



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



Commissioners:

Jeff Ash
Steve Fowler
Fred Garmon
Cinnamon Sullivan
Cliff Hood

City Manager:

Darrell Westmoreland

City Clerk/

Clerk of Court

Marilyn M. Chastain

Chief of Police:

Aletha Barrett

Fire Chief:

Jody Prickett

Building and Zoning

Administrator:

Darrell Westmoreland

Finance Director/

Deputy Clerk:

Mona Wood

Public Works

Director:

Jack Morgan

CITY OF HELEN
COMMISSION MEETING

FEBRUARY 21, 2023

10:00 A.M.

AGENDA

1. CALL TO ORDER BY MAYOR JEFF ASH
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JANUARY 17, 2023, CALLED MEETING FEBRUARY 3, 2023, CALLED MEETING FEBRUARY 10, 2023
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS
17. EXECUTIVE SESSION TO DISCUSS PENDING/POTENTIAL LITIGATION
18. CITY COMMISSION COMMENTS

The City of Helen is an equal opportunity employer.

19. ADJOURNMENT

**THIS AGENDA WAS POSTED FEBRUARY 17, 2023 @ 11:45 A.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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Village**

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The City of Helen is an equal
opportunity provider and employer

**CITY OF HELEN
COMMISSION MEETING
FEBRUARY 21, 2023
MINUTES OF MEETING**

Commissioners:

Jeff Ash
Steve Fowler
Fred Garmon
Cliff Hood
Cinnamon Ruston

The Helen City Commission met on Tuesday February 21, 2023 in the Commission Chambers at Helen City Hall. Mayor Jeff Ash called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Cliff Hood and Commissioner Steve Fowler. Commissioner Cinnamon Sullivan was absent. Also attending were Finance Officer Mona Wood, City Manager Darrell Westmoreland, City Attorney Carl Free, City Clerk Marilyn Chastain. Absent were Police Chief Aletha Barrett, Fire Chief Jody Prickett, Public Works Director Jack Morgan.

City Manager:

Darrell Westmoreland

**City Clerk /
Clerk of Court**

Marilyn M. Chastain

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of those attending.

Finance Officer:

Mona Wood

APPROVAL OF MINUTES FROM JANUARY 17, 2023, CALLED MEETING FEBRUARY 3, 2023, CALLED MEETING FEBRUARY 10, 2023;

Chief of Police:

Aletha Barrett

Motion to approve the January 17, 2023 Minutes made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

**Building and Zoning
Administrator:**

Darrell Westmoreland

Motion to approve the February 3, 2023 Minutes made by Commissioner Cliff Hood, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Public Works

Director:

Jack Morgan

Motion to approve the February 10, 2023 Minutes made by Commissioner Cliff Hood, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Fire Department

Chief:

Jody Prickett

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Josh Mcguire of Midway Rides and Amusements stated he would like to bring a kiddie and Family friendly event to Helen 2 times during the year from July 20TH to September 3rd and November 23RD to December 31ST which would be located across the street from the BBQ restaurant. He went on to explain the later dates would include an ice skating rink. Commissioner Fowler asked if the rides are inspected by the state and was told they are. Mayor Ash explained that the events would first need to go to the PDRB for approval then to the Commission. City Manager Darrell Westmoreland explained the events are longer than the PDRB is allowed to approve but that they would forward on to the Commission for approval after submitted.

**COMMISSION MEETING
FEBRUARY 21, 2023
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Also present was Jason White of Greater American Rodeo that wanted to request putting on a Rodeo this year on May 5TH & 6TH , and October 13TH & 14TH . Mayor Jeff Ash explained he would also need to present his events to the PDRB for approval.

ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report. Director Jerry Brown asked the Commission to consider donating \$2,500.00 toward sponsoring this years Songwriters Event that will be held April 28th & 29th. Motion to approve the donation made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No written report presented. Judy Holloway was present and gave a verbal report. She stated that Bingo would start on April 4th, the Trout Tournament is April 1st, and the Corvair Club is April 21ST & 22ND .

ADMINISTRATIVE

Update for City Manager on current projects. City Manager Darrell Westmoreland stated the Restroom projects are 1 month behind schedule due to the weather, he stated that the 2 new vehicles had been delivered and are in service, that he and Fire Chief Jody Prickett had met with JT Gangwall and looked at the plans for the new Hotel, but that he and Safe Built will go over the final plans before the building permit is issued. He asked the Commission to prepare items they would like to have on the Agenda for the upcoming Retreat at Brasstown. Other items discussed were the need to replace the culvert pipe on Escowee before paving is done to avoid cutting the new asphalt, discussed the Wilkins pond project and informed the Commission that he had hired Jonah Casper for the Building & Zoning position and he will start next Monday. Then he informed the Commission that the new Pole Barn had been completed with Commissioner Fred Garmon overseeing the project and coming in underbudget. Last item discussed was looking for a new location for the Covair Club's event next year to avoid closing the City parking lots due to businesses and employees needing a place to park.

B. FINANCIAL REPORT; Finance Director Mona Wood went over the report which is included as an integral part of the Minutes. Motion to approve financial report made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS PENDING/POTENTIAL LITIGATION; Motion to go into Executive Session at 11:02 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

Motion to come out of the Executive Session @ 11:35 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

There were no Motions made as a result of the Executive Session.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to Adjourn at 11:38 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script, appearing to read "Marilyn Chastain".