

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 8, 2019
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM SEPTEMBER 10, 2019
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE OPERATIONS
 - 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
 - A. FLETCHER HOLLIDAY WITH EMI FOR UPDATE ON WELL DEVELOPMET TO INCLUDE ADDITIONAL STEPS AND COST FOR COMPLETION OF THE PROJECT, AND UPDATE ON THE REHABILITATION OF THE CONCRETE TANK.
13. BUILDING AND ZONING MONTHLY REPORT
 - A. CONSIDERATION OF SIZE VARIANCE REQUEST FOR 2 SIGNS ON BUILDING AT FAIRFIELD INN LOCATED AT 8035 S. MAIN ST.

- B. CONSIDERATION OF VARIANCE REQUEST FROM WONDERLAND ANTIQUES FOR (2) EXTRA SIGNS TO BE PLACED ON BOTH SIDES OF LARGE CUPULA LOCATED AT 8251 S. MAIN ST.
 - C. DISCUSSION OF THE HOLIDAY LIGHTING ORDINANCE.
 - D. PETITION AND APPLICATION OF BETINA FREEMAN FOR THE ANNEXATION OF 4.506 ACERS INTO THE CITY OF HELEN, GEROGIA PURSUANT TO O.C.G.A. 36-36-21. SUBJECT PROPERTY IS LOCATED AT 52 COMER CIRCLE
14. PURCHASES AND BIDS; NONE
15. ORDINANCES; FIRST READING; ORDINANCE 19-10-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION
16. RESOLUTIONS; NONE
17. CITY COMMISSION COMMENTS
18. ADJOURNMENT

THIS AGENDA WAS POSTED OCTOBER 3, 2019 @ 11:00 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.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 8, 2019
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 8, 2019 in the Commission Chambers at Helen City Hall with Mayor Cinnamon Spurlock calling the meeting to order at 10:00 a.m.

ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Mayor Cinnamon Spurlock, Commissioner Jeff Ash, Commissioner Steve Fowler and Commissioner Geneva Elwell. Absent was Commissioner Lee Landress.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Mona Wood, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Director Ross Hewell, and Building & Zoning Director Darrell Westmoreland.

PLEDGE OF ALLEGIANCE TO THE FLAG

City Clerk Marilyn Chastain had the honor of reading a list of accomplishments of City Manager Jerry Elkins and the City presented him with a wall clock as a token of their appreciation for 20 years of service. Present for the surprise presentation were many friends, family, employees, department heads, and Commission members past and present. There was a reception following the meeting.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Chris Seymour of Alpine Carriage Company asked the Commission to reconsider not allowing the Carriages to park on River Street as they have done for 19 years. He stated there had been no accidents involving the carriages and there were no other places to park. He went on to say that there is some smell from the urine, but that they do disinfect and wash down the area, and that the horses are a big draw to the town and to please reconsider that this is many of their lively hoods and is for their workers as well.

Craig Sowerby of Pegasus Carriages also asked the Commission to reconsider not allowing the carriages to park on River Street to pick up fares that he has been in the Carriage business for 17 years in Helen. He then asked the Commission to explain why they had voted on this. Commissioner Steve Fowler stated he had made the motion to acknowledge the congestion of traffic and being unsafe because of the added number of people in the area. Mayor Cinnamon Spurlock stated there is no cross walk there leading to the public restrooms and also thinks it is a safety issue after talking with department heads and that utilizing City property for private industry has caused complaints. Commissioner Steve Fowler also stated he has no problem with the route just the parking on City property. Mr. Sowerby asked about using the City property on Dye Street and was told that is also City property and or DOT right of way and could not be used.

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Connie James of Hornes Buggy Rides stated she understands the safety concerns but would like for the Commission to hear and consider solutions such as possibly cutting down on the number of carriages allowed.

Chris Seymour stated to per the current city ordinance there are 2 areas that can be used for loading and unloading. City Manager Jerry Elkins stated that is true until January 1st, at which time the Ordinance will be changed prior to that date.

Misty Gilbert stated she has driven for everyone of the Carriage Companies and hopes the Commission will reconsider letting the carriages keep using the area.

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.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No report. Director Renee Green not present.

ADMINISTRATIVE OPERATIONS;

- A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated there had been easements obtained on the Water park property for the new lift station.

- B. FINANCIAL REPORT; City Manager Jerry Elkins said that some figures show a decrease but that some of the revenues are slow coming in compared to this time last year but expects those figures to change when the checks come in. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report. Commissioner Steve Fowler asked how many officers his department is currently short. Chief Brian Stephens stated that currently he has 3 full time positions open but expects to have them filled by November.

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

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Director Ross Hewell was present and gave a verbal report.

FLETCHER HOLLIDAY WITH EMI FOR UPDATE ON WELL DEVELOPMET TO INCLUDE ADDITIONAL STEPS AND COST FOR COMPLETION OF THE PROJECT.

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- A. Fletcher Holiday explained the new well is producing approximately 52 gallons of water per minute but that testing shows that there is a fracture at 197 feet, and shows silt coming into the well, that to put a temporary packet to seal the leak may cure the problem and if it did then a permanent packet could be installed. He stated that there is an 85% chance that it will be successful. However, that because of funding from the state and federal levels there are certain guidelines that must be followed. If it is decided not to try the packet this would result in the well being useless and any money that has been spent so far would be lost. Commissioner Steve Fowler made a motion to go ahead with the temporary packet, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Director Darrell Westmoreland was present and gave a verbal report.

- A. CONSIDERATION OF SIZE VARIANCE REQUEST FOR 2 SIGNS ON BUILDING AT FAIRFIELD INN LOCATED AT 8035 S. MAIN ST. Pictures included as an integral part of the Minutes showing signs requested. Commissioner Jeff Ash made a motion to approve, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.
- B. CONSIDERATION OF VARIANCE REQUEST FROM WONDERLAND ANTIQUES FOR (2) EXTRA SIGNS TO BE PLACED ON BOTH SIDES OF LARGE CUPULA LOCATED AT 8251 S. MAIN ST. Pictures included as an integral part of the Minutes showing signs requested. Commissioner Jeff Ash made a motion to approve, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.
- C. DISCUSSION OF THE HOLIDAY LIGHTING ORDINANCE. There was discussion of the confusion by some business owners as who is required to have lights if not clearly visible. City Attorney Carl Free suggested that it be up to the Judgement of the City Manager and Building and Zoning Director as to any question of whether a building is visible. No motion to change the current Ordinance was made.

PETITION AND APPLICATION OF BETINA FREEMAN FOR THE ANNEXATION OF 4.506 ACERS INTO THE CITY OF HELEN, GEROGIA PURSUANT TO O.C.G.A. 36-36-21. SUBJECT PROPERTY IS LOCATED AT 52 COMER CIRCLE; Motion to approve the petition made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

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PURCHASES AND BIDS; NONE

ORDINANCES; FIRST READING; ORDINANCE 19-10-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION; Ordinance read by Mayor Cinnamon Spurlock. Motion to approve the first reading made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; NONE

EXECUTIVE SESSION TO DISCUSS POSSIBLE LITIGATION; Motion to go out of the regular Commission meeting and into the Executive Session at 11:35 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

There were no motions as a result of the Executive Session. The regular Commission meeting resumed at 11:55 a.m.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:56 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN