



Houston County Board of Commissioners Meeting

Warner Robins, Georgia

February 18, 2020

6:00 P.M.

HOUSTON COUNTY COMMISSIONERS MEETING
Warner Robins, Georgia
February 18, 2020
6:00 P.M.

Call to Order

Turn Off Cell Phones

Invocation - Chairman Stalnaker

Pledge of Allegiance – Lt. Col. Donnell Pittman, USAF

Approval of Minutes from February 4, 2020

New Business:

1. Personnel Request (Public Defender) – Commissioner Walker
2. Poll Workers for Presidential Preference Primary Election – Commissioner Walker
3. Board Appointment (Board of Elections) – Commissioner Thomson
4. Professional Services Agreement (Edifice / Detention Center Roof) – Commissioner Thomson
5. OPEB Valuation Services (Cavanaugh Macdonald Consulting) – Commissioner McMichael
6. Vehicle Order Cancellation & Bid Award (HCSO / SUVs) – Commissioner McMichael
7. Abandonment of Easement Request (Taylor / 213 Falcon Crest) – Commissioner Robinson
8. Lighting Proposal (Flint Energies / Lake Joy Station #5) – Commissioner Robinson
9. Approval of Bills – Commissioner Robinson

Public Comments

Commissioner Comments

Motion for Adjournment

Public Defender Claudia Meier is requesting approval to hire Duncan Munn for the vacant Assistant Public Defender position at a Grade 27-F based on his experience. Staff has reviewed Mr. Munn's qualifications and agrees that he does meet the established requirements for the F-Step.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

hiring Mr. Duncan Munn for the vacant Assistant Public Defender position in the Public Defender Department at a Grade 27-F effective February 19, 2020.



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)

To: County Commissioners
From: Kenneth Carter, Director of Personnel
Date: February 7, 2020
Re: Request to Hire, Assistant Public Defender

Claudia Meier is requesting to hire Duncan Munn for the vacant Assistant Public Defender position at Grade 27 Step F (\$70,740.80). I have reviewed Mr. Munn's qualifications and he does meet the requirements for the "F" Step. I recommend approval to hire Duncan Munn at \$70,740 (Grade 27 F) effective February 19, 2020.

DUNCAN MICHAEL MUNN

EDUCATION

Walter F. George School of Law, Mercer University, Macon, Georgia
J.D., May 2005

- Advanced Legal Writing, Research, and Drafting Certificate May 2005
- Cali Award-- Highest Grade: Evidence; Comparative Law
- Trial Team Member, 2004 – 2005; Research Assistant, Fall 2003- Summer 2004

Indiana University, Bloomington, Indiana

B.A.: History; minors: English Literature & Medieval Studies, May 2002

- NCAA wrestling varsity letterman; Cartoonist for the *Indiana Daily Student* newspaper
- Admitted to Georgia Bar & Houston Superior Court Nov, 2005;
Court of Appeals & Supreme Court Dec, 2005

EXPERIENCE

Private Practice

January 2013-Present. Criminal defense and family law

- Conflict attorney at Houston County State Court, Juvenile Court, Centerville Municipal Court
- Felony and misdemeanor private cases

Douglas County District Attorney's Office

Assistant District Attorney, March 2011—January 2013

General Crimes & VOPs:

- Total Pled and Sentenced: ~515; total closed ~641
 - 2011, Mar-Dec: 355 cases disposed
 - 2012: ~306 cases disposed
- Welfare Fraud prosecutor
- GPSTC guest instructor

Houston County District Attorney's Office

Assistant District Attorney, Fall 2005 – Spring 2011

Property Crimes Division:

- Theft, escape, obstruction, forgery, burglary, robbery, arson, identity fraud, etc.
 - 2005, Sept-Dec: 70 cases disposed
 - 2006: 329 cases disposed
 - 2007: 376 cases disposed
 - 2008: 354 cases disposed
 - 2009: 301 cases disposed
 - 2010: 503 cases disposed of as of 12/2/10
- Total Pled and Sentenced: ~1203; total closed ~1942
- 30 Trials, including: murder, armed robbery, burglary, fraud, aggravated assault, etc.
 - First chair: 17; 15 convictions out of 17
- Created Personal Responsibility Program
- Speaker and organizer for DA's Theft/Fraud Seminars; GPSTC guest instructor
- NDAA Courses: Trial Strategies 2006; Financial Crime 2008
- PAC Courses: Fundamentals of Prosecution 2005; Basic Litigation 2006

Appellate Division:

- Bond Revocations Brief resulted in new Court Policy on Arresting Defendants
- Wrote appeals for State in Court of Appeals and Georgia Supreme Court
 - *Worthy v. State*, 286 Ga. App. 77 (2007) upheld (murder)
 - *Roberts v. State*, 282 Ga. 548 (2007) upheld (murder)

REFERENCES

Kelly Burke
Burke Lasseter LLC

Jeff Lasseter
Burke Lasseter LLC

Claudia Meier
Houston County Public Defender

HOUSTON COUNTY APPLICATION FOR EMPLOYMENT

It is the policy of Houston County to select new employees and to promote current employees without regard to race, sex, religion, national origin, marital status or disability.

INSTRUCTIONS: You must answer all items on this application fully and accurately. The information that you give will be used in determining your qualifications and rating for employment. If an item does not apply to you, or if there is no information to be given, write the letters "N/A" for Not Applicable. **PRINT IN INK OR TYPE.** A resume may be attached BUT WILL NOT be accepted in lieu of this application. In order to be assured consideration for employment, your application must be received no later than the closing date of the vacancy announcement.

Position(s) Desired: (1) Asst. Public Defender (2) (3) Date: 2/3/20

Full Time Part Time Temporary Salary Desired: _____

PERSONAL DATA

Name: Last MURPHY First Dwight Middle Walter Social Security Number _____

Address: No. & Street _____ Apt. No. _____ City, State, Zip _____

Telephone Numbers: _____ Are you between the ages of 17 and 70? Yes No

Home: _____ Business: _____

U. S. Citizen or Permanent VISA Yes No If no, give work permit number: _____

Have you ever been convicted of a crime other than a minor traffic violation? (A conviction does not automatically exclude you from employment consideration) Yes No

Do you have a relative working for the county? Yes No If yes, give name(s) and relationship.

If yes, explain on a separate sheet: _____

Have you ever been employed by Houston County? Yes No If yes, give dates, location and job classification: Asst. District Attorney Houston TX 2005-2011

Do you possess a valid motor vehicle Driver's License? Yes No Class C Lic No. _____

EDUCATION

	Name and Location	From Mo/Yr	To Mo/Yr	Highest Grade Completed	Did You Graduate	Type Degree	Major	Date Degree Obtained or To Be Obtained
High School	<u>McDuffie HS (REIGA)</u>	<u>94</u>	<u>98</u>	<u>12th</u>	<u>YES</u>	<u>H.S.</u>	<u>N/A</u>	
College(s)	<u>Indiana University</u>	<u>98</u>	<u>MAY 02</u>	<u>B.A.</u>	<u>YES</u>	<u>B.A.</u>	<u>History</u>	
(Other if Applicable)	<u>UNCOR Law, ALAB</u>	<u>02</u>	<u>MAY 05</u>	<u>N/A</u>	<u>YES</u>	<u>J.D.</u>	<u>N/A</u>	
Graduate School								

MILITARY

Branch of U.S. Service N/A From Mo/Yr. _____ To Mo/Yr. _____ Rank _____

Major Duties: (Explain on separate sheet) _____

Honorable Discharge: Yes No (If no, explain on separate sheet)

Service Schools or special training (Explain on separate sheet) _____

Do you have a Reserve Obligation? Yes No (If yes, please describe) _____

EMPLOYMENT HISTORY: Please provide a complete employment history, listing all positions held, including military, part-time, summer, and volunteer. It is most important that you provide exact dates of employment, exact title or position, and detailed description of duties. If you held more than one position with an employer, please treat each position separately. This information will help determine eligibility. If submitting a resume, complete all information except Job Duties.

Were you ever discharged or asked to resign from any position? Yes No May we contact your present employer Yes No

(Begin with your present or most recent employer)

1 Name of Employer SELF		Address 253 CAMEL WALK WIL COAST		
Employment Dates (mo/yr)	Salary N/A hrs/wk	Name and Title of Supervisor	Telephone Number	
from January 1 2013	Starting: \$ _____ per _____	SELF	478 412 0594	
to Present 1 _____	Present: \$ _____ per _____	Job Duties Criminal defense, Appeals, Juvenile court, Family law		
Position Title ATTORNEY AT LAW				
Reason for Leaving				
2 Name of Employer DOWNS CO D.A.		Address DOWNS COURT W/20 DOWNSVILLE, GA		
Employment Dates (mo/yr)	Salary _____ hrs/wk	Name and Title of Supervisor	Telephone Number	
from March 1 2011	Starting: \$2554 per year	DAVID MC DADE		
to Jan 1 2013	Present: \$ _____ per _____	Job Duties PROSECUTE FELONY CRIMINAL CASES		
Position Title ADA				
Reason for Leaving contract position was at a contract				
3 Name of Employer XXXXXXXXXX Houston DA		Address 251 W. PENNY RING PERRY GA		
Employment Dates (mo/yr)	Salary _____ hrs/wk	Name and Title of Supervisor	Telephone Number	
from Fall 1 2005	Starting: \$444 per year	DA. KELLY BURKE	478 282 6969	
to Spring 1 2011	Present: \$ _____ per _____	Job Duties PROSECUTE CRIMINAL CASES		
Position Title ADA				
Reason for Leaving Family				

REFERENCES

List three references (NOT minors, relatives or former employers) who have known you well during the past few years.

NAME	ADDRESS	OCCUPATION	PHONE NO.	NO. YEARS KNOWN
Greg Bell	[REDACTED]	Attorney	[REDACTED]	10+
Jeff Lasseter	[REDACTED]	Attorney	[REDACTED]	15
David Daniell	[REDACTED]	Attorney	[REDACTED]	15

CERTIFICATION AND AUTHORIZATION FOR RELEASE OF INFORMATION

I CERTIFY that the information given by me in this application is true and complete to the best of my knowledge knowing that any false information, misrepresentation, or concealment of fact is sufficient grounds for my application to be rejected or, if employed, my employment terminated.

I UNDERSTAND AND AGREE that all information furnished in this application may be verified by the County. I further understand that any offer of employment may be revoked in the event a drug test, given by the County discloses information on me which is considered disqualifying. I hereby authorize all individuals and organizations named or referred to in this application and any law enforcement organization to give the Houston County Government all information relative to my employment, education and character, and hereby release such individuals, organizations, and Houston County from any liability for any claim or damage which may result.

Signature

Date 2/5/13



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)

NEW HIRE ABOVE MINIMUM STEP ACKNOWLEDGEMENT

It is fully understood that I am requesting to hire Duncan Munn at a step above the minimum "A" step and I may have employees in the same position with more longevity that are making less than this new employee.

A handwritten signature in cursive script, appearing to read "Claude E. Lee".

Elected Official/Department Head Signature

A handwritten date "2/7/2020" in cursive script.

Date

The Board of Elections has submitted a request to hire the necessary workers for the March 24th Presidential Preference Primary. The rates below for the precinct manager, assistant precinct manager and clerks have been adjusted to be more equitable with similar size counties and our local municipalities.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the hiring of poll workers for the upcoming March 24, 2020 Presidential Preference Primary Election.

	<u>Each</u>	<u>Total</u>
16 Managers (Precinct)	\$150.00	\$ 2,400.00
32 Assistant Managers (Precinct)	\$100.00	\$ 3,200.00
132 Clerks	\$ 90.00	\$11,880.00
180 Training (2 x \$25)	\$ 50.00	\$ 9,000.00
7 Janitors	\$ 15.50	\$ 108.50
3 Janitors	\$ 25.00	\$ 75.00
313 BMD (Ballot Marking Device)	\$ 2.00	\$ 626.00
3 Election Supply Load Out Helpers	\$ 50.00	\$ 150.00
4 Election Night Equipment Return Helpers	\$ 50.00	\$ 200.00
3 Election Night Check-In Clerks	\$ 50.00	\$ 150.00
16 Supply Pick Up / Return Supplies	\$ 10.00	\$ 160.00
16 Cell Phones	\$ 10.00	\$ 160.00
7 Optical Scan Clerks	\$100.00	<u>\$ 700.00</u>
	TOTAL	\$28,809.50

BOARD OF ELECTIONS

HOUSTON COUNTY GOVERNMENT BUILDING
801 MAIN STREET, ROOM 237
POST OFFICE BOX 945
PERRY, GA 31069

478-987-1973

FAX 478-988-0699

TO: Houston County Commissioners

FROM: Debra Presswood
Registration/Election Supervisor

RE: Election Workers – March 24, 2020 Presidential Preference Primary Election

DATE: February 5, 2020

=====
The Board of Elections requests hiring the following election workers for the March 24, 2020 Presidential Preference Primary Election.

		AMOUNT	TOTAL
16	Managers (Precinct)	\$150.00	\$2,400.00
32	Assistant Managers (Precinct)	100.00	3,200.00
132	Clerks	90.00	11,880.00
180	Training (2 @ 25)	50.00	9,000.00
7	Janitors	15.50	108.50
3	Janitors	25.00	75.00
313	BMD (Ballot Marking Device)	2.00	626.00
3	Election Supply Load Out Help	50.00	150.00
4	Election Night Equipment Return Help	50.00	200.00
3	Election Night Check-In Clerks	50.00	150.00
16	Supply pick up / return supplies	10.00	160.00
16	cell phones	10.00	160.00
7	Optical Scan Clerks	100.00	700.00
	TOTAL		\$28,809.50

Board Appointment

Motion by _____, second by _____ and carried _____ to

- approve
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the appointment of Mr. Sherman Falana to the Board of Elections filling the unexpired term of Ms. Phyllis Taylor which term shall expire December 31, 2022.

The Detention Center is experiencing multiple roof leaks spread throughout the facility. Public Works staff recommends engaging Edifice Consulting to produce and provide project documents in the form of technical specifications and detail drawings as well as to provide project administration once a successful bidder has been determined. Their proposal fee is 6% of the contract total for the project documents and 4% for project administration not to exceed \$12,000 in total. If the bids for the necessary roof repairs are not acceptable, staff would like to reserve the right to refuse any and all bids.

Motion by _____, second by _____ and carried _____ to

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Chairman Stalnaker to sign the proposal from Edifice Consulting, Inc. of Byron for the roof repair project at the Houston County Detention Facility. The contract will pay Edifice six percent (6%) of the contract total for production of the project documents and four (4%) of the contract total for project administration. The budget estimate for the actual roof repair project is not expected to exceed \$120,000. The County reserves the right to reject any and all bids within 60 days.



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

2018 Kings Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

Memo

To: Houston County Board of Commissioners
From: Robbie Dunbar, Director of Operations 
CC: Michael Phillips, Facilities Superintendent
Date: February 4, 2020
Re: Houston County Detention Center Roof Repairs

Please find attached proposal from Edifice Consulting, Inc. for the Houston County Roof Repairs consulting fee which is not to exceed \$12,000.00. We are requesting the roof repairs due to several roof leaks spread throughout the building. Pending the results of the proposals, we would like to reserve the right to refuse any or all bids.

Thank you for your consideration of this request.

Attachments – Proposal from Edifice Consulting, Inc.

Memorandum from Michael Phillips



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

2018 Kings Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

MEMORANDUM

To: Robbie Dunbar, Director of Operations
From: Michael Phillips, Public Buildings Superintendent
Date: February 3, 2020
RE: Houston County Detention Center Roof Repairs

Please consider this proposal from Edifice Consulting, Inc. for the Houston County Detention Center roof repairs consulting fee not to exceed \$12,000. Due to numerous roof leaks spread throughout the building, we are requesting to complete the following repairs. We would also like to reserve the right to refuse bids for the roof repair pending the outcomes of the proposals.

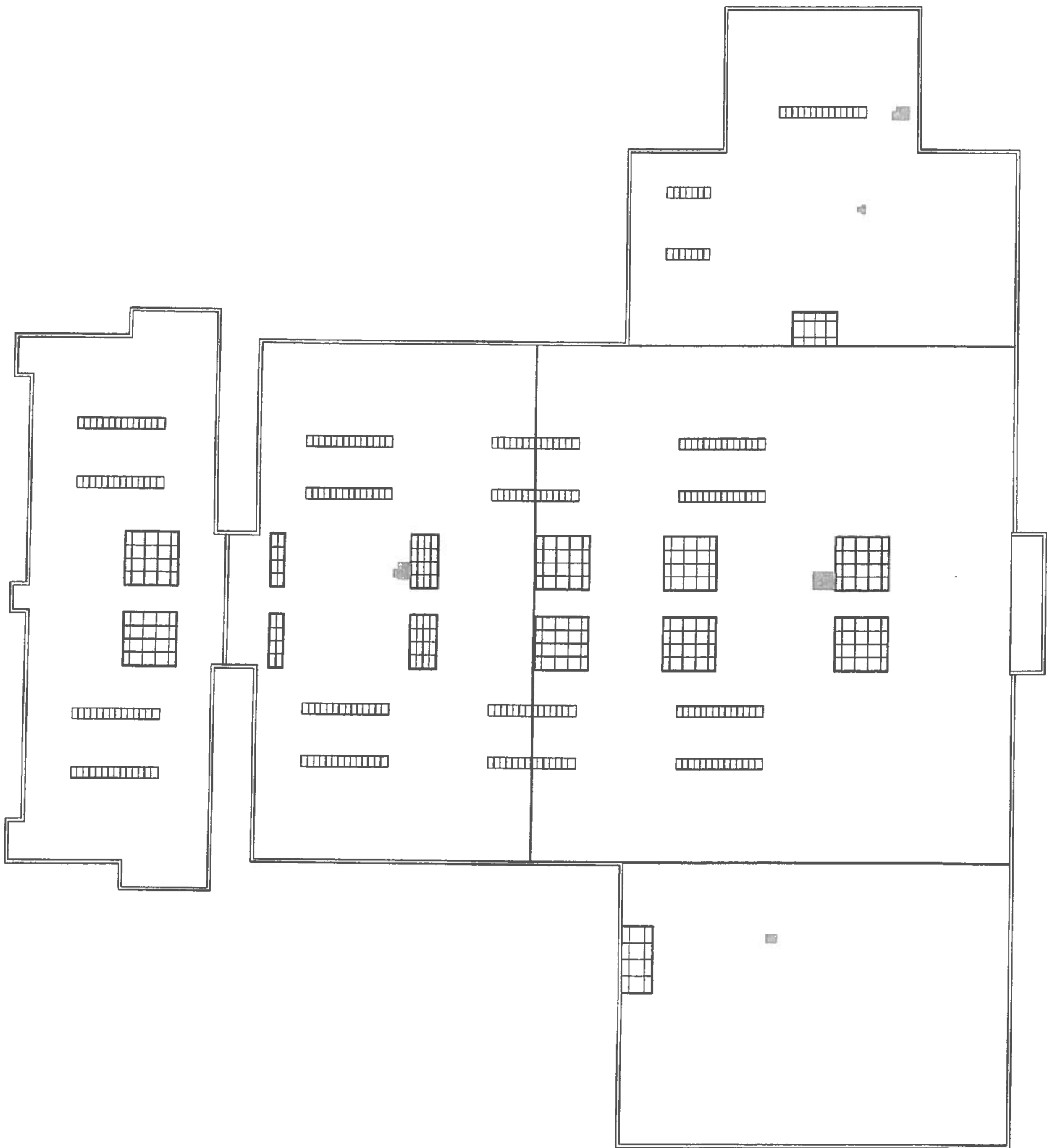
Thank you.

A handwritten signature in black ink, appearing to read "Michael Phillips".



PROPOSAL

OWNER	HOUSTON COUNTY COMMISSION		
FACILITY:	PUBLIC WORKS DEPARTMENT OFFICES OLD AND NEW		
OWNER'S REP:	MR. MICHAEL PHILLIPS/ MR. ROBBIE DUNBAR		
QUOTED BY:	JODY USRY	QUOTED ON	09 JAN 2020
DESCRIPTION:	ROOF REPAIRS TO THE DETENTION CENTER ROOFS		
DETAIL:			
<p>A. Produce and provide project documents to repair and maintain the low slope roofs on the Houston County Detention Center.</p> <ol style="list-style-type: none"> 1. Technical specifications 2. Diagrams and detail drawings <p>B. Provide project administration to the successful conclusion of the project(s) including:</p> <ol style="list-style-type: none"> 1. Interface and coordinate with the procurement professionals and managers to produce and publish the project manual. 2. Conduct a pre-bid conference. 3. Evaluate pre-bid submittals from bidders. 4. Produce necessary addendums. 5. Evaluate bid proposals supply recommendations. 6. Conduct a pre-construction conference. 7. Monitoring, enforcing the requirements, and reporting on the progress of the project during construction. 8. Review and make recommendations regarding any proposed changes or change orders. 9. Review and make recommendations on pay requests or draws. 10. Execute a final inspection, and as necessary, re-inspection 11. Execute project close out, including but not limited to securing the specified warranty or warranties, and archiving the job. 			
Edifice Consulting Inc., will accept, as full payment for these services, six percent (6 %) of the contract total for production of the project documents, and four (4%) for project administration, not to exceed \$12,000.00. <i>In the case the project is not awarded, the fees will assessed on the lowest bid, or in the case of no bids, the project budget.</i>			
ACCEPTED BY		ACCEPTED ON	
SIGNATURE		P.O. NUMBER	
<p>Quotation good for 90 days of date on proposal. Payment terms, unless otherwise noted will be net 30. Please remit the accepted proposal to facsimile # 866 801 3983 or email to jody@edifice.biz, or mail to P.O. Box 1030 Byron, GA 31008. Purchase orders numbers are optional.</p>			



5

The Governmental Accounting Standards Board (GASB) requires the County to have a bi-annual valuation performed on other post-employment benefits (OPEB) provided to our retirees. Much like our annual pension valuations, the OPEB valuation determines the true cost of providing health care and dental benefits to our retirees. These long-term costs are then reported in the County's annual audit.

We have previously employed Cavanaugh Macdonald Consulting of Kennesaw to perform the 2009, 2011, 2013, 2015 and 2017 valuations. Since we are currently in the ACCG pension plan and are affiliated with the ACCG health program (BC/BS), we are able to obtain these services at substantially cheaper prices. Under the Cavanaugh Macdonald pricing chart, we fall into the Group B - 100 or more total active and retired participants at a base fee of \$8,000 plus a per participant fee of \$2.50 in the 500 or more total active and retired participants category. The total cost is \$9,650.

We are requesting authorization to execute the attached Memorandum of Participation with Cavanaugh Macdonald Consulting for actuarial services associated with our OPEB valuation.

Motion by _____, second by _____ and carried _____ to

- approve
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the engagement of Cavanaugh Macdonald Consulting, LLC of Kennesaw to perform the County's 2019 OPEB valuation. Cavanaugh Macdonald will be paid based on the schedule pricing negotiated with the ACCG as outlined in the Memorandum of Participation:

**Base Fee (Group B) = \$8,000
plus \$2.50 Per Participant Fee (on 619 active and 41 retired) x 660 = \$1,650**

Total Fee of \$9,650

**2019 MEMORANDUM OF PARTICIPATION
OTHER POST-EMPLOYMENT BENEFITS (OPEB)**

COUNTY: _____
 NAME: _____
 TITLE: _____
 STREET ADDRESS: _____
 CITY: _____ ZIP CODE: _____
 PHONE #: () _____ E-MAIL ADDRESS: _____

On behalf of the County noted above, we agree to participate in the Joint Actuarial Study Program offered by Cavanaugh Macdonald Consulting, LLC.

I understand that ***we will be billed directly by Cavanaugh Macdonald Consulting, LLC*** and copies of the actuarial report will be sent electronically by Cavanaugh Macdonald Consulting. I understand that the fee structure is as follows:

A. For OPEB valuation services provided by Cavanaugh Macdonald, Cavanaugh Macdonald shall be paid by the Contracting Member based on the schedule set forth in the chart below. Members shall pay the base fee plus the per participant fee as specified for each valuation performed. Only counties that participate in both the ACCG pension plan and the fully insured ACCG group health program are eligible for Group A pricing. Group B pricing applies to all counties that are not included in Group A. Cavanaugh Macdonald and the County agree that the liability of Cavanaugh Macdonald in connection with the Services provided hereunder will be limited to direct losses the County suffers as a result of the negligence and/or errors or omissions of Cavanaugh Macdonald, up to, but in no event to exceed, the annual fee paid to Cavanaugh Macdonald.

OPEB VALUATION SERVICES PRICING CHART – PER VALUATION

	GROUP A	GROUP B
Base Fee		
▪ Less than 20 total active and retired participants	\$4,000	\$6,500
▪ 20-49 total active and retired participants	\$4,500	\$7,000
▪ 50-99 total active and retired participants	\$5,000	\$7,500
▪ 100 or more total active and retired participants	\$5,500	\$8,000
Per Participant Fee		
▪ Less than 50 total active and retired participants	\$4.00	\$5.00
▪ 50-99 total active and retired participants	\$3.50	\$4.00
▪ 100-249 total active and retired participants	\$3.00	\$3.25
▪ 250-499 total active and retired participants	\$2.50	\$2.75
▪ 500 or more total active and retired participants	\$2.25	\$2.50

The pricing above is for the full valuation as of valuation date 7/1/2019 and the initial GASB 75 report with measurement date 7/1/2019.

B. Additional work outside the scope of OPEB valuations can be engaged with Cavanaugh Macdonald on a case by case basis. The hourly rates for consulting services are \$116 to \$396.

Counties must return this 2019 Memorandum of Participation indicating your desire to participate along with all requested data.

 Finance Officer Signature

Signed this _____ day of _____, 2019.

**Mail form to:
 Cavanaugh Macdonald Consulting, LLC
 3550 Busbee Parkway, Suite 250, Kennesaw, Georgia 30144
 Or email electronic files to Chasmin Johnson at: ChasminJ@CavMacConsulting.com**

At their August 16, 2019 meeting the Board approved the purchase of two new Chevy Tahoe pursuit vehicles for use in the Sheriff's Department Patrol Division from Hardy Chevrolet at a unit cost of \$33,404 each. These vehicles were purchased off the state-wide contract and were scheduled for a November delivery. After the initial order, Chevrolet went on strike and even though the strike ended in October production has not caught up to demand. Six months after our initial order, Hardy Chevrolet still cannot tell us when these vehicles will be manufactured and delivered. For these reasons staff is recommending cancellation of this order and is requesting approval to order two replacement Tahoes from Freedom Chevrolet of Texas at a unit cost of \$33,762. SPLOST funds are available to fund the additional cost. These two vehicles can be delivered immediately to our equipment outfitter Dana Safety Supply.

Motion by _____, second by _____ and carried _____ to

- approve
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the cancellation of two new 2020 Chevrolet Tahoe pursuit vehicles from Hardy Chevrolet of Dallas, GA initially placed in August of 2019 at a total cost of \$66,808; and the award of two new 2020 Chevrolet Tahoe pursuit vehicles for use in the Sheriff's Department Patrol Division from Freedom Chevrolet of Texas at a unit cost of \$33,762 or a total amount of \$67,524. SPLOST 2018 will fund the purchase of these vehicles.



**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

MEMORANDUM

TO: Houston County Board of Commissioners
FROM: Mark E. Baker
CC: Barry Holland
DATE: February 13, 2020
SUBJECT: Purchase Change of Two (2) New 2020 Chevrolet Tahoe Pursuit
(Bid #20-06)

The Purchasing Department initially ordered Two (2) New 2020 Chevrolet Tahoes at \$33,404 each which are needed for the Houston County Sheriff's Department Patrol Division from Hardy Chevrolet on state contract SWC 40199-409 in August to be delivered in November. Since then, General Motors had a strike, and Hardy Chevrolet is unable to inform Purchasing of when they will be produced or delivered.

Two (2) other 2020 Chevrolet Tahoes have been located for purchase at Freedom Chevrolet out of Texas for immediate delivery to our outfitter. Freedom Chevrolet's quote is \$33,762.00 each.

Staff recommends cancelling the initial order with Hardy Chevrolet and placing a new order with Freedom Chevrolet.

The vehicles will be charged to the 2018 SPLOST as follows:

Quantity	Budget	Department	Placement	Total Cost
2	320-3300-54.2200	3300	Sheriff's Department	\$67,524.00

William R. Taylor and June M. Taylor have submitted an Abandonment of County Easement/Right-of-Way Request Form requesting the abandonment of a Houston County drainage easement that traverses their property located at 213 Falcon Crest, Warner Robins, GA 31088, described as Lots 14 & 15, Block "A", Eagle Ridge - Addition No. 1 Stathams Landing, Land Lot 82, Eleventh District. Staff recommends approval of the abandonment with the stipulations that all other existing utility easements remain and that the new plat must be recorded prior to approval.

Motion by _____, second by _____ and carried _____ to

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the Resolution Abandoning Houston County Drainage Easement approving William R. Taylor and June M. Taylor's application for abandonment of a Houston County drainage easement. Further, upon the recording of the plat of survey submitted with the request form and prepared by Theodore W. Waddle, Jr., authorizing Chairman Stalnaker to sign the quit-claim deed conveying the drainage easement rights to the Taylors.

RESOLUTION ABANDONING

HOUSTON COUNTY

DRAINAGE EASEMENT

WHEREAS, William R. Taylor and June M. Taylor submitted an Abandonment of County Easement/Right-of-Way Request Form requesting the abandonment of an existing 20' Drainage Easement that traverses their property located at 213 Falcon Crest, Warner Robins, GA 31088, described as Lots 14 & 15, Block "A", Eagle Ridge - Addition No. 1, Stathams Landing, Land Lot 82, Eleventh District as shown on the Request Form attached hereto as Exhibit "A".

WHEREAS, The 20' Drainage Easement requested to be abandoned by William R. Taylor and June M. Taylor is designated as "20' Easement To Be Abandoned" on a plat of survey dated January 20, 2020, done by Theodore W. Waddle, Jr., G.R.L.S. No. 2139, said plat is attached hereto as Exhibit "B";

WHEREAS, the following departments of Houston County have reviewed and approved the Taylor's request: Inspections/P&Z, Environmental Health, Engineering, Roads & Bridges, Water, Fire/E911, and Attorney as shown by the Request Form attached hereto as Exhibit "A"; and

WHEREAS, the Houston County Board of Commissioners have the authority to abandon said Drainage Easement.

NOW, THEREFORE, BE IT RESOLVED by the Houston County Board of Commissioners that the existing 20' Drainage Easement which traverses the Taylor's property located at 213 Falcon Crest, Warner Robins, GA 31088, described as Lots 14 & 15, Block "A", Eagle Ridge - Addition No. 1, Stathams Landing, Land Lot 82, Eleventh District as shown on the Request Form attached hereto as Exhibit "A" , and the easement being designated as "20'

Easement To Be Abandoned” on a plat of survey dated January 20, 2020, done by Theodore W. Waddle, Jr., G.R.L.S. No. 2139, and attached hereto as Exhibit “B”, is hereby abandoned by the Houston County Board of Commissioners by and through a Quit Claim Deed to be signed pursuant to the recording of said plat attached hereto as Exhibit “B” with the Clerk’s Office, Houston Superior Court by Theodore W. Waddle, Jr. and pursuant to the signing of this resolution.

This ____ day of February, 2020.

HOUSTON COUNTY BOARD OF
COMMISSIONERS

Chairman Tommy Stalnaker

Commissioner H. Jay Walker III

Commissioner Tom McMichael

Commissioner Gail Robinson

Commissioner Larry Thomson

Attest: _____

Barry Holland
Director of Administration

Houston County Board of Commissioners

Abandonment of County Easement/Right-of- Way Request Form

Attach a \$75.00 check payable to Houston County Commissioners and six (6) copies of a plat that identifies the easement/right-of-way you wish the County to abandon. Return this form to the Commissioner's Office for processing. The \$75.00 fee consist of the following: \$25.00 is the cost for processing and reviewing the request and \$50.00 will be used for the County to draft and record the appropriate quit-claim deed. The County will record all plats with the Clerk's office. If your request is denied, the plats will be returned along with \$50.00 of the original \$75.00 fee. Please provide the following information:

1. Name: William R and June M Taylor
 Address: 213 Falcon Crest
Warner Robins GA 31088-7548
 Phone Number: 478 922 7250

JAN 23 2020

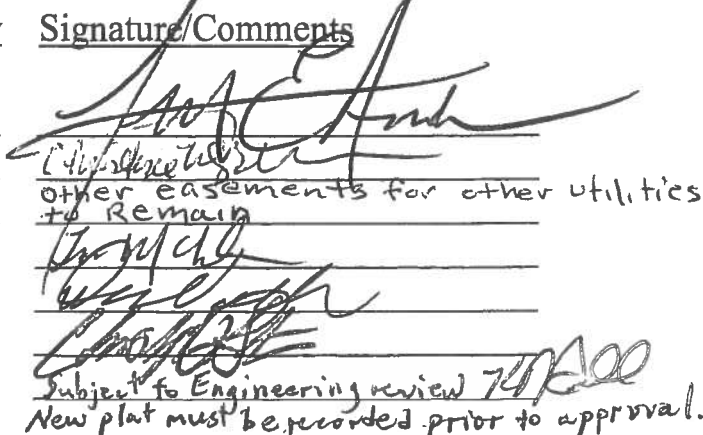
2. Location and Description of Property:

LOTS 14 & 15 BLOCK "A" EAGLE RIDGE ADDITION No. 1
STATHAMS LANDING LAND LOT B2 ELEVENTH DISTRICT

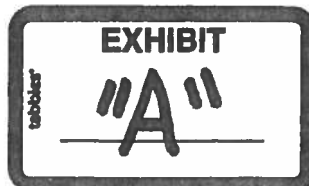
3. Reason for Request:

NO STORM DRAIN IN EXISTING DRAINAGE EASEMENT.
EASEMENT NOT REQUIRED.

For Office Use Only

Department	Approve	Deny	Signature/Comments
Inspections/P&Z	✓	_____	 <p>other easements for other utilities to remain</p> <p>Subject to Engineering review 7/4/20 New plat must be recorded prior to approval.</p>
Environmental Health	✓	_____	
Engineering	✓	_____	
Roads & Bridges	✓	_____	
Water	X	_____	
Fire/E911	✓	_____	
Attorney	X	_____	

Please review by _____ . Scheduled for _____ agenda.



RESERVED FOR SUPERIOR COURT CLERK

THIS PLAN HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING COMMISSION OF HOUSTON COUNTY, GEORGIA, AND IS APPROVED FOR RECORDING IN THE OFFICE OF THE CLERK OF THE SUPERIOR COURT BY SAID COMMISSION, DATED THIS _____ DAY OF _____ 20__.

THE HOUSTON COUNTY PLANNING COMMISSION
BY _____ SECRETARY

OWNER'S CERTIFICATIONS:
STATE OF GEORGIA, COUNTY OF HOUSTON.
THE UNDERSIGNED CERTIFIES THAT HE IS THE OWNER OF THE LAND SHOWN ON THIS PLAN AND ACKNOWLEDGES THIS PLAN AND ALLOTMENT TO BE HIS FREE ACT AND DEED, AND DEDICATES TO PUBLIC USE FOREVER ALL AREAS SHOWN OR INDICATED ON THIS PLAN AS STREETS, ALLEYS, EASEMENTS, OR PARKS.

DATE _____ OWNER'S SIGNATURE _____

LEGEND

- IPF — IRON PIN FOUND (1/2" REBAR)
- IPS — IRON PIN SET (1/2" REBAR)
- Ⓛ — LOT NUMBER
- ⓐ — BLOCK DESIGNATION
- DE — DRAINAGE EASEMENT
- C2 — CURVILINEAR LOT DATA

NOTES

1. THE PURPOSE OF THIS PLAN IS TO COMBINE PARCEL 18A WITH LOT 14 TO FORM ONE LOT.
2. A PORTION OF THIS PROPERTY IS LOCATED IN A DESIGNATED FLOOD HAZARD AREA.

THE FIELD DATA UPON WHICH THIS MAP OR PLAN IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 34,071 FEET AND AN ANGULAR ERROR OF 03 PER ANGLE POINT, AND WAS ADJUSTED USING THE (NONE) RULE.

BEARINGS SHOWN ARE CALCULATED FROM ANGLES TURNED AND ALL LINEAR DISTANCES ARE HORIZONTALLY CALCULATED FROM FIELD DATA USING A SOKKIA 503.

THIS MAP HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 114,165 FEET.

SURVEYOR'S CERTIFICATION

As required by subsection (d) of O.C.G.A. Section 15-6-67, this plot has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidence by approved certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plot as to its intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plot complies with the minimum technical standards and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

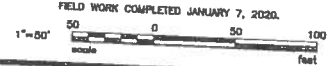
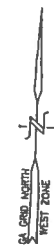
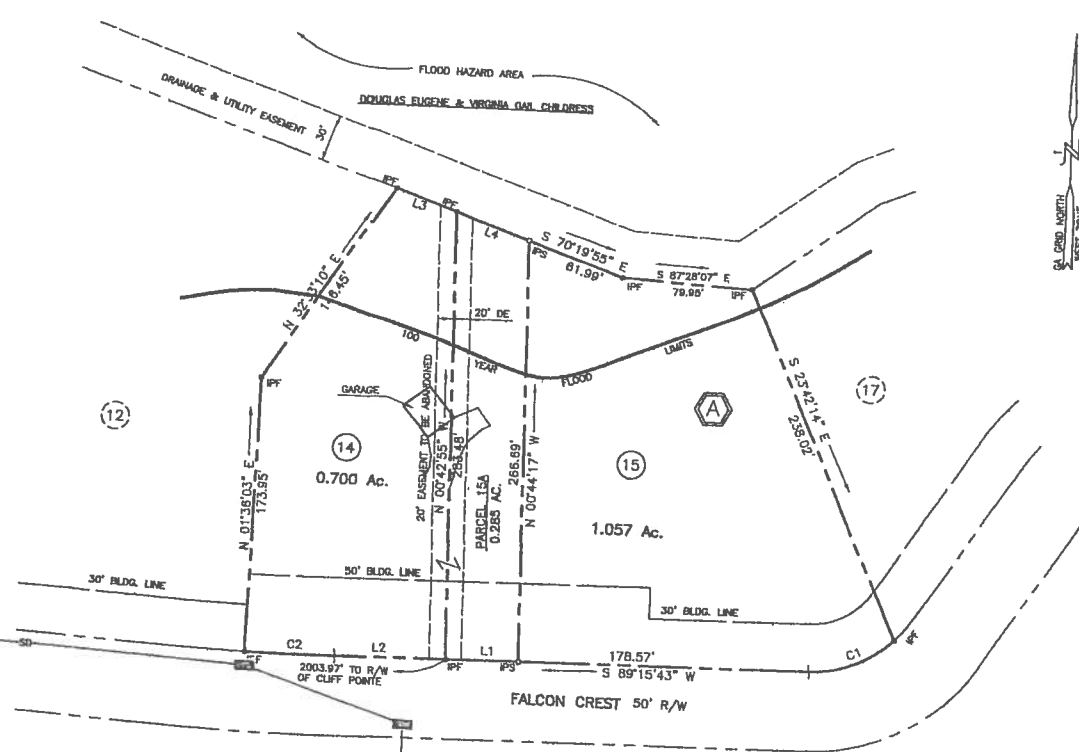
THIS SURVEY COMPLIES WITH BOTH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE OFFICIAL CODE OF GEORGIA ANNOTATED (O.C.G.A.) 15-6-67 AS AMENDED BY HB1004 (2018), THOSE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF LAW PREVAL.

[Signature]
REG. LAND SURVEYOR



LINEAR LOT DATA		
No.	DISTANCE	BEARING
L1	45.13	S 89°18'11" W
L2	62.20	S 88°10'29" W
L3	40.03	S 70°23'52" E
L4	48.05	S 70°18'23" E

CURVILINEAR LOT DATA			
CURVE No.	ANG	CHORD	BEARING
C1	78.00'	177.81'	S 87°01'06" W
C2	1378.00'	55.73'	N 89°31'18" W



RESUBDIVISION

LOT 15 BLOCK "A"
EAGLE RIDGE - ADDITION NO. 1
STATHAMS LANDING

IN LAND LOT 82
HOUSTON COUNTY
JANUARY 20, 2020

ELEVENTH DISTRICT
GEORGIA
SCALE: 1" = 50'

WADDLE & COMPANY
104 MEADOWRIDGE DR.
BUS (478) 823-2783
COA # 15P001005

WARNER ROBINS, GA. 31083
FAX (478) 823-7144
EMAIL: WADDLECO@AOL.COM

(Above space for recording officer use)
Charge Houston County Board of Commissioners
Return to Houston County Legal Department

QUIT CLAIM DEED

STATE OF GEORGIA

COUNTY OF HOUSTON

THIS INDENTURE, made this _____ day of _____, in the year of our Lord Two Thousand Twenty between **BOARD OF COMMISSIONERS OF HOUSTON COUNTY** of the County of Houston, State of Georgia, as party of the first part, hereinafter referred to as "Grantor" and **WILLIAM R. TAYLOR and JUNE M. TAYLOR**, as party of the second part, hereinafter referred to as "Grantee";

WITNESSETH

That the Grantor, for and in consideration of ONE AND NO/100 DOLLARS, and other good and valuable consideration, the receipt and adequacy whereof is acknowledged, has bargained, sold and by these presents does remise, convey and forever QUIT-CLAIM to the Grantee, its successors and assigns, the following described easement:

All that tract or parcel of land, situate lying and being in Land Lot 82 of the Eleventh Land District of Houston County, Georgia, being known and designated as "20' EASEMENT TO BE ABANDONED", as more fully shown on plat of survey dated January 20, 2020 prepared by Theodore W. Waddle, Jr., Registered Land Surveyor No. 2139, a copy of said plat being of record in Plat Book _____, Page _____, Clerk's Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto.

If any utilities are located within this easement they shall remain.

TO HAVE AND TO HOLD the said described premises to the said Grantee, so that neither the said Grantor nor its successors or assigns, nor any other person or persons claiming under it shall at any time by any means or ways have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, The said Grantor has hereunto set its hand and seal the day and year above written.

Signed, sealed and delivered
in the presence:

Board of Commissioners
of Houston County:

Witness

By: _____
Tommy Stalnaker
Title: Chairman

Notary Public

Attest: _____
Barry Holland
Title: Director of Administration

Public Works is requesting approval to enter into an agreement with Flint Energies for the outdoor lighting at the new Lake Joy Fire Station #5 / Emergency Management Agency Headquarters. The upfront cost for installation is \$11,227 and the monthly maintenance and consumption costs would be \$93.10 per month (7 fixtures x \$13.30 each).

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

entering into an agreement with Flint Energies for the outdoor lighting package at the new Lake Joy Fire Station #5 / Emergency Management Agency Headquarters with a one-time cost of \$11,227 for installation and the monthly maintenance and consumption costs set at \$13.30 per fixture multiplied by seven fixtures which equals \$93.10 per month.




**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

2018 Kings Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

Memo

To: Houston County Board of Commissioners

From: Robbie Dunbar, Director of Operations 

CC: Michael Phillips, Facilities Superintendent
Chief Chris Stoner, Houston County Fire Department

Date: February 13, 2020

Re: Flint Energies Lighting Proposal for Station #5

Please consider entering into an agreement with Flint Energies for the monthly maintenance and consumption costs for outdoor lighting at the new fire station #5 on Lake Joy Road. Also included is the cost proposal for the installation of these lights. The monthly cost will be:

7 lights x \$13.30 each = \$93.10 per month

The cost for installation performed by Flint Energies is \$11,227.00.

Please favorably consider this request.

Attachments – Email from Flint Energies

From: Bertha Baert <BBaert@flintemc.com>
Sent: Wednesday, February 12, 2020 3:52:50 PM
To: Mark Baker <MBaker@houstoncountyga.org>
Cc: Robbie Dunbar <RDunbar@houstoncountyga.org>; Bridgett Marcus <BMarcus@flintemc.com>
Subject: RE: service for exterior lights fire station Lake Joy

Thank you so much

This letter will be for the authorization for the monthly billing of the outdoor lights for Lake Joy Fire Station.
7 lights 250w GL22/23 @\$13.30 each.

Work order 193441 to be invoiced to Houston County for \$11227.00 for the installation of the lights.

If any questions please call or email.

Matt Denton is the staking technician for this work order.

We will progress with the installation of the lights but we will need the authorization before making the lights "hot".

Again – Thank you much

Bertha

Bertha Baert

Supervisor of Construction Services

Flint Energies - Service Center

Office: 478-988-3548

Flint *Energies*

9

Summary of bills by fund:

• General Fund (100)	\$ 283,165.33
• Emergency 911 Telephone Fund (215)	\$ 3,769.46
• Fire District Fund (270)	\$ 32,265.71
• 2006 SPLOST Fund (320)	\$ 26,700.00
• 2012 SPLOST Fund (320)	\$ 63,717.89
• 2018 SPLOST Fund (320)	\$ 263,521.78
• Water Fund (505)	\$ 192,203.80
• Solid Waste Fund (540)	<u>\$1,305,749.55</u>
Total for all Funds	\$2,171,093.52

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the payment of the bills totaling \$2,171,093.52