

**CITY OF HELEN  
COMMISSION MEETING  
APRIL 15, 2014  
3:00 P.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR JUDY HOLLOWAY
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM APRIL 1, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE

A. FINANCIAL REPORT

B. Discussion and consideration for use of City Police Department Officers and city streets during Triathlon submitted by Danny Otter on August 23, 2014 for approximately 1 to 2 hours while participants cross Hwy 75 over to Oberlindau Strasse. Proceeds will benefit the Leukemia Lymphoma Foundation. Event coordinator to pay Officers.

C. Discussion and consideration of closing City Street, and time, if allowed for SOWO Event on May 16 - 18, 2014.

10. POLICE DEPARTMENT MONTHLY REPORT
9. FIRE DEPARTMENT MONTHLY REPORT
10. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
11. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT

A. Public Hearing for a Conditional Use Zoning for the property located at 299 White Strasse which is the site of the City of Helen Water Tank. The Conditional

Use Zoning is requested to construct a one hundred and ninety five (195) foot monopole for telecommunications.

B. Discussion for decision for a Conditional Use Zoning for the property located at 299 White Strasse which is the site of the City of Helen Water Tank. The Conditional Use Zoning is requested to construct a one hundred and ninety five (195) foot monopole for telecommunications.

12. PURCHASES AND BIDS

13. ORDINANCES

A. SECOND READING OF ORDINANCE 14-04-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND CHAPTER 6 OF THE HELEN OFFICIAL CODE TO ALLOW FOR AN ANCILLARY WINE, BEER AND MALT BEVERAGE TASTING LICENSE.

14. RESOLUTIONS

15. EXECUTIVE SESSION FOR PERSONNEL, POSSIBLE LITIGATION AND PROPERTY ACQUISITION.

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

**THIS AGENDA WAS POSTED APRIL 11, 2014 AT 12:00 PM.**

**CITY OF HELEN  
COMMISSION MEETING  
APRIL 15, 2014  
3:00 P.M.  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday April 15, 2014 at 3:00 p.m. in the Commission Chambers at Helen City Hall with Mayor Judy Holloway calling the meeting to order.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash. Also present were City Manager Jerry Elkins, City Attorney Carl Free, Finance Officer Debbie Gerchman, City Clerk Marilyn Chastain, Police Chief Jim Couch, Public Works Director Ross Hewell. Absent from the meeting was Fire Captain Lee Poteat.

Pledge of Allegiance to the Flag was given.

Motion to amend the Agenda by adding under Administrative as item A; Discussion of three separate projects from EMI, Fletcher Holiday, and to move remainder of items down as items B, C, D made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from April 1, 2014 made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K burke. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

Alpine Helen/White County CVB Monthly Report; Written report included as an integral part of the Minutes. Director Jerry Brown presented copies of advertisements to the Commission that the CVB had purchased promoting Helen.

Helen Chamber of Commerce Monthly Report; Verbal Report given by Director Renee Chacon. She informed the Commission of recent and upcoming Events at the Fest Hall.

Administrative;

A. Discussion of three separate projects from EMI/Fletcher Holiday. Fletcher Holiday presented the following items to the Commission for consideration. 1. Island area project to make changes to the entrance way on Tannen Weg to Edelweiss Strasse to end the curb & gutter across from the original location because of the roadway being too narrow to accommodate large delivery trucks. 2. Chattahoochee Stream Bank Stabilization behind Wilder Forest Condos due to river bank erosion and the need of support for the sewer pipe of approximately 250'. Option given by recommendation from the EPD and Army Corp of Engineers is the use natural stone, to access the project from across the River at Helen Water Park with permission from the property owner. Estimated cost of the project to be \$110,000.00 to \$150,000.00 with funds coming from SPLOST. Motion to approve items 1 and 2, and allowing Fletcher Holiday to obtain the required permits, plans, and bids for the project made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

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Item 3 is Discussion and Consideration for refurbishing or replacing the Lift Station on Carrie Cox Drive. There was discussion of the options of completely replacing the Lift Station at a cost of approximately \$263,000.00 or to refurbish and add a larger pump at a cost of \$138,000.00. City Manager Jerry Elkins stated there are other projects that are being done and considered that may need funds to complete. Motion to approve a larger lift station at a cost of \$138,000.00 made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Financial Report; Written report included as an integral part of the Minutes. Finance Officer Debbie Gerchman was present at the meeting to answer questions. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Discussion and consideration for use of City Police Department Officers and City Streets during the Triathlon event submitted by Danny Otter on August 23, 2104 for approximately 1 to 2 hours while participants of the Triathlon cross Hwy 75 over to Oberlindau Strasse, with officers to be paid by Danny Otter for a minimum of 4 hours. Proceeds will benefit the Leukemia Lymphoma Foundation. Motion to approve as submitted made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Discussion and consideration of closing City Streets and times, if allowed for the SOWO Event on May 16-18-2014. Police Chief Jim Couch stated he had met the SOWO event coordinators and discussed options for street closures at scheduled, or as necessary times, and gave his recommendations to the City Commission. Motion to not close Edelweiss on Friday night until after 8:45 p.m. due to Bingo at the fest hall, and to allow the discretion of Police Chief Jim Couch to determine other times of street closure as discussed in the meeting made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Police Department Monthly Report; Written report included as an integral part of the Minutes. Police Chief Jim Couch also informed the Commission that he has added to the new system all business contact numbers and information in the event of an emergency and would be able to reach the business owners, also that he has added all Server ID information into the system to be able to verify while in the field that a Servers ID information is up to date.

Fire Department Monthly Report; None

Public Works, Water and Waste Water Monthly Report; Written report included as an integral part of the Minutes. Public Works Director Ross Hewell informed the Commission that items not on his report that had been completed were Painting the Gazebo and Painting the Flag Poles on River

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Street. He also inquired which Flags the Commission preferred to have placed on these Poles and it was decided to hang the International Flags.

Building and Zoning Department Monthly Report; None included

Public Hearing; Motion to go into the Public Hearing for a Conditional Use Zoning request for property located at 299 White Strasse to construct a (195) foot monopole for telecommunications at 4:08 p.m. made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

After discussion, a motion to come out of the Public Hearing at 4:12 p.m. made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Discussion for decision the Conditional Use Zoning for the property located at 299 White Strasse which is the site of the White Street, Helen Water Tank. The Zoning change requested is to construct a one hundred and ninety five (195') foot monopole for Telecommunications, to be installed by ATT Wireless. Motion to approve the Conditional Use Zoning made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances;

Second Reading of Ordinance 14-04-01; An Ordinance of the City of Helen, Georgia, to amend Chapter 6 of the Helen Official Code to allow for an Ancillary Wine, Beer and Malt Beverage Tasting License. Motion to approve the second reading made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Resolutions; None

Executive Session for Personnel, Possible Litigation and Property Acquisition. Motion to go into Executive Session at 4:14 p.m. made by Commissioner Helen Wilkins, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Motion to end Executive Session at 4:48 p.m. and resume the Regular Commission meeting made by Commissioner Helen Wilkins, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motions as result of Executive Session; Motion to continue to allow City Attorney Carl Free to acquire the Deed for a ten foot wide section (10') of property owned by the Vandergriff Estate and Charlie Brown in the Island area made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

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Motion to approve the acquisition of property as agreed per written agreement from Wayne R. Holt owner of Bigg Daddys (copy of letter from Wayne R. Holt dated April 8, 2014 as to terms of agreement included as an integral part of the Regular Minutes) to the City of Helen made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motion to agree to the reduced building set back requirements to five feet (5') of the Otto Siebert property in exchange for property to install Street lights in the Island area project providing property is acquired by the City, made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

City Commission Comments; None

Adjournment; Motion to adjourn at 4:50 p.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY SUBMITTED,**

**MARILYN CHASTAIN  
CITY CLERK**