



**City of Helen  
Georgia's Alpine  
Village**

25 Alpenrosen Strasse  
PO Box 280  
Helen, Georgia 30545  
706-878-2733  
706-878-1655 -fax  
www.cityofhelen.org



The City of Helen is an equal  
opportunity provider and employer

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 15, 2022  
10:00 A.M.  
AGENDA**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Finance Officer**

Mona Wood

**Chief of Police:**

Aletha Barrett

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works**

**Director:**

Jack Morgan

**Fire Department**

**Chief:**

Jody Prickett

1. CALL TO ORDER BY MAYOR FRED GARMON
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM FEBRUARY 15, 2022
6. ADMINISTRATIVE OPERATIONS
  - A. EDWIN NIX FROM WHITE COUNTY WATER AUTHORITY TO DISCUSS NEW CONTRACT WITH COUNTY
  - B. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
  - C. FINANCIAL REPORT
  - DISCUSSION OF DELIQUENT WATER/SEWER ACCOUNTS CONCERNING NEW UTILITY BILLING/ACCOUNTING SOFTWARE
  - D. DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BISHWAMAN ANGDEMBE OF HELEN BEVERAGE COMPANY, LLC D/B/A DISCOUNT SPIRITS OF HELEN LOCATED AT 50 YONAH STREET FOR BEER PACKAGE, WINE PACKAGE, LIQUOR PACKAGE
7. HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. POLICE DEPARTMENT MONTHLY REPORT
10. FIRE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
12. BUILDING AND ZONING MONTHLY REPORT

A. DISCUSSION OF LAND SWAP WITH LEE LANDRESS FOR PROPERTY IN ISLAND AREA

13. PURCHASES AND BIDS

14. ORDINANCES;

FIRST READING ORDINANCE 22-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CERTAIN PROVISIONS TO CHAPTER 22, ELECTIONS AND TO AUTHORIZE WHITE COUNTY, GEORGIA, AS PERMITTED BY O.C.G.A. SECITON 21-2-45(c) TO CONDUCT MUNICIPAL ELECTIONS ON BEHALF OF THE CITY

FIRST READING ORDINANCE 22-03-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-73 REGARDING BREW PUBS

15. RESOLUTIONS

16. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED MARCH 10, 2022 @ 2:45 P.M.  
THE MEETING AGENDA IS SUBJECT TO CHANGE AND IS NOT FINAL UNTIL APPROVED BY THE CITY OF HELEN COMMISSION AT THE COMMISSION MEETING STATED HEREIN.**



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The Helen City Commission met on Tuesday March 15, 2022 in the Commission Chambers at Helen City Hall. Mayor Fred Garmon called the meeting to order. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Jeff Ash, Commissioner Cinnamon Ruston, Mayor Fred Garmon, Commissioner Cliff Hood, Commissioner Steve Fowler. Also attending were Finance Director Mona Wood, City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, acting Police Chief John Albino, Fire Chief Jody Prickett, Public Works Director Jack Morgan, Building & Zoning Director Darrell Westmoreland.

Pledge of Allegiance to the Flag was given.

**APPROVAL OF AGENDA;** Motion to amend the Agenda to include discussion of letter from the Rotary club for a dog park and approve the amended agenda made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**APPROVAL OF MINUTES FROM FEBRUARY 15, 2022;** Motion to approve made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**ADMINISTRATIVE OPERATIONS**

**EDWIN NIX FROM WHITE COUNTY WATER AUTHORITY TO DISCUSS NEW CONTRACT WITH COUNTY;** Mr. Nix verbally reported on the operations of the White County Water Authority and explained the revenue generated of all from sales of water serving 450 customers. He further explained that the current contract with the City of Helen is coming up for renewal and wants to address items in the contract prior to renewal. Commissioner Jeff Ash gave a brief history of the installation of the county water lines to the City of Helen. Mr. Nix went on to ask that the City share the cost to calibrate the meter that supply's water to the city and to add to the new contract a cost adjustment if needed during the contract period.

**UPDATE FROM CITY MANAGER ON CURRENT PROJECTS;** Fletcher Holliday of EMI gave a verbal report and copy of the report is included in the official minutes. Mr. Holliday explained that the City Attorney will get a contract with Innsbruck to do testing on their property for a new well and if the site is approved then purchasing the property from Innsbruck is the next step. Discussion of awarding Meter replacement project to Aqua Meter Consultants at a cost of \$87,625. Due to not having any bids during the bid period, EMI located Aqua Meter Consultants and received a cost to do the installation.

**COMMISSION MEETING**  
**March 15, 2022**  
**MINUTES OF MEETING**  
**PAGE 2**

Motion to approve made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

Fletcher Holliday went on to explain the spray field project had been moved forward due to the deterioration of spray fields 3A, 3B, 3C and the erosion, they will be conducting inventory to get an estimate of the cost, and explained that there may be a need to relocate the fields. He also stated that some projects are coming in under budget which can help with the cost of the spray field repairs.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Director Mona Wood gave a verbal report. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF DELINQUENT WATER/SEWER ACCOUNTS CONCERNING NEW UTILITY BILLING/ACCOUNTING SOFTWARE; Finance Director Mona Wood explained the need to remove the delinquent accounts before the new software data is moved. Motion to approve write off of accounts delinquent more than 2 years to have the audit cleaned up and for a clean software conversion but to retain information of delinquent customer for future made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BISHWAMAN ANGDEMBE OF HELEN BEVERAGE COMPANY, LLC D/B/A DISCOUNT SPIRITS OF HELEN LOCATED AT 50 YONAH STREET FOR BEER PACKAGE, WINE PACKAGE, LIQUOR PACKAGE; This item is moved to a Public Hearing and Special Called meeting on March 18, 2022 due to advertising requirements being met.

DISCUSSION OF LETTER FROM HELEN ROTARY CLUB CONCERNING ADDING A DOG PARK. Commissioner Steve Fowler stated he had received a letter requesting the City to consider sending a letter to the State to allow a dog park being placed on their property. Commissioner Steve Fowler stated that the Helen Rotary Club would pay for the cost of the park but since it is to be asked to be put on the State property located next to the Hardman Farm trail that the State could only consider if asked by the City, and agreement would be between the State and City. Motion to approve submitting the request on behalf of the City and allowing the Helen Rotary Club to pay all cost for the dog park made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

**COMMISSION MEETING**  
**March 15, 2022**  
**MINUTES OF MEETING**  
**PAGE 3**

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report.

Commissioner Jeff Ash brought up for discussion of Fireworks for the 4<sup>th</sup> of July in the amount of \$20,000. Motion to approve the amount of \$20,000 and for company Zambelli to conduct made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No written report given. Judy Holloway was present and gave a verbal report stating she had given 2 presentations to the Helen Rotary club and group of Realtors about Helen and appreciated help from Building & Zoning Director Darrell Westmoreland. She also stated that Bingo would resume on April 1<sup>st</sup>.

POLICE DEPARTMENT MONTHLY REPORT; Verbal report given by Acting Chief John Albino. He informed the Commission of the need for proper additional equipment and cars for the department. He stated that the chain of command is being put into place and that he has an excellent team working to represent the officials and citizens. He is also working on creating a Drug unit and possibly a K9 unit. Motion to authorize the City Manager and Acting Chief John Albino to decide what is needed and allowed to purchase made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission

Mayor Fred Garmon left the meeting at 11:30 a.m.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Public Works Director Jack Morgan stated that the Christmas decorations were all down and that the new sound system had been installed in the Market Platz and waiting on programmer to get up and running.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Building & Zoning Director gave a verbal report.

DISCUSSION OF LAND SWAP WITH LEE LANDRESS FOR PROPERTY IN ISLAND AREA; Motion to table to the next meeting to give the Commission time to consider made by Commissioner Cinnamon Ruston, 2<sup>nd</sup> by Commissioner Steve Fowler.

**COMMISSION MEETING  
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MINUTES OF MEETING  
PAGE 4**

Those in favor, Commissioner Cinnamon Ruston, Commissioner Cliff Hood, Commissioner Steve Fowler. Those opposed Commissioner Jeff Ash.

Building & Zoning Director Darrell Westmoreland informed the Commission of the request of the Train ride company to add a second route. Decision to table until the next meeting for the Commission to have time to consider.

PURCHASES AND BIDS; None

ORDINANCES;

FIRST READING; ORDINANCE 22-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CERTAIN PROVISIONS TO CHAPTER 22, ELECTIONS AND TO AUTHORIZE WHITE COUNTY, GEORGIA, AS PERMITTED BY O.C.G.A. SECITON 21-2-45(c) TO CONDUCT MUNICIPAL ELECTIONS ON BEHALF OF THE CITY; Motion to approve the first reading made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

FIRST READING; ORDINANCE 22-03-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-73 REGARDING BREW PUBS; Motion to approve the first reading made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; None

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:06 p.m. made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**

