

**CITY OF HELEN  
COMMISSION MEETING  
MAY 18, 2021  
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 APRIL 20, 2021
6. ADMINISTRATIVE OPERATIONS
  - A. WHITE COUNTY WATER AUTHORITY TO REQUEST INCREASE IN WATER RATES FROM \$2.50 PER THOUSAND TO \$2.85 PER THOUSAND AND APPROVAL OF THE WATER SUPPLY AND SALES AGREEMENT
  - B. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS AND FUNDING OF THE PROJECTS
    1. RESOLUTION 21-5-02: TO ISSUE REVENUE BONDS, SERIES 2021, THROUGH THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF HELEN; AUTHORIZING THE ENGAGEMENT OF AN UNDERWRITER AND A BOND COUNSEL FOR THE ISSUANCE OF THE SERIES 2021 BONDS; AND FOR OTHER RELATED PURPOSES.
    2. DISCUSSION OF RESPONSE TO THE GEORGIA DEPARTMENT OF TRANSPORTATION CONCERNING THE POSSIBLE SHUT DOWN OF THE BRIDGE ON HIGHWAY 75 ON THE OUTSKIRTS OF THE CITY OF HELEN FOR BRIDGE REPLACEMENT. THE PROJECT IS PROJECTED TO BEGIN IN 2025 AND WILL TAKE APPROXIMATELY ONE YEAR TO COMPLETE.
    3. APPROVAL TO MOVE FORWARD WITH UPGRADING THE CITY'S IT INFRASTRUCTURE INCLUDING SOFTWARE AND HARDWARE COMPONENTS. COSTS TO BE FUNDED BY 2014 SPLOST FUNDS OF \$99,000 DESIGNATED FOR IT INFRASTRUCTURE UPGRADES. CURRENT QUOTE OF \$70,000 IS FOR SPECIFIC SOFTWARE MODULES. COSTS OF RELATED HARDWARE OR ADDITIONAL SOFTWARE WILL BE IN ADDITION TO THE CURRENT QUOTE.

4. DISCUSSION CONCERNING THE PRICE OF PARKING IN CITY PARKING LOTS.
- C. FINANCIAL REPORT
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
  - A. HAYLOFT ALCOHOL VIOLATION
  - B. SLOW MOVING VEHICLES ON STATE HIGHWAY
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTEWATER MONTHLY REPORT
13. BUILDING AND ZONING MONTHLY REPORT
  - A. DISCUSSION OF FAMILY RODEO BY JEFF HOGSED FOR JULY, SEPTEMBER, AND OCTOBER TO BE HELD IN VACANT LOT ON EDELWEISS ACROSS FROM HELEN TUBING.
  - B. CONSIDERATION OF APPROVAL FOR THE CURRENT MEMBERS OF THE PLANNING DESIGN & REVIEW BOARD TO SERVE AS DOWNTOWN DEVELOPMENT AUTHORITY MEMBERS.
14. PURCHASES AND BIDS
15. ORDINANCES: ORDINANCE 21-05-01: AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-72(A) AND 6-126(A); AND TO ADD SECTION 6-32 REGARDING TASTING EVENTS FOR LICENSEES HOLDING PACKAGE DISTILLED SPIRITS LICENSES
16. CITY COMMISSION COMMENTS
17. ADJOURNMENT

**THIS AGENDA WAS POSTED MAY 14, 2021 @ 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.**

**CITY OF HELEN  
COMMISSION MEETING  
MAY 18, 2021  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 18, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, and Commissioner Fred Garmon. Absent was Commissioner Geneva Elwell, and Commissioner Steve Fowler.

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

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA;** Motion to Amend and approve the Agenda with the following additions as item 15A Executive Session to discuss land acquisition and as 5A conditional use permit from Dona k Burke, made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

**APPROVAL OF MINUTES FROM APRIL 20, 2021;** Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of those present.

Conditional Use request of property at 8770 & 8772 North Main Street requested by Dona K Burke for use as Hotel/Motel zoning. Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of those present. City Manager Jerry Elkins stated that the rezoning process would have to be completed prior to being rezoned.

**WHITE COUNTY WATER AUTHORITY TO REQUEST INCREASE IN WATER RATES FROM \$2.50 PER THOUSAND TO \$2.85 PER THOUSAND AND APPROVAL OF THE WATER SUPPLY AND SALES AGREEMENT;** Motion to approve the increase made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

**UPDATE FROM CITY MANAGER ON CURRENT PROJECTS AND FUNDING OF THE PROJECTS;** Items listed below.

**RESOLUTION 21-5-02: TO ISSUE REVENUE BONDS, SERIES 2021, THROUGH THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF HELEN; AUTHORIZING THE ENGAGEMENT OF AN UNDERWRITER AND A BOND COUNSEL FOR THE ISSUANCE OF THE SERIES 2021 BONDS; AND FOR OTHER**

**COMMISSION MEETING  
MAY 18, 2021  
MINUTES OF MEETING  
PAGE 2**

RELATED PURPOSES.; Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

The Commission was asked by Helen resident Helen Wilkins the status of Ridge Road. Commissioner Fred Garmon stated there needs to be action taken immediately to prevent further damage. Mayor Lee Landress stated there needs some type of barrier to prevent traffic. Commissioner Fred Garmon made a motion to authorize City Manager Jerry Elkins to have barriers installed and the ditches cleaned to prevent further damage, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of those present.

DISCUSSION OF RESPONSE TO THE GEORGIA DEPARTMENT OF TRANSPORTATION CONCERNING THE POSSIBLE SHUT DOWN OF THE BRIDGE ON HIGHWAY 75 ON THE OUTSKIRTS OF THE CITY OF HELEN FOR BRIDGE REPLACEMENT. THE PROJECT IS PROJECTED TO BEGIN IN 2025 AND WILL TAKE APPROXIMATELY ONE YEAR TO COMPLETE. White County Commissioner Craig Bryant was present and stated the County is not in favor of closing the road into Helen at all and thinks the DOT should come up with another plan for routing traffic. The Commission agreed there should be an alternate means considered such as installing another bridge for traffic to travel.

APPROVAL TO MOVE FORWARD WITH UPGRADING THE CITY'S IT INFRASTRUCTURE INCLUDING SOFTWARE AND HARDWARE COMPONENTS. COSTS TO BE FUNDED BY 2014 SPLOST FUNDS OF \$99,000 DESIGNATED FOR IT INFRASTRUCTURE UPGRADES. CURRENT QUOTE OF \$70,000 IS FOR SPECIFIC SOFTWARE MODULES. COSTS OF RELATED HARDWARE OR ADDITIONAL SOFTWARE WILL BE IN ADDITION TO THE CURRENT QUOTE.; Motion to approve software upgrades from Tyler Tech made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

DISCUSSION CONCERNING THE PRICE OF PARKING IN CITY PARKING LOTS.; Motion to approve an increase for parking to \$5.00 and allow county residents and business owners/employees to park free made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

FINANCIAL REPORT; Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

**COMMISSION MEETING  
MAY 18, 2021  
MINUTES OF MEETING  
PAGE 3**

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was absent.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No report given. White County Chamber of Commerce Director Beth Truelove was present and stated the County as a whole is having problems finding employees to work.

**POLICE DEPARTMENT MONTHLY REPORT**

HAYLOFT ALCOHOL VIOLATION; Chief Brian Stephens voiced concern over the continued calls associated with problems at the Hayloft and stated there had been 13 incidents and is concerned over the safety of his officers. Motion to authorize City Manager Jerry Elkins to draft required letter of 30 days suspension of license and \$1,000.00 fine made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

SLOW MOVING VEHICLES ON STATE HIGHWAY; Chief Brian Stephens stated currently the speed limit is 35 miles per hour from Alpenrosen north and that is too fast for safety, but in order to have it lowered it must be done by the City Authority of code 40-6-331. Commissioner Fred Garmon suggested lowering the speed limit to at least 30. City Attorney Carl Free is to look into the procedure, and discussion of slow moving vehicles will be discussed further then.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was absent.

PUBLIC WORKS, WATER AND WASTEWATER MONTHLY REPORT; Report included as an integral part of the Minutes. Assistant Public Works Director Jack Morgan was present and stated they had been pressure washing the downtown area.

**BUILDING AND ZONING MONTHLY REPORT**

DISCUSSION OF FAMILY RODEO BY JEFF HOGSED FOR JULY, SEPTEMBER, AND OCTOBER TO BE HELD IN VACANT LOT ON EDELWEISS ACROSS FROM HELEN TUBING.; Jeff Hogsed was present and explained what he is wanting to do as far as the events and explained they will hire private security and the animals will be in corrals. Commissioner Fred Garmon suggested hours of 6:00 to 9:30. Police Chief Brian Stephens voiced concerns of congested traffic. Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

**COMMISSION MEETING  
MAY 18, 2021  
MINUTES OF MEETING  
PAGE 4**

CONSIDERATION OF APPROVAL FOR THE CURRENT MEMBERS OF THE PLANNING DESIGN & REVIEW BOARD TO SERVE AS DOWNTOWN DEVELOPMENT AUTHORITY MEMBERS. Current PDRB members are to be asked at the next PDRB meeting if they are willing to serve on the Board.

PURCHASES AND BIDS; None

ORDINANCES: ORDINANCE 21-05-01: AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-72(A) AND 6-126(A); AND TO ADD SECTION 6-32 REGARDING TASTING EVENTS FOR LICENSEES HOLDING PACKAGE DISTILLED SPIRITS LICENSES; Ordinance was read by City Attorney Carl Free. Motion to approve the first reading made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

EXECUTIVE SESSION TO DISCUSS POSSIBLE LAND ACQUISITION; Motion to go into Executive Session at 11:28 a.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Motion to come out of the Executive session and resume the regular meeting at 11:42 a.m. made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

There were no motions as a result of the Executive Session.

CITY COMMISSION COMMENTS; Commissioner Jeff Ash stated good meeting.

ADJOURNMENT; Motion to adjourn at 11:43 a.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

