient routing. The audit will begin October 31<sup>st</sup> and will take approximately 4 to 6 weeks to complete. Advanced Disposal will bear the cost and perform the audit. A truck and trailer will follow the garbage truck during this process and pick up any additional cans found not on the current bill list. If residents want to keep the extra cans, they can arrange to pay for them and they will be re-delivered with the normal re-delivery fee being waived during this period only. She estimated as many as 1,000 containers in the County are not being paid for by customers. Mr. Dunbar explained that the base bill for one single container is \$11.00 per month and if people want an extra container they are billed an additional \$6.00 for each container. The Sheriff's office will be notified of this audit and action in case citizens report their "missing" containers as stolen.

Chairman Stalnaker then opened the meeting for public comments.

Purchasing Director Mark Baker remarked that the citizens of Houston County are getting a great deal concerning the cost of garbage collection.

Ansel Peck, 109 Latham Drive Warner Robins offered his regrets on the loss of WRPD Chief Evans father. He also commended Dr. McGee for her dedication to our community's children and congratulated her on her achievements.

There being no further public comments the meeting continued.

Chairman Stalnaker then asked for comments from the Commissioners.

Mr. Walker remarked that we are fortunate to live in Houston county with its outstanding education system.

Ms. Robinson was concerned that we may be giving the people who are not paying for service or additional refuse cans to much warning by announcing the pending route audit by Advanced Disposal.

Mr. McMichael remarked that the staff of Advanced Disposal needed to be more accessible to the public trying to reach them on the telephone with complaints or concerns.

Chairman Stalnaker announced that a dedication ceremony for the new GSP Aviation Complex at the Perry-Houston County Airport will be held on November 8, 2016, at 11:00 am.

He then encouraged everyone to early vote for the November 8, 2016, General Election and explained that early voting began October 17, 2016, at the Board of Elections office and would run through November 4, 2016, Monday thru Friday from 8:00 am to 5:00 pm with one Saturday early voting opportunity on October 29, 2016, from 9:00 am to 4:00 pm. The Saturday opportunity will be at both the

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Board of Elections office and at the Houston Healthcare Pavilion locations. Early voting at the two satellite locations begins October 24, 2016, and runs through November 4, 2016, Monday thru Friday from 8:00 am to 5:00 pm at the Houston Health Pavilion Cary Martin Conference Center (Old Houston Mall) and at Central Georgia Technical College at the Sonny Watson Health Sciences Building on Cohen Walker Drive.

Chairman Stalnaker also announced that a "Topping Out" ceremony would be held on November 1, 2016, at 6:00 pm for the new Perdue Fire Station currently under construction.

Chairman Stalnaker then announced that County Attorney Tom Hall had asked for the Board to hold a brief executive session to discuss an attorney/client matter. Chairman Stalnaker asked for a motion to enter into executive session stating that he did not anticipate any official action upon re-entering the regular meeting.

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

Upon returning to the regular meeting Chairman Stalnaker called for a motion to adjourn.

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